



Board of Supervisors Regular Meeting Wednesday, April 17 2019

## **Meeting Minutes**

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday, April 17, 2019 in the Conference Room of the USDA Ag Center Building located at 809 8th Street SE, Detroit Lakes, MN.

Those present were Chairman Tony Beck, Jerome Flottesch, Kathleen Stenger and Travis Schauer. Staff members include District Administrator Peter Mead, Office Manager Deana Westberg, Resource Technician Logan Riedel and County Commissioner Barry Nelson was also in attendance.

### **Call to Order**

Chairman Beck called the meeting to order at 8:30 a.m.

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

(March 21, 2019 Regular Meeting Minutes; Employee Program Reports)

Motion (Flottesch, Stenger) to approve the April Agenda, March Meeting Minutes and Employee Reports. Affirmative: Unanimous. Carried.

### **Introductions**

Mead introduced Deana Westberg, new Office Manager who started with the District this Monday April 15. Deana will need to be added to our accounts as a signatory authority, replacing Alisa Bentley who had been given authority in during the transition.

Motion (Schauer, Stenger) authorizing administration to make appropriate signatory changes. Affirmative: Unanimous. Carried.

### **Financial Reports**

Treasurers Report and Bills for Approval were reviewed by Mead. Mead noted receipt of 50% funds for the newly awarded "Top-Down Buffalo River Watershed Accelerated Improvement Project, and that one Certificate of Deposit will be maturing this year.

Motion (Beck, Flottesch) to approve the March Treasurer's Report and list of bills to pay for April. Affirmative: Unanimous. Carried.

### **Reports**

Administrators report given by Peter Mead

Mead, Musielewicz and NRCS Engineer Mark Dose met with Bill Steffl to review plans for his project in section Section 28 of Callaway Township. Bill has approved the plans and the project will be moving forward by fall or spring of next year. Mark Dose has taken a new position with NRCS in Spokane Wa, and will complete plans before his departure. Wes Drake and Nicole Wallace will oversee implementation and certification of the project.

Mead and Alisa Bentley attended the TSA meeting on March 21<sup>st</sup>. the TSA board approved formation of a Manager's Advisory committee to address organizational challenges, discussed succession planning for engineer Jim Hest's retirement, authorized creation and recruitment of a new Engineering Technician in the TSA's southernmost counties and contracting for up to 15% OF Wes Drake's time for engineering oversight.

Mead has completed the renewal process with ESRI for a 3 year continuation of the TSA's enterprise license agreement for ArcGIS and related software, and was able to negotiate the same rate of \$35,000 annually.

Met with Dan Wheeler from the University of Minnesota regarding data collection for this year's tillage transect survey remote sensing project. Dan and Joel Nelson will be in Detroit Lakes to review the 400 sample sites in Becker county and conduct a refresher training for district staff, who will be completing the survey route independently this year. The terms of our agreement with the U will remain the same.

Tree sales have been very good. Trees will begin arriving next week, with pick up day on Friday May 3<sup>rd</sup> from 12-7 pm.

Peter Mead and Ed Musielewicz appeared on Hodge podge this month, covering farm bill updates, programs and practices, soil health and upcoming events.

There were 14 applicants for the Office Manager position and 9 were interviewed. Thank you to committee members Kathy Stenger and Travis Schauer for conducting the interviews and completing the hiring process. Deana Westberg was offered the position and she accepted. Deana started on April 15.

Dillon Krusel was hired as a seasonal technician for this summer. He was last summer's apprentice so we are happy to have him back this summer.

Logan Riedel, Resource Technician reported on Shoreline Projects – with 32 confirmed projects and several remaining possibilities for the 2019 season.

### **Local Water Management**

Mead overviewed the current status of planning efforts in the Buffalo Red, Wild Rice & Red Eye Watersheds.

Mead presented key biological impairment findings and related stressors in the Becker County portions of the Otter Tail Watershed as presented in the draft WRAPS Biological Stressor ID Report. Mead will send copy of the report to the board.

### **Grants & Agreements**

Mead presented the 2019 Conservation Corps CCMI contract for 8 days of the Conservation Corps Labor Crew. The Corps will be available at no-cost through a clean water legacy funded grant. The 2019 Department of Health Well Water Testing Grant draft agreement was approved by Mead, the final agreement should be received this week. The district received three applications for the 2019 AIS Management Grants approved at the last meeting – One for Pelican River Watershed, One for the City of Detroit Lakes, and one for the Toad Lake Association. Mead recommended funding of all three in the full requested amounts of \$4000 each.

Motion (Schauer, Flottesch) to approve the presented grant agreements. Affirmative: Unanimous. Carried.

### **Open Forum**

Travis Schauer voiced concerns that not all of the Townships are attending the Weed Inspector meetings for weed certification. The state does require this, but no way to mandate they attend. Should they be held accountable? Discussion on ways to make incentives/Disincentives for the Townships to attend or change the date/place. Commissioner Nelson Suggested perhaps coupling the training with the annual spring township officials meeting at the county.

Schauer also requested monthly logs of WCA activity, with names and locations so the board could stay abreast of any denials, exemptions, complaints or other activity not requiring board action. Mead agreed this could be included in the Soil and Water Resource Technicians report or supplied as a separate monthly program report.

### **Wetland Conservation Act**

While there is a County Board resolution on record delegating WCA authority to the SWCD, BWSR has encouraged the District to adopt a resolution assigning authority for matters not requiring board action. WCA exemptions, no-loss determinations, wetland boundary and type, and sequencing decisions can and historically have been handled by staff, this just simply clarifies things and gives the SWCD and employees assurance that any decisions are legally defensible. Replacement plans and other activities requiring Public Hearings will continue to come before the board.

Motion (Pavelko, Schauer) to approve Resolution 19-2 delegating authority for exemptions, no-loss determinations, wetland boundary and type, and sequencing decisions to the District's Soil and Water Resource Technician. Affirmative: Unanimous. Carried.

### **Human Resources**

Mead reviewed the recommended changes to articles I-IV from March's Board meeting. Employment Class had a few changes. Removed Seasonal Class and changed to Intermittent.

Personnel Policy Articles VII-XIII Revisions were introduced. Discussed drug testing, what happens if an employee gets hurt while out on assignment, exit interviews, and how long to retain personnel files.

Motion (Pavelko,Beck) to approve the Personnel Policy changes to Articles I-XIII as presented.

### **Clean Water Legacy Cost Share Applications for Approval**

Mead presented 2019 Projects and Practices applications for Clean Water Legacy Fund Grants

Matt Jirava, #CWL-1-TD, Water & Sediment Control Basins, Total Project Cost: 15,359; Cost Share \$5,750  
Richard Steffl, #CWL-2-TD, Water & Sediment Control Basins, Total Project Cost: 10,730; Cost Share \$4,829  
Brent Gilbertson, #CWL-3-TD, Fence / Use Exclusion, Total Project Cost: 7,338, Cost Share: \$6,604  
Dennis Schouviller, #CWL-6-UB, Water & Sediment Control Basins, Total Project Cost: 66,220; Cost Share \$29,799  
Scott McCaslin, #CWL-7-UB, Water & Sediment Control Basins, Total Project Cost: 35,617; Cost Share \$16,028  
Kevin Lunde, #CWL-33-BR, Water & Sediment Control Basins, Total Project Cost: 40,256; Cost Share \$22363  
Matthew Bjerke, #CWL-34-BR, Water & Sediment Control Basins, Total Project Cost: 15,745; Cost Share \$7,350  
Joel Crabtree, #CWL-35-BR, Water & Sediment Control Basins, Total Project Cost: 26,035; Cost Share \$9,763  
Charles Wentz, #CWL-35-BR, Water & Sediment Control Basins, Total Project Cost: 59,331; Cost Share \$29,655  
Curtis Nelson, #CWL-37-BR, Water & Sediment Control Basins, Total Project Cost: 51,345; Cost Share \$19,255  
Kevan Nelson, #CWL-38-BR, Water & Sediment Control Basins, Total Project Cost: 49,526; Cost Share \$22,287  
Elvin Anderson, #CWL-40-BR, Water & Sediment Control Basins, Total Project Cost:10,227; Cost Share \$4,602  
Kevin Lunde, #CWL-41-BR, Water & Sediment Control Basins, Total Project Cost: 11,657; Cost Share \$5,246  
Judy Hoiriis, #CWL-47-LP, Critical Area Planting, Total Project Cost: 1,988; Cost Share \$1,491

Motion (Flottesch, Schauer) to approve the Clean Water Legacy Cost Share Applications as presented.  
Affirmative: Unanimous. Carried.

Travis Schauer, #CWL-4-TD, Fence / Use Exclusion, Total Project Cost: 6,265; Cost Share \$4,699  
Travis Schauer, #CWL-5-TD, Full Season Cover Crop, Total Project Cost: 1,613; Cost Share \$1,613

Motion (Flottesch, Pavelko) to approve the Clean Water Legacy Cost Share Applications as presented.  
Affirmative: Beck, Stenger. Schauer abstained from voting. Carried

### **State Cost Share Applications for Approval**

Brent Gilbertson, #SCS-18-10, Full Season Cover Crop, Total Project Cost: 1,389; Cost Share \$1,389  
William Zurn, #SCS-19-1, Water & Sediment Control Basins, Total Project Cost: 30,449; Cost Share \$6,107  
Chuck & Diane Becker, #SCS-19-2, Critical Area Planting, Total Project Cost: 2,642; Cost Share \$1,321  
Dan Buchwitz, #SCS-19-3, Critical Area Planting, Total Project Cost: 4,466; Cost Share \$2,223

Motion (Schauer, Beck) to approve the State Cost Share Applications as presented. Affirmative: Unanimous.  
Carried.

Seeing no further business, Chairman Beck adjourned the meeting at 10:27