

**Minutes of the Meeting of
Kittson Soil & Water Conservation District Board of Supervisors
Held on August 13th, 2009**

The Board of Supervisors of the Kittson Soil & Water Conservation District held its regular scheduled meeting on Thursday, August 13th, 2009, at the Kittson County Soil & Water Conservation District office located in Hallock, Minnesota.

The meeting was called to order by Chairman Klein.

Members present at the meeting included Chairman, Scott Klein; Vice Chairman, Greg Peterson; Secretary, Justin Dagen; and Treasurer, Joe Wilebski; and Public Relations, Ron Anderson. Absent: None.

Others present at the meeting were District Manager, Holly Anderson; District Coordinator, Joanne Quiner; Program Coordinator, Shane Olson; Program Analyst, James Schwab and Technician, Mark Larson.

The minutes of the July 9th, 2009, meeting was approved, upon a motion by Dagen, seconded by Wilebski, and unanimous vote of the supervisors.

Upon a motion by Peterson, seconded by Wilebski and unanimous vote the treasurer's report was approved as presented by Quiner. Upon a motion by Peterson, seconded by Wilebski, and unanimous vote, for check #2445 through #2473 for the amount of \$12,373.96 for the month of July was approved as presented by Quiner. Quiner mentioned that she transferred an expired Certificate of Deposit from American Federal Bank to Marshall Bank for a better rate.

Quiner reported for the first time in several years, there is no accounts receivable from past years. All outstanding bills from 2009 accounts receivable were sent out on August 11th.

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

Budget meeting: Quiner and Klein met with the County Commissioner's on August 4th to discuss 2010 budget.

Zoning funds: Quiner mentioned that she will need to transfer funds at some point in time. The Board agreed to send it up to the county once a letter of request is sent to us.

Holly Anderson gave the District Manager's report as follows:

Office duties: Anderson has been coming in for about 2 ½ hours each day working on CLWP Update, Shoreland and ISTS permitting and receiving job applications.

Job applications: Anderson presented several job applications to the Board members.

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

CSP: Schwab spoke about the new upcoming CSP sign-up. He will be hosting two meetings on August 25th.

EQIP: Larson mentioned there are 5 ring dikes approved through EQIP, however 1 landowner is not sure about doing it.

Plant Materials Tour: Olson said the NRCS Plant Materials Tour was held on August 4th. The Springbrook winding channel project, several of Mike Ratzlaff's grass seed plantings, Hapka Potato Farms irrigation and farming practices and lunch at the Halma Hall.

Wetland Plant training: Olson attended the NRCS Wetland Plant ID training on August 6th at the Black Cat Grill in Thief River Falls, riding down with Larson.

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

RRBC: The Red River Basin Commission (RRBC) sent a letter to support a resolution of supporting projects the

AgBMP: The current application order is as follows: BL-09, EL-09, SA-10 and WM-10 from FCS revolving funds and KG-09, from local lender funds.

Newsletter: The Northland Conservation Newsletter was prepared and sent out recently.

CAI: Several weed letters have been sent out. Many of my usual sites had already been cut before letters were sent out. Lots of haying is currently taking place. Lots of contracts have been sprayed with Milestone in the past couple years as well. Olson has sent one individual notice as well.

CAI Budget: Olson will be presenting the CAI budget to the County Commissioner's on August 18th.

WCA KCHD: Kelly Bengtson brought in the BWSR Road Mitigation forms for the CSAH 38 road project to sign, which has been approved.

WCA training: Olson attended a WCA rules training held on July 15th in Thief River Falls.

WCA Violations: Olson hasn't seen anything in the mail yet from Conservation Officer, Ben Huener about wetland violations reported by Donavan Pietruszewski during aerial flights last November. One was on Gary Johnson's property and the other on CD 23 road North of Goldstrand's.

TSA surveys: Jim Hest was up here to survey on July 16th at Greenwood Cemetery. He needs to come back and survey from a boat due to the deep water conditions. Klein offered his boat for use. Hest spoke with Janet Olsonawski about grave relocations. He also looked at a streambank erosion site in Thompson Township.

FY09 State Cost share: Upon a motion by Peterson, seconded by Wilebski, to pay FY09-02 for \$550 for State and \$275 for CLWP for a well sealing; to encumber FY09-04 for \$162.50 and for CLWP for \$81.25; to encumber FY09-05 for \$250 and for CLWP for \$125; to encumber FY09-06 for \$300 and for CLWP for \$150; and to encumber FY09-07 for \$375 and for CLWP for \$187.50.

FY07 State Cost Share: Upon a motion by Dagen, seconded by Wilebski, to pay cost share for FY07-14 for for \$2,905.92 for his watering system for his feedlot. He previously was encumbered during the drought disaster sign-up for installing rural water and is receiving a total of 4 percent of his 75 percent cost share eligibility. We also encumbered remaining FY08 funds for this contract, but will approve them at a later date.

FY10 SWCD Base grant: Upon a motion by Peterson, seconded by Wilebski, to approve acceptance of the FY10 Base grant agreement for \$72,392. It was signed by Chairman Klein.

RIM sign-up: Chad Severts was up here to assist in merging some of the RIM applications for the Springbrook project reducing the number to 20-21 contracts. Courthouse searches are have been performed by the Recorder's office, however BWSR does not to pay for the \$2300 for doing so. Olson has some mapping to do, once Schwab or Larson have some free time to refresh him on how to do the mapping on Mapbooks.

Feedlot re-registration: Olson is currently waiting for new forms from BWSR and MPCA to re-register feedlots.

District activities: Olson said staff meetings were held on July 9th and 16th.

September Board meeting: The next Board meeting is scheduled for September 10th at 7 AM.

District job opening: The Board discussed the District Technician/District Manager job opening. Upon a motion by Peterson, seconded by Dagen, and unanimous vote to have Anderson come in for an hour each morning to re-direct email; focus efforts on the CLWP Update; ISTS and Shoreland Permitting; and re-direct job applications and hiring procedures to Chairman Klein.

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

Justin Dagen, Secretary