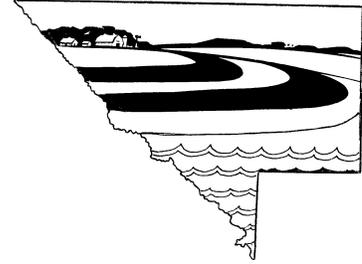


# CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

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

Telephone 320-269-2139



## Chippewa Soil and Water Conservation District Regular Board Meeting September 1, 2015

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

Meeting was **called to order** by Chairman Steve Sunderland at 3:00 p.m.

Members **present**: Schuler, Sunderland, Kittelson, Roelofs, Eisenlohr

Others **present**: SWCD staff: Tom Warner, Zach Bothun, Desirae Sharp; NRCS staff: Mike Timmerman; BWSR: Jason Beckler

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

M/S/P Schuler, Eisenlohr approve the August 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**

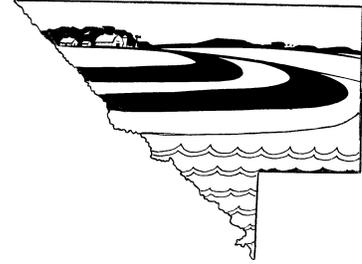
#### **Tom reported:**

- Tom discussed the Disaster Recovery Assistance Program (DRAP) Policy. Board recommends following Renville SWCD's policy but add in a pay back of 150% if landowners fails to keep practice for 10 years (following state cost share rules) and add to allow SWCD staff access to the property/project site for the lifespan of the project. Board needs to set cost share limits for DRAP.
  - M/S/P Kittelson, Roelofs approve to accept DRAP grant agreements for a total of \$201,355.
- Tom discussed the Buffer Grant as well as the Minnesota Ag Water Quality Certification Program (MAWQCP) Grant.
  - M/S/P Kittelson, Schuler motion to allow Tom to accept \$30,000 buffer grant and \$6000 MAWQCP grant when they're given.
- Tom has been busy working on several WCA drainage requests and site visits.
- Tom reported that approximately \$5600 in 1026 contribution work has been completed.
- Tom has been working on tree plans and meeting with landowners. He also looked at a tree site for dead trees.
- Tom worked on some RIM spot checks.
- Tom gathered data for the 2015 Conservation and Easement Delivery grants to enter into eLink.
- Tom sent news releases and set up meeting room for an MAWQCP open house.
- Tom noted that a legislative forum will be taking place at the WCMASWCD Area II meeting on September 23<sup>rd</sup> in Sauk Centre.

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- Tom discussed a conservationist of the year inquiry. Ben Sosniecki contacted us for his grandfather Duane Marholz.
- **Desirae reported:**
- Desirae gave update on registration for Governance 101, BWSR Academy, and WCMASWCD meeting. Zach, Desirae, and Tom will be attending all three events.
- Desirae discussed the possible need to update Zach and Tom's computer workstation as they are outdated and soon will not be compatible with the server system.
- Desirae requested permission from the board to be able to pay PERA online. There have been several issues with returned mail and lost checks.
  - M/S/P Schuler, Kittelson motion to move to online pay for PERA.
- Desirae reported that Julie Krebs and Jason Beckler with BWSR met with Tom, Zach, and Desirae on August 11<sup>th</sup> to review our files and agreed to items from our BWSR audit. They concluded everything seems to be on track.
- Desirae reported that we have received our 2016 estimate from MCIT.
- Desirae discussed a returned check and asked how the board would like to go about reclaiming it.
- Desirae continued the discussion about the personnel policy.
  - M/S/P Schuler, Kittelson motion to add PERA life, LTD, and single vision as benefits for employees; paid for by the SWCD. All changes to policy become effective September 1, 2015.

## **Zach Reported:**

- Zach discussed trailer, truck, and equipment needs and options for hauling new equipment efficiently. Zach has been doing some research on possible upgrades for the district.
- Zach has been working on CREP spot checks and CRP re-enrollment spot checks for Shantel.
- Zach noted that he has a few seeding jobs lined up for fall & spring.
- Zach has been roto-tilling.
- Zach has begun doing some protected waters buffer inventory via the old DNR map.
- Zach has been contacting landowners about the RIM Buffer proposals.
- Zach put aerial imagery together for a wetland banking consultant.
- Zach attended a Hawk Creek Watershed Projects WRAPS meeting as well as a MN River Valley LTT meeting.
- Zach helped flag out Norman's state cost share grassed waterway project.
- Zach submitted a project to the LTT for the grant administrator to put out for bids for Kraay tree removal.

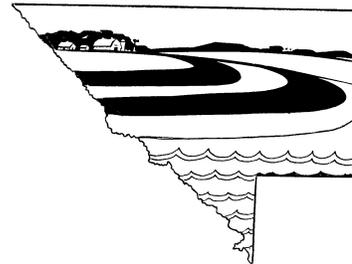
## **Shantel's Report (given by Mike):**

- Shantel submitted the LWG paperwork into the area office that was covered prior to last month's board meeting.
- Shantel and Mike are looking into several EQIP leads for erosion control structures.
- NRCS is finishing writing CRP plans as well as status reviews and practice certifications for CRP.

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- NRCS has had a new ToolKit software loaded and they are working out the bugs.
- Shantel has been working on CMT interviews for CSP re-enrollments.
- NRCS has been flagging wetland boundaries.
- They attended new toolkit training on 8/12 in Fergus Falls
- Shantel worked on wetland banking for a landowner.
- Shantel has been busy with 1026's.
- A preconstruction meeting for a grass waterway is done.

### **OTHER:**

Meeting adjourned.

**Next Meeting: October 5, 2015 3:00 p.m. @ Courthouse**