

*Helping Producers Implement
Best Management Practices
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Kittson County*



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**Minutes of the Meeting of
Kittson Soil & Water Conservation District Board of Supervisors
Held on January 12, 2012**

The Board of Supervisors of the Kittson Soil & Water Conservation District held its regular scheduled meeting on Thursday, January 12th, 2012, at the Farm Service Agency meeting room located in Hallock, Minnesota.

Members present at the meeting included Chairman Greg Peterson, Treasurer, Joe Wilebski; Public Relations, Ron Anderson Temporary Board member Joanne Quiner and Secretary, Justin Dagen, Vacant: Vice Chairman.

Others present at the meeting were District Manager, Darren Carlson; Administrative Clerk, Virginia Olson; Conservation and Program Analyst, James Schwab and Technician, Mark Larson.

Organizational meeting: District Manager Darren Carlson opened the organizational meeting. Carlson opened the floor for a nomination for the 2012 Chairman.

District Chairman: Upon a nomination by Wilebski, seconded by Joanne, to name Greg Peterson, Chairman, by a unanimous vote. Carlson turned the meeting over to Chairman Peterson.

Vice Chairman: Upon a nomination by Dagen, seconded by Wilebski, to name Ron Anderson, Vice Chairman, by a unanimous vote.

Secretary: Upon a nomination by Quiner, seconded by Anderson, to name Justin Dagen, Secretary, by a unanimous vote.

Treasurer: Upon a nomination by Dagen, seconded by Wilebski, to name Joanne Quiner, Treasurer, by a unanimous vote.

Public Relations: Upon a motion by Quiner, seconded by Dagen, to name Joe Wilebski, Public Relations, by a unanimous vote.

The meeting was called to order by Chairman Peterson.

The minutes of the December 8th, 2011 meeting was approved, upon a motion by Wilebski, seconded by Dagen, and unanimous vote of the supervisors.

Upon a motion by Quiner, seconded by Wilebski and unanimous vote of the supervisors the treasurer's report was approved as presented by V. Olson.

Discussion that the Winter newsletter had been mailed out the end of December. Board expressed that it was good to see multiple partners sharing with a variety of articles. Mentioned adding the Area Golf Courses, Mayors of each city to make sure these are part of the mailing list.

Accounts receivable: Accounts Receivable has two outstanding bills for 2011. One has been paid and will reflect in next months statements.

Virginia Olson gave the Administrative Clerk's report as follows:

Area I dues increased from \$100 to \$150, motion made by Dagen, seconded by Anderson, unanimous vote of the supervisors to approve the payment of Area I dues.

Current W-4's were handed out. Discussion of mileage rate which the IRS usually changes in July of each year.

AG BMP open loans the state mentioned there is money to be spent if there are needs. Brian Dahl \$50,000 for a Cultivator Harrow will be working with lender, Clifford Peterson \$50,000 for a 45 ft. Air Seeder has worked with lender, Daniel Hunter \$50,000 for a Disk Chisel has not contacted office about interest in continuing with loan application and Jerod Hanson \$50,000 for a single Disc Air Seeder w/Cart not interested at this time. Motion made by Wilebski seconded by Quiner and unanimous vote of the supervisors that if there are funds available and no other applicant interested raising the loan dollar amount to \$100,000. Discussion of the board packets showing different equipment and practices that are eligible for AG BMP loans.

Available Funds: The balances listed below are as of December 31st, in our program records: CLWP, \$4547.66 SWCD; CLWP Dedicated Fund \$2,620.00; WCA, \$7,202.16 SWCD; Shoreland, \$949.97 SWCD; Feedlot, \$2,698.20 SWCD; SSTS, \$4,278.05 SWCD; Brillion \$4998.53 SWCD; and Beaver \$2,620. Money currently at the County: \$4,382 CLWP, \$3,523 Feedlot, \$0 Shoreland, \$4.931 SSTS, \$1,170 WCA, and

\$28,160 CLWP Dedicated Fund - District Manager makes a request for cash when need be.

Jim Schwab gave the NRCS report as follows:

Memorandu of Understanding: Schwab discussed the NRCS/SWCD Memorandum of Understanding.

Martin Luther King Day: Larson said the office will be closed January 16th for Marin Luther King Day.

EQIP: Discussion on the changes that are pending for the EQIP program. NRCS is still waiting to get final details. Supposed to be here Friday January 13th by the close of the day.

CSP: Updates mentioned.

PL566: In process will be a meeting coming up.

CRP: Some Continous CRP contracts will be coming out. Practices CP 27 & CP 28 were discussed, waiting to get more information.

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

Meetings/Trainings Attended: CAI meeting in Mahanomen. Initial Training in ST. Cloud for CAI on February 7 & 8. Motion made by Quiner, seconded by Wilebski unanimous vote of the supervisors that Darren Carlson attend which will fulfill approximately 14 of the 40 hours of training required to be County Ag Inspector. Discussion of administering Pesticide testing. Darren Carlson will discuss with Bev of the County Extension Office about the testing, which pesticide tests they work with. Discussion of a fee for testing was mentioned. District Cordinator will also discuss with township officers about some of the CAI information.

NRGB (Natural Resources Block Grant) Breakdown:

Darren discussed the breakdown had a letter attached showing the amounts.

SWCD/NRCS CRP/CCRP Contribution Work Agreement (2012): Signed the Kittson SWCD for additional 50 CCRP plans. Mainly CP-23A enrollments from CRP that will expire in 2012. 50 plans X \$480/plan = \$24,000. If funds would be available SWCD would like to do another 50 CRP Contracts.

State Cost Share Program: Motion made by Wilebski, seconded by Quiner, unanimous vote of the supervisors to appoint Cost Share Authority for 2012 to Darren Carlson - District Coordinator.

Motion made by Anderson, seconded by Wilebski, unanimous vote of the supervisors to change wording from encumbered to approved for Cost Share well sealings, and other smaller cost share projects so payment made be made to landowner after they have paid contractor and may be reimbursed.

Encumber Funds Not Spent:

FY08-09C Mike Ratzlaff (Side Water Inlet) = \$1,730.83
FY09-14 Greenwood Cemetery (Streambank Stabilization) = \$10,171.88
FY-08 KCHD (Streambank Stabilizaion) = \$7,083.00
FY11-04 KCHD (Streambank Stabilizaion) = \$3,416.54
FY11-03 Bruce Weleski (Well Decommission) = \$259.38
FY11-02 Joel Lindegard (Well Decommission) = \$393.75

Remaining Funds:

FY11 = \$4,463.34 (Needs to be encumbered by 6/30/2012)
FY12 = \$12,489.00 (Needs to be encumbered by 6/30/2013)

WCA:

TEP Meeting on January 20 for :
BNSF Bridge Replacement (Northcote)
Dennis Diamond Constructed Wildlife Pond, Hazelton 26
Pete Jones new violation of road constructed in wetland, Percy 10.
WCA permits required for PL-566/Spring Brook project (what is needed).
Truscinski Violation on County Line.
Potential Contractor's Meeting in the future.
WCA Year End Reporting by 2/2/12

Other:

New Copier/Printer in the office - NRCS
District Technician Position has been advertised deadline is January 20th.
Annual DNR Shoreland Report completed on December 16th, 2012.
SSTS Annual Report needs to be done by February 1, 2012.
E-Link Reporting is being worked on.
Discussion on general SWCD's hourly rate, an attachment was included showing a break down on expenses - showing an hourly cost. SWCD Hourly Rate motion by Quiner, seconded by Wilebski, unanimous vote of supervisors raising rate from \$30 to \$40 an hour.
Mention of Envirothon meeting.
Discussion of old copier.
Discussion of Virginia Olson will be leaving the end of February for another job opportunity. Motion by Quiner, seconded by Wilebski, unanimous vote of the supervisors to begin advertising for Administrative Clerk position.

February Board meeting: The next regular scheduled Board meeting is February 9th at 8 AM.

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

Justin Dagen, Secretary

A handwritten signature in black ink, appearing to read "J Dagen", written over a horizontal line.