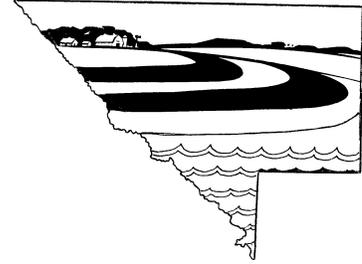


CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

629 NORTH 11TH STREET
COURTHOUSE
MONTEVIDEO, MINNESOTA 56265

Telephone 320-269-2139



Chippewa Soil and Water Conservation District Regular Board Meeting February 6, 2017

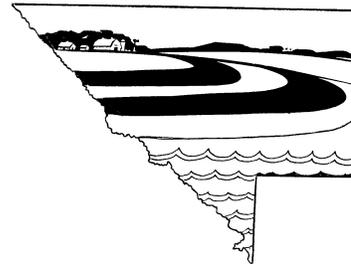
Minutes of the Chippewa Soil and Water Conservation District, Courthouse, NRCS/SWCD office, Montevideo, MN 56265.

1. Meeting was **called to order** by Chairman Scott Roelofs at 3 p.m.
 - Members **present**: Schuler, Roelofs, Eisenlohr
 - Others **present**: SWCD staff: Tom Warner, Desirae Sharp, Zach Bothun, Tom Sletta; NRCS: Shantel Lozinski; County Commissioners: Jeff Lopez, Matt Gilbertson; NRCS Asst. State Conservationist (FO) Gary Watson
2. M/S/P Schuler, Eisenlohr approve the agenda/with additions.
3. M/S/P Schuler, Eisenlohr approve the January 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:**
 - Tom Warner discussed three cost share amendments and one cost share contract.
 - Cost Share 17-1 Amendment-increase cost share to \$9252.57
 - M/S/P Schuler, Eisenlohr approve to increase cost share
 - DRAP 14-4 Amendment-increase cost share to \$7930
 - M/S/P Schuler, Eisenlohr approve to increase cost share
 - 2014 DRAP-4182 Phase 3B #1 Amendment-increase cost share to \$18,321
 - M/S/P Eisenlohr, Schuler
 - Cost share contract-DRAP 14-8, Tunsberg Section 22, 580-streambank stabilization project to also be funded with EQIP, Local Water Plan, Shoreland. Total estimated project cost \$157,135. DRAP funding amount \$79,200
 - M/S/P Eisenlohr, Schuler approve cost share up to \$79,200.
 - Desirae discussed the need for an audit for our 2016 financials. Board recommended sending out audit bid letter.
 - Zach discussed the 2017 Local Capacity Funds work plan. Work plan is due February 10.
 - Desirae discussed legislative days. Sunderland and 2 staff will be attending.
 - Staff discussed vacant board position. Board recommends sending letters to probable candidates.
6. **Old Business:**
 - Zach discussed the GPS unit, Trimble R8S. This unit has all of the functions that the SWCD would use it for as well as the computer software and training. There is a sale running until March 31.

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Tom W. reported:

- Tom discussed his monthly activities that included but were not limited to:
 - Buffer law: talked with landowners about the buffer law requirements on their parcels, noted that Hawk Creek shoreland designation requires 50' buffer—county is working on removing designation, this would then require a 1 rod buffer, Election of Jurisdiction must be done by March 31, 2017—county needs to provide notice to BWSR for local Buffer Program enforcement
 - Cost share: went over preliminary design plan/engineers cost estimate (surveyed and designed by WC TSA) for water sediment control basin for landowner, sent preliminary design plans/engineer estimate (survey & designed by WC TSA) to land owner for grassed waterway, filled out cost share amendment form for projects to increase the amount of cost share dollars, several other sites have been surveyed and will be designed for terraces and water sediment control basins.
 - DRAP: have final design plans/estimate from WCTSA for Lee streambank site, had landowner meeting to go over funding from multiple funding sources, currently in the process of obtaining bids/permits, possible 2017 construction; have final plans/estimate from WCTSA for Eckhoff water sediment control basin, received contractor bid, engineer approved bid, awarded job, 2017 construction; received preliminary design plan/cost estimate from WCTSA for Buseman streambank site, sent to landowner for review; received preliminary design plan/cost estimate from WCTSA for Arends streambank site, sent to landowner to review; have final plans/estimate from WCTSA for Tostenson lined waterway, received bid, engineer approved bid, awarded job, 2017 construction.
 - WCA: filled out 2016 WCA report and submitted to BWSR, wrote up and sent out TEP findings for the Wild Turkey Wetland bank site, worked on tile drain requests
 - Misc: set up appointments with Senator Andrew Lang and Representative Tim Miller for Renville, Chippewa & Kandiyohi SWCD for the 2017 MASWCD Legislative briefing day at the Capitol, got elink reporting completed, worked on reports for annual report, CREP sign-up slated for April--\$500 million 60,000 acre goal, BWSR Local Partner Coordination Meeting in Marshall on Wednesday, February 8 discussion items—opportunities for coordination of technical equipment and service needs, defining other waters as it relates to the buffer law, and shared services.

Zach Reported:

- Zach discussed his monthly activities that included but were not limited to: tree plans & estimates, seed/seeding proposals (taught Sletta how to draw up proposals), buffer phone calls/walk-ins (Hawk Creek)/measurements, CRP proposals, capacity grant writing, CRWP LWG meeting in Glenwood (potential 319 grant for practices and cover crops in Swift & Chippewa Counties), filed cabinets picked up for FSA from Alexandria, toolkit training with Mike, finalized Hollis Weber RIM wellhead easement.

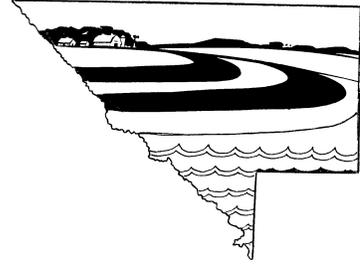
Tom S. Report:

- Tom discussed his monthly activities that included but were not limited to: found out where we need to measure for Hawk Creek, sent out letters to land owners (showed drawing of

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where to measure), answered questions on Hawk Creek about buffers, put together CRP proposals, worked on seeding proposals, came up with a rough idea of percentage of compliant parcels (approx. 50%), elink training with Jason Beckler, Tom W, & Desirae.

Shantel's Report:

- Shantel reported her monthly activities and updates that include but are not limited to: worked on 2016 CSP payments that were deferred, EQIP folder work, 1026s, reporting, meeting with EQIP applicants, Annual SWCD report articles, CRP plans, EQIP ranking, paperwork for large grad stab shared project, CAP plan, stream & shoreline shared project, pollinator planting, cover crops.
- Gary Watson, Acting State Conservationist for Field Office, out of Marshall gave an update. Gary took on 6 new counties (got 4 of his old counties back). He noted that they have and SWCD & Employee group that will hopefully have a plan in the next month for working together on shared services. He noted that contracted employees may be affected by the freeze. He reported that his old area is at less than 74% staff, they will be short 5 DC's by April. He reported that NRCS would like to roll out training to districts.

OTHER:

Desirae noted important meeting dates as follows:

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