

*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 September 8th, 2021 at 8:00 AM at the Kittson County
Courthouse.**

The Board of Supervisors of the Kittson Soil and Water Conservation District held its regular scheduled meeting on Wednesday September 8th, 2021 at 8:00 AM at the Kittson County Courthouse. Members present included: Chairman CJ Peterson, Vice Chairman Andrew Muir, Secretary Carey Mortenson, Public Relations Sam Anderson, and Treasurer Joe Wilebski.

Other's present were District Technician Justin Muller, District Technician Jeremy Benson, District Manager Jamie Osowski, District Outreach Coordinator Heather Donoho and District Conservationist Jim Schwab.

The minutes from the August 11th, 2021 board meeting were approved upon motion by Wilebski and seconded by Muir and unanimous vote of supervisors.

The treasurers report from August 2021 were presented to the board by District Manager Osowski. Upon discussion on the August 2021 financials, motion was made by Muir and seconded by Mortenson and unanimous vote of supervisors.

New Business:

Hill Township Section 33: Justin presented the Houston Engineering Agreement for the project in Hill Township to the board; the cost of engineering will be \$6,450. The Kittson SWCD will cover 75% of the engineering while the township will provide the remaining 25%. Motion was made by Wilebski and seconded by Muir and unanimous vote of supervisors to approve the engineering agreement with Houston Engineering.

Kelly Bengtson Engineering Services: Justin presented the billable rate of \$125 an hour that Kelly Bengtson came to for engineering for the Kittson SWCD. His services will include the design, as built and signing the contract as technical representative. The Kittson SWCD staff would then provide the pre and post survey for Kelly. Motion was made by Wilebski and seconded by Anderson and unanimous vote of supervisors to approve the billable rate from Kelly Bengtson.

Ron Anderson Project: Justin reported that we received the signed contract back from Ron Anderson and his landowner for his project in Thompson section 10. Justin reported that the total cost of the project is \$20,790.00, the Kittson SWCD will pay 75% cost share out of the Buffer Riparian Aid funding covering \$15,592.50. Upon discussion of the project and contracts, motion was made by Mortenson and seconded by Anderson and unanimous vote of supervisors to approve the contract for the Grade Stabilization project for Ron Anderson.

2022 County Budget: Jamie presented the 2022 County Budget to the board and stated that due to the turnover of County Administrators, the county budget requests were not received by Kittson SWCD staff until after our August board meeting. Kittson County needed our budget numbers to them before our September meeting, staff submitted a 3% increase on the county programs and reported to them if anything changes following our meeting, we will bring it to them to discuss. Following discussion, motion was made by Muir and seconded by Wilebski and unanimous vote of supervisors to approve the 3% increase to the county budget submitted by staff.

2022 Local Capacity Workplan: Jamie presented the board with a draft 2022 Local Capacity budget and workplan. Matt Fischer suggested that we work to have a completed work plan for the Local Capacity funding earlier and with the October and November board meetings being up in the air, the office sat down and discussed options. Following discussion in the office, most of the funds will go toward Heather's staff time. With her current billable rate, this will cover her time for a whole year. See proposed budget below for 2022 Local capacity funds.

Outreach Time/Supplies	\$ 75,000.00
Strip Till Payments (NSLM)	\$ 9,000.00
Computers	\$ 20,000.00
Tech Assist	\$ 22,334.00
Total	\$ 126,334.00

Following discussion, motion was made by Muir and seconded by Wilebski and unanimous vote of supervisors to approve the 2022 Local Capacity budget presented. Jamie will submit this in a work plan when available from BWSR.

Staff Reports:

NRCS Report: Jim reported that with Covid-19 masking guidelines, all staff in the federally leased office space must wear a mask. At this time the board would like the Kittson SWCD to continue following the Kittson County guidelines and we will discuss further as needed. Jim reported that there is no news on CSP and EQIP signups. Jim has been working on CRP including plans for FSA, he stated that there were 40 general plans accepted and 2 backed out leaving him with 38 plans to write. He also stated he has been working on forage balance worksheets for grazing plans.

Heather gave her outreach update, she reported that she has been working the regular outreach including the photo contest and story time. She conducted the Rural Beautification Award interview and submitted the Outstanding Conservationist write up to MASWCD. Heather then reported that she has been working on the Moose Point property signs and stated to get the exact property line points, we will need a land survey. Motion was made by Muir and seconded by

Wilebski and unanimous vote of supervisors to conduct a land survey for the property. Next Heather spoke to the board about upcoming school projects and stated that she is getting some interest, but nothing is confirmed.

Justin gave his District Technician report, he reported more on the email he sent about Wagon Wheel Ridge appealing the WCA decision made at our July Board Meeting. Justin gave more of a background on this email and stated that BWSR recommends we allow Glenn Braizer and Steve Anderson to submit a revised No-loss/replacement plan, and this would put the appeal in abeyance while working with Steve to put together a revised plan. There was no objection to following BWSR's recommendation from the Kittson SWCD board. Justin stated that BWSR is looking for a map on what is being entertained as no loss and that was presented to the board. Next Justin reported that he has been working on doing site checks on the cover crops planted and he stated that everything is coming up. He reported that he has been working on the as built on the Hugh Hunt project in Hallock Township and he has been working with Kelly Bengston on the SWI pipe design for Chuck Dziengel. Justin reported that he will continue working with Houston Engineering for survey points on projects we are helping them with.

Jeremy gave the District Technician Report, he reported that they were able to get some Buffer seedings done before the last rain. He reported that Dan Hunter called and asked the district to stake his Buffer and will sign up for Buffer Cost Share and have the Kittson SWCD seed it in the spring of 2022. Jeremy reported that he has visited with a couple of the landowners that have SWI contracts through Buffer Cost Share and their pipes are scheduled to go in very soon and he also reported that he is working with the TRWD on a couple other projects using Buffer Cost Share. Next Jeremy reported that not much activity has been happening with the entity for the 1W1P, he is hoping that everything will be figured out for the banking for the entity so there can be a meeting for the JPB on November 18th.

Jamie gave her report, she reported that she has been working with Peterson Company to complete the 2020 Audit, she reported that an error was found in the health insurance portion of the bookkeeping and asked if the board was fine with Peterson Company looking into this error further for correction. Next Jamie reported that the interviews for the new County Administrator were held on August 24, they interviewed 3 applicants and 1 accepted the position and they will begin on September 13th. Next Jamie reported on the upcoming meetings and events happening in the office including TSA meetings, Area 1 Meetings and the MASWCD Annual Meeting. Discussion was had on the October and November Board meetings due to harvest and deer hunting; it was decided to schedule the October Board meeting for October 27th hoping that harvest will be close to complete. We will discuss our November meeting at our October Board meeting.

The next board meeting will be held on Wednesday September 8th, 2021 at 9 AM at the Kittson County Courthouse.


Secretary Carey Mortenson

10-27-21
Date