

**Becker Soil and Water Conservation District  
Board of Supervisors Regular Meeting  
Wednesday, September 18, 2013**

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday, September 18, 2013 in the Conference Room of the Ag Center Building located at 809 8th Street SE, Detroit Lakes, Minnesota.

Those present were Supervisors Tony Beck, Duane Grossman, Kathy Stenger, Jerome Flottesmesch, and Don Lefebvre. Others present include Becker County Commissioner Barry Nelson, District Administrator Peter Mead, District Administrative Assistant Jen Wentz, District Conservationist Ed Musielewicz and District Technician Marsha Watland.

**Call to Order** – Meeting was called to order at 8:06 a.m. by Chairman Beck.

**Approve August 21<sup>st</sup> Regular Meeting Minutes –**

Motion (Grossman, Stenger) to approve the August 21<sup>st</sup> regular meeting minutes as written.

Affirmative: Unanimous. Carried.

**Approve August 28<sup>th</sup> Special Meeting Minutes –**

Motion (Stenger, Flottesmesch) to approve the August 28<sup>th</sup> special meeting minutes as written.

Affirmative: Unanimous. Carried.

**Financial Reports and Bills** – The financial reports and bills for approval were presented by Peter.

Motion (Lefebvre, Flottesmesch) to approve the financial statements and payment of bills.

Affirmative: Unanimous. Carried.

**Reports –**

*NRCS District Conservationist Ed Musielewicz reported on the following:*

- Completing construction checks since Ed Clem and Jeff Norby are on vacation this week.
- CRP contract deadline was September 13. There were 38 general contracts and 7 continuous contracts.
- The District should receive the MASWCD Contribution Agreement for CRP contracts soon. NRCS arranges the agreement with the Association and they turnaround and reimburse the individual Districts. Certification comes from the District Conservationist.
- WRP update – Caroline Clarin is the new engineer hired to coordinate WRP in Red River Valley as well as statewide. Construction on Rice Lake is looking tight for this year but will be accomplished next year.
- There have been 3 RIM-WRP easements in place: Ogema Investors LLC, Maud Lake LLC, and Justin Carlson – north of Stinking Lake.
- Working with the CWL initiative regarding the nine shallow lakes and buffers.
- Fall is looking busy with 39 basins and 4 wetland restorations to accomplish.

## **Reports –**

*Shoreland Technician/Ag Inspector Marsha Watland reported on the following:*

### County Ag Inspector

- Dupont developed a herbicide comparison site on DNR land testing the effectiveness against thistle and native grasses.
- One gravel pit left to inspect. There seems to be no treatment efforts on it and may need to be removed from the certification list.
- Handling Hwy 34 weed complaints. Spraying has brought good results. Clipping was completed too.
- Spotted knapweed weevil collection is still slow. She harvested only 3 weevils at the DL airport recently. She plans to be proactive with all township and city weed inspectors for next spring.
- Letters have also been sent out regarding Hounds Tongue and various treatment sites that need attention.
- MN CAI Executive meeting was held September 11 and was very informative.
- NAISMA – National Association of Invasive Species Management Area will be held in Wyoming. With our Minnesota State Representative Greg Hensel attending.
- CAI concerns: Marsha discussed the Minnesota Noxious Weed List and made comments on the changes for 2014. The main divisions noted on the list are Eradicate, Control, and Restricted.
- Next District meeting will be held in October

### Shoreland Technician

- The Guy site on Floyd Lake was finished Monday.
- Tang site on Floyd Lake was finished Tuesday. The landowner helped with site prep and installation.
- West site will be installed Thursday afternoon on Cotton Lake.
- Using the new trailer purchased last month and has added shelving that her husband constructed. She likes the diversity that it provides.
- Lang installation was completed on northeast Floyd Lake last week.
- Natures Design was in last week. She visited with them regarding their shoreland options locally.
- Presented photographs of her recent shoreland project on Floyd Lake.
- McCrackin site is in mitigation for Zoning. This year they will install the riprap and the plantings will be installed next year.
- The plan has been completed for mitigation through Zoning on storm water for Runck.
- Huesman mitigation on storm water is still underway.
- Floyd Lake Association meeting was attended Tuesday night. They've been pleased with the results of her recent projects. Peter established an overview of what Becker SWCD has done recently for Clean Water Legacy and what landowners need to do to remain vigilant toward conservation in the future. This was presented at the meeting.

**Reports –**

*District Administrator Peter Mead reported on the following:*

- Photographs of recent 2013 grant projects and sediment basins were presented. Highlights were given on Bergren's and Erickson's project.
- Observation logs have been completed
- Handling WCA violations with follow-up to the Corps as well.
- 2013 CWL grant for the nine shallow lakes was presented with contributors and treatment noted. CWL numbers to date: 11 signed contracts and 6 pending; 30 sediment basins and 9 pending; 5 buffer contracts totaling 38 acres with 33 acres pending. Remaining funds to encumber: \$178,000.
- CWL contract approvals were highlighted as well. Roen – buffers and wetland restoration efforts; Ullrich – small restoration with riser to restore 10-25 year runoff with sediment basins and buffers around ditches; Nelson – 50 foot buffer strip around field edge and 4 sediment basins; and Bjerke – 3 different sites with 3.5 acres of buffers and 6 sediment basins.

**Red River Basin Commission Conservation Workgroup** – Peter has been asked to serve as an advising member to partner and provide input on best management practices to prioritize projects. They will meet in October and again in December. This would consist of travel to Fargo for those one-day meetings and a couple more throughout the year.

Motion (Flottemesch, Grossman) to approve the District Administrator as an advising member and partner with the Red River Basin Commission. Affirmative: Unanimous. Carried.

**BWSR RIM-WRP Accelerated Easement Closing Initiative** – BWSR and NRCS are trying to streamline the process between surveyors, the title closing company, and NRCS. The Districts would research the information needed and provide it to them to speed the overall process. Becker SWCD has been approached to cover the southern section of our area and would receive \$3,000 per contract to provide this information and act as a liaison between the partnerships and the title companies.

Motion (Stenger, Grossman) to approve Becker SWCD to act as liaison in the BWSR RIM-WRP easement closing process between BWSR and NRCS as presented by the District Administrator. Affirmative: Unanimous. Carried.

**Farm Bill Assistance – Pheasants Forever Memorandum of Understanding** – Peter presented the MOU to the Board and discussed a few of the main points listed. This individual will be a Pheasants Forever employee and is able to use NRCS vehicles, office space, equipment, etc. Districts are to provide training, performance appraisals and recommendations. Pheasants Forever will handle the reviews and give salary increases. Once approved by Board, the position should be filled in October.

Motion (Flottemesch, Lefebvre) to approve the MOU and contract with NRCS regarding the Pheasants Forever Farm Bill Assistant as presented by the Administrator. Affirmative: Unanimous. Carried.

**Authorization to Submit 2014 Clean Water Legacy Grant Applications** – Peter is looking to add a GIS staff professional to target projects, secure grant funds, and support the SWCD offices. He’s been working with Board Conservationist, Chad Severts to complete this.

Peter is proposing a county wide agricultural and shoreland buffer project as well as specific shoreline projects. It was also discussed that we should seek joint efforts with the local Watershed Districts.

**Data Practices Policy** – Through the recent Governance 101 training attended by Peter and Jen, there was extensive information given regarding Data Practices. Peter has been named as Responsible Authority for the District; however, we don’t have a clear policy in place. It was agreed that the District should establish this.

Motion (Flottemesch, Stenger) to approve the District as instructed to write a Data Practices Policy to be reviewed and approved by the Board. Affirmative: Unanimous. Carried.

**2012 Audit Findings** – bound copies of the 2012 Financial Statements were distributed to the Board and Peter reviewed the attached letter.

Motion (Flottemesch, Lefebvre) to approve the 2012 audit findings and financial statements as completed by Peterson Company, Ltd. and presented to the Board. Affirmative: Unanimous. Carried.

**2013 NPEA RRVCSA – TSA 1 Base Grant Final Report** – This report was presented to the Board for signature.

**FY 2014-2015 Program and Operations Grant Agreement** – This agreement was presented to the Board for signature.

Motion (Flottemesch, Grossman) to approve the 2014-2015 Program and Operations Grant Agreement. Affirmative: Unanimous. Carried.

**Cost-Share Contracts and Vouchers** – The following cost-share contracts were presented for consideration:

2013 State Cost-Share

Contract #13-14 with Shauna Slabik, native shoreland buffer. Estimated project cost \$3,400; eligible cost-share \$1,037.50

Contract #13-15 with Ken Huesman; well sealing. Estimated project cost \$500.00; eligible cost-share \$240.

Motion (Flottemesch, Grossman) to approve the above listed cost-share contracts as presented and for the amounts listed using 2013 State C-S funds. Affirmative: Unanimous. Carried.

2013 Clean Water Legacy

Contract #CWL-3-2013 with Kevin Lunde, filter strip, filter strip incentive. Estimated cost \$32,983.20; eligible cost-share \$16,355.

Contract #CWL-6-2013 with Roen Family Investments LLC, filter strip , filter strip incentive. Estimated project cost \$17,169; eligible cost-share \$8,850.

Contract #CWL-7-2013with Cameron Ullrich, filter strip, filter strip incentive. Estimated project cost \$62,013.42; eligible cost-share \$38,154.70

Contract #CWL-8-2013 with Cameron Ullrich, water and sediment basins. Estimated project cost \$10,000; eligible cost-share \$10,000.

Contract #CWL-9-2013 with Norma (Bruce) Nelson, filter strip , filter strip incentive. Estimated project cost \$12,826.80; eligible cost-share \$6,360.48

Contract #CWL-10-2013 with Norma (Bruce) Nelson, water and sediment basins. Estimated project cost \$20,000; eligible cost-share \$20,000.

Contract #CWL-11-2013 with Matthew Bjerke, water and sediment basins. Estimated project cost \$30,000; eligible cost-share \$8,769.

Motion (Flottemesch, Grossman) to approve the above listed cost-share contracts as presented and for the amounts listed using 2013 Clean Water Legacy funds. Affirmative: Unanimous. Carried.

2011 CWL Shoreland – Floyd Lake allocation

Contract #CWL-11-10 with Darin and Katrina Lang was presented for payment authorization. Total cost of project \$2,262.95; eligible cost-share payment \$1,000.

Motion (Flottemesch, Grossman) to authorize payment of the above mentioned 2011 CWL Shoreland – Floyd Lake allocation cost-share contract for the amount listed. Affirmative: Unanimous. Carried.

Motion (Flottemesch, Stenger) to cancel contract #CWL-11-16 with Lee Wegner and #CWL-11-17 with Tom Olson for shoreline restorations. Affirmative: Unanimous. Carried.

With the additional funds remaining from these cancellations, the District would like to distribute those funds to the current cost-share contracts that are currently not paying 50%. Administration has contacted Board Conservationist, Chad Severts for approval in doing so. The breakdown is as follows:

Contract #CWL-11-11 with Joann Strand. Original cost-share \$462; new cost-share \$1,050.

Contract #CWL-11-12 with Tim Strand. Original cost-share \$1,771.32; new cost-share \$2,012.50.

Contract #CWL-11-15 with Wayne Tang. Original cost-share \$1,000; new cost-share \$1,269.13

Contract #CWL-11-14 with William Guy. Original cost-share \$1,600; new cost-share \$2,104.27

Motion (Grossman, Stenger) to approve the new appropriation of funds as approved by Board Conservationist Chad Severts and as listed above. Affirmative: Unanimous. Carried.

**Other –**

Supervisor's Vouchers and Expenses were presented to all Board members.

Peter attended the Frazee Wellhead Meeting to introduce himself and offer any assistance possible.

There will be a MN GIS-LIS annual event in Rochester with workshop, trainings, and various sessions. The conference will be held October 9-11. He usually presents during this conference, but would like to attend this year.

Motion (Stenger, Flottemesch) to approve the Administrator to attend the MN GIS-LIS annual conference in Rochester. Affirmative: Unanimous. Carried.

Being no further business, motion (Grossman, Stenger) to adjourn at 11:01 a.m. Affirmative: Unanimous. Carried.

**Approved: Don Lefebvre, Becker SWCD Secretary**

**Date: October 16, 2013**