



Board of Supervisors Meeting
Wednesday June 15, 2022

Meeting Minutes

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday June 15, 2022 in the Conference Room of the USDA Ag Center Building located at 809 8th Street SE, Detroit Lakes, MN.

Those present were Supervisors Eugene Pavelko, Travis Schauer, Tony Beck, Curt Ballard and Michelle Andresen. Staff members include District Administrator Bryan Malone, Office Manager Deana Westberg, Office Assistant Christy Johnson, NRCS District Conservationist Ed Musielewicz, Resource Technician Brandon Dahring, NRCS Range Specialist Jarrett Lardy, BWSR Assistant State Director Justin Hanson, BWSR Board Conservationist Pete Waller, and County Commissioner Barry Nelson.

Chairman Pavelko called the meeting to order at 8:34 a.m.

Agenda and Consent Agenda Items

May 18, 2022 Regular Meeting Minutes; Employee Program Reports

Motion (Ballard, Andresen) to approve the May meeting minutes and employee program reports. Affirmative: Unanimous. Carried.

Motion (Beck, Schauer) to approve the Agenda and Consent Agenda. Affirmative: Unanimous. Carried.

Financial Reports

Treasurers Report and Bills for Approval, Supervisor's Quarterly Expenses & Special Meetings
Malone reviewed the Treasurers Report and Bills for Approval

Motion (Schauer, Andresen) to approve the May Treasurer's Report and June Bills for Approval. Affirmative: Unanimous. Carried.

Motion (Schauer, Ballard) to approve the Supervisor's quarterly expenses and special meetings. Affirmative: Unanimous. Carried

Reports

District Administrator Bryan Malone reported:

1W1P – Technical Advisory Committee meeting for the Otter Tail River reviewed AIS Prevention and Management, Stream Stabilization and Groundwater Protection goals. Still on track to have a draft plan by this fall. Attended the Buffalo-Red Policy Committee meeting but didn't have a quorum. Crow Wing River 1W1P planning grant proposal was submitted. Planning process would begin in 2023. Redeye Policy Committee meeting will be held June 13th to approve the 2023 WBIF workplan.

Projects – Continue to work with Shirley Bergquist, Adeline Sherbrooke, Dave DuVall and Jim Carstens on their SSTS applications. Cost-share applications for cover crops, pit closures, prescribed grazing and WASCBS. Gullard waterway was repaired and survived the Memorial Day rainfall event. The Tony Zurn repair was mostly completed too. Site visit to Shoreland restoration runoff diversion project. Surveyed with Claire on a Roger Foltz project. Completed Watershed District permit applications for the Eric Zurn and John Steffl projects.

Grant Applications – Updated the grant agreement for the FFBC to increase the funding to the original application amount of \$480,000. BWSR sent a Disaster Recovery Assistance Program survey to SWCDs. We submitted \$1.2 million in projects. No timeline on when those or if they will even be funded.

Personnel – MCC Summer Apprentice, Finn Lepper started on May 18th. MASWCD has new leadership conference being offered this year. Any Board members interested in attending?

Meetings and Other – Attended Becker County NRM meeting. Met with Kristi Rorah of EOT SWCD. They moved to online sales for their tree program last year. She is willing to set that up for us. We will try it out next year. Met with NRCS State Conservationist Troy Daniel and other NRCS staff to tour Dave Rousu grade stabilization project along with other practices.

TSA – New engineer started June 6th, located in the Pennington SWCD office and services the northern pod of 9 SWCDs. Host District Manager meeting May 23rd. Board meeting on June 1st had Doug Thomas present the Phase II Structure and Governance meeting May 3rd with a smaller group of Managers at our Office. Interviewed for the engineer position for the 9 SWCDs in the north. WOT was successful in hiring an engineering technician. Mike Yrjo will start the middle of July for WOT.

Open Forum

Michelle Andresen spoke about a phone call received from Keith Hinelén, an area landscaper who was concerned about not being able to compete with the SWCD on shoreland restorations. Brandon Dahring advised that if a contractor followed the SWCD plans or designs they could do the contract work. Discussion on implementation of a policy for Rock RipRap with a cap, similar to Ag Waste Pit Closures to avoid using all the funding on a single project.

Brandon Dahring spoke about the possibility of leasing a tractor from Adkins, all 5 board members agreed to move forward with that process. Bryan Malone will bring a detailed list of implements needed and costs to the next board meeting.

Motion (Schauer, Ballard) to move forward with the leasing process of a tractor with Adkins Equipment Company. Affirmative: Unanimous. Carried.

RRVCSA

Structure and governance options. Bryan Malone presented an overview of the 2 remaining out of 9 original options being considered by the RRVCSA Board. Option 2a would maintain the RRVCSA structure and board with the GIS specialist remaining a TSA employee and the Northern and Southern Pods each having their own sub grant and agreements. Option 2b would maintain the RRVCSA structure and board with the GIS specialist being employed by a southern district and contracted out for the other districts with the Northern and Southern Pods each having their own sub grant and agreements. RRVCSA Board approved moving GIS specialist to the SWCD as an employee if the Northern pod is ready to employ the engineer and engineering technician. After some discussion, the board agreed to follow the choice Bryan Malone advised for the June 28th TSA Board meeting, option 2b.

MASWCD Leadership Academy

This opportunity is available to supervisors and staff. Board member Michelle Andresen will check her schedule, but the board encourages office staff available to go as well.

75th Anniversary

Celebration ideas discussed. Christy Johnson presented the approximate costs of hosting the event at either the Holiday Inn or Holmes Theater in Detroit Lakes. Prices would be similar at either venue, with convenience at the Holiday Inn. Food and venue cost would be approximately \$8,000.00. Discussion on the size and scope of the event. It was clarified the event would be a celebration of our organization for the past 75 years. Travis Schauer said a buffet type meal would be fine and a plated meal wasn't necessary. There was some discussion about the presentations, programs or booklet for the event, and invitation lists. The possibility of selling tickets to the public after the invited people had RSVP'd.

Motion (Ballard, Schauer) to move forward with the Holiday Inn as venue and caterer. Affirmative: Unanimous. Carried

Personnel

Updated Policy Handbook. Switched the Columbus Day holiday for the Friday after Thanksgiving and added Juneteenth as a new holiday. Updated the amount of vacation hours (annual leave) an employee can carry over to the new year from 192 hours to 240 hours. Travis Schauer brought up the fact that our handbook does not have a random drug test policy. His concern was if an accident were to happen with

a company vehicle that we have a policy in place to make sure a drug/alcohol test is administered. Bryan Malone and Deana Westberg agreed to do some research on the issue before next month's meeting.

Motion (Andresen, Ballard) to update the holiday and vacation hours changes as presented.

Affirmative: Unanimous. Carried

SSTS Upgrade Grant Application

- SSTS-02-22, Shirley Bergquist, Subsurface Sewage Treatment System –
Total Project Cost: \$14,685.00

Motion (Beck, Schauer) to approve SST Upgrade Grant Application as presented. Affirmative: Unanimous. Carried

Clean Water Legacy Applications

- John Steffl CWL-36-TD, WASCB- Total Project Cost \$ 106,352.35
90% Cost Share \$24,812.18 & EQIP \$64,632.00 & Buffalo Red \$6,272.94
- Eric Zurn CWL-16-WR, WASCB- Total Project Cost \$261,894.35
90% Cost Share \$ 25,397.92 & EQIP \$185,307.00 & Wild Rice Watershed District \$25,000.00
- Kevin Cochran, CWL-88-LP, Conservation Cover- Total Project Cost \$5,712.56
50% Cost Share not to exceed 2,856.28

Motion (Beck, Schauer) to approve Clean Water Legacy Applications as presented. Affirmative: Unanimous. Carried

Watershed Based Implementation Fund Applications

- Ross Genoch 1W1P-02-RE, Prescribed Grazing- Total Project Cost \$40,677.90
75% \$30,508.42
- Jana Marjama 1W1P-04-RE, Ag Waste Pit Closure-Total Project Cost \$12,286.40
75% \$9,214.80
- Ross Genoch 1W1P-07-RE, Cover Crop- Total Project Cost \$1,56.36

Motion (Andresen, Schauer) to approve the Watershed Based Implementation Application as presented. Affirmative: Unanimous. Carried

State Cost-Share Contract Applications

- SCS-21-7, Holy Rosary Church, Conservation cover and Rain Garden-Total Project Cost \$5,559.38
50% Cost Share, not to exceed \$2779.69
- SCS-21-8, Nancy Cooper, Conservation Cover - Total Project Cost \$8,362.95
50% Cost Share, not to exceed \$4,181.47
- SCS-21-9, Delores Rousu, Grade Stabilization Repair - Total Project Cost \$2,000.00
75% Cost Share \$1,500.00
- SCS-22-1, Fortner Remmich Rev. Trust, Conservation Cover - Total Project Cost \$1,260.35
50% Cost Share \$630.18

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

State Cost Share Amendment

- Joey Gullard SCS-21-5, WASCB & Grassed Waterway-Increased Project Costs \$3,819.90
Amended Total Project Cost \$10,250.00

Motion (Beck, Schauer) to approve State Cost share amendment as presented. Affirmative: Unanimous. Carried.

State Cost Share Vouchers

- Joey Gullard SCS-21-5, WASCB & Grassed Waterway – Total Project Cost \$10,250.00
75% Cost Share \$7,687.50

Motion (Schauer, Ballard) to approve State Cost share Vouchers as presented. Affirmative: Unanimous. Carried.

Adjourn

Seeing no further business, Chairman Pavelko adjourned the meeting at 11:06 am.

Curtis R. Ballard

Board Secretary

08/17/22

Date

Bryan E. Malone

District Administrator

8/17/2022

Date