

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



---

410 South 5<sup>th</sup> Street - Suite 106 - Hallock MN 56728 - Phone (218) 843 2619 - Fax (855) 744-0398- [www.kittsonswcd.org](http://www.kittsonswcd.org)

**Minutes of the Meeting of  
Kittson Soil & Water Conservation District Board of Supervisors  
Held on Wednesday December 11<sup>th</sup>, 2019 at 8:00 AM at Kittson County  
Courthouse Downstairs Meeting Room**

The Board of Supervisors of the Kittson Soil and Water Conservation District held its December meeting on Wednesday December 11<sup>th</sup>, 2019 at 8:00 AM at the Kittson County Courthouse meeting room. Members present at the meeting included: Chairman CJ Peterson, Vice Chairman Joe Wilebski, Secretary Heather Peterson, Treasurer Andrew Muir, and Public Relations Sam Anderson.

Others present at the meeting were District Manager Jamie Osowski, District Technician Justin Muller, District Outreach Technician Heather Donoho, and NRCS District Conservationist Jim Schwab. Absent was Jeremy Benson.

**The minutes from the October/November joint meeting on November 6<sup>th</sup>, 2019 Board Meeting were approved by motion by H. Peterson and seconded by Muir and unanimous vote of supervisors.**

The November treasurer's report was presented to the board by Osowski. **Motion was made by Anderson and Seconded by H. Peterson and unanimous vote of supervisors.**

Jim gave an update on programs; he reported that there was no news on EQIP or dollar amounts yet. CRP signup started on December 9<sup>th</sup> and he told the board to contact FSA with any questions on details. The only change NRCS will see is how spot checks are handled. Discussion was had on new WRP payments.

**New Business: The board conducted staff evaluations based off of staff's office evaluations and self-evaluations done in the office. Discussion was also had on Health Insurance rates. Motion was made by H. Peterson and seconded by Anderson and unanimous vote of supervisors to approve wage increases as discussed with staff individually and the change to Health Insurance of 100% of the employee's individual policy and adding \$200 for employee plus spouse or employee plus children policy and adding \$400 to the employee plus family policy. The board will continue to contribute \$2,000 to the employee's HSA Account.**

Local Capacity: The board and staff held a brainstorming session on the 2020 Local Capacity funds, and it was decided to budget for the following:

Advertising-	\$20,000
Shared Services-	\$6,000
Education and Outreach-	\$19,432.50
Storage and Meeting Room-	\$14,432.50
Cover Crops and Conservation Projects (If we do not receive CWF)-	\$25,000
Technical Assistance/1W1P-	\$44,000

Motion was made Muir and seconded by Wilebski and unanimous votes of supervisors to approve this budget for 2020 Local Capacity and submit to BWSR.

Tree Planter: Justin reported that the old tree planter is at storage at Justin Dagen's. Upon motion by H. Peterson and seconded by Muir and unanimous vote of supervisors to allow Justin Dagen to have the tree planter and do what he feels with it. The tree planter has been sitting at his farm for years and was dangerous for the district to use.

#### **Staff Reports:**

Heather presented her update to the board on outreach and education, she stated that she is working on a story time schedule with the library, she is meeting with the local schools and presenting a Christmas Tree lesson, she also met with a group of homeschool children too. Heather reported that she will be meeting with 4-H to begin brainstorming the Ag Exploration event. Heather also gave an update on the Farm Financial workshop held on December 3<sup>rd</sup> at the Hallock City Hall, she stated that we had 17 landowners and positive feedback based on the surveys. She reported that she will begin brainstorming other ideas for this event next year.

Justin gave his report, he reported that he is working with Glenn and Roger Braizer on their joint application, it was submitted but was missing a lot of information Justin sent them a letter stating what information is needed for a complete application. Discussion was had on potential violation in Richardville Township. Justin reported that he is working with the DNR on the MPARS permit for the Neil Johnson bridge project in Hallock Township. Justin also updated the board that he received the green light from the MPCA on the Feedlot Delegation agreement, he will present it to the county board.

Jeremy was absent from the meeting so Jamie gave his report, for 1W1P he reported that the steering team is working on developing goals, stating that there will be a steering team plus meeting with a few TAC members to assist us in developing a few of the final goal statements. The next Policy meeting is tentatively set for January 16<sup>th</sup>. Jeremy will be visiting with the IWI to discuss the possibility of training for the PTM App. Jeremy also reported that he will be meeting with Darren Meyers from BWSR on December 18<sup>th</sup> to go through Buffer statuses and the next steps for landowners that have tore up this fall. Jeremy also reported that he is going to work with BWSR to develop an acceptable enforcement process. This year will begin our biggest start towards beginning actual enforcement steps with possible Notice of Non- Compliance that start the

enforcement timeline. Jeremy also reported that he is working with Neil Johnson on more permitting for a roadside cleanout in Tegner Township.

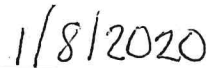
Jamie gave her report, she first brought up the date of the strategic planning meeting, it is normally held in February, but she reported that she will still be on maternity leave. The board stated that March will work. The staff will pick a couple dates that work for the office and bring them to the January meeting. Jamie presented the National Association of Conservation Districts (NACD) dues to the board, in the past we have contributed \$250, upon motion by H. Peterson and Seconded by Muir and unanimous vote of supervisors to approve a \$250 membership donation to the NACD. Next Jamie reported to the board that the SWCD currently follows the USDA Holiday schedule and they do not recognize Christmas Eve as a holiday and at the time they are not granted any extra time off. Jamie mentioned that most of the staff will be traveling for Christmas Eve and wanted to see if any extra time off could be granted for the holiday. Upon motion by Wilebski and seconded by Muir and unanimous vote of supervisors, the Kittson SWCD will be closing at Noon on Tuesday December 24<sup>th</sup> if the USDA does not grant any time off.

**The next board meeting will be on Wednesday January 8th, 2020 at**

**8 AM in the Kittson County downstairs Meeting Room.**



Heather Peterson, Secretary



Date

