



## Board of Supervisors Regular Meeting Wednesday, February 20, 2019

### Meeting Minutes

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday, February 20, 2019 in the Conference Room of the USDA Ag Center Building located at 809 8<sup>th</sup> Street SE, Detroit Lakes, MN.

Those present were Chairman Tony Beck, Jerome Flottesmesch and Travis Schauer. Staff members include District Administrator Peter Mead, Office Manager Jen Wentz and NRCS District Conservationist Ed Musielewicz. County Commissioner Barry Nelson was also in attendance.

#### **Call to Order**

Chairman Beck called the meeting to order at 8:36 a.m.

#### **Approval of Agenda and Consent Agenda Items**

(January 16, 2019 Regular Meeting Minutes; Employee Program Reports)

Motion (Schauer, Flottesmesch) to approve the February Agenda, January Meeting Minutes and Employee Reports. Affirmative: Unanimous. Carried.

#### **Financial Reports**

Treasurers Report and Bills for Approval were reviewed by Wentz.

Motion (Schauer, Flottesmesch) to approve the January Treasurers Report and pay the list of bills for February. Affirmative: Unanimous. Carried.

#### **Reports**

*Administrators Report presented by Peter Mead*

TSA Managers meeting attended by Wentz and Mead in Thief River Falls. Discussed creating an advising and recommendations committee for all board approval. This should eliminate additional road time for meetings and allow for managers to review items related to the TSA prior to board discussion.

Hodge Podge attended by Mead and Musielewicz. First time for video coverage along with air time.

Brett Arne visited our office for TSA discussion. TSA Program Plan was the main topic as well as succession planning

Attended Wild Rice 1W1P and Buffalo Red 1W1P Steering Committee meeting.

Annual Board Retreat and Planning meeting held last week.

Cassie Ahmed, NRCS Area Engineer has been working on updating Engineering JAA for field office personnel. There is a new database and criteria changes. Mead and Musielewicz completed and submitted updates for Haverland, Drake, Clem, Olson, Norby & Musielewicz, and discussed certification plans for Nicole Wallace.

Attended a county meeting for planned unit development on a parcel adjacent to Toad Lake. Application process is closer but there is property owner opposition. No impact to wetlands. Kyle Vareberg has been great at filtering questions and being transparent with concerned landowners. This will be a 20-25 space campground. MPCA approval should be met. Conditional use permit will be in the works.

Mead has been working with ESRI for our next three year agreement for TSA to hold all GIS software. Negotiations must take place every three years. Pricing is based on populations served. This should be in place by April 30<sup>th</sup>.

Delegated Karl to attend the Crow Wing WRAPS cycle II meeting. MPCA will be once again conducting two years of intensive monitoring to begin the process.

Attended the Becker County Commissioners meeting yesterday. 1W1P memo of agreement was presented and approved. Watland gave her 2018 Count Ag Inspector report. That report was shared with the group today.

Held a technical training meeting yesterday at our office. Database updates were discussed. Mentoring will be utilized to complete plans and strengthen that ability of our technical staff.

Reviewed a project list from Nicole Wallace for all EQIP and Clean Water projects for the 2019 installation season. Most are WSCBs and Grade Stabilizations. These will need extensive drafting. This amounts to approximately 80 water and sediment control basins and grade stabilizations. Last year, the District saw about 50 projects.

Brett Arne developed a spreadsheet months back for internal discussion that showed all planning activities for each of the 6 watersheds in our county that should be completed by 2035. Being a ways into the process Mead assigned the number of meeting / hours for each planning activity and determined there will be approximately 1,004 meetings (over 4,000 hours) in the next 17 years. Mead went further and added a billable rate along with mileage expenses for attendance and came up with 80 meetings for 2019 alone, which will cost just over \$24,000. The overall process that gets us to 2035 will cost almost \$317,000. BWSR has been made aware of this information.

### **Grants & Agreements**

Wild Rice One Watershed One Plan (1W1P) Memorandum of Agreement. Agreeing to participate in the process. Outlines roles and responsibilities. Barry Nelson is the County representative; Travis Schauer is the SWCD representative. First policy committee meeting will be held March 6<sup>th</sup>.

Motion (Flottemesch, Schauer) to approve and accept the agreement. Chairman Beck will sign his approval. Affirmative: Unanimous. Carried.

### **Local EQIP Workgroup**

Review Process & Objectives. Every year we call a local EQIP workgroup meeting. The group informs local priorities for ranking and scoring of EQIP applications. We have used this in conjunction with the Local Water Plan process.

Local Workgroup Meeting to be held Wednesday, March 13<sup>th</sup> from 8:30 to 10:00 a.m.

### **Board Retreat Recap**

Meeting Takeaways. The day began with a fun conversation and ice-breaker activity to get-to-know everyone a bit better. Feedback from supervisors and staff was a great discussion piece. Presentations and workload for next year was the main topic. The 2019 Plan of Operations was discussed today. Main objectives begin the plan with programs and tasks, educational outreach, etc. Last year's workload and projections for next year, staff hours and expenses for 2018 and projections and budget for 2019.

Motion (Schauer, Flottemesch) to approve the 2019 Annual Plan of Operations as presented by Mead. Affirmative: Unanimous. Carried.

### **Human Resources**

Review Personnel Policy Materials & Revision Schedule. Wentz noted a couple items to clarify regarding Article II Regular Full and Regular Part Time Employee definitions.

Admin changes/updates will be made and sent with board reports for supervisor review prior to the next board meeting. During the meeting, those changes will be restated, possible corrections made, approval completed and onto the next section of the schedule.

Motion (Schauer, Flottemesch) to accept the bid for audit from Peterson Company Ltd. Affirmative: Unanimous. Carried.

**Clean Water Legacy Amendments for Approval**

#CWL-29-BR, Matthew Bjerke, EQIP Payment Adjustment. Increase of Clean Water Funds allowed.

Motion (Flottemesch, Schauer) to approve the amendment and increase the funding needed for contract #CWL-29-BR. Affirmative: Unanimous. Carried.

**Clean Water Legacy Applications for Approval**

#CWL-32-BR, Terry Kohler, Water & Sediment Control Basin. Estimated project costs \$5,628; 90% allowable cost share for a total of payment of \$5,065.

Motion (Schauer, Flottemesch) to approve the application for 2018 Clean Water Legacy Buffalo Red Shallow Lakes. Affirmative: Unanimous. Carried.

**Clean Water Legacy Vouchers for Payment**

#CWL-29-BR, Matthew Bjerke, Water & Sediment Control Basins. Total project costs \$41,852. With the amendment noted earlier and allowable cost share of 90%, total payment to landowner \$17,763.

Motion (Flottemesch, Schauer) to approve the final project costs and cost share payment from 2018 Clean Water Legacy Buffalo Red Shallow Lakes. Affirmative: Unanimous. Carried.

**Adjourn**

Chairman Beck adjourned the meeting at 9:51 a.m.

**Upcoming Meetings and Reminders**

- Our next SWCD regular board meeting will be held Thursday, March 21<sup>st</sup> at 8:30 a.m. This is a change from the normal schedule.
- Wild Rice 1W1P policy committee meeting March 6<sup>th</sup>
- Soil Health Forum at M State Detroit Lakes March 7<sup>th</sup>
- Buffalo Red 1W1P policy and planning meeting February 27<sup>th</sup>
- MASWCD Area 1 meeting at M State Detroit Lakes March 19<sup>th</sup>
- TSA regular board meeting in Mahnommen March 26<sup>th</sup>
- Township Weed Inspector Training in Callaway March 28<sup>th</sup>

Approved: Eugene Pavelko, Becker SWCD Secretary

Date: March 21, 2019