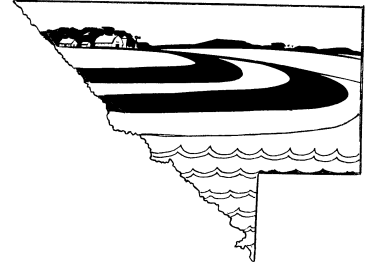


CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

629 NORTH 11TH STREET
COURTHOUSE
MONTEVIDEO, MINNESOTA 56265

Telephone 320-269-2696



Chippewa Soil and Water Conservation District Regular Board Meeting August 14, 2023

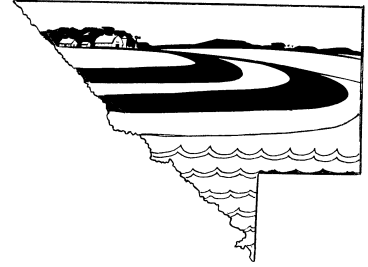
Minutes of the Chippewa Soil and Water Conservation District, Courthouse, NRCS/SWCD office, Montevideo, MN 56265.

1. Meeting was **called to order** by Board Chair Jerry Schwitters at 3:00 p.m.
 - Members **present**: Steve Jacobson, Aaron Ahrenholz, Calin Eisenlohr, Jerry Schwitters, Michelle Overholser
2. Others **present**: SWCD staff: Tom Sletta, Zach Bothun, Desirae Jarett; NRCS staff: Shantel Lozinski; County Commissioners: Candice Jaenisch
3. M/S/P Jacobson, Ahrenholz approve the agenda. All in favor.
4. M/S/P Jacobson, Eisenlohr approve the July meeting minutes. All in favor.
5. Bills were presented for ratification & payment.
6. **NRCS Report**:
 - NRCS monthly activities and updates reported include but are not limited to: summarized Local Work Group notes and completed spreadsheets to turn in; CCRP CRP plans are wrapping up for this year; CRP status reviews; EQIP OTI application; seed mixes for cover crop for EQIP/CRP contracts; 1026 requests; CSP re-enrollment letters; conservation acres reporting; and tech assistance for CPI #15. Shantel also reported on her continued coverage in Big Stone and the FY 2024 EQIP application deadline of October 6th.
7. **Staff Reports-**
 - **District Manager**: monthly activities and updates reported include but are not limited to: CMRWP TC meeting; FEMA flood maps, FEMA correspondence, and meeting; Tom Warner retirement activities; went through office, folders, and computer with Tom W.; rearranged office; WCA review; Chippewa County Fair prep and booth; lead contacts meeting; WCA drainage requests, wetland banking credit requests, NOA sent, and wetland bank meetings; and cover crop, no till cost share contract. Zach also noted he was accepted into the Leadership Program with the first training session August 29-30 and he will be attending MWPCP regional training August 15-16.
 - **District Technician**: monthly activities and updated reported include but are not limited to: tree site visit for 2024 planting; tree orders; RIM site checks and letters; RIM application in process; fair booth; Tom Warner retirement activities; read observation wells; submit Moon title work, received final title policy, letter of payment, reimbursement forms; site visit with engineer for rain garden; tractor repair quotes; survey site and supervise build; and roto-tilled food plots.
8. **Old Business**
 - Staff and board discussed Conservationist of the Year. Several candidates were discussed.
 - M/S/P Overholser, Jacobson approve KDK Partners as conservationist of the year.
9. **New Business**
 - Zach presented job title and description changes. These changes are due to splitting former district manager Tom Warner's job duties among existing staff.
 - M/S/P Overholser, Eisenlohr approve to name Zach Bothun District Manager and approve amended job descriptions for all staff. All in favor.
 - Staff discussed fall project amendments and permissions.
 - M/S/P Overholser, Jacobson approve District Manager to approve, authorize, and administer soil health grant as well contracts, amendments, vouchers, or any other documentation needed to fulfill grant requirements. All in favor.

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- Desirae discussed the need to update bank signers at Minnwest Bank, Co-op Credit Union and Old National Bank as well as add permissions for Tom Sletta to obtain a district debit card through Minnwest Bank.
 - M/S/P Overholser, Eisenlohr approve to update bank signers at all banks to include Board of Supervisors (Jerry Schwitters, Calin Eisenlohr, Michelle Overholser, Steve Jacobson, and Aaron Ahrenholz), District manager Zach Bothun, and Office & Financial Coordinator Desirae Jarett, as well as adding District Technician Tom Sletta to Minnwest bank and obtain a debit card for him. All in favor.
 - Staff discussed employee spending limit. No changes made.
 - Zach Bothun discussed cost share contract 2023-4 in Leenthrop 28 and 33 for no-till on 28.3 acres and cover crops and no till on 17 acres. This is a 3 year contract totaling \$5607.
 - M/S/P Ahrenholz, Overholser approve cost share contract as presented. All in favor.
 - Tom Sletta discussed 5205 John Deere tractor brake repair quote from Kibble Equipment. Board requested he obtain another quote elsewhere before going forward.
 - Desirae reminded board members to submit their Quarter 2 2023 supervisor expense reports.
- 10. Adjourn**
- M/S/P Jacobson, Eisenlohr Meeting adjourned. All in favor.

Next Meeting: September 11, 2023 –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*****