

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



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**Minutes of the Meeting of
Kittson Soil & Water Conservation District Board of Supervisors
Held on Wednesday November 6th, 2019 at 8:00 AM at Kittson County
Courthouse Upstairs Meeting Room**

The Board of Supervisors of the Kittson Soil and Water Conservation District held its joint October and November meeting on Wednesday November 6th, 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, Absent was Public Relations Sam Anderson.

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

The minutes from the September 11th, 2019 Board Meeting and September 25th Special board meeting were approved upon motion by Wilebski and seconded by Muir and unanimous vote of supervisors.

The September and October treasurer's report were presented to the board by Osowski. **Motion was made by H. Peterson to approve the September treasurer's report as presented and seconded by Wilebski and unanimous vote of supervisors. Motion was made by H. Peterson to approve the October treasurer's report as presented and seconded by Wilebski and unanimous vote of supervisors.**

New Business: Feedlot: Justin updated the board on the changes to the Feedlot work plan. The County Board oversees approving the workplan, but since there were changes and the county delegates us to run the program staff wanted to pass the changes by the Kittson SWCD board. **Motion was made by H. Peterson and Seconded by Muir and unanimous vote of supervisors to approve the changes to the Feedlot workplan and present the workplan as presented to the County Board.**

CD's: Jamie spoke to the board on 2 CD's that are expiring at American Federal and Prime Security. Jamie had spoken with both institutions and received an interest rate of 1.5% from American Federal and 1.75% from Prime Security. While speaking with Prime Security, they also didn't have anyone as the authorized signer for the accounts. **Motion was made by Muir to approve the**

interest rates stated at American Federal Bank and Prime Security Bank and to put Osowski as the authorized signer at Prime Security Bank, motion was seconded by H. Peterson and unanimous vote of supervisors.

Audit: Jamie spoke to the board on the Audit that was completed by Peterson Company LTD, the Audit was due to the State before our scheduled board meeting, but audit findings were sent to Board and they gave verbal agreement that the Audit looked acceptable. **Motion was made by Muir to approve the 2018 Audit conducted by Peterson Company LTD, motion was seconded by Wilebski and unanimous vote of supervisors.**

Area 1 meeting: Jamie reported that the Fall Area 1 Meeting will be November 19th in Detroit Lakes, Jamie needs to know what Board Members would like to attend, Sam had stated he was interested in attending. Other board members will let office know by November 18th.

MASWCD Convention: The 2019 Annual Convention will be held on December 8-10th in Bloomington. From the office, Heather will be attending and Roy Frame, Kittson County's Outstanding Conservationist will be attending. Any other Board Members interested, let the office know by Monday November 25th so we can register for the event.

Kittson SWCD Staff Equipment Use: Jamie presented the policy for staff use of the Kittson SWCD equipment. **Motion was made by H. Peterson to approve the Kittson SWCD Staff Equipment Use policy, seconded by Muir and unanimous vote of supervisors.**

Kittson SWCD Services: Discussion was had on the new services that are offered by the Kittson SWCD including spraying and surveying at the September 25th Special Meeting. Jamie presented the board with an updated service list with the prices that we had discussed, but the staff had questions on a minimum rate on the surveying services. Board suggested using a \$200 minimum and \$75 an hour after that for both field and office work. Discussion was had on offering these services out of county, discussion was had, and the board all agreed to allow this to be staff discretion and based on schedules.

Local Capacity brainstorming: Jamie updated the board on the 2020 Local Capacity brainstorming session. We will hold off on this until we have a full board, but she updated the new board members on how we do the brainstorming for the funds and presented the board with a background and list of what we have budgeted for in the past.

Health Insurance: Steven Sjostrand attended the meeting and presented the board with information on upcoming open enrollment for health insurance and presented information requested on vision and dental insurance.

Employee Evaluation: Jeremy Benson will be absent from the December board meeting when the employee evaluations are held. Jamie asked the board if we can conduct his evaluation at this time. Any pay increases for Jeremy will be decided on at the December Board meeting following the rest of the staff evaluations.

Staff Reports:

Jim gave an update on programs; he stated that there will be a joint NRCS/FSA CRP training in St. Cloud to hear on all the changes to the program. Jim updated the board on some ditching that had been done in Richardville Township, Jim stated that this is a violation with the USDA and WCA. It is currently in the NRCS Wetland Specialists and WCA's hands.

Heather presented the board her updated on her outreach programs, she then updated the board on her upcoming agenda for the Farm Financial Workshop being held on December 3rd at the Hallock City Hall.

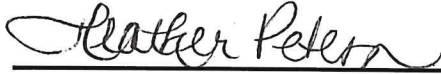
Justin gave his report, he reported that the Wagon Wheel Ridge Restoration order was issued, and they plan to submit a joint application as they do not seem interested in purchasing Wetland banking credits. Justin updated the board on the Richardville ditching that Jim reported on earlier, he stated that he is working on this violation with the landowner. Justin stated he is working on the Feedlot workplan. He also stated that all the equipment was put in the Kittson SWCD building at the fairgrounds.

Jeremy gave his report to the board, he first reported on Buffers and stated that the Alternative Practice for pipes in Davis 18 was complete and we are just waiting on final paperwork before paying. Jeremy reported that it will be spring when we get to the remaining plantings that the Kittson SWCD has due to the Fall. He plans to send out reminders and Non-compliance waivers to landowners in February. Jeremy then spoke to the board on 1W1P, he presented the board with maps, a draft of the Land and Water narrative and priority concerns. The next meeting for the policy committee will be held on November 21st in Greenbush. Jeremy then reported to the board that he submitted Clean Water Fund applications, one is for \$200,000 and will be for Side Water Inlets, Trees or Cover Crops in the western part of the county. The other application is for Multi Species cover crops only and for the whole county. This grant was for \$150,000. We hope to hear on these applications by early new year. Update was given on a ditch clean out in Tegner 25, follow-ups are being done on State Cost Share projects as there were not as-builts in the folder and the PE has now retired so Jeremy is working on getting this cleared up. Jeremy attended BWSR Academy and he will be attending The DIRT in Fargo on December 9-11th.

Jamie gave the rest of her report, she reported that the Public Facilities Authority transferred 5.5 million dollars from the state revolving fund to the Ag BMP Loan Program. The Kittson SWCD requested an additional \$285,520.24 above what was left following repayments. We received \$300,000, we are just waiting for the final signature from the County and then we can contact Frame's that the money is there. Jamie then asked the board about purchasing Bluetooth headsets for the staff, so many times we have conference calls and with our cubicles it is hard to avoid distracting the other staff or landowners. The board advised we order 4 for the office.

The next board meeting will be on Wednesday December 11th, 2019 at

8 AM in the Kittson County downstairs Meeting Room.



Heather Peterson, Secretary

Date