

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



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Minutes of the Meeting of

Kittson Soil & Water Conservation District Board of Supervisors

Held on Friday, September 12th, 2014 at 7:00 AM at the Kittson Soil and Water Conservation Office.

The Board of Supervisors of the Kittson Soil & Water Conservation District held its regular scheduled meeting on September 12th, 2014 at 7:00 AM in the Kittson Soil and Water Conservation Office.

Members present at the meeting included: Chairman, CJ Peterson; Vice Chairwoman, Heather Peterson; Secretary, Justin Dagen; Treasurer, Joe Wilebski. Absent was Public Relations; Ron Anderson.

Others present at the meeting were District Manager, Darren Carlson; District Coordinator, Jamie Osowski, District Technician Justin Muller; and Jim Schwab; NRCS District Conservationist. Also present was Matt Fischer, BWSR Board Conservationist.

The minutes from the August 8th Board meeting were tabled at the meeting due to an error in printing that was caught before approval. Jamie will fix these minutes before the next meeting.

Darren introduced Matt Fischer to the Kittson SWCD board. Matt gave some information to the board on the One Watershed One Plan (1W1P) process that is happening.

Darren also introduced Justin Muller to the board as the districts new District Technician.

Upon a motion by Dagen, seconded by H. Peterson and unanimous vote of the supervisors, the Treasurer's report was approved as presented by Jamie Osowski.

Jamie Osowski gave the District Coordinator report:

Ag BMP Loans: Jamie reported to the board that the office received 2 Ag BMP loans. The first application was submitted by Michael and Lea Quiner for \$4600 for a new Septic System on their property in Richardville 26. Motion was made by Dagen and Seconded by H. Peterson to approve the loan for Michael Quiner. Another application was received in the office from Gillie Grain; Keith and Theresia Gillie for \$55,000 for a 39' Wil-Rich Chisel. Motion was made by Dagen and Seconded by Wilebski to approve the loan for Gillie Grain.

Leadership Training: Jamie reported to the board that she will be attending leadership training in Morton MN on September 23-25th.

Education Day: Jamie reported to the board that on Wednesday September 17th, Justin and Jamie would be attending an Education Day put on by Pennington SWCD.

Waterfest: Jamie reported that Justin and Darren would be attending Water Fest in Warren on September 23rd and in Fertile on September 24th.

Area 1 Meeting: Jamie reported that the next Area 1 meeting would be held on October 23rd, but no details have been given on the location or an agenda.

Jim Schwab gave the NRCS Report

CSP & EQIP: No action has been taken on either of these programs.

CRP: Jim reported that he has been busy writing TIP, CRP and HEL plans and doing payments. Jim reported that the state has received more CP 23 acres. He has written 48-50 CRP plans.

Grazing Systems: Jim reported that Roy Frame has his solar system installed for his water system at his farm.

Soil Health: Jim showed 2 Soil health videos to the board.

September is Hispanic Heritage Month

Justin Muller gave the District Technician Report

RIM and Tree Spot Checks: Justin reported to the board that he has been performing spot checks on the Springbrook RIM projects and State Cost Share tree plantings. He has been meeting landowners and getting to know the area.

Darren Carlson gave the District Manager report

SWCD Program and Operations Grant: Darren reported that the SWCD Program and Operations Grant was received, he also reported that the State Cost Share Funds can be encumbered immediately.

Feedlot Performance Grant: The district received \$533 for the Feedlot performance grant.

Outstanding Conservationist: Darren reported that Darwyn and Rory Anderson were nominated by Kittson SWCD for Outstanding Conservationist recognition and will be recognized at the Annual Convention in December.

RIM: Darren reported that Justin has completed the site inspections for the PL566 project. There are 3 contracts that need to be paid on still.

Website: The district was notified this month that the current website provider is going out of business at the end of the year. Districts on the website were approached to move our sites to a new web host called iPage. The cost of having getting this host set up is \$269.64 and having our information sent over is \$275.00. Board asked if the staff felt this would be a good website host and Darren explained that other districts have had their information transferred already and the sites look really nice and user friendly, one thing our old site wasn't. Motion was made by Wilebski and Seconded by H. Peterson and unanimous vote of supervisors to have the districts webpage moved to the new host.

Employee Handbook: The Districts handbook has not been updated for a couple years, Vice Chairwoman Peterson and Darren met discussed changes for the employee handbook. Small changes were made between Heather and Darren and some questions were brought up on the

Employees Annual Leave. Currently, the rates are at 0-5 years; 4 hours a pay period, 5-10 years; 6 years and 10 +; 8 hours. Darren proposed that the NRCS rates are 0-3 years; 4 hours, 3-15 years; 6 hours, and 15+; 8 hours. Discussion was had between the board and they were curious on what the county does for their Annual Leave pay scale, Jamie went and got the information from Eric Christenson, County Administrator. The counties pay scales were similar to what the SWCD offers now. Motion was made by Dagen and seconded by Peterson and unanimous vote of supervisors to approve the NRCS Annual leave pay rate for the employee handbook.

AIS Grant: Darren reported to the board that the Aquatic Invasive Species grant money is available from the DNR.

WCA: Darren gave a report on the WCA program; Perry Kostrzewski was given a restoration order from the DNR on his ditch cleanout in Tegner 26. Darren also reported on a wetland mitigation for Rodger Johnson for 40 acres in the proposed Klondike Project.

Clean Water Funds: Darren has 2 Lake Bronson Clean Water Fund projects for payment. First project is for Glen Hendrickson, 6.9 acres in Roseau County, payment is for \$10,115.00. Motion was made by H. Peterson and Seconded by Dagen and unanimous vote of supervisors to approve Glen Hendrickson's payment for \$10,115.00 in the Lake Bronson Clean Water Fund Program. The second project is for Kevin Williamson, 3.4 acres in Roseau County, payment is for \$4,302. Motion was made by H. Peterson and Seconded by Wilebski and unanimous vote of supervisors to approve Kevin Williamson's payment for \$4,302 in the Lake Bronson Clean Water Fund program.

State Cost Share Well Sealing:

Noelle Swanson: Jim Schwab received a phone call from Noelle Swanson on her well sealings and she will be cancelling these 3 well sealings since she has sold the land.

Nathan Younggren: Nathan Younggren sent back his amendment for a well sealing in Thompson 15; he had originally received a quote for the sealing from Bruce Gunderson for \$715, with Gunderson's health issues, Nathan was given a quote from John Leader of \$1300. John will not be able to perform the well sealing until the crop is off the field. Motion was made by Wilebski and Seconded by H. Peterson and unanimous vote of supervisors to encumber \$650 State Cost Share and \$325 from the Tax Levy Funds.

Dave Hemmes: Darren received the signed State Cost Share Voucher from Dave Hemmes for his tree planting and tree matting in St. Vincent 21. A site check of the trees was performed by Justin Muller and the trees look very good. Motion was made by H. Peterson and Seconded by Wilebski and unanimous vote of supervisors to approve the payment of \$4842.10 for Contract# SCS FY-13-09.

Mike Ratzlaff: Darren received the signed State Cost Share Voucher from Mike Ratzlaff for his tree planting and tree matting in Jupiter 11. Motion was made by H. Peterson and Seconded by Wilebski and unanimous vote of supervisors to approve the State Cost Share payment of \$1244.52 for Contract# SCS FY 13-02.

James Faulconbridge: Darren received the signed State Cost Share Voucher from James Faulconbridge for his 2 well sealings in Norway 24. Motion was made by Wilebski and Seconded by H. Peterson and unanimous vote of supervisors to approve the State Cost share payment of \$1350 (50%) and \$675 Tax Levy Payment (15%) for a total of \$2025.00.

County Budget 2015: Darren reported to the board that the County Budget for 2015 was approved with a 3% budget increase.

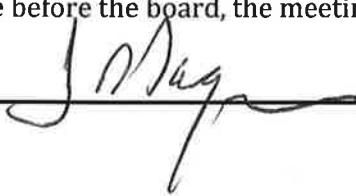
Darren Teleworking: Darren gave the board an update on his teleworking schedule and said he will not need to telework from Moorhead for the time being. He also reported to the board that he will be doing beets starting the last week in September.

Zoning: The board asked the staff how zoning in the office has been, staff gave board members an update on some projects that have been more time consuming then others and informed them that permits have been very steady.

October Board Meeting: The October Board meeting is scheduled for October 10th, 2014 at 7:00 AM.

With no further business to come before the board, the meeting was adjourned.

Justin Dagen, Secretary

A handwritten signature in black ink, appearing to read "Justin Dagen", is written over a horizontal line. The signature is stylized and cursive.