

**Becker Soil and Water Conservation District  
Board of Supervisors Regular Meeting  
Wednesday, November 20, 2013**

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday, November 20, 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 Flottemesch, and Don Lefebvre. Others present include Becker County Commissioner Barry Nelson, District Administrator Peter Mead, District Administrative Assistant Jen Wentz, District Conservationist Ed Musielewicz, District Technician Ed Clem and District Technician Marsha Watland.

**Call to Order** – meeting was called to order at 8:07 a.m. by Chairman Beck

**Approve October 16<sup>th</sup> Regular Meeting Minutes** –

Motion (Grossman, Stenger) to approve the October meeting minutes as presented. Affirmative: Unanimous. Carried.

**Financial Reports and Bills for Approval** – Peter reviewed the October Treasurer’s Report, monthly Disbursements, and Profit & Loss to date for 2013.

Motion (Flottemesch, Stenger) to approve the October Financial statements and Bills for Approval. Affirmative: Unanimous. Carried.

**Reports** –

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

- Busy with CSP; Alisa has been helping with the letter, contacting landowners, and getting everything ready to be signed.
- 4 spot checks and 5 CSP modifications will need to be completed
- Engineering and ecological spot checks were completed. Engineering spot checks must have a cultural resources review. Because of the new gully erosion system implementation, inventory and evaluations on grade stabilization structures were completed as well.
- Brink Lake project is underway with the DNR permit approved. The bid made by Joey Stenger was chosen for this project; he started work yesterday. This is a 190-acre lake restoration with 100 ac feet of water added to the lake.
- Recently, he met with Peter Mead, Tera Guetter, Pelican River Watershed Administrator and Wes Drake, NRCS Area II Ag Engineer to talk about the Rice Lake project. Draft permit applications are ready and will be emailed. There will be a project meeting in December to discuss the coordination of permits for the project before submittal. We are hoping to finish this project in the summer of 2014.
- Campbell Creek project is well underway and close to completion; wetland restoration is nearing completion and we’ll work with Russ Okeson to get the project expenses paid and submitted to the NRCS state office.

- NRCS Soil Conservationist position has been advertised and is now closed. He hasn't received the panel but expects it in the next couple of weeks. We hope to have someone in the office by February of 2014.
- Attended the Stinking Lake advisory board meeting and reported on the total Phosphorus levels that had dropped extensively over the past few years. He will have the report for everyone to review.

*District Technician Ed Clem reported on the following:*

- Recent moisture and late corn harvest has prevented many projects from being worked or completed from last month.
- The Shell Lake Replacement Plan hearing was held last month. Bill Luschen expressed his disappointment but understood based on the findings; he has no interest in appealing the decision. Instead, Luschen will use the de minimis exemption to build a parking lot off the main road.
- Campbell Creek project notes were distributed to the Board. Ed explained the filter strips and sediment basins that were installed. There is 150-200 acres in the field that has been conserved widely and shall be known as a major success story for the future of the District and Pelican River Watershed.

*District Technician Marsha Watland reported on the following:*

County Ag Inspector

- She attended the CAI District I meeting last week. Minnesota Department of Agriculture and MNDOT representatives attended as well. She distributed a letter to the Board that was mailed to all landowners and township weed inspectors in her CWMA area. The letter comes prior to the MN Noxious Weed Advisory committee meeting which will be held in December. The letter will be presented in St. Paul and to the Commissioner of Agriculture.
- Her presentation in Ottertail for Master Gardeners went well and she was able to make some good contacts with the public.
- Some townships have not completed an annual tour for her County Ag Inspector report. She will have this information gathered for the Commissioners with a Shoreland program report as well.
- The 2014-2015 Cooperative Weed Management Area grant application should be completed this week.

Shoreland Specialist

- Shoreland project pictures were presented to the Board on the overhead
  - Cormorant Community Center area – DNR Hydrologist, Emily Siira has the lead and ownership of this project. Erosion has held the fish migration back. The project would involve the culvert on the south side of Hwy 5.
  - Ken Huesman rain garden project on Lake Eunice – Project uses no French drain tiles because of the location of the well heads and allowance from the MDH. Initially, the project was incorrect because of a miscommunication between Zoning and the District. For the future, Planning & Zoning permits that come through our office will be reviewed with a site visit.
  - Osland and Kvasager project on White Earth Lake – re-establishment of shoreline; working with DNR Hydrologist Emily Siira. There needs to be an updated OHW determination. Rip-rap has now replaced the original native vegetation and consumes a

larger portion of the shoreline. Marsha's project plans from Zoning and with the contractor were completely misconstrued. This may lead to a restoration order from the DNR.

- She enjoyed the classes she attended at the BWSR Academy in October, especially the contractor course.
- Winter design plans have been initiated and she is making contacts with landowners. However, cost-share sign-ups will be a bit tricky with many leaving for the winter months.
- The DNR Aquatics grant application has been completed as well as the CWL Shoreland. The Conservation Corp labor grant is still being reviewed. The Bush grant opens in mid-December and she will begin working with contractors on this.

**BWSR Academy Recap** – The event was held at Cragun's Resort on Gull Lake in Brainerd during the last few days in October. WCA classes were attended by Peter and all staff took a great deal of information away from the courses.

**Office Lease Agreement** – Peter sat down with Chris and Curtis Briggs to review our current lease and look ahead for the future. With many of the unknowns regarding NRCS and the Federal government, we did approve a 2-year extension on our lease. Rent increased by \$37.05 per month.

Motion (Flottemesch, Stenger) to approve the new 2-year rental agreement with Briggs. Affirmative: Unanimous. Carried.

**FY2015 DNR Aquatic Habitat** – Peter worked with Marsha to write the grant for \$97,000 with match which will allow for ten shoreland projects not to begin before July 1, 2014. Also, establish two lake tours for initial plantings and more established projects. Manuals and promotional signs will be printed.

The Bush Foundation will be pursued again and \$15,000 for CWMA grants with BWSR. Other Clean Water Legacy funds will be appropriated for additional shoreline projects and compliance checks. Additional, project oriented expenses will be set aside from these grants. Also, ditch determinations with nearby Watersheds.

Motion (Stenger, Grossman) to approve the grants that have been written and the new grant writing that Peter mentioned for the future as well as to authorize Administration to work with Pelican River Watershed in a joint application and effort for the ditch determinations. Affirmative: Unanimous. Carried.

**MASWCD Annual Convention Arrangements** – The Board discussed the event agenda, meals, Conservationist luncheon, and mileage reimbursements. Travel plans were discussed as well. Rooms have been reserved and confirmations have been emailed to all attending.

**BWSR Board Member Vacancies** – Peter mentioned the openings on the BWSR Board; the information was emailed to our five Board members. Jen will forward a copy to County Commissioner Barry Nelson as well.

**Cost-Share Contracts and Vouchers** – The following contract was presented for consideration:

2013 Clean Water Legacy

Contract #CWL-12-2013 with Roen Family Investments, wetland restoration. Estimated project cost \$2,000; eligible cost-share equals 100% or \$2,000.

Motion (Grossman, Flottemesch) to approve the above contract as presented and for the amounts listed. Affirmative: Unanimous. Carried.

**Other –**

- Pheasants Forever Biologist interviews were held two weeks ago in Waite Park. Peter attended this process. Adam Kleinschmidt was chosen and will officially begin after the 1<sup>st</sup> of the year.
- BWSR has chosen a new Board Conservationist for Area I; more information will be shared as available.
- The location of the future GIS specialist position for the RRVCSA - TSA 1 was discussed. We are filled with our current space and staff. This position may work for both TSA 8 and TSA 1 areas.
- Monthly medical expenses are increasing and Peter would like the Board to review our current options and make changes for the future. In the past, our Board has reviewed this annually and usually follows closely with what Becker County decides for their employees. This will be reviewed again in early 2014.
- The Junior Envirothon, normally held in October, was canceled due to the Federal government shutdown. It has been rescheduled to April 2, 2013.
- Peter discussed future positions for the District and use of the remaining personnel funds from our retirees. He proposes the use of temporary help and/or summer interns during our busy construction season. Peter will write a formal proposal requesting this for our next Board meeting.
- In addition to this, Peter proposes an increase in wages for the District Administrative Assistant to align her more closely with the previous salary amount.

Motion (Flottemesch, Stenger) to adjust the 2014 Budget and accept the Administrator's proposal and opinion to reflect a \$2,300 salary increase for the District Administrative Assistant. Affirmative: Unanimous. Carried.

Being no further business, motion (Grossman, Stenger) to adjourn at 10:31 a.m. Affirmative: Unanimous. Carried.

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

**Date: December 18, 2013**