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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 Thursday, January 3rd, 2013**

The Board of Supervisors of the Kittson Soil & Water Conservation District held its regular scheduled meeting on Thursday, January 3rd, 2013 at the Farm Service Agency meeting room located in Hallock, MN.

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

Others present at the meeting were District Manager, Darren Carlson; District Technician, Brian Krippner; District Coordinator, Jamie Ingeman; NRCS Technician, Mark Larson and CJ Peterson. Missing was Jim Schwab.

Organization Meeting: District Manager Darren Carlson opened the organizational meeting. Carlson opened the floor with a nomination for 2013 Chairman.

District Chairman: Upon nomination by Wilebski, seconded by H. Peterson to name Ron Anderson, Chairman by unanimous vote. Carlson turned the meeting over to Chairman Anderson.

Vice Chairman: Upon nomination by Dagen, seconded by Wilebski to name Heather Peterson, Vice Chairman, by unanimous vote.

Secretary: Upon nomination by Wilebski, seconded by H. Peterson to name Justin Dagen, Secretary, by unanimous vote.

Treasurer: Upon nomination by Ron, seconded by H. Peterson to name Joe Wilebski, Treasurer, by unanimous vote.

Upon nomination by Wilebski, seconded by Dagen to name CJ Peterson to the SWCD Board for District 1 and Public Relations.

The meeting was called to order by Chairman Anderson.

The minutes of the December 17th meeting were approved, upon a motion by Dagen, seconded by H. Peterson and unanimous vote of the supervisors.

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

Jamie Ingeman gave the District Coordinator report:

IRS Mileage: Current IRS Mileage rate is 56.5 cents per mile for business miles driven. Upon motion by Wilebski, seconded by Dagen and unanimous vote of the supervisors, the mileage rate will be 56.5 cents per mile.

Official Banks- Upon motion by Wilebski, seconded by H. Peterson, and unanimous vote, to choose the bank with the highest interest rate on CD's and keep the checking account through American Federal Bank in Hallock.

Bank Signatures: Upon motion by Dagen, seconded by C. Peterson, and unanimous vote, to appoint Heather Peterson to the bank signatures for Kittson SWCD.

Mike Ratzlaff: We received a very nice thank you card from Mike Ratzlaff for our hospitality at the MASWCD Annual Convention and recognizing him as Outstanding Conservationist for Kittson County. He also sent a donation for \$500 for Environmental Education Programs. We asked the board what educational program they would like to see the donation go to. The board suggested either Envirothon or Arbor Day. They want to see the money stay in the county. We also suggested taking \$200 of the donation and putting toward Carlson Prairie Seeds advertising on the newsletter and putting the rest toward Arbor Day.

Crop Improvement Day: The event will be held on January 24th at the Hallock City Hall. We will be setting up a booth and having a drawing for 5 potted trees to give away. Brian will be attending the event for the SWCD.

District Computers: Jamie updated the board on the district computers that were ordered on December 20th. We should see the computers within 30 days.

Direct Deposit: Mentioned to the board that we will begin using direct deposit for the employees and asked if any board members would be interested in having their checks done direct deposit as well.

Per Diem: Upon motion by Dagen, seconded by Wilebski and with unanimous vote, to keep the per diem at \$75 chairman and \$65 supervisors for the 2013 year.

Mark Larson gave the NRCS Report as follows.

EQIP: Mark reported there will be an EQIP sign up on January 18th for high priority funding.

Memorandum of Understanding: Mark reviewed the memorandum of understanding with the board. In the memorandum, he stated the SWCD and NRCS will use each other's spaces and work together on programs since most of our programs mimic each other. Also the SWCD follows NRCS's holidays. Upon motion by H. Peterson and seconded by Wilebski and unanimous approval from the board, to follow the memorandum of understanding.

District Manager Report (Darren Carlson)

Supervisor's handbook: Darren handed out the MASWCD Supervisors handbooks to all Supervisors for their information.

FY 2012 Natural Resources Block Grant (NRGB): Darren gave a report on the remaining funds that need to be spent by June 30, 2013. CLWP has \$2464.41 remaining, Feedlot has \$6998.72 remaining, SSTS has \$11028.95 remaining, Shoreland has \$4149.97, and WCA has \$14,238.22 remaining.

FY 2013 Natural Resources Block Grant (NRGB): Darren reported the amounts remaining in the FY 2013 grants, CLWP \$17,750.00 remaining, Feedlot \$12,750.00 remaining, SSTS \$18,941.00, Shoreland \$5,294.00, WCA \$32,894. These funds need to be spent by June 30th, 2014.

FY 2013 Conservation Delivery Grant: Remaining balance is \$19,184 and needs to be spent by 6/30/2014

FY 2013 RIM Easement Delivery Grant: Remaining balance is \$375 and needs to be spent by 6/30/2014.

SWCD Hourly Rate: Darren reported that in January 2012 the SWCD Board approved to raise the hourly rate from \$30/hour to \$40/hour. Upon motion by C. Peterson, seconded by Wilebski and unanimous vote, to keep the hourly rate at \$40/hour.

2013 Kittson SWCD Tree Program: Darren presented the board with a spreadsheet showing the tree species and the inventory of the trees we have on order from the nurseries and what has been ordered from landowners. Darren stated we have 4 tree planting plans already in place for 2013 along with a couple other possible plantings. The topic of hand planting trees came up and how much we should charge the landowner. Board brought up using per tree cost and per hour cost. We talked about using the Ron Baldwin tree planting as an example to see which way works better.

State Cost Share:

-Upon motion by Dagen and seconded by C. Peterson and with unanimous vote, to approve 2013 State Cost Share Approval Authority.

-FY 12-03 Brady Coffield Well Sealing in Cannon 22, \$365.00 was the cost to seal the abandoned well. Upon motion by C. Peterson and seconded by Wilebski and unanimous vote, to approve Brady Coffield's State Cost Share assistance for \$182.50 (50% Cost Share) and \$91.25 (25% CLWP)

-Encumbered Funds- FY 09-14 Greenwood Cemetery Streambank Stabilization for \$8,137.50; FY 11-02, Joel Lindegard well sealing for \$472.50, FY 12-05 Nathan Younggren Well Sealing for \$ 536.25, FY 12-06 Brian Ingeman shelterbelt renovation/establishment for \$851.48.

Kittson SWCD Open House: January 30th, 2013, the SWCD will be hosting an open house for the tree program, feedlot registration and Rain Gauge Participants appreciation.

February Board Meeting Date: The scheduled February board meeting falls on Presidents day. The discussion was made in changing the dates. The board decided to change the winter (November-April) month board meetings to the second Mondays of the month at 1 in the afternoon. We will discuss the busy spring (May-October) month schedule at a later meeting when we know what kind of spring we will be having.

Clean Water Funds (CWF) FY 2012- Lake Bronson: Glen Hendrickson FY12-02, Barnett 28 for 6.9 acres. Upon motion by Dagen, seconded by Wilebski and unanimous vote, to approve CWF Incentive funds not to exceed \$10,115. CCRP pays \$55.60/acre and CWF will pay \$94.40/acre.

NRCS/SWCD Wetland Contribution Work Agreement (CWA): Darren will be submitting an invoice for quarter 4 determinations. 15 determinations were completed. 15 x \$120= \$1800.

Reinvest in Minnesota (RIM) Riparian Buffers: Darren spoke to the board about the potential for RIM Riparian Buffers. The buffers would be 50 feet to potential 350 feet wide permanent easements and would receive CCRP (if eligible) and RIM payments. SWCD would need to write a grant and plan of attack for the program. The next question was where should want this to be possible. Board stated the Red River Valley and JD 10. Upon motion by Dagen, seconded by C. Peterson and unanimous vote, to write a grant for RIM Riparian Buffers for Kittson County.

Brian Krippner gave the District Technician report:

East Farms- Rodger Johnson Ag Banking: Brian reported to the board that BWSR made their decision to appeal. Brian read the reasons to the board members and included the support of the appeal by Rodger Johnson. Brian also spoke with the assessor and Marian stated all areas met and the tax base is not going to change. We are waiting on BWSR for what the next step for this appeal will be.

Feedlot Inspections: Brian finished his final inspection for 2012.

February Board Meeting: February Board meeting will be held Monday February 4th at 1 pm.

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

Justin Dagen, Secretary

