

## CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

629 NORTH 11<sup>TH</sup> STREET  
COURTHOUSE  
MONTEVIDEO, MINNESOTA 56265

Telephone 320-269-2139

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### Chippewa Soil and Water Conservation District Regular Board Meeting February 3, 2014 Chippewa County Courthouse

Minutes of the Chippewa Soil and Water Conservation District, Courthouse, NRCS/SWCD office, Montevideo, MN 56265.

Meeting was **called to order** by Chairman Dawn Schuler at 3:00 p.m.

Members **present**: Schuler, Eisenlohr, Sunderland, Roelofs, Kittelson.

Others **present**: SWCD staff: Zach Bothun, Tom Warner, Desirae Sharp; Matt Gilbertson and Jeff Lopez, County Commissioners.

M/S/P Kittelson, Sunderland approve the agenda/with additions.

M/S/P Kittelson, Eisenlohr approve the January minutes.

The Treasurer gave the **Treasurer's report** and the supervisors placed it on file subject to audit and authorized payment of the bills as presented.

#### **Staff reports**

##### **Desirae reported:**

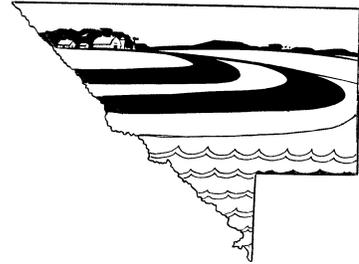
- Bothun and Sunderland talked about the clean water funding. Chippewa SWCD did not get funded.
- Sharp reported that 2013 bookkeeping is done. All members were given a packet of the final reports. Also reported that web reporting was near finished and the annual report was proofed and going to the printer.
- Staff continued a discussion about the wearing apparel request to the Board. The board discussed setting a limit for apparel in the policy at a later date.
  - M/S/P Sunderland, Kittelson approved supervisors & staff to order apparel not to exceed \$150/person.
- Local water plan meeting is scheduled for February 5, 2014.
- Staff presented the board with the new job descriptions for District Manager, Technician I, and Administrative assistant. Board requested time to review them and will readdress at March meeting.
- Warner discussed the \$4000 amendment to the Easement Implementation Grant for 2014. We were given the money for easement acquisition.
- Sharp presented the information for Legislative Days to be held March 24 & 25, 2014.

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- M/S/P Kittelson, Roelofs approved to cover expenses for staff & board members that would like to go.

### **Tom and Zach's report:**

- TOM:
  - went over their monthly activities of WCA
- Zach:
  - reported that he would be attending a Farmbill meeting

### **Shantel's Report: No NRCS present**

- Sharp reported that Timmerman was gone for training in Fergus Falls and Shantel would be returning to work February 10<sup>th</sup>.

### **OTHER:**

- Advised staff that we are still sending in documents for the BWSR audit.
- Dana Cole audit will be here the last week in February
- Need mailing lists from supervisors for the 60<sup>th</sup> anniversary invitations.

Meeting adjourned.

**Next Meeting: *March 3rd, 2014 3:00 p.m. Courthouse***