



Board of Supervisors Meeting
Wednesday July 20, 2022

Meeting Minutes

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday July 20, 2022 in the Conference Room of the USDA Ag Service 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, and County Commissioner Barry Nelson.

Chairman Pavelko called the meeting to order at 8:28 a.m.

Agenda and Consent Agenda Items

June 15, 2022 Regular Meeting Minutes; Employee Program Reports

Motion (Beck, Ballard) to approve the June meeting minutes and employee program reports.

Affirmative: Unanimous. Carried.

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

Financial Reports

Treasurers Report and Bills for Approval

Malone reviewed the Treasurers Report and Bills for Approval

Motion (Schauer, Ballard) to approve the June Treasurer's Report and July Bills for Approval.

Affirmative: Unanimous. Carried.

Preliminary 2023 Budget Discussion

Bryan Malone is starting to put together the FY2023 budget and wanted to discuss:

- The tentative GSA Pay Scale Cost of Living Increase may be a 5% increase
- Possibly increasing fees for all services

Grant Agreement – CREP Outreach and Implementation

Board of Water and Soil Resources awarded for FY2023 an \$18,220 CREP Outreach and Implementation Continuation Grant to Becker SWCD. Last year it was \$16,549.

Motion (Schauer, Ballard) to approve the FY2023 CREP Outreach Grant Agreement. Affirmative: Unanimous. Carried.

Reports

District Administrator Bryan Malone reported:

1W1P – Technical Advisory Committee meeting for the Otter Tail River. Still on track to have a draft plan by this fall. Attended the Wild Rice-Marsh Policy Committee meeting but didn't have a quorum. Next meeting July 25th. Red Eye 2023 WBIF request has been approved and funding will be available after workplan is complete in elink.

Projects – Bergquist SSTS project started and should be complete by next meeting. Continuing the application process for Sherbrooke, DuVall and Carstens. A new grant application will be submitted for \$40,000 by the end of July. Yliniemi pit closure is near completion and just needs to be seeded. Marjamaa pit closure is in the back fill stage and should be complete by next meeting also. Met with Salmen regarding his RCPP IWM

application. Also met with Zurn and Steffl on their cooperative WASCB project to review plans and sign cost-share applications.

Grant Applications – The RFP for competitive CWF projects was released. They will be due August 22nd. Will be working on those in the next month. Soil Health grant will not be on the BWSR Board agenda until the August meeting.

Personnel – Adam Mortenson will be attending the Leadership Academy starting in August this year.

Meetings and Other – Met with Pelican River Watershed District on Shoreline projects. We hosted a Shoreline Restoration Training. Classroom in the morning at the shop and tour of projects in the afternoon. Logan and Brandon did a great job. There were nine SWCD staff from the area that attended. Attended 2 County Department Head meetings. Budget process is starting now, will be meeting with the Administrator in August. Many quarterly reports to submit, DNR Farm bill Assistance, NACD Conservation Planner, MAWQCP, 1W1P reports, DNR Observation Well invoice, etc. Met with WOT SWCD staff regarding shared staff for the South Pod for tracking and billing processes. Met with Danielson to discuss his banking application and the WCA TEP meeting spent most of time discussing that application.

TSA – Presented at the Area meeting regarding process of structure and governance. Worked on Budget for FY23. June 28th meeting, the Board elected to move forward with having staff employed by SWCDs, a north and south pod and work on new agreements for distribution of funds. Working on Agreements, JPA update and project request forms. Next meeting is the end of August. Our goal is to have everything in place by the end of the year.

Open Forum

Board Supervisor Schauer received a phone call regarding a WCA violation that needs to be fixed. This matter needs to be followed up on and documented.

Office Manager Deana Westberg reported on a meeting with The Detroit Lakes Tribune newspaper on Monday July 18th. They presented an annual ad campaign opportunity which includes digital online ads. After discussion the board unanimously agreed to not proceed with this annual ad campaign.

District Manager Bryan Malone reported on an opportunity to join the MN SWCD Forestry Association for \$60 annually. Andresen and Schauer will be part of the committee. With quarterly meetings and a possible virtual option.

Motion (Andresen, Schauer) to join the Association as presented. Affirmative: Unanimous. Carried.

Outstanding Conservationist

2022 Selection-District Manager Bryan Malone reported that after discussions with Ed Musielewicz and Ed Clem, they recommended Brent Gilbertson. He has recently done cover crops, grassed waterway, Soil Health practices, rotational grazing and a WASCB. An alternate was suggested of Island Lake for their large lakeshore project.

Motion (Beck, Ballard) to approve Outstanding Conservationist as presented, pending acceptance by the nominee. Affirmative: Unanimous. Carried

75th Anniversary

Invitation List and Ticket Prices

Board proposed the office staff come up with a full plan and budget for future approval.

Equipment

Discussion regarding the purchase of equipment to implement soil health practices, improve tree planting success, vehicles, and trailer to mobilize equipment. A grant will be available in 2023 for tree planter improvements and possible vehicle upgrades.

Motion (Ballard, Beck) to move forward with leasing a tractor for 2023, the purchase of a no-till drill and weed barrier fabric machine and obtain more information on roto-tiller options. Affirmative: Unanimous. Carried

SWCD Policy Updates

Cost Share

Malone suggested adding a cap or not-to-exceed rate on rip-rap shoreline projects as one project could potentially take most of the available funds for a year.

Motion (Schauer, Andresen) to implement the cap of \$3,500 to rip-rap shoreline projects. Affirmative: Unanimous. Carried.

Personnel

Presented changes to Handbook: Changing the title of Article XXIV to Vehicle Use Policy and adding “All accidents in company vehicles, regardless of severity, must be reported to the police and to the District Manager and Office Manager. Accidents are to be reported immediately (from the scene, during the same day, or as soon as practicable if immediate or same day reporting is not possible.

Motion (Beck, Ballard) to approve the Employee Handbook change as presented. Affirmative: Unanimous. Carried

Cost Share

AIS Management Grant Payments

- Pelican River Watershed District-Total Project Cost \$3,125
- Toad Lake Association-Total Project Cost \$17,000-Cost Share not to exceed \$4,000

Motion (Schauer, Andresen) to approve AIS Managements Grants as presented. Affirmative: Unanimous. Carried.

SSTS Upgrade Grant Application

- SSTS-04-2022 Subsurface Sewage Treatment System – Total Project Cost: \$ 10,500
Very low-income eligibility – 100% cost-share \$10,500

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

Clean Water Legacy Applications

- CWL-37-TD, Grade Stabilization - Total Project Cost \$107,246
90%: Cost Share \$15,352.49 & EQIP \$71,077 & Buffalo-Red River WBIF \$10,091.91
- CWL-89-LP, Conservation Cover - Total Project Cost \$336.70
75% Cost Share \$252.53
- CWL-90-LP, Conservation Cover - Total Project Cost \$401.31
50% Cost Share \$200.66

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

State Cost Share Applications

- SCS-22-2, WASCBS – Total Project Cost \$42,376
75%: State Cost-share \$10,457 & EQIP \$21,325

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

Watershed Based Implementation Fund Applications

- 1W1P-01-BR, WASCBS - Total Project Cost \$285,935
90%: Buffalo-Red River WBIF \$99,515.91 & EQIP \$118,518 & Buffalo Red 319 \$39,307.59
- 1W1P-02-BR, WASCBS - Total Project Cost \$70,347.00
75%: Buffalo-Red River WBIF \$17,455.25 & EQIP \$35,305.00
- 1W1P-03-BR, WASCBS - Total Project Cost \$41,876

75%: Buffalo-Red River WBIF \$1,149 & EQIP \$30,258

- 1W1P-04-BR, WASCBS - Total Project Cost \$16,728
90%: State Cost-share \$9,632.20 & EQIP \$5,423 & Buffalo-Red River WBIF \$319.02

Motion (Ballard, Beck) to approve the Watershed Based Implementation Applications as presented. Affirmative: Unanimous. Carried

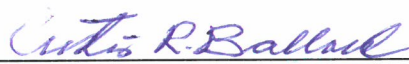
Watershed Based Implementation Fund Vouchers

- 1W1P-01-RE, Pasture & Hay Planting - Total Approved \$ 1,273.60

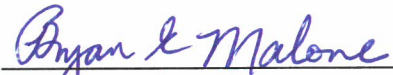
Motion (Schauer, Andresen) to approve the Watershed Based Implementation Vouchers as presented. Affirmative: Unanimous. Carried

Adjourn

Seeing no further business, Chairman Pavelko adjourned the meeting at 10:53 am.



Board Secretary
08-17-22
Date



District Administrator
8/17/2022
Date