



629 NORTH 11<sup>TH</sup> STREET  
COURTHOUSE SUITE 7  
MONTEVIDEO, MN 56265

PHONE: 320-269-2696

**Chippewa Soil and Water Conservation District  
Regular Board Meeting  
April 1, 2024**

Minutes of the Chippewa Soil and Water Conservation District, Courthouse, Suite 7, Montevideo, MN 56265.

1. Meeting was called to order by Board Chair Calin Eisenlohr at 3:00 p.m.
  1. Members present: Michelle Overholser, Calin Eisenlohr, Aaron Ahrenholz, Jerry Schwitters
  2. Other present: SWCD Staff- Zach Bothun, Tom Sletta
2. M/S/P Overholser, Schwitters approve the agenda with additions. All in favor.
3. M/S/P Ahrenholz, Overholser approve the January meeting minutes. All in favor.
4. Bills were presented for ratification and payment.
5. **Action Items:**
  1. Tom Sletta presented a 638 Water & Sediment Control Basin (WASCOB) for Cost Share Contract 2024-1 in T118-R37-S9. Total project estimate is \$59,937.50. Amount of cost share requested is \$44,953.13.
    - M/S/P Schwitters, Overholser approve cost share contract 2024-1 for \$44,953.13 not to exceed 75% of \$59,937.50.
  2. Tom Sletta presented a 380 field windbreak for Cost Share Contract 2024-2 in T119-R42-S19. Total practice estimate is \$1800. Amount of cost share requested is \$1350.
    - M/S/P Overholser, Ahrenholz approve cost share contract 2024-2 for \$1350, not to exceed 75% of \$1800.
  3. Tom Sletta presented a 380 field windbreak for Cost Share Contract 2024-3 in T118-R-41-S36. Total project estimate is \$4306.80. Amount of cost share requested is \$3230.10.
    - M/S/P Ahrenholz, Schwitters approve cost share contract 2024-3 for \$3230.10, not to exceed \$4306.80.
  4. Zach discussed tree building updates to include granite fines in front of tree building and a waterline from the county building to the tree building.
    - Board would like to see quotes at a future meeting.
  5. Zach discussed past due accounts receivable. Accounts include Invoice #999 for D.J. totaling \$33.67 from 6/22/22, Invoice #1160 for D.T. totaling \$38.15 from 6/16/23, Invoice #1161 for T.G. totaling \$231.17 from 6/16/23, and Invoice #1207 for P.H totaling \$300 from 12/13/23.
    - M/S/P Schwitters, Overholser approve to put customers D.J. and D.T. on black list—no future sales or work unless past due invoice is paid and write off invoices as bad debt. Try to collect from customers T.G. and P.H.
6. **Discussion Items:**
  1. Zach presented the account and grant balance update as of 3/22/24. All cost share funds (\$80,034.40) are currently encumbered.
7. **Staff Reports**
  1. District Manager: Monthly activities and updates reported include but are not limited to: tree plans, seeding proposals, seed orders; staff meeting at the Rivers Restaurant; pollution reduction estimators for structural and non-structural projects for contract eligibility and future reporting; SharePoint Cleanup and organization; created Chip SWCD cost share project encumbrance list for local tracking of funds; put together contract folders for potential cover crop contracts; completed site visit for trees and future CRP; attended ESRI ArcPro Training in Morris and set up our GIS system to include parcel data layers that will be extremely useful for the SWCD when it comes to reaching out to landowners in specific priority areas for funding.



629 NORTH 11<sup>TH</sup> STREET  
COURTHOUSE SUITE 7  
MONTEVIDEO, MN 56265

PHONE: 320-269-2696

Zach noted that we were awarded our Soil Health Capacity Grant. We received \$210,000. Zach has been working on planning and developing an Agreement to enter with Kanati Land Management --next step with the funding; attended Leadership Cohort session at the Capitol in St Paul. March 26 – 28<sup>th</sup>; attended CRWA TAC meeting to clean up the draft Plan following the 60-day formal review from state agencies. Next step is to hold a public hearing for public comment in Glenwood on April 19<sup>th</sup> at 9:00 AM in the Pope County Courthouse Community Room and attended CMRWP TC meeting to review and work through work plans, cost share policy, and scoring and tracking tool updates. Zach also reported for WCA he has held a TEP site visit for Duinick Vanderveen and Horizon gravel mining sites.

- TEP agrees that the Vanderveen site is not a concern for WCA.
- TEP agrees that the Horizon site will need a complete delineation and Mitigation Plan

Zach sent NOD for the approval of the Eric Peterson Wetland Bank Mitigation Plan (full application) in Granite Falls Twshp, Sec. 13 and processed drainage requests.

2. District Technician: Monthly activities and updates reported include but are not limited to: tree plans, tree site visits, tree orders, cost share contracts, attended BWSR Spring Training, met with landowner about project to be installed this spring (if not, this fall); worked with landowner on rain garden species, contacted contractors for bids; and attended Arc Pro training in Morris. Tom also noted that trees will be delivered April 18<sup>th</sup> and tractor breaks will be started next and will be completed by April 18<sup>th</sup>.

8. Adjourn.

1. M/S/P Schwitters, Overholser approve adjournment of meeting. All in favor.

**NEXT MEETING: May 6, 2024—Commissioner's Room, Courthouse 3:00 P.M.**  
**\*\*\*PLEASE LET OFFICE STAFF KNOW A.S.A.P. IF YOU WILL NOT MAKE IT TO THE MEETING\*\*\***