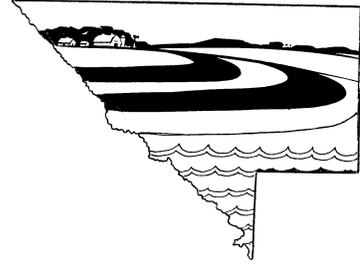


CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

629 NORTH 11TH STREET
COURTHOUSE
MONTEVIDEO, MINNESOTA 56265

Telephone 320-269-2139



Chippewa Soil and Water Conservation District Regular Board Meeting January 9, 2017

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

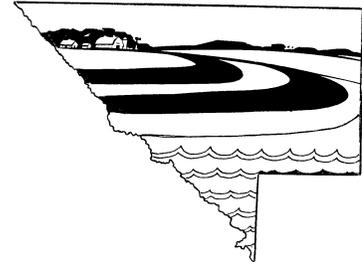
1. Meeting was **called to order** by Chairman Calin Eisenlohr at 3 p.m.
 - Members **present**: Schuler, Roelofs, Sunderland, Kittelson, Eisenlohr
 - Others **present**: SWCD staff: Tom Warner, Desirae Sharp, Zach Bothun, Tom Sletta; NRCS: Shantel Lozinski; County Commissioner: Jeff Lopez
2. M/S/P Kittelson, Schuler approve the agenda/with additions.
3. M/S/P Sunderland, Roelofs approve the December minutes with corrections.
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. **New Business:**
 - Desirae presented Steve Sunderland and Scott Roelofs with their Oath of Office, both signed and were sworn into office.
 - Letter of Resignation was presented for Larry Kittelson. Board acknowledges the resignation of Larry Kittelson effective the end of this board meeting.
 - Rotation of Officers: 2017 Officers will be as follows:
 - Board Chairman: Scott Roelofs
 - Vice Chairman: Dawn Schuler
 - Secretary: Steve Sunderland
 - Treasurer: Calin Eisenlohr
 - Leg/Rep: Vacant
 - M/S/P Sunderland, Schuler approve rotation of officers for 2017.
 - Designation of Depository: Desirae noted that Minnwest Bank has been great to work with and recommends that we keep them as our depository.
 - M/S/P Schuler, Sunderland approve designation of Minnwest Bank as the Chippewa SWCD depository.
 - Approval Authority for incoming grants: Tom requested approval authority for signing on incoming grants.
 - M/S/P Schuler, Eisenlohr approve to give the District Manager approval authority for signing on incoming grants.
 - Data Practices Act policies: Desirae discussed data practices act policies. Fees for copies and employee time were discussed.
 - M/S/P Kittelson, Schuler approve data practices policies as written with additions of fees discussed.

AN EQUAL OPPORTUNITY EMPLOYER

CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

629 NORTH 11TH STREET
COURTHOUSE
MONTEVIDEO, MINNESOTA 56265

Telephone 320-269-2139



- Federal COLA: Desirae discussed federal COLA pay raises.
 - M/S/P Eisenlohr, Schuler approve 1.71% COLA raise for each employee.
- Tax Exemption: Desirae discussed the tax exemption the SWCD falls under as of January 1, 2017. Noted that she sent out ST-3 forms as well as a letter to businesses we utilize and have charge accounts at.
- Federal mileage rate
 - M/S/P Eisenlohr, Schuler approve to accept the 2017 federal mileage rate as the SWCD's mileage reimbursement rate.
- GPS: Zach discussed purchasing a survey grade Trimble R8S and a Trimble R10. Board would like more information on the differences between the two units and the potential lifespan of both.

Tom W. reported:

- Tom discussed his monthly activities that included but were not limited to: reviewed 2016 wetland restoration monitoring report for the Ryman site by Bolton & Menk; land owner inquiry about purchasing wetland credits; landowner in about enrolling land into the wetland bank; had TEP meeting to go over wetland bank concept plan and BWSR wetland bank comments for the Wild Turkey Wetland Bank site; worked on tile drain requests; landowners in about buffers, programs, timelines; Hawk Creek requires 50' buffer; working on Lee DRAP site, engineering, funding; several people in about trees.

Zach Reported:

- Zach discussed his monthly activities that included but were not limited to: CRP proposals; buffer walk-ins and phone calls; measuring buffers; CRP shapefiles; tree plans and estimates; CRP proposal sheets created for Sletta; aglearn modules for conservation planning; easement work for Weber and Lee; got toolkit, WEPS, RUSLE programs set up on computer; toolkit training with Mike; DRAP project for Lee; seeding/seed/mulching quotes for cost share projects.

Tom S. Report:

- Tom discussed his monthly activities that included but were not limited to: practice writing CRP quotes; sent out CRP proposals; measured a buffer in Rheiderland township; using pictometry along Hawk Creek to determine if parcels are in compliance or not.

Shantel's Report:

- Shantel reported her monthly activities and updates that include but are not limited to: 2016 CSP payments/records checks; obligation of our 2016 re-enrolls for CSP; 2017 EQIP plans, Schow brothers-grade stabe, Ardis Eckhoff-terrace, Jerome Lee-stream bank stabe; finished a management plan for an older WRP near Wegdahl; PRS reporting; SWCD Farmbill toolkit planning; noted that as of January 23rd the most 6 southern counties of Area 2 will become part of area 5, Gary Watson is the assistant for Area 5.

OTHER:

Desirae noted important meeting dates as follows:

Next Meeting: February 6th 3:00 p.m., Chippewa Room, Courthouse basement

AN EQUAL OPPORTUNITY EMPLOYER