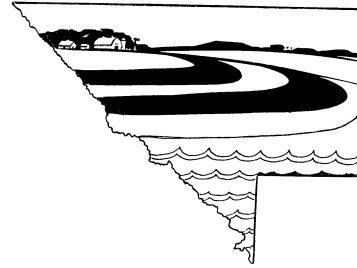


CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

629 NORTH 11TH STREET
COURTHOUSE
MONTEVIDEO, MINNESOTA 56265
Telephone 320-269-2139



Chippewa Soil and Water Conservation District Regular Board Meeting January 9, 2023

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

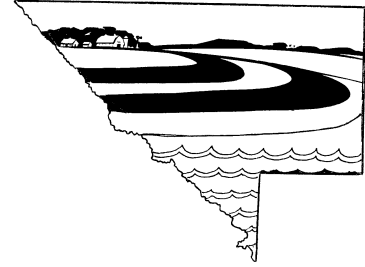
1. Meeting was **called to order** by Board Chair Steve Jacobson at 1:00 p.m.
 - Members **present**: Steve Jacobson, Jerry Schwitters, Calin Eisenlohr, Michelle Overholser
2. Oath of Office was taken by Steve Jacobson, Michelle Overholser, and Calin Eisenlohr.
3. Others **present**: SWCD staff: Desirae Jarett, Zach Bothun, Tom Warner, Tom Sletta; NRCS staff: Shantel Lozinski
4. M/S/P Schwitters, Eisenlohr approve the agenda. All in favor.
5. **Annual Business:**
 - **Rotation of Officers**
 - Board Chair: Jerry Schwitters
 - Vice Chair: Calin Eisenlohr
 - Secretary: Michelle Overholser
 - Treasurer: Steve Jacobson
 - PR&I: Vacant
 - **Committee Assignments:**
 - Personnel Committee: Steve Jacobson and Jerry Schwitters
 - WCTSA Joint Powers Board: Steve Jacobson with Michelle Overholser as alternate
 - Chippewa River Watershed Association: Michelle Overholser with Calin Eisenlohr as alternate
 - Central Minnesota River Watershed Partnership: Jerry Schwitters with Michelle Overholser as alternate
 - Local Water Plan: Jerry Schwitters with Calin Eisenlohr as alternate
 - WCA Appeals Committee: Michelle Overholser and Steve Jacobson
 - **Monthly Meeting Date/Time:** Usually First Monday of the month (see meeting calendar) at 3 p.m. in the Commissioner's Room
 - **Meeting calendar**

• January 9, 2023 1 p.m.*	• May 1, 2023	• September 11, 2023*
• February 6, 2023	• June 5, 2023	• October 2, 2023
• March 13, 2023*	• July 10, 2023*	• November 6, 2023
• April 3, 2023	• August 7, 2023	• December TBD*
 - **Supervisor Compensation Rate:** \$100 per meeting under 4 hours and \$125 for anything over 4 hours (including drive time) + mileage and reimbursable meals
 - **Mileage Rate:** 2023 IRS Standard Mileage Rate
 - **Official Depository:** Minnwest Bank
 - **Official Newspaper:** Montevideo American News
 - **Agenda:** emailed
 - M/S/P Overholser, Schwitters approve annual business assignments as discussed. All in favor.
 - Following approval of reassignment of officers, the meeting was then turned over to 2023 Board Chair Jerry Schwitters.
6. M/S/P Jacobson, Eisenlohr approve the December meeting minutes. All in favor.
7. Bills were presented for ratification & payment.
8. **NRCS Report**-Shantel Lozinski:

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- NRCS monthly activities and updates reported include but are not limited to: CSP mods/CSP payments for Kandiyohi, Big Stone and Chippewa; CSP deferral letters; and new EQIP applications for plans and quantities. Shantel also discussed the project plans for Granite Falls 21 & 28 as they held a project partner meeting and are reviewing another option for tile outlet to avoid cultural resource area. Shantel also noted that upcoming CSP dates are February 10 Classic 2023 signup deadline and FY24 renewal application deadline is March 10th. Shantel will be covering Big Stone for 120 days (into March).

9. Staff Reports-

- **District Manager:** monthly activities and updates reported include but are not limited to: WCA 2022 annual reporting; site visit of Milan Bike trail; contacted landowner about tile removal next to wetland; flagged set back distance at a site; site visit for private ditch maintenance; talked to DNR Hydrologist about private ditch maintenance site; went to on site WCA TEP meeting CSAH 4 reconstruction project; wrote WCA NOD, wetland boundary/type for CSAH 4; site visit for a whistleblower; zoom meeting about Grace Township road tile project; tile drain requests; elink erosion indicators/mapping of projects; reached out to potential 2023 projects; attended project update meeting for Tjosvold/Olson project; sent aerial photos of possible erosion sites to landowners to see if they are interest in having site investigated; filled out WCTSA engineering request for landowner; went over cost share folders; lined up cost share close out meeting; worked on tree plans; contacted landowner about reseeding RIM easement through PIRF; attended various meetings; and contacted legislators.
- **Technical Manager:** monthly activities and updates reported include but are not limited to: CRWA TAC meetings; annual report articles; policy updates; and WCA work
- **District Technician:** monthly activities and updates reported include but are not limited to: tree plans; tree orders; tree site visit; RIM grassland payment; and multi-partner project meeting.

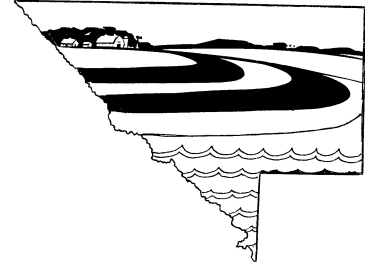
10. New Business

- Staff discussed the annual report—planning to slim down on wording and add some more photo content and will be doing a digital version again and mailing out postcards to Chippewa County rural routes.
- District Manager and Technical Manager roles were discussed.
 - M/S/P Overholser, Jacobson approve to move both District Manager and Technical Manager into Co-Manager positions to allow signing authority and training until District Manager's retirement, then will re-evaluate. All in favor.
- Tom Warner requested to move his retirement from the end of October to the end of July and to add August, September and October paid health insurance onto his current severance package.
 - M/S/P Jacobson, Eisenlohr approve the July retirement and added paid health insurance months as discussed. All in favor.
- Zach discussed the WCA resolution
 - M/S/P Overholser, Eisenlohr approve update as shown. All in favor.
- Zach reviewed WCA JPA with board.
- Desirae gave a grant balance update as of 12/31/22.
- Desirae and Zach presented employee handbook updates of wording for clarification and consistency throughout.
 - M/S/P Jacobson, Overholser approve updates and changes as discussed. All in favor.

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- Zach presented the Erosion Control and Water Management Program (ECWMP) and other BWSR Cost Share Programs Policy.
 - M/S/P Jacobson, Overholser approve changes as presented. All in favor.
 - Desirae presented data practices policies.
 - M/S/P Overholser, Jacobson approved changes as discussed. All in favor.
11. Desirae noted important upcoming dates for Area II Meeting and Legislative Days.
- 12. Adjourn**
- M/S/P Overholser, Jacobson motion to adjourn. All in favor.

Next Meeting: February 6, 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*****