

**Becker Soil and Water Conservation District  
Board of Supervisors Regular Meeting  
Wednesday, October 15, 2014**

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday, October 15, 2014 in the Conference Room of the Ag Center Building located at 809 8<sup>th</sup> Street SE, Detroit Lakes, Minnesota.

Those present were Supervisors Tony Beck, Kathy Stenger, Jerome Flottemesch and Eugene Pavelko. Others present include Becker County Commissioner Barry Nelson, District Conservationist Ed Musielewicz, District Admin Assistant Jen Wentz, and District Technicians Ed Clem and Marsha Watland.

**Call to Order** – Chairman Stenger called the meeting to order at 8:10 a.m.

We are all saddened by the passing of our dear friend and partner in conservation, Duane Grossman. He served on our Board from 2001 until his death on October 10, 2014. His visitation and funeral are this week. His wife Phyllis and entire family are in our thoughts and prayers.

Duane Grossman held the position of Secretary with our Board. This officer position will need to be reassigned.

Motion (Flottemesch, Beck) to approve Gene Pavelko as secretary for the Board. Affirmative: Unanimous. Carried.

**Approve September Meeting Minutes** – Marsha noted a small correction in her reports from September. No other comments or corrections were noted.

Motion (Flottemesch, Pavelko) to approve the September meeting minutes with corrections. Affirmative: Unanimous. Carried.

**Financial Reports & Bills** – Jen reviewed the September financial reports and October bills for approval. She informed the Board of the Welte shoreland project that came in less than anticipated from estimated project costs and must be returned to the state. This project was encumbered with 2013 state cost-share funds. No action from the Board is necessary for the return of funds.

Discussion continued regarding stricter monitoring of these contracts and well sealing projects that are taking longer than anticipated to complete.

Motion (Flottemesch, Beck) to extend all 2013 state cost-share contract well seals to one year from today in order to avoid returning any additional 2013 state funds. Affirmative: Unanimous. Carried.

Motion (Flottemesch, Beck) to approve the financial reports and payment of bills for October. Affirmative: Unanimous. Carried.

**Reports –**

*District Conservationist Ed Musielewicz reported on the following:*

- Ed Clem will be completing construction reports.

- EQIP signup period ends this Friday. There will be two additional sign-ups in November & December. These periods are for ranking and scoring. Applications have been mailed.
- WRP update: the Yliniemi easement that had been delayed was finally completed last Friday. Contractor is off-site and project has been seeded and mulched. He will inspect this soon.
- CRP sign-ups were finished at the end of September with 56 contracts completed. There are some that may need to be cancelled and reapplied. A contribution agreement allows the District to be reimbursed for the SWCD's work on this.
- Peter and Tera are at the Targeted Watershed interviews being held in St. Paul. Peter received a letter from Don Baloun officially offering NRCS technical assistance for the upper structure. He has contacted his colleagues to give us staff hours that will figure into the match from other sources. NRCS is accountable for about \$63,000 of in-kind project costs. The project should raise the water level by a foot and a half. The grant is for the upper and lower structure. The lower structure land rights will need to be finished as well as design.

*District Technician Ed Clem reported on the following:*

- Construction is well underway and within the last week we've started strong with Danny Olson's crew.
- Claire and Jeff have been busy with several construction sites – Rosentreter, Bjerke, Ullrich, Villiard and many more.
- He and Adam have been working on ditch inventory. We have a Clean Water grant for this purpose which focuses on several County ditches that have been ignored for many years. They started with ditch 16 which is a mixture of swampland, pasture and forested land. This is east of Frazee and extends just over 8 miles. The ditch is overgrown and flooded which makes the job difficult even with laser surveying. They've been using GPS equipment as well. The job has been rugged and overgrown with beaver dams, reed canary grass, willows, etc. They're about 1/3 completed with this ditch. The job is on-foot only. Equipment cannot be used in and out of fencing, swampland, etc.

*District Technician Marsha Watland reported on the following:*

County Ag Inspector

- County Ag Inspector executive meeting was held in St. Cloud. Pollinator reports will be sent out shortly. There will be a new work plan for Becker and Mille Lacs Counties. It will be updated to the 2009 law.
- The Commissioner of Agriculture has mailed a letter for agricultural support to increase the amount from \$5,000 to \$10,000. Each county may not receive this specifically. Funding will be given on a needs basis only.
- The letter for EPA was mailed this month.
- New weed information should be received in December. Becker, Hubbard, and one other county will be responsible for initiating this.
- Weed complaints are still being noted. One specifically with the city of Detroit Lakes. She still battles with certain agencies and local governments to make them aware of the importance in following through with weed complaints before they become a major issue.

Shoreland Specialist

- Site evaluations have been completed for the DNR Aquatic projects. She and Heather Baird, MN DNR visited these locations along with Peter.

- She has everything prepared for the shoreland contractors licensing meeting. She and Peter will meet with DNR, Planning & Zoning and various watershed Districts to decide on a date. The training should be held in February. She has files from other counties that have completed this training as well as specifics appropriate to Becker County.
- She mentioned her TV3 episode which aired a couple weeks ago. There is a link to the You-Tube video on our web page.

**Meals, Lodging and Incidental Expenses** – Currently, the District does not have a dollar limitation for these employee expenses. NRCS uses the standard GSA per diem rates that are subject to change on a yearly basis. We propose to amend our current policy by adopting the GSA rates with clear and concise specifications.

We propose to establish the reimbursement rate for employee meals, lodging and incidentals equal to the Federal GSA reimbursement rate guidelines as a maximum amount subject to the employees providing receipts for reimbursement. Only actual out-of-pocket costs will be reimbursed. The rate is subject to certain tiers for breakfast, lunch and dinner when these costs are not covered by ordinary registration expenses.

Motion (Flottemesch, Pavelko) to approve the employee meals, lodging and incidental expense policy change as noted above. Affirmative: Unanimous. Carried.

**Area 1 Annual Meeting Registration** – Northwest Area I meeting will be held October 23 in Perham. Supervisor attendance was noted for registration materials.

**MASWCD 2014 Resolution Ballot** – Resolution packets were sent in the mail, but the Committee's resolution recommendations were omitted. Jen will contact Sheila Vanney for this information. The supervisor's will discuss after the meeting and return their entries to Jen by October 27.

**Upper Midwest Invasive Species Conference Presentation** – Marsha gave her presentation to the Board that will be displayed at the conference next week in Duluth.

**2013 Clean Water Legacy Contract Amendments** – the following contract amendments were presented for consideration:

Contract #CWL-16-2013 with Curtis Nelson. Increased project costs, additional funding secured: CWL funding decreased to \$5,807.69

Contract #CWL-8-2013 with Cameron Ullrich. Additional funding secured, CWL funding decreased to \$3,897.33

Contract #CWL-18-2013 with Kevin Lunde. Addition of grade stabilization/crossing, CWL funding increased to \$11,228.

Contract #CWL-10-2013 with Bruce (Norma) Nelson. Additional funding secured, CWL funding decreased to \$3,660.92

Motion (Flottemesch, Beck) to approve the 2013 CWL contract amendments as listed above. Affirmative: Unanimous. Carried.

**Clean Water Legacy 2013 Contract Cancellation** – the following contract cancellation was presented for consideration:

Contract #CWL-14-2013 with Matt Bjerke, water & sediment control basins. CWL funding reinstated \$10,000.

Motion (Beck, Pavelko) to approve the 2013 CWL cancelled contract noted above. Affirmative: Unanimous. Carried.

**2013 State Cost-Share Amendment** – the following contract amendments were presented for consideration:

Contract #13-29 with Dave & Claudia Welte. Reduction of project costs, 2013 cost-share funding decreased to \$2,603.

Motion (Beck, Flottemesch) to approve the amended 2013 state cost-share contract as listed. Affirmative: Unanimous. Carried.

**2012 Clean Water Legacy Contracts** – the following contracts were presented for consideration:

Contract #CWL-3-2012 with Matthew Bjerke, water & sediment control basins. Estimated project cost \$19,970; eligible cost-share \$3,214 and additional funds of \$11,764 from 2014 EQIP.

Contract #CWL-4-2012 with Kevan Nelson, water & sediment control basins. Estimated project cost \$28,944; eligible cost-share \$3,618 and additional funds of \$18,090 from 2014 EQIP.

Contract #CWL-5-2012 with Curtis Nelson, water & sediment control basins / grade stabilization. Estimated project cost \$84,169.42; eligible cost-share \$1,536.73 and additional funds of \$39,167 from 2014 EQIP, \$37,658 from Buffalo-Red River Watershed District as well as \$5,807.69 from 2013 CWL funds.

Motion (Pavelko, Flottemesch) to approve the 2012 CWL contracts as noted above. Affirmative: Unanimous. Carried.

**2013 State Cost-Share Voucher for Payment** – the following contract was submitted for payment approval:

Contract #13-29 with Dave & Claudia Welte, shoreland buffer. Total project cost \$5,206.31; cost-share payment \$2,603.

Motion (Flottemesch, Beck) to approve payment of the above listed 2013 state cost-share shoreland project. Affirmative: Unanimous. Carried.

**Clean Water Legacy Voucher** – the following contract was submitted for payment approval. This is the final payment for this project.

Contract #CWL-5-2013 with Chris Erickson, water & sediment control basins. Total project cost \$58,322.34; remaining cost-share payment \$14,680.39.

Motion (Beck, Pavelko) to approve final payment of the above listed 2013 CWL project. Affirmative: Unanimous. Carried.

**Other –**

Jen reviewed the 2013 State Cost-Share shoreland set-aside return of funds, \$2,090.

The 2015 Tree Order form will be created in the coming weeks. We hope to have a draft copy for the Board to review and approve by the November 19<sup>th</sup> regular meeting. Discussion arose about changing certain species on our order list.

We should all give some thought to the options regarding donations to our MASWCD annual state convention auction night. This is an important event that funds our local and state Envirothon programs. It was confirmed that employees and supervisors will gather various items to place in a basket from our District.

Upcoming events worth noting:

October 23 – Northwest Area I meeting in Perham

October 28-30 – BWSR Academy held at Breezy Point in Brainerd

Being no further business, motion (Beck, Pavelko) to adjourn the meeting at 10:25 a.m. Affirmative: Unanimous. Carried.

**Approved: Gene Pavelko, Becker SWCD Secretary      Date: November 19, 2014**