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Minutes of the Meeting of

Kittson Soil & Water Conservation District Board of Supervisors

Held on Wednesday May 13th, 2020 at 9:00 AM at VIA Conference Call

The Board of Supervisors of the Kittson Soil and Water Conservation District held its regular scheduled meeting on Wednesday May 13th, 2020 at 9:00 AM VIA conference call due to Covid-19. Members present via phone included: Chairman CJ Peterson, Vice Chairman Joe Wilebski, and Secretary Heather Peterson.

Others present via phone meeting were; District Technician Justin Muller, District Technician Jeremy Benson, District Outreach Specialist Heather Donoho, and District Manager Jamie Osowski.

The minutes from the April 8th, 2020 board meeting were approved upon motion by Wilebski and seconded by H. Peterson and unanimous vote of supervisors by roll call.

The treasurers report from April 2020 were mailed out and presented to the board by District Manager Osowski. Upon discussion on the April 2020 financials, motion was made by H. Peterson and seconded by Wilebski and unanimous vote of supervisors by roll call.

New Business:

The first order of new business was presented by District Technician Jeremy Benson, he received a State Cost Share contract with an estimate from Jon Leader Well Sealing for a well sealing for Alex Rudnick in Jupiter 25. The estimate was for \$775.00 to seal a 3 foot by 18-foot curbing well. Motion was made by Wilebski and seconded by H. Peterson and unanimous vote of supervisors by roll call.

The next topic of new business was the authorized signatures on State Cost Share Contracts, currently the District Staff can sign on Buffer Cost Share and Cover Crop contracts, but not State Cost Share. With the current situation with Covid-19, the board is not available to sign the contracts. Staff asked if the board would be open to allow having the District staff sign contracts and vouchers. Upon Motion by H. Peterson and Seconded by Wilebski, District staff can now sign State Cost Share Contracts and Payment vouchers. Motion was unanimous by roll call by supervisors.

Next Jeremy spoke to the board on the Middle Snake Tamarac 1W1P process, Jeremy had spoke to the board on participation in this plan at the March board meeting. Jeremy is looking for support from the board to participate in the planning process for this 1W1P plan by resolution. Upon motion by Wilebski and seconded by H. Peterson and unanimous vote of board by roll call, the Kittson SWCD will participate in the Middle Snake Tamarac 1W1P planning process.

Jamie spoke to the board on the office situation with Covid-19. Currently, Justin, Jamie and Jeremy are in the office as well as Jim with NRCS. We have been following the Covid-19 office policies approved in March. The staff has made a sanitizing schedule that includes cleaning 3 times a day. At this time, NRCS does not know when they will be opening to public, we will put a door up between our front office and the NRCS offices. The Courthouse remains closed to the public, Jamie asked the board if they would be comfortable with us opening to the public when the courthouse does. The board would like to see the SWCD open to public by appointment only once the Kittson County Commissioners open the building. Jamie also reported that CJ, Joe and Heather's positions on the board are up for election, she will communicate with them on how the process will be handled with Covid and the courthouse being closed.

Staff Reports:

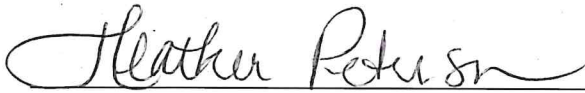
Jim was not able to attend the May Board meeting but provided a report that was presented by Jamie Osowski. Jim is currently in the office full time; his workload has included CSP and EQIP ranking. He is still receiving applications for WRE as well. He will be working on CRP status reviews soon with plans to follow. Jim gave an update on the new CRP program CLEAR30. Jim also reported that he is not sure when or if they will be filling Michael's position.

Heather gave an update on outreach events. She reported that she cannot hold any in-person events, there might not be any events held until August or possibly the end of the year. She has been working on recording readings for story time at the Hallock Library, she launched the Adopt-a-tree program that will be available on Facebook the first of each month. Heather also reported that she launched the Kittson SWCD Photo Contest and already has 5 submissions and the post on Facebook received 1,000 views and shares, entries will be accepted until the end of the month. She also reported that the Kittson County Fair and Women Caring for the Land have been cancelled due to Covid-19. Heather reported that she continues to work from home.

Justin gave his report, he stated that tree pickup will be handled by appointment only and will be contactless as staff will load the trees into the customers vehicles. Justin reported that he has been working on getting the equipment ready for busy season. He reported that he has been working on the WCA application for Wagon Wheel Ridge. Justin reported to the board that he received a request for side water inlets in Svea township, he reported that this piece had already been cost shared on. He spoke with BWSR on this and Board Conservationist Matt Fischer reported that this would be fine, and we need to note that what was previously cost shared on did not fix the resource concern.

Jeremy gave the District Technician Report, he stated that he is working on sending out buffer compliance letters now that he is back working in the office as his internet connection at home was not fast enough to print maps to include. Jeremy reported that he has been working with Middle Snake Tamarac on the beginning process of their plan. He also reported that the steering team has been working through the comments received from CAC/TAC on sections 3 and 4 of the plan. Jeremy also reported that with the weather permitting they will be staking buffers, planting buffers and working on designing SWI's.

The next board meeting will be held on Wednesday June 10th at 8 AM. Location TBA



Heather Peterson, Secretary

6/10/2020

Date