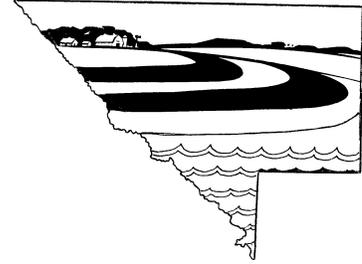


CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

629 NORTH 11TH STREET
COURTHOUSE
MONTEVIDEO, MINNESOTA 56265

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Chippewa Soil and Water Conservation District Regular Board Meeting October 13, 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, Roelofs, Sunderland, Kittelson.

Others **present**: SWCD staff: Zach Bothun, Tom Warner, Desirae Sharp; County Commissioner: Matt Gilbertson

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

M/S/P Sunderland, Kittelson approve the September 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

Tom reported:

- Tom has been working on tree planting plans/cost-estimates, change of ownership form for Lia CREP easement, was out on Gosseling site with contractor with camera looking down tile for blockage, also assisted Scott Santjer with placing dye into tile line to determine water flow (no blockage found), received final title insurance policy for Norby easement & send in invoice for reimbursable costs incurred for title work, working on WCA/1026 requests, mailed notice of application for Aurora Distributed Solar Project, did a site visit of rock dam restoration project that fixed a WCA violation (contractor was just finishing project), read DNR observation wells, registered for BWSR Academy, looked at erosion site at Catholic cemetery, attended water plan meeting & BWSR Admin training.

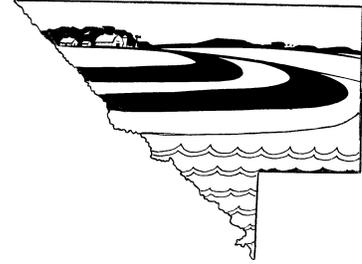
Desirae reported:

- Desirae noted that Resolution packets had been mailed to each supervisor
- Desirae informed the board of the issues with the payroll due to changes from Obamacare. Have been working with Dana F. Cole to get issues resolved.

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- Desirae discussed the need for updated Quickbooks software as well as using Quickbooks payroll services. Ann from Dana F. Cole is able to help get everything set up and do some training.
 - M/S/P Sunderland/Roelofs approved to purchase Quickbooks/Payroll and continue to work with Dana F. Cole to correct financials and update Quickbooks/add payroll software.
- Desirae discussed the MASWCD Annual Convention that will be held December 7-9, 2014.
- Desirae discussed her monthly activities which included but are not limited to: regular financial duties, working with Ann from Dana F. Cole to resolve payroll issues, created more time tracking sheets.

Zach's report:

- Zach worked on HCWP WRAPS (buffers measured & priority restorable wetland located), did tree planting site visits, plans & estimated for CRP plantings, BWSR CWF grant RFP/application for County Rd 35 & Dry Weather Creek Erosion Project, HCWP Appreciation picnic, Native Prairie LTT work including a potential WLI tree removal projects on CREP land, CRP mid-contract management mowing/tree removal job, FBA grant reporting, Native Prairie LTT & RIM teleconferences, potential RIM wellhead protection easement
- Zach discussed the possibility of purchasing a seed drill
- Zach reported that a mower blade broke and is being repaired.

Shantel's Report:

- Shantel's report was given by Desirae as NRCS was on holiday
- Shantel has 1026's down to 22 tracts (lowest since 2008), had a Joint ditch 18 meeting on 9/8 applied for EWP program for structure replacement, letter back from state con and moving forward with DSR reports, CRP plan writing done the end of Sept with about 50 plans written, end of FY reporting, had drainage water management modules & Fargo day training 9/17-focused on closed systems with no intakes which are not common in this area, flagging wetland boundaries for individuals for fall projects, new program interest: grazing, grass waterway, cover crops, Steven Norman was in about a grass waterway project, initial cost estimate for \$13969 with one tile line could possibly do two lines, increasing the cost. Project would be installed fall of 2015, proposing to do an EQIP application and a SWCD cost share agreement to get him to 75%, this project would lock up a lot of funds for 2015 if done with only SWCD funds.

OTHER:

Meeting adjourned.

Next Meeting: November 3, 2014 3:00 p.m. Courthouse