



Board of Supervisors Regular Meeting Wednesday, August 21, 2019

Meeting Minutes

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday August 21, 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 Flottesmesch, Kathleen Stenger and Eugene Pavelko. Staff members include District Administrator Peter Mead, Office Manager Deana Westberg and County Commissioner Barry Nelson.

Call to Order

Chairman Beck called the meeting to order at 8:31 a.m.

Approval of Agenda and Consent Agenda Items

July 17, 2019 Regular Meeting Minutes and Employee Program Reports.

Mead asked to add one more line item under Grants and Agreements (MN DNR Joint Powers Agreement) and remove a line item from State Cost Share Cost Share Vouchers for Payment (#SCS-18-7).

Motion (Pavelko, Flottesmesch) to add and remove agenda line items. Affirmative: Unanimous. Carried.

Motion (Flottesmesch, Pavelko) to approve the August Agenda, the Employee Reports and the noted corrections made to the July Meeting Minutes. Affirmative: Unanimous. Carried.

Financial Reports

Treasurers Report and Bills for Approval were reviewed by Mead.

Motion (Flottesmesch, Pavelko) to approve the July's Treasurer's Report and list of bills to pay for August. Affirmative: Unanimous. Carried.

District Reports

Administrator's Report was given by Peter Mead.

Mead assisted the International Waters Institute (IWI) with PTMAPP training in Valley City on July 17th. Lessons learned here will be put to use in training development for the TSA.

The Wild Rice1W1P public kickoff meeting was held in Ada July 22nd and was reasonably well attended with around 20 people. Mead showed slides and discussed in great detail the Priority A – C Issues. He reported that the plan is going very well, and the addition of Moriya Rufer to Houston Engineering's planning staff is serving the process here, in the Buffalo and the Red Eye well.

The Soil Health Tour on July 24th – 26th was a great success. The bus picked up 49 participants at the SWCD in Detroit Lakes, including Ag Producers, SWCD and NRCS employees. The bus went to Olson Farm in Hawley, MN, then to Wilson Farm near Jamestown, ND and day one ending at Black Leg Ranch near McKenzie, ND. Day 2 took the group to the Menoken Farm and then the ARS Facility Tour in Mandan, ND. Day 3 was the bus ride home which included the Soil Health Tour survey. 90% of the participants who took the survey were satisfied and the majority indicated the Menoken Farm to be the most valuable or inspiring. Another survey item to note was that the participants wanted to spend more time at the Menoken Farm and Black Leg Ranch.

Mead discussed the current status of Pelican River Watershed District's Rice Lake Restoration project at length, as well as potential options for completion.

Mead reported on the MDH Water Testing Program which targets kids 5 and under but open to the public.

The Becker County Fair was August 7th – 10th and the SWCD was found in their booth in the DNR Building. Watland demonstrated noxious weeds and Koenig demonstrated AIS, and Mead gave a rainfall simulation on four different soil samples. Kids and adults enjoyed visiting this booth. Literature, bumper stickers and tattoos were given out.

The 1st annual Boats, Bars & Buffers seemed successful with 20 interested shoreline participants onboard. The pontoons toured the many SWCD shoreline projects along Big and Little Detroit Lakes with stops at Fireside, Long Bridge & the Holiday Inn.

Human Resources

Personnel policy articles XVII-XXX was reviewed, discussed and approved. Discussion to add hands free cell phone to the policy since this new law went into effect August 1st in Minnesota. Discussion regarding overtime is based on 80 hours worked and how to properly word it in the policy.

Motion (Flottesmesch, Stenger) to approve the Personnel policy articles XVII-XXX. Affirmative: Unanimous. Carried.

Discussion regarding Time tracking & Compensatory leave and it was unanimous to adopt a new employee timesheet and method to simplify and accurately keep track of hours worked and compensatory leave.

Emergency Response Plan for the USDA Service Center was reviewed. Discussion centered largely on page 8 of the plan, "Civil Disturbances" since this is an item that is frequently in the news.

Motion (Pavelko, Stenger) to adopt the USDA Service Center Emergency Response Plan. Affirmative: Unanimous. Carried.

Engineering Workload was explained by Mead. With Jeff Norby's retirement, the departure of Mark Dose from NRCS and the needs of current and future projects it was decided to bring Claire Olson up from 8 to to 32 hours per week to ensure we continue to meet our survey, design, drafting and construct inspection demands.

Leticia Kiehl's Ducks Unlimited contract is expiring so her last day is September 30th.

Open Forum

No open forum discussion was made.

Grants and Agreements

Mead explained the FY 2020 CWF Projects & Practices Applications and the MN DNR Joint Powers agreement for Farm Bill Assistance. He explained the terms of agreement, agreement between the parties, practices and the payment schedules.

Motion (Flottesmesch, Stenger) to approve the new Grants and Agreements. Affirmative: Unanimous. Carried.

Fees for Service

Engineering Assistance and Shoreland Mitigation fees for service was discussed in great length. Discussion on using a set billable rate to not conservation related individuals. A decision was not made and more discussion was needed. It was put on hold until the next board meeting when more information is available.

Motion (Pavelko, Stenger) to table the Fees for Service until next month. Affirmative: Unanimous. Carried.

Cost Share Amendments for Approval

#BA-2, Bruce Tinjum, Date of Expiration-Extended to 11/30/2019
#BA-3, Curt Nelson, Date of Expiration-Extended to 11/30/2019
#BA-5, Terry Kohler, Date of Expiration-Extended to 11/30/2019
#BA-7, Anthony Zurn, Date of Expiration-Extended to 11/30/2019
#BA-8, Curt Nelson, Date of Expiration-Extended to 11/30/2019
#BA-10, Sharon Seykora, Date of Expiration-Extended to 11/30/2019

Motion (Pavelko, Flottesmesch) to approve the Cost Share Amendments as presented. Affirmative: Unanimous. Carried.

Contract Cancellations for Approval

#BA-6, Linda Britton, Change of Ownership
#CWL-54-LP, Lynn Dorn, Alternative Project

Motion (Stenger, Flottesmesch) to approve the Contract Cancellations as presented. Affirmative: Unanimous. Carried.

Clean Water Legacy Contracts for Approval

CWL-52-LP, Angie Sonstegard, Critical Area Planting. Total Project Costs \$5,816 Cost Share \$2,908

CWL-43-BR, Bruce Nelson, Mulching & Crimping. Total Project Costs \$2,200 Cost Share \$1,650

Motion (Pavelko, Flottemesch) to approve the Clean Water Legacy Contracts as presented. Affirmative: Unanimous. Carried.

State Cost Share Cost Share Vouchers for Payment

#BA-5, Terry Kohler, Forage & Biomass Planting. Total Project Costs \$1,350

#SCS-18-11, Gary Anderson, Critical Area Planting. Total Project Costs \$3,044 Cost Share \$1,522

Motion (Stenger, Pavelko) to approve the State Cost Share Cost Share Vouchers for payment as presented.

Affirmative: Unanimous. Carried.

Clean Water Legacy Vouchers for Payment

#CWL-4-TD, Travis Schauer, Fence / Use Exclusion. Total Project Costs \$6,267.75 Cost Share \$4,699

#CWL-50-LP, Jason Bristlin, Raingarden. Total Project Costs \$2,655 Cost Share \$1,328

#CWL-47-LP, Judy Hoiriis, Critical Area Planting. Total Project Costs \$1,223 Cost Share \$917

Motion (Flottemesch,Pavelko) to approve the Clean Water Legacy Vouchers as presented. (Schauer was not in attendance) Affirmative: Unanimous. Carried.

Adjourn

Seeing no further business, Chairman Beck adjourned the meeting at 10:46 am.

Approved: Eugene Pavelko, Becker SWCD Secretary

Date: September 18, 2019