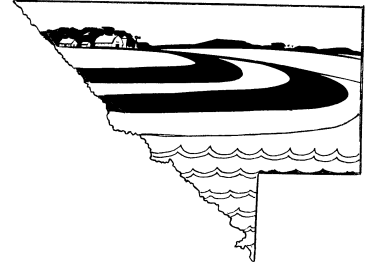


# CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

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

Telephone 320-269-2696



## Chippewa Soil and Water Conservation District Regular Board Meeting December 4, 2023

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

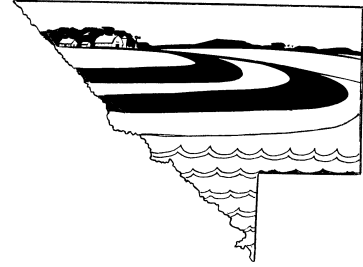
1. Meeting was **called to order** by Board Chair Jerry Schwitters at 11:00 a.m.
  - Members **present**: Steve Jacobson, Calin Eisenlohr, Jerry Schwitters, Michelle Overholser
2. Others **present**: SWCD staff: Zach Bothun, Desirae Jarett, Tom Sletta; NRCS staff: Shantel Lozinski, Mike Timmerman, Nathan Stewart; Representative Dean Urdahl; Conservationists of the Year George Kluempke and Roy Denne
3. M/S/P Overholser, Jacobson approve the agenda with additions and changes as presented. All in favor.
4. M/S/P Jacobson, Eisenlohr approve the September meeting minutes. All in favor.
5. Introductions were given.
  - Representative Urdahl gave a legislative update and answered questions from the board.
6. SWCD staff gave a 2023 SWCD Highlights presentation.
7. George Kluempke and Roy Denne of KDK Partners were awarded 2023 Chippewa SWCD Conservationists of the Year.
8. Bills were presented for ratification & payment.
9. **Staff Reports-**
  - **District Manager:** monthly activities and updates reported include but are not limited to: attended Leadership Training in Mankato; handled WCA (Drainage request, Virtual meetings reviewing mitigation plans for wetland banking, Notices sent out in response to joint project applications, Correspondence with a landowner regarding a restoration order for a WCA wetland violation); Fall dormant seeding (4 sites, ~60 acres); 1W1P meetings—CRWA: TAC meeting to discuss future coordinator host, Plan in limbo/draft mode, final changes per BWSR recommendation being made and CMRWA: Writing work plans and updating cost share policy for multiple rounds of upcoming grant funds, Supplemental funds, CRP incentive funds, FY 24-25 WBIF funds; Landowners in office to inquiring about trees, seeding, easement boundaries, etc.; Promotion of the Lunch and Learn meeting being put on in Montevideo on December 6<sup>th</sup> by Kanati Land Management and Anez Consulting; December board meeting prep; Working with IT to soon update our phone system greeting, removing Warner off the system; Working to put together a conservation cover crop & reduced tillage training with Andy Albertson from Swift SWCD to be held in Montevideo this winter (Jan., Feb., or March)
  - **District Technician:** monthly activities and updates reporting include but are not limited to: spring 2024 tree plans; tree site visits and tree counts; put in tree order to nursery; ordered tree tubes; attended area technical staff meeting; read observation wells; completed buffer reviews; attended BWSR Academy; picked up fall seed order; seeded CRP; worked with BWSR on 2 RIM site investigations to determine water storage capacity increase, habitat enhancement, and structure improvements; worked on RIM agreement; was on site for construction of Sandven project; and Tom noted that a rain garden project will hopefully be installed in Clara City next spring.
10. **NRCS Report:**
  - NRCS monthly activities and updates reported include but are not limited to: finished EQIP field checks, certifications for covercrops and payments; CRP seed tag checks for certification and payment; 1026 drainage requests; continued certification for CSP practices, including field checks and review of TSP plans for nutrient/pest management plans; worked with biologist for wetland shapefiles for wetland flagging; took part in some training for CD and DMS; and worked on a few

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modifications of contracts for eQIP items that got off schedule. Shantel also noted that she is still covering the Big Stone office, that several NRCS employees have been approved for OT through the end of the year; and looking forward to FY 2024 they have 18 EQIP applications to work through. Some of the applications are for ag waste, cover crops, grassed waterways, embankment, CAP plans, high tunnel, strip till, closure of waste pit, stream crossing, and tree plantings.

- Shantel also gave a summary of 2023 for NRCS: \$1.6 million was paid out in Chippewa County for both EQIP and CSP; MN as a state obligated \$41.7 million in EQIP—Area SW obligated \$8.6 million in EQIP funds; MN as a state obligated \$39.4 million in CSP funds—Area SWCD obligated \$9.8 million in CSP funds; Shantel also noted that she applied for and was selected for a co-lateral position on a National FPAC Committee for customer service, this will run for a year.

## 11. Old Business

- Desirae and Zach presented answers of board questions regarding website update/migration.
  - M/S/P Jacobson, Overholser approve to move into contract with Streamline for website rebuild/migration for a one-time fee for migration and a yearly fee as quoted.

## 12. New Business

- Tom Sletta presented cost share voucher for contract 2023-3. This project is for repair of 4 WASCObS in Big Bend Section 2. Total project cost is \$15,202.50 and requested cost share is \$11,401.88.
  - M/S/P Eisenlohr, Overholser approve payment to landowner as presented.
- Zach discussed the Pro Chopper and Crimper. The SWCD does not see a use for it anymore and would like to sell it.
  - M/S/P Eisenlohr, Jacobson approve to solicit to those interested for best offer bids.
- Zach discussed the Annual Performance Review/Evaluation process.
  - M/S/P Overholser, Eisenlohr approve to begin annual performance review/evaluation process as presented.
- Personnel committee presented wage negotiations for 2024. District Manager to increase 15% and District Technician and Office & Financial Coordinator to increase 6% effective January 1, 2024. These percentages include performance and COLA as well as job title/duty change.
  - M/S/P Overholser, Eisenlohr approve wage negotiations as discussed.

## 13. Adjourn

- M/S/P Jacobson, Eisenlohr Meeting adjourned. All in favor.

**Next Meeting: WEDNESDAY, JANUARY 10, 2024 1:30 PM –Chippewa County Courthouse Commissioner’s Room**  
**\*\*\*PLEASE LET OFFICE STAFF KNOW A.S.A.P. IF YOU WILL NOT MAKE IT TO THE MEETING\*\*\***