

*Helping Producers Implement
Best Management Practices
for Conservation Purposes in
Kittson County*



410 South 5th Street - Suite 106 - Hallock MN 56728 - Phone (218) 843 2619 - Fax (218) 843-2772 -
nwmnswcd.org

**Minutes of the Meeting of
Kittson Soil & Water Conservation District Board of Supervisors
Held on April 14th, 2011**

The Board of Supervisors of the Kittson Soil & Water Conservation District held its regular scheduled meeting on Thursday, April 14th, 2011, at the Kittson SWCD office located in Hallock, Minnesota.

Members present at the meeting included Chairman, Scott Klein; Vice Chairman, Greg Peterson; Treasurer, Joe Wilebski and Public Relations, Ron Anderson. Absent: Secretary, Justin Dagen.

Others present at the meeting were District Manager, Darren Carlson; District Coordinator, Joanne Quiner; Administrative Clerk, Virginia Olson; Program Coordinator, Shane Olson; and Program Analyst, James Schwab; Technician, Mark Larson; Area Conservationist, Glen Kajewski and RC & D Coordinator, Deb Walchuk.

The meeting was called to order by Chairman Klein. The Board welcomed Virginia Olson to her first board meeting.

The minutes of the March 7th, 2011, meeting was approved, upon a motion by Peterson, seconded by Wilebski, and unanimous vote of the supervisors.

Upon a motion by Peterson, seconded by Anderson and unanimous vote the treasurer's report was approved as presented by Olson. Upon a motion by Peterson, seconded by Anderson, and unanimous vote, for check #3044 through #3061 for the amount of \$9,387.80 for the month of March was approved as presented by Olson.

Accounts receivable: Quiner reported that Jim Schwab, Shane Olson, Lowell Younggren and Dave Gorski have accounts receivable for 2010.

Joanne Quiner gave the District Coordinator's report as follows:

Check signatures: Quiner reminded the Board that a new bank Signature card needs to be filled out. Upon a motion by Peterson, seconded by Wilebski and unanimous vote to revoke Quiner's check signing privileges and to add Virginia Olson, Darren Carlson and Scott Klein to the new signature card.

Minutes: Quiner said in the past that the Board gave her the right to sign approved minutes in the event the Secretary misses a Board meeting. Upon a motion by Peterson, seconded by Wilebski and unanimous vote to allow Virginia Olson to sign Board meeting minutes when the Secretary is gone.

Retirement celebration: The Board discussed with Quiner of when to hold an open house and retirement party. After discussion, they decided to have the open house on April 28th at the courthouse from 1:30 to 4:30 PM. Following, there will be a retirement celebration at the Lancaster Liquor Store starting at 5 PM.

Severance: The Board tabled paying Quiner's annual leave and sick leave until the May meeting.

Available Funds: The balances listed below are as of March 31st, unless otherwise noted: LWMP, \$0 County, \$2,202.75 SWCD; CLWP Dedicated Fund \$24,160; WCA, \$0 County, \$5,066.78 SWCD; Shoreland, \$0 County, \$901.59 SWCD; Feedlot, \$0 County, \$1,552.99 SWCD; SSTS, \$0 County, \$4,505.42 SWCD; Brillion \$1,350.00 SWCD; and Beaver \$2,500.

Darren Carlson gave the District Manager's report as follows:

Meetings/Trainings Attended: Carlson attended a Commissioners Meeting on March 16th. He updated them on the Clean Water Funding for the Lake Bronson Watershed Runoff Reduction Project; the TMDL project with the Joe River Watershed District; the Brillion Seeder; the Administrative Clerk Job Opening and Tree Program.

CCRP & CRP Meetings: Carlson said numerous landowners have stopped in for CRP information, Soil Rental Rates, current land cover, continuous conservation reserve program practices, expertise, etc. Carlson and Olson attended FSA's CRP meeting on March 16th.

MD&A Report: Carlson said the Management's Discussion and Analysis report needs to be on the website by March 15th every year, as a requirement for any Clean Water Fund (CWF) grants, General Services Grant, RIM Easement Services, etc.

Brillion Seeder and Tree Planter: Carlson said he still has both units in storage at his father's farm. He will be bringing them up to Hallock the first week of May. He was recently told at an administrative meeting that we are no longer able to leave the planter by the tree shed. Although the Sheriff's office currently has 4 different things parked out there right now. So the planter will be parked at the County Shop each day.

Beaver Bounty Program: Carlson had Roger Malm and Jeff Hane put together a Beaver Bounty Program Signature Page and presented it to the Board. Upon a motion by Peterson, seconded by Wilebski and unanimous vote to transfer \$2,500 from CLWP Dedicated Fund to Beaver Bounty Program to begin paying for beaver bounty as of today's meeting once, an individual signs the Beaver Bounty Program agreement form.

Clean Water Funds (CWF) Lake Bronson Watershed Runoff Reduction: Carlson submitted the local Work Plan for the Lake Bronson Watershed Runoff reduction project. He said so far there have been applications for \$49,000 of the \$100,000 of funds.

MDA Nitrate Clinic: Carlson said the Minnesota Department of Agriculture would like the Kittson SWCD to hold a nitrate testing clinic for drinking water. Looking back, the last one held by the Kittson SWCD appears to be in 1993.

CRP Status Review Service: Carlson said many landowners have stopped in wondering what type of cover they have on their CRP Ground. Last status reviews on most site where done in very early 2000's. Carlson is wondering if the SWCD should charge landowners for doing status reviews on their ground in 2011 who have CRP ground expiring in 2012? Landowners would then have a better idea on what to bid their land with the 2012 CRP signup. Carlson talked with Kelly Turgeon of the Farm Service Agency and Chad Severts of the Board of Water and Soil Resources and they were ok with it. Discussion took place about how much the fee would be for the service, but was tabled until another date.

Plotmaster: During the 2011 CRP Signup landowners who plant a Food Plot receive additional points on their CRP offer. FSA states that they majority of applicants are signing a part of their land into a food plot requirement. WHIP applicants are also planting food plots. Carlson said the CLWP Dedicated Funds could be used to purchase a Plotmaster. Chairmen Klein discussed sending out a mailing to perspective users to see what kind of interest may be generated for purchasing a Plotmaster. The Board tabled Plotmaster until a future meeting date.

Rain gauge: Rain Gauge Monitors where sent a letter reminding them to get ready for the 2011 season. Wilebski asked how many were doing snow readings?

SSTS and Shoreland: Carlson has been Arc Mapping SSTS and DNR Shoreland projects since 2009.

Training: Carlson attended Total Station and Survey Training on April 19th.

James Schwab gave the NRCS Program Analyst's report as follows:

EQIP: Schwab said 12 of 37 EQIP applications have been approved for over \$821,000.

WHIP: Schwab said 1 of 4 WHIP applications were approved.

CRP Status reviews: Schwab said they have 155 CRP status reviews to do for the recent CRP sign-up.

Shane Olson gave the Program Coordinator's report as follows:

Staff meeting: Staff meetings were held on March 21st.

AgBMP applications: Olson said he was up and had Marilyn Gustafson sign the 2011 AGBMP funding award. Olson says on paper it looks like we got \$98,000 of new funds, however it is carryover of \$48,000 from 2010 funds and repayments of local lender funds.

AgBMP applications: Not enough AGBMP funding at this time. The current loan applications are as follows: Sevrin Anderson (Air Seeder, however not eligible due to amount of funds on loan in program), Joel Lindegard (Air seeder), Aaron Kirkeby (Air seeder), Darwyn Anderson (Chisel Plow) and NRR Farms (chisel plow). Upon a motion by Peterson, seconded by Wilebski and unanimous vote to fund Joel Lindegard's Air seeder for \$50,000 from revolving funds and to fund Aaron Kirkeby's Air Seeder for \$48,000 from local lender funds.

State Cost share: Olson said he spoke with Bruce Gunderson about unused well sealing's and he never made it to Daniel Remer's in Lancaster for an estimate. He said he had been to Clayton Westman's in Humboldt and determined it was not a well. Olson told him to contact Westman again because he had concerns with a neighbor's well in Humboldt. Olson said Donovan Gunnarson submitted a state cost share application for a well sealing in Lake Bronson, but Bruce Gunderson hasn't provided an estimate for it as of yet. Mary Olson of Lancaster also recently submitted a well sealing application, however no estimate yet from Gunderson. Olson presented a State Cost application for the Kittson County Highway Department for a rip rap project. The Board tabled the application until the next Board meeting.

WCA CD 16: Olson said the CD 16 project was WCA/BWSR approved following the COE/BWSR TEP meeting, however they have not yet received COE approval.

WCA Truscinski: Olson said Larry Pulchalski of COE will be sending Alan Truscinski a Corps of Engineers notice of violation after Olson was out and photographed pictures of the violation.

WCA Ehlen: The TEP will look at the Ehlen violation either at the end of April or sometime in May.

WCA WW Trails: The TEP will look at the WW Trails violation either at the end of April or sometime in May. WW Trails did some dozing right next to TNC, so you can guess who turned them in.

WCA Diamond: Dennis Diamond turned in an application to construct a pond on his land by Lake Bronson.

Springbrook RIM/PL566: Olson reported the following status of the Springbrook PL566/RIM project as follows: Duwayne Ditterich (35-01-09-08) submitted to Nycklemoe Law Office in Fergus Falls for title insurance; William R. Nelson (35-15-09-08) needs to submit updated abstract for title insurance submission to Roger Malm. The following easement agreement forms are signed and notarized: Justin Dagen (35-03-09-08) and (35-04-09-08); Dean and Lloyd Johnson and Denise Aakre (35-05-09-08), (35-06-09-08) and (35-07-09-08). The following are waiting for final dike designs plans by NRCS before they sign their easement agreements: Gregory Bogestad (35-02-09-08) and (35-09-09-08); Mike and Gary Jensen (35-08-09-08) and (35-24-09-08); and Keith and Tom Britten (35-17-09-08) and (35-23-09-08). Others are as follows: Waiting on CRP revisions from Kittson FSA for Douglas Wonnenberg (35-10-09-08), (35-16-09-08), (35-18-09-08), (35-19-09-08) and (35-20-09-08); Craig Halfmann (35-21-09-08) has an appointment at Marshall FSA for CCRP enrollment; Wayne & Curtis Koland (35-22-09-08) says he will come into Kittson FSA for further CCRP enrollment.

Feedlot quarterly review: MPCA Area Feedlot contact Mike Sharp completed the annual review and Olson attached a letter stating 11-12 performance goals and the minimum Feedlot site inspections were met, so performance credit funding will be available later in 2011.

KCC Science Fair: Larson and Olson judged the Kittson Central Science Fair on April 6th.

CAI testing: Mark Holman of CHS took a Commercial applicator exam recently to add another category to his license. TNC staff and a guy from Carlson Air Spraying of Lake Bronson have expressed interest in taking applicator tests in the near future.

CAI meeting: Olson attended an area meeting on March 14th to celebrate Duane Munter's retirement. Jeff Siira's area was expanded to cover Munter's area. Siira looks forward to coming up for some seed sampling at the end of the month. They also discussed the 2011 CAI shortcourse, which will be at the Sportsman's Lodge in Baudette this year and many sites will be attended for our tour, such as a grass seed facility, a seed potato farm and several others as well.

Trees: Olson said 8000 trees have been ordered for this spring. He said over 5000 have been ordered so far. Olson said there is 7 planting so far and possibly 8.

Arbor Day: Olson will be ordering small packed trees for Arbor Day for the 4-6th graders in the county.

Envirothon: The 3rd and final planning meeting will be held April 20th at the Lake Bronson State Park. The Envirothon will take place there on April 27th. Larson and Olson will be presenters for current events. Carlson is with the oral presentations station. Sub-sandwiches will again be purchased from Lakeside Sporting Goods and Olson and Quiner will disperse them. As of February 28th, Olson has received \$1,150 in funding from businesses and organizations from our area.

Deb Walchuk gave the RC & D Coordinator's report as follows:

RC&D Annual report: Deb Walchuk introduced herself and presented the 2010 RC&D Annual report.

Pembina Trail Annual report: Walchuk presented the 2010 RC&D Annual report.

Glen Kajewski gave the Area Conservationist's report as follows:

Budget: Kajewski discussed budget cuts and the government shutdown that almost took place.

Area vacancies: Kajewski discussed Area I vacancies.

Area reductions: Kajewski discussed the possible expansion of Area I as Area's are reduced from 7 to 6 Area's.

June Board meeting: The next regular scheduled Board meeting is
June 9th at 7:15 AM.

With no further business to come before the Board, the meeting
was adjourned by Chairman Klein.

Justin Dagen by Virginia Olson
Justin Dagen, Secretary

Kittson SWCD
Treasurer's Report
 April 30, 2011

Date	Num	Name	Memo	Debit	Credit	Balance
American Federal checking						-385.63
4/4/2011	AW	PERA	9237-00		485.61	-871.24
4/4/2011	AW	American Feder...	41-0851671		1,572.06	-2,443.30
4/4/2011	AW	MN Dept. of Rev...	9150937		211.00	-2,654.30
4/4/2011			Funds Tra...	5,000.00		2,345.70
4/5/2011			Funds Tra...		90,000.00	-87,654.30
4/5/2011			Deposit	90,000.00		2,345.70
4/6/2011	3062	Anderson, Rona...	First Quart...		386.33	1,959.37
4/6/2011	3063	Dagen, Justin D	First Quart...		345.31	1,614.06
4/6/2011	3064	Klein, Scott D.	First Quart...		262.87	1,351.19
4/6/2011	3065	Peterson, Greg	First Quart...		347.77	1,003.42
4/6/2011	3066	Wilebski, Joseph	First Quart...		370.33	633.09
4/6/2011	3067	Cenex Lake Bro...			98.50	534.59
4/6/2011	3068	Farmer's Store			34.46	500.13
4/6/2011	3069	Kittson County ...	Office sup...		6.41	493.72
4/6/2011	3070	Kittson County ...	Outdoor cl...		5.05	488.67
4/6/2011	3071	MARCO	Copier cha...		41.62	447.05
4/8/2011			Funds Tra...		10,000.00	-9,552.95
4/8/2011			Funds Tra...	1,500.00		-8,052.95
4/11/2011			Deposit	9,756.75		1,703.80
4/11/2011	3072	Area 1 Envirothon	Envirothon...		325.00	1,378.80
4/12/2011			Funds Tra...	5,000.00		6,378.80
4/12/2011			Funds Tra...		1,500.00	4,878.80
4/14/2011	3073	Springbrook Twp.	Beaver Tails		120.00	4,758.80
4/14/2011	3074	Carlson, Darren ...	Coffee and...		10.78	4,748.02
4/14/2011	AW	PERA	9237-00		535.88	4,212.14
4/15/2011	3075	Carlson, Darren			1,377.96	2,834.18
4/15/2011	3076	Olson, Shane E			1,324.35	1,509.83
4/15/2011	3077	Olson, Virginia A			526.04	983.79
4/15/2011	3078	Quiner, Margare...			659.60	324.19
4/15/2011			Deposit	84.43		408.62
4/18/2011			Deposit	137.03		545.65
4/20/2011			Deposit	83.36		629.01
4/20/2011	3082	Carlson, Darren	Mileage an...		38.49	590.52
4/20/2011	3081	Anderson, T J R...	Beaver tails		100.00	490.52
4/20/2011	3079	Postmaster	Bulk mailin...		124.45	366.07
4/20/2011	3080	MARCO	Copier Ch...		20.00	346.07
4/20/2011			Funds Tra...	5,000.00		5,346.07
4/20/2011	3090	Tony Dorn, Inc.	Office sup...		9.99	5,336.08
4/22/2011	3083	Postmaster	Brochure b...		26.40	5,309.68
4/25/2011	3084	Wilson's Greenh...			50.00	5,259.68
4/25/2011	3085	Caribou Grill			50.00	5,209.68
4/27/2011			Deposit	48.63		5,258.31
4/28/2011			Deposit	133.59		5,391.90
4/29/2011	3086	Carlson, Darren			1,268.68	4,123.22
4/29/2011	3087	Olson, Shane E			1,211.53	2,911.69
4/29/2011	3088	Olson, Virginia A			526.02	2,385.67
4/29/2011	3089	Quiner, Margare...			303.03	2,082.64
4/29/2011	AW	PERA	9237-00		495.40	1,587.24
Total American Federal checking				116,743.79	114,770.92	1,587.24
TOTAL				116,743.79	114,770.92	1,587.24

$$\begin{array}{r} 116,743.79 \\ - 101,500.00 \\ \hline 15,243.79 \\ - 4,412.00 \\ \hline 10,831.79 \end{array}$$

$$\begin{array}{r} 114,770.92 \\ - 101,500.00 \\ \hline 13,270.92 \\ - 5.00 \\ \hline 13,265.92 \end{array}$$