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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 Wednesday, September 14th, 2016 at 7:00 AM at Kittson County Courthouse
Meeting Room.**

The Board of Supervisors of the Kittson Soil & Water Conservation District held its regular scheduled meeting on September 14th, 2016 at 7:00 AM at the Kittson County Courthouse meeting room.

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

Others present at the meeting were District Technician Justin Muller, and District Administrator Jamie Osowski.

The meeting was called to order by Chairman Peterson.

The minutes from the August 10th, 2016, Board meeting and special board minutes were approved upon motion by Wilebski and Seconded by H. Peterson and unanimous vote of supervisors to approve the August, 2016 minutes.

Upon a motion by Anderson, seconded by H. Peterson and unanimous vote of the supervisors, the Treasurer's report was approved.

Justin Muller gave the District Technician Report

WCA: Justin reported that he is working on a Wetland Banking application, he stated that it is a big project.

Feedlot: Justin spoke to the board that the Construction Short Form Permit has been approved for the proposed Hog Barn in Davis 16. Discussion was had on the project.

Buffers: Justin reported to the board that landowners have been stopping in to discuss their land. It has been going good so far. He stated that the absentee landowners are going to be difficult.

Other: Justin reported that we have had 2 cover crop contracts. Justin also reported that the Minnesota Department of Ag contacted him on doing Elk Damage Control in Kittson County. Our office would go out and make sure it is damage from Elk's and take pictures and send it to the MDA. Justin asked what the board's thoughts were on our office doing this duty. The Board stated that they would like to see us help with this task but we should approach the County Board and ask for more

county funding for this program. Motion was made by Wilebski and seconded by H. Peterson and unanimous vote of supervisors to offer our assistance on the Elk Damage.

Jamie Osowski gave the District Administrator Report:

Clean Water Funds: Jamie spoke to the board about the payment vouchers for the Clean Water Funds in the Lake Bronson Watershed and County Ditch 13 & 22. The new payment vouchers do not require signature from the board. Jamie asked the board if they would like to still make the approval for the payment for just have the office handle it after the contract is approved. Upon motion by H. Peterson and Seconded by Wilebski and unanimous vote of supervisors to have the staff handle the payment vouchers.

SSTS Upgrade: Jamie reported to the board that the estimate for Derek Bakke's septic upgrade had changed due to need electric hook-up added to the estimate. This change was approved in special meeting minutes from August 23rd, 2016.

State Cost Share: Kelly Bengtson, Kittson County Engineer has 3 side water inlets in Pelan 3 that he would be interested in using State Cost Share money for. Office sent over State Cost Share contract to Kelly for a total of \$7,500, with State Cost Share of 75% for a total of \$5,625.00. Motion was made by H. Peterson and Seconded by Anderson and unanimous vote of supervisors to approve the Grade Stabalization Structure for Kittson County.

Office Computers: Jamie reported to the board that two computers in the office are in need of updating to the current laptop docking stations NRCS is recommending. The monitors that are currently in the office are outdated as well and the staff would like to have 2 monitors so they can have GIS open on one screen and another program on the other. Jamie researched the prices for these computers and montiors and found that the cost of the 2 new computers and the 6 new monitors and stands would cost around \$3500.00. Upon motion by H. Peterson and Seconded by Wilebski and unanimous vote of supervisors to allow the office to purchase the new computers and screens up to a total of \$3,500.00.

Newsletters: Jamie spoke to the board on Newsletters in the office. Currently the Kittson SWCD is using The Messenger for the printing services of the newsletter. Jamie researched Morgan Printing out of Grafton, they currently do the printing for Grand Forks County SCS and Towner County SCS in North Dakota. This company does the printing, design and mailing for a total of \$1602.57. Motion was made by H. Peterson and Seconded by Anderson and unanimous vote of supervisors to use Morgan Printing for our newsletter printing.

Other: Jamie reported to the board that the Employee handbook was in need of some revisions and a rough draft was drawn up andsend to the board via E-mail and a printed copy was given at the meeting. Jamie asked the board to review the highlighted areas and this will be discussed at the October Board meeting.

October 2016 Board Meeting: The October Board meeting is scheduled for Wednesday October 12th, 2016 at 7:00 AM in the Kittson County Courthouse meeting room.

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



Justin Dagen, Secretary