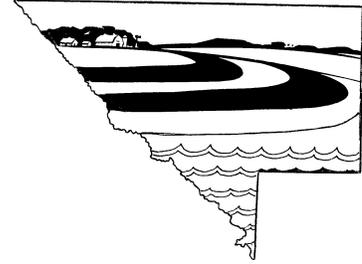


CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

629 NORTH 11TH STREET
COURTHOUSE
MONTEVIDEO, MINNESOTA 56265

Telephone 320-269-2139



Chippewa Soil and Water Conservation District Regular Board Meeting December 12, 2017

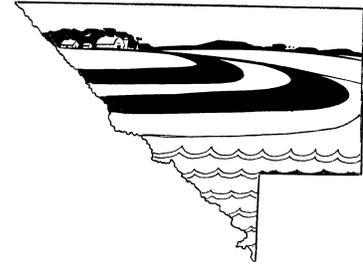
Minutes of the Chippewa Soil and Water Conservation District, Courthouse, NRCS/SWCD office, Montevideo, MN 56265.

1. Meeting was **called to order** by Chairman Scott Roelofs at 9 a.m.
 - Members **present**: Schuler, Roelofs, Trager, Eisenlohr, Sunderland
 - Others **present**: SWCD staff: Desirae Sharp, Zach Bothun, Tom Warner, Tom Sletta; NRCS: Shantel Lozinski, Mike Timmerman; State Representative: Tim Miller; Conservationist of the Year: Carl VanRavenswaay and his wife Wendy
2. M/S/P Sunderland, Eisenlohr approve the agenda/with additions.
3. Introduction of Guests:
 - All in attendance introduced themselves.
 - Representative Miller gave a legislative update.
 - Board Chair and District Manager presented the 2017 Conservationist of the Year with his gift of appreciation.
4. M/S/P Schuler, Trager approve the November minutes.
5. 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.
6. **Old Business**:
 - Non-structural land management policy request form was reviewed.
 - M/S/P/ Trager, Schuler approve NLMP request form.
7. **New Business**:
 - Cost share payment voucher for Schow Brothers was discussed by Tom W.
 - M/S/P Sunderland, Trager approve pay out on cost share contingent on landowner payment to contractor.
 - Cooperative Agreement with Chippewa River Watershed Project was discussed.
 - M/S/P Sunderland, Schuler approve agreement with changes as well as pay 2017 invoice. Renew agreement yearly.
 - 2018 Local Capacity workplan was reviewed.
 - M/S/P Trager, Schuler approve workplan.
 - Desirae and Tom informed the board that the print management services will be ending on the Xerox black and white copier as the machine has exceeded its lifespan. A new machine and print management service quotes for rent and ownership were presented as well as discussion of leaving it as is for now. It was decided that we will keep it as is until the machine needs replacing and revisit before the end of 2018 capacity funding.
 - One Watershed One Plan resolution to support Hawk Creek Watershed Project was reviewed and discussed.
 - M/S/P Schuler, Trager approve to support and sign 1W1P resolution.

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- Buffer Cost Share contracts presented by Tom Sletta. Contracts were approved (M/S/P Schuler, Sunderland) as follows:

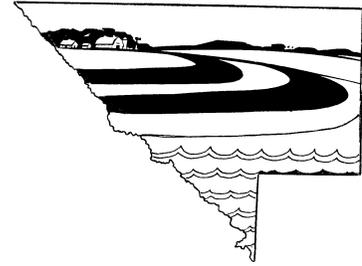
NAME	CONTRACT	LOCATION	ACRES	AMOUNT
DOUG SPRAY	18-3 BL	119-41-29	0.9	\$ 270.00
CALVIN HARMS	18-4 BL	118-38-25	2.3	\$ 690.00
GORDON GERDES	18-5 BL	119-38-12	3.2	\$ 960.00
KAREN NELSON	18-8 BL	117-39-1	0.9	\$ 270.00
DONALD SIVERHUS	18-15 BL	117-39-21	3.2	\$ 960.00
LINDA MAUS	18-17 BL	118-39-11,23	4.6	\$ 1,380.00
CONNIE SEDERSTROM	18-18 BL	116-39-4	2.6	\$ 780.00
VERNON SEEMAN	18-20 BL	118,117-39,40-31,6,12	5.5	\$ 1,650.00
JOHN ROTUNDA	18-22 BL	116-39-22	1.4	\$ 420.00
LELYN MINKEL	18-23 BL	118-37-12	1.2	\$ 360.00
RANDY PUNT	18-25 BL	119-40-17	1.7	\$ 510.00
ROGER SWENSON	18-26 BL	117-40-15	1.2	\$ 360.00
NEIL SKOGRAND	18-31 BL	119-40-35	2.2	\$ 660.00
LOUIS BRANCA	18-38 BL	119-37-12	2.4	\$ 720.00
MICHAEL A. PREKKER	18-40 BL	119-38-36	2.1	\$ 630.00
SUE KELLER	18-41 BL	119-37-18	3	\$ 900.00
NANCY VAN HAUEN	18-42 BL	119-37-18	0.3	\$ 90.00
STEVE SUNDERLAND	18-46 BL	117,118-39-11, 21, 28, 33, 4	8.8	\$ 2,640.00
EUGENE ZELLER	18-49 BL	118-38, 39-12, 8	2.3	\$ 690.00
TROY GROOTHUIS	18-56 BL	119-38-31	1.5	\$ 450.00
TOTAL			51.3	\$ 15,390.00

- 2018 Wages were proposed by the personnel committee based on the conclusion of their meeting. It was decided to increase wages as follows:
 - District Manager: 50 cent per hour increase for 2018 and Federal COLA increase for 2019
 - District Technician I: 75 cent per hour increase for 2018 and Federal COLA increase for 2019
 - Farmbill Technician: 50 cent per hour increase for 2018 and Federal COLA increase for 2019
 - Administrative Assistant: 75 cent per hour increase for 2018 and Federal COLA increase for 2019
 - M/S/P Schuler, Eisenlohr approve proposed increases and to revisit wages at the end of 2019.

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Tom W.'s Report:

- Tom reported his monthly activities and updates that include but are not limited to: tile drain requests, talked with landowners about tiling, conference call with Army Corps/DNR/BWSR about JCD #9 repair, copies of plans and talked to landowners about projects on their property, filled out cost-share voucher certification form for Schow Brothers project, contacted Brett Ostby (mussel expert) for Jerry Lee project, working with landowners/renters about buffer law, landowners in signing buffer cost-share contracts, contacted BWSR about statues of Fagen Farms easement change, revised conservations plans and filled out practice implementation request forms to reseed some areas on RIM sites to a native grass mix, worked on CREP easement for Jerry Lee, drew up and revised several tree plans for landowners, went to Sioux Falls to update Lincpass, attended Hawk Creek/1W1P meeting, held personnel committee meeting, picked out auction items for convention and attended grants update training/elink update in Mankato with Desirae.

Zach's Report:

- Zach reported his monthly activities and updates that include but are not limited to: CRP measuring services, fall dormant seedings, RIM easement conservation plan/map, RIM Practice Implementation Requests, shared services meeting, final draft of 2018 Local Capacity Grant, CRP plans for NRCS, prepared seed/seeding proposals for next spring, prepared tree planting designs and estimates for next spring and conducted on-site visits, discussed buffers and options with landowners on a daily basis, attended State Convention and water plan meeting.

Tom S.'s Report:

- Tom reported his monthly activities and updates that include but are not limited to: buffer waivers, measuring and flagging CRP, went to Sioux Falls for Lincpass registration, cost share contracts, CREP proposal, attended annual convention, and measuring and flagging buffers.

Shantel's Report:

- Shantel reported her monthly activities and updates that include but are not limited to: 57 CRP plans written (5 SWCD), received the amended Cooperative Agreement, 1026's, CSP payments for 2017/record checking, EQIP planning for 2018 (13 applications), IRM3 for Sletta's computer, finished up crop reporting for NASS, and attended MASWCD Annual Convention—Tuesday DC only meeting, Curtis Elke is the acting State Con as Cathee is out on medical leave for 4-6 months.
- Shantel presented M.O.U., civil rights, anti-harassment policy, and justice for all poster.

OTHER:

Next Meeting: January 8, 2017 at 3:00 p.m. in the Chippewa Room, basement of the Chippewa County Courthouse

******if you are unable to attend this meeting please call the office staff as soon as possible******