



Board of Supervisors Monthly Meeting
Wednesday December 21, 2022
USDA Service Center Conference Room
809 8th Street SE, Detroit Lakes, MN 56501

Meeting Minutes

Supervisors Present:

Eugene Pavelko, Chair
Michelle Andresen, Vice-Chair
Tony Beck, Treasurer
Travis Schauer, Public Relations
Curt Ballard, Secretary

Staff Present:

Bryan Malone, District Administrator
Deana Westberg, Office Manager
Christy Johnson, Office Assistant
Ed Musielewicz, NRCS District Conservationist

Guests:

Brett Arne, BWSR Board Conservationist
Rob Kupec, MN State Senator District 4
Jim Joy, MN State Representative District 4B

Chairman Pavelko called the meeting to order at 8:33 a.m.

Agenda and Consent Agenda Items

November 16, 2022 Regular Meeting Minutes; Employee Program Reports

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

Motion (Ballard, Beck) to approve the Revised 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 (Ballard, Andresen) to approve the November Treasurer's Report and December Bills for Approval. Affirmative: Unanimous. Carried.

Supervisors Q4 Meetings and Expenses

Motion (Beck, Schauer) to approve the Q4 Supervisors Meetings and expenses for Approval. Affirmative: Unanimous. Carried.

CY 2023 Compensation

Discussion to continue to follow the federal pay scale and the annual cost of living increase. Suggested to add this statement to the employee handbook.

Envirothon Donation Request

Christy Johnson provided the board with a request for donation to the 2023 Area 1 Envirothon. The last donation was in 2018, \$100. Currently the committee is requesting \$250 for the Senior, and \$250 for the junior. Each district will be contributing the same amount.

Motion (Andresen, Schauer) to approve the donation for \$500.00 to the Area 1 Envirothon Approval. Affirmative: Unanimous. Carried.

Oath of Office

Oath of Office date is January 3rd at 8:15 am. Reminder to Board Supervisors Pavelko and Ballard.

Leave Carryover Request

Malone requesting to carryover remaining annual leave into 2023.

Motion (Schauer, Ballard) to approve the carryover on a one-time basis due to the extensive workload Malone had this year. Affirmative: Unanimous. Carried

Health Care Insurance Options

Westberg presented a spreadsheet comparing what the area 10 Districts are doing for Employee Health Insurance versus a Taxable Fringe Benefit. After some questions and discussion, it was decided to not do a Health Insurance benefit at this time and to continue with the Taxable Fringe Benefit but increase it from \$850 to \$950 a month effective January 1, 2023.

Motion (Schauer, Andresen) to approve the increase to the monthly stipend of \$100 for 2023 and \$100 for 2024 if the budget allows. With an annual review at the same time as the cost-of-living increase is reviewed. Affirmative: Unanimous. Carried.

Cost Share

Clean Water Legacy Applications

- CWF-01-FFBCII JaNo, Cover Crop– Total Project Cost: \$6383.05
100% Flat Rate
- CWF-04-FFBC SchO, Cover Crop– Total Project Cost: \$31,406.40
100% Flat rate

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

Clean Water Legacy Amendments

- CWL-37-TD LuSt, WASCBS– Extend until 2023- change funding to BR 1W1P amount of \$25,444.04
- CWF-16-WR ErZu, WASCBS– increase cost-share from \$25,397.92 to \$43,191.32

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

Clean Water Legacy Vouchers

- CWL-91-LP JoFi Cons Cover– Total Project Cost: \$3,041.37
50% cost-share \$1,520.68
- CWL-92-LP LiCo Cons Cover– Total Project Cost: \$901.42
75% cost-share \$676.07
- CWL-93-LP LiCo Cons Cover– Total Project Cost: \$901.42
75% cost-share \$676.07
- CWL-97-LP StJa Shoreline Stabilization– Total Project Cost: \$1,378.51
50% cost-share \$689.25
- CWL-19-TD BrGi, WASCBS– Total Project Cost: \$9,762.05
90% cost-share \$3056.91

- CWL-32-TD MaBj WASCBS– Total Project Cost: \$9,037.17
75% cost-share \$2,088.34
- CWL-34-TD TeKo WASCBS– Total Project Cost: \$48,194.08; EIP \$26,045.15
75% cost-share \$10,100.41
- CWL-36-TD JoSt WASCBS– Total Project Cost: \$71,375.42; EQIP \$47,911.11; BRRWD \$6,441.45
90% cost-share \$9,885.32
- CWF-16-WR ErZu WASCBS– Total Project Cost: \$265,460.18; EQIP \$172,222.84; WRWD \$25,000
90% cost-share \$43,191.32

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

State Cost Share Amendments

- SCS-21-1 BrGi, Grassed Waterway– change install date to 12/31/2023
- SCS-21-4 DwHa WASCBS– Total C-S increased to \$3,102.78 and funding source changed to TDBR
- SCS-22-2 MaBj WASCBS – changed from FY22 SCS to FY20 SCS
- SCS-23-1 JiOC WASCBS - changed from FY23 State Cost Share to CWL TD BR

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

State Cost Share Vouchers

- SCS-21-4 DwHa WASCBS– Total Project Cost: \$25,574.98
75% cost-share \$3,102.78
- SCS-21-6 ToZu, WASCBS Total Project Cost: \$2,497.50
75% cost-share \$1873.18
- SCS-22-2 MaBj, WASCBS Total Project Cost: \$42,376.00; EQIP \$20,734.32; BR319 \$10,125.61
75% cost-share \$922.07
- SCS-23-1 JiOC, WASCBS Total Project Cost: \$15,669.20; EQIP \$4,874.62
75% cost-share \$6,877.28

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

Watershed Based Implementation Fund Amendments

- 1W1P-01-BR ToZu, WASCBS - Change install date to 12/31/2023
- 1W1P-02-BR JeNe, WASCBS - Change Install date to 12/31/2023, add TD funding
- 1W1P-03-BR GrGr, WASCBS - Change install date to 12/31/2023
- 1W1P-03-RE TiHe, Prescribed Grazing - Change install date to 12/31/2023

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

Watershed Based Implementation Fund Vouchers

- 1W1P-02-BR JeNe, WASCBS– Total Project Cost: \$27,075.27, EQIP \$6,196.95
75% cost-share \$14,109.50
- 1W1P-04-BR ChOk, WASCBS– Total Project Cost: \$12,277.17; EQIP \$4,324.13; BR 319 \$6,406.30
90% cost-share \$319.02
- 1W1P-06-BR JiOk, WASCBS– Total Project Cost: \$25,916.15
75% cost-share \$19,437.11
- 1W1P-02-RE RoGe, Prescribed Grazing– Total Project Cost: \$11,173.85
75% cost-share \$8,380.39
- 1W1P-07-RE RoGe, Cover Crop– Total Project Cost: \$1,536.36
100% Flat rate \$1,536.36

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

Board Retreat

Date, Location, Topic- Discussion to the date and location of the next board retreat. Location should be somewhere close to the Detroit Lakes area. Moving the date of the February board meeting to accommodate everyone. Date accepted was 2/23/2023.

Motion (Beck,Schauer) to move board meeting/retreat for February to 2/23/2023. Affirmative: Unanimous. Carried

MASWCD

Convention and Resolution Report. Malone presented the overview of the MASWCD convention including the resolutions that passed. The only one that did not pass was the one suggesting solar panels be allowed on RIM and CREP.

75th Anniversary

Shirts are ordered and next board meeting hopefully available to try on before we get embroidered.

Equipment

Copier-

Deana presented the quotes from Marco and Liberty.

Motion (Schauer, Andresen) to move forward with leasing the replacement copier from Marco. Affirmative: Unanimous. Carried

Billable rate for drill seeding-

More information is needed, and a decision will be made at the next board meeting.

Legislators

Bryan and all board members welcomed the legislators and thanked them for joining us. Bryan then gave a brief overview of what we do in our district and what is important to our conservation efforts.

Jim Joy-Representative District 4B- Introduced himself and informed that he will be on the Tax and the State and Local Finance Committees.

Rob Kupec-Senator District 4- Introduced himself and informed that he will be on the Labor, Health and Human Services, and Higher Education committees as well as the Vice Chair of the Ag committee.

Local Water Management

Crow Wing River One Watershed, One Plan Proposal and Planning Process Memorandum Of Agreement- Malone presented the MOA. Tony Beck appointed as the representative.

Motion (Ballard, Andresen) to approve the MOA as presented. Affirmative: Unanimous. Carried.

Open Forum

Christy Johnson presented the official tree order form, with the website listed for sales starting January 1st, 2023.

Reports

District Administrator Bryan Malone:

1W1P – Otter Tail River Steering committee meeting to review comment received. None received from the public and a four from agencies that were put in the plan. The Public Hearing was December 15th and was approved to be submitted to BWSR for approval. Northern Region BWSR subcommittee will meet in Detroit Lakes January 4th and we will present the plan. Will continue to work on the Implementation plan and meet with PRWD and CLWD to discuss shared staff to implement the Otter Tail Plan. The Crow Wing planning group met to start the process for that plan. Will bring the planning MOA to the County and SWCD Boards.

Projects – Much time spent on developing Cost-share vouchers for the meeting. Met with Harlan Hendrickson about our plan to own a drill provide service to landowners in the County. He was more than happy to help us out. Met with Brandon to get the drill and tractor ordered.

Grants – Completed the workplan for Soil Health grant of \$14,175 and updated the cost-share policy. Top Down and Lake Protection Grants expire the end of 2022 so ensuring that those funds are spent before 12/31/2022. Had a couple AgBMP loan applications for no-till drills.

Meetings and Other – Presented on Hodge Podge with Ed M. We received our new plat books! Sales have been good. Met with a couple sales personnel on a new copier/scanner/printer since our last one is 5 years old and our agreement expires now. Met with Brandon G and Marsha on the Ag Inspector duties and attended the CWMA meeting. Attended Marsha's retirement party and celebrated her accomplishments. Sold the red Subaru and have someone interested in the green Subaru. Looking to get Wes a rig before the end of the year. Attended the MASWCD Annual Convention and received the BWSR Outstanding District Employee Award from John Jaschke! Very honored to receive the recognition but it takes a team to get things accomplished and we have a great one at Becker SWCD with both the Board and staff.

TSA – RRVCSA Board Meeting Nov. 30th. Almost all the agreements are in place. Mahnomon has not signed the JPA or the Northern Pod agreement and one employee has yet to sign. Worked on the budget for calendar year 2023 now that we changed our fiscal year. Will prepare by-laws as the RRVCSA has operated with the JPA as the by-laws in the past. This should provide more clarification for the organization.

BWSR Board Conservationist, Brett Arne:

BWSR academy had 420 participants, above the capacity.


Congratulations to Bryan Malone on earning the Employee of the Year at MASWCD convention.

State budget showing a large surplus.

CWF lost some funding but should not affect any of our local programs.

Adjourn

Seeing no further business, Chairman Pavelko adjourned the meeting at 11:36 am.



Board Secretary

01-18-23

Date



District Administrator

11/18/2023

Date

