



Board of Supervisors Meeting
Wednesday April 19, 2023
USDA Service Center Conference Room
809 8th Street SE, Detroit Lakes, MN 56501

Meeting Minutes

Supervisors Present:

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

Staff Present:

Bryan Malone, District Administrator
Deana Westberg, Office Manager
Christy Johnson, Office Assistant
Brandon Dahring, Resource Technician
Logan Riedel, Resource Technician
Ed Clem, Soil & Water Resource Technician
Ed Musielewicz, NRCS District Conservationist

Guests:

Barry Nelson, County Commissioner

Chairman Pavelko called the meeting to order at 8:32 a.m.

Agenda and Consent Agenda Items

March 15, 2023, Regular Meeting Minutes; Employee Program Reports

April 19, 2023, Agenda and Consent Agenda

Motion (Beck, Andresen) to approve the March meeting minutes and employee program reports. All in favor, motion carried.

Motion (Schauer, Beck) to approve the Agenda and Consent Agenda as presented. All in favor, motion carried.

Financial Reports

Grant Verification

BWSR grant verification last month found a billable rate error for 2021 and 2022. Waiting for results and recommendations.

Treasurers Report and Bills for Approval

Malone reviewed the Treasurers Report and Bills for Approval. The Board recommended that staff send certified letter to collect on a 2022 unpaid invoice and to have customers sign the tree planting forms.

Motion (Ballard, Andresen) to approve the March Treasurer's Report and April Bills. All in favor, motion carried.

Billing Rate-Revised

Malone presented and explained the 2023 Revised Billable Rate worksheet after the Grant Verification.

Motion (Schauer, Ballard) to approve the 2023 revised Billing Rate. All in favor, motion carried.

Cost Share

Clean Water Fund Applications

- CWF-03-FFBCII, GiFa, Cover Crop – Flat Rate Cost Share \$35,609.15.
- CWF-06-FFBC, TjSc, Cover Crop – Flat Rate Cost Share \$11,560.60.
- CWF-07-FFBC, TrSc, Cover Crop – Flat Rate Cost Share \$26,821.16.
- CWF-08-FFBC, TiLe, Cover Crop – Flat Rate Cost Share \$19,160.04.
- CWL-01-TDII, KiFa, WASCB's – Estimated Cost \$277,979.18, 90% Cost Share \$250,181.26.
- CWL-02-TDII, MaBr, WASCB's – Estimated Cost \$62,333.00, 75% Cost share \$46,749.75.

Motion (Andresen, Beck) to approve the Clean Water Fund Applications as presented. Ballard and Schauer abstained from voting. Beck, Andresen, and Pavelko in favor, motion carried.

Watershed Based Funding Application

- 1W1P-08-BR LaLa, Wetland Restoration (Pond) – Estimated Cost \$41,993.00, 75% Cost Share \$31,494.75

Motion (Beck, Schauer) to approve the Watershed Based Funding Application as presented. All in favor, motion carried.

Watershed Based Funding Amendment

- 1W1P-05-BR VaJi, WASCB's – Amended Cost Estimate \$171,040.57, Cost Share increased to \$74,899.51.

Motion (Schauer, Andresen) to approve the Watershed Based Funding Amendment as presented. All in favor, motion carried.

Soil Health Cost-Share Applications

- SHCS-23-03 JuSc, Windbreak Establishment – Estimated Cost \$15,265.00, 75% Cost Share 1W1P-OT \$7,948.75 and SHCS \$3,500.00.
- SHCS-23-05 JeHo, Conservation Cover – Estimated Cost \$2,568.00, 75% Cost Share \$1,926.00.

Motion (Ballard, Schauer) to approve the Soil Health Cost Share Applications as presented. All in favor, motion carried.

SSTS Upgrade Application

- SSTS-02-23 AdFl, SSTS Upgrade – Estimated Cost \$17,200.00, 50% Cost Share not to exceed \$7,500.00.

Motion (Beck, Schauer) to approve the SSTS Upgrade Application as presented. All in favor, motion carried.

State Cost-Share Applications

- SCS-20-15 KeOl, Stream Crossing – Estimated Cost \$5,219.00, 75% Cost Share \$3,244.25 and EQIP \$670.00,
- SCS-21-10 NiZu, Well Decommissioning – Estimated cost \$3,500.00, 50% Cost Share not to exceed \$750.00.

Motion (Schauer, Ballard) to approve the State Cost Share Applications as presented. All in favor, motion carried.

AIS

Management Grant Agreement - Each year there is a grant application for organizations to control Aquatic Invasive species up to \$4,000. Toad Lake Association applied to fight Curly Leaf Pondweed and the Pelican River Watershed District for fighting Flowering Rush, each for \$4,000.

Motion (Ballard, Andresen) to award \$4,000 to each, the Toad Lake Association and the Pelican River Watershed District for their aquatic invasive species efforts. All in favor, motion carried.

Local Water Management

Redeye CWMP Agreement for Services

Agreement between East Otter Tail SWCD and Becker SWCD for 2023 and 2024 for Watershed Based Implementation Funding. Budget of \$31,935.

Motion (Beck, Ballard) to approve the Redeye WBIF Agreement for Services. All in favor, motion carried.

Shared Position with PRWD & CLWD

More discussion on the details of the shared position and updates from Malone on the process as it is moving forward. He is working on an Agreement for Services between the LGUs for the shared position.

75th Anniversary

Event Review - Christy Johnson went over the total number of RSVP/Attendees, total income and expenses and final costs. Malone asked if this was something the board wanted to do on a smaller scale annually. The Board will think about it and discuss it again next month.

Equipment & Services

Rototiller, Tractor, Truck & Trailer updates by Brandon Dahring:

- Rototiller is in Fargo and ready to be picked up next week.
- Tractor is in and ready. Has a loader attached. Discussion if we want the loader or a weight bracket instead.
- A 2003 Ford Diesel One Ton Truck was found in Wisconsin with low miles, new tires and flatbed and only needs a few minor repairs. They are asking \$13,000. Suggested to offer \$12,500 and go pick up this week.
- Discussion to order a 32' or a 36' Delta Trailer. Could take a few weeks to receive.

Motion (Schauer, Andresen) to purchase the Truck for \$13,000 & 36' Trailer for \$17,900. All in favor, motion carried.

Lease

Office and Shop – Shop lease expires June 30, 2023. Landlords are asking for a 5% increase in the rental rate starting July 1, 2023 and afterwards 2.5% annually for 3 years. Suggested that Malone negotiate the % increase at the previous 2.5% before agreeing 5%.

Motion (Ballard, Schauer) to approve the amended lease agreement for the shop. All in favor, motion carried.

Open Forum – No discussion

Staff Reports

Resource Technician- Logan Riedel

Since BWSR academy there has been a huge increase in requests for information about our Shoreline Restoration Program. Logan and Brandon will probably present a session or 2 at the next academy. Area 5 is requesting that they provide training in Windom this fall. NE MN and Crow Wing SWCD will be sending staff to Detroit Lakes for hands on training in June. We are sharing our pamphlets with other districts with the recognition of "courtesy of Becker SWCD" somewhere on the revised materials. He is looking forward to training the new shared employee emphasizing that we do not enforce any of the permitting requirements, we are providing project development for the Otter Tail River CWMP by gathering information, providing information to lakeshore owners and assisting them with any permitting needed from the Watershed Districts. The New Conservation Corps intern will start May 16th. Hopefully a very educational season statewide.

District Administrator - Bryan Malone

1W1P – Prepared for and held the Wild Rice-Marsh Policy Committee meeting at the Wild Rice Watershed District in Ada. Preparing a draft agreement between PRWD and CLWD for shared staff to provide project development for the Otter Tail Plan. Met with the Redeye Steering committee to review the financial and project status as first WBIF grant is expiring the end of the year. Gave a project status

update to the Buffalo Red-River Policy committee. Steering Committee meeting in Park Rapids for the Crow Wing 1W1P.

Projects – Still working on getting bids for a couple of pit closures in the Redeye watershed for Terry Paurus and Gordon Keranen. Received bids for the Flicek SSTS upgrade and prepared contract application. Met with and reviewed the Keith Faus and Mattson Brothers final plans and bids. Prepared contract applications for them. Hart Shoreland project meeting to discuss final plans with Brandon D and Wes. Staff met to discuss details of planning for the drill projects. Sent fabric machine measurements to Arena welding as they should start putting that together soon. Presented at the BWSR Implementors discussion on our recently completed Top Down CWF grant. Landrum Lake project received bids and put together cost-share application.

Meetings and Other – Cleanup from the 75th Anniversary. Presented on Walk in Access, Tree and Native plant sales on Hodge Podge radio show. TSA presentation at the Area Meeting. Gave a status update on the Area Technical Training Team for the state training committee. BWSR grants compliance specialist Jeanette Austin visited the office to review the Top-Down grant. Attended Feedlot ordinance meeting with Advisory group at the Courthouse. PRWD stakeholders meeting at the Police Station that provided input to the Board of Managers for possible rules update. Met with the Ike Fischer family to plan for the 5th grade conservation tour in May. Nathan Bowe with the DL paper came to the office and did an article in the paper for our 75th Anniversary. Spoke with County Administrator about possible office building. WCA TEP discussed a couple potential ag wetland bank applications. Working on quarterly reports and reimbursements for CREP, RCPP, NACD, MAWQCP, Redeye WBIF and Otter Tail WBIF.

TSA – Matt Fischer and I worked on the new by-laws and revised JPA for the upcoming TSA meeting. Prepared everything for the meeting on April 6th but the meeting is postponed to April 27th due to snowstorm.

Adjourn

Seeing no further business, Chairman Pavelko adjourned the meeting at 11:19 am.

Curtis R. Ballard
Board Secretary
05-17-23
Date

Bryan L. Malou
District Administrator
5/17/2023
Date