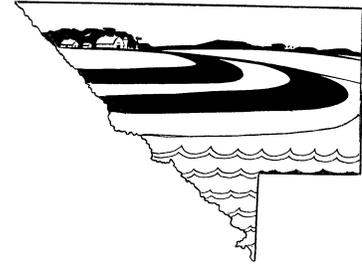


CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

629 NORTH 11TH STREET
COURTHOUSE
MONTEVIDEO, MINNESOTA 56265

Telephone 320-269-2139



Chippewa Soil and Water Conservation District Regular Board Meeting November 5, 2018

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

1. Meeting was **called to order** by Chairman Dawn Schuler at 3 p.m.
 - Members **present**: Schuler, Sunderland, Eisenlohr, Trager
 - Others **present**: SWCD staff: Tom Warner, Zach Bothun, Desirae Jarett; NRCS staff: Mike Timmerman; County Commissioners: Jeff Lopez and Matt Gilbertson
2. M/S/P Sunderland, Eisenlohr approve the agenda/with changes.
3. M/S/P Trager, Eisenlohr approve the October minutes.
4. 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.
5. **NRCS Report** (Given by Mike Timmerman):
 - NRCS monthly activities and updates reported include but are not limited to: wrapping up CRP plans; covering the Benson office for a few weeks; working on crop reporting, CSP mods, CSP audits, 2019 EQIP site visits, time cycling-reporting, EQIP applications, EQIP construction, 1026s, EQIP payments for cover crops & prescribed grazing, CSP payments, and record checks for CSP contracts. They are also covering the Yellow Medicine office and have completed performance reviews for 3 staff.
6. **New Business:**
 - Buffer cost share vouchers were presented and approved as follows:

NAME	CONTRACT	LOCATION	ACRES	AMOUNT
NEIL SKOGRAND	18-31 BL	119-40-35	2.2	\$ 660.00
ROGER MOLDE	18-70 BL	119-39-8	0.6	\$ 180.00
KENNETH HILL	18-2 BL	117-40-21	1.5	\$ 450.00
TOTAL			4.3	\$ 1,290.00

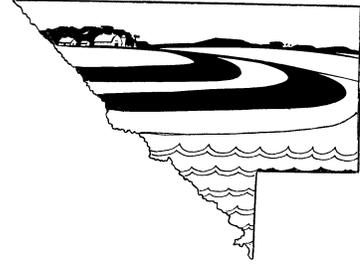
- M/S/P Trager, Sunderland approve payment on the above listed buffer cost share vouchers.
- Tom W. discussed cost share amendments as follows:
 - Requested to change contract end date on Halvorson Management project to 11/2019
 - Requested to increase Tim Buseman cost share amount by \$1441.50 for a total of \$8340.50
 - M/S/P Trager, Eisenlohr approve amendments as discussed.
- Tom W. presented project cost share vouchers for the following:
 - Tim Buseman DRAP 14-6 stream bank restoration: total project cost \$8340.50 with 100% cost share to be paid
 - David Arends DRAP 14-5 stream bank restoration: total project cost \$4502 with 100% cost share to be paid
 - M/S/P Eisenlohr, Trager approve to pay cost share vouchers for DRAP projects totaling \$12,842.50.
- Desirae discussed clothing allowance for staff and supervisors.
 - M/S/P Sunderland, Trager approve \$175 in clothing allowance for each staff and supervisors.

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- Computer seat for Desirae on NRCS server was discussed. Found that at this time a replacement computer is not needed and, with the exception of the phone, a spot on the server is not needed. Board recommends trying to work something out with the phone and if that is not possible to arrange phone call “in-take” days amongst other office staff. Will revisit if the need ever arises.
 - M/S/P Eisenlohr, Sunderland approve to remove Desirae’s seat from the NRCS server.
- Zach discussed the Non-Structural Land Management Practice policy as well as the Erosion Control and Water Management Program policy.
 - M/S/P Sunderland, Trager approve to update policy with changes.
- Desirae discussed the Employee Policy as well as the Supervisor Policy.
 - M/S/P Sunderland, Trager approve the updated changes to the Employee Policy as well as approve the new Supervisor Policy.

Tom W.’s Report:

- Tom’s monthly activities and updates reported include but are not limited to:
 - WCA: wrote up and sent out No-Loss Decision for Fiesta City Race Track, did site visit of Monte Wal-Mart for year 9 monitoring report for vegetation—wrote up notice of compliance, review & met on JD 18 for any wetland issues, worked on tile drain requests, did site review of Sonstegard ag bank site
 - MAWQCP: Handeen/Arner 1st certified farm in Chippewa County, Jim VanDerPol certified as of November 1
 - Projects: Lee streambank stabilization-done, Williamson terrace fix-done, Thompson WASCOP-tile work done, Arends streambank stabilization-done, Buseman streambank stabilization-done, Halvorson channel stabilization-ready to go for this fall, Schultz wetland restoration-put off until next year. Tom also noted there are several other projects in the works for next year. Staff has also been staking projects and attending preconstruction meetings.
 - RIM: working with Jeff Lopez, BWSR, townships, and landowners to get road issue resolved; worked on the Mildred Skogrand easement-water control structure; contacted Ungers attorney about the easement and the sale of the easement
 - Other: helped with 5th grade field days, attended BWSR academy, and has been working with landowners on trees.

Zach’s Report:

- Monthly activities and updates reported include but are not limited to: equipment maintenance; buffer flagging/measuring; buffer seeding on non-program related sites; buffer walk-ins and buffer installation discussions with landowners; CREP discussions with landowners; fall seed orders in and schedule set, some sites will be moved to spring due to weather conditions-spring schedule is getting full; GPS measurement services on CRP sites; saturated buffer and bioreactor training with NRCS (Ecosystems Services Exchange); 1W1P HCWP kick-off meeting; BWSR Grant Workplan writing-buffer, capacity grant; NLMP Policy and ECWMP Cost Share Policy updated; and discussed tree plans with landowners and the city of Olivia.

Next Meeting: December 13, 2018 at 9:00 a.m. at Valentino’s