



Board of Supervisors Meeting
Wednesday May 17, 2023
USDA Service Center Conference Room
809 8th Street SE, Detroit Lakes, MN 56501

Meeting Minutes

Supervisors Present:

Eugene Pavelko, Chair
Tony Beck, Treasurer
Michelle Andresen, Vice Chair
Curt Ballard, Secretary

Staff Present:

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

Guests: None

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

Agenda and Consent Agenda Items

April 19, 2023, Regular Meeting Minutes; Employee Program Reports

May 17, 2023, Agenda and Consent Agenda

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

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

Financial Reports

Treasurers Report and Bills for Approval

Malone reviewed the Treasurers Report and Bills for Approval.

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

Grant Verification

Received the final results and recommendations from BWSR for the BWSR grant verification billable rate error for 2021 and 2022. Corrections will be reflected in next month's financials.

Cost Share

Watershed Based Funding Applications

- 1W1P-09-BR ToAn, Hayland Planting – Estimated Cost \$3,208.72, 50% Cost Share \$1,604.36

Motion (Beck, Ballard) to approve the Watershed Based Funding Application as presented. Andresen abstained from voting, all in favor, motion carried.

- 1W1P-11-RE MePr, Forest Mgmt – Estimated Cost \$1,095.00, 75% Cost Share \$821.25

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

State Cost-Share Applications

- SCS-22-03 TrSc, WASCB – Estimated Cost \$6,714.17, 90% Cost Share \$3,244.75 and EQIP \$2,798

Motion (Beck, Andresen) to approve the State Cost Share Applications as presented. Schauer not present. All in favor, motion carried.

Soil Health Cost-Share Voucher

- SHCS-23-05 JeHo, Windbreak– Project Cost \$2,568.00, 75% Cost Share \$1,926.00.

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

Forestry

LCCMR Agreement

BWSR received a grant to plant 1 million trees in Minnesota. Divided between 3 watershed districts: Rum, Red Eye, and Long Prairie. East Otter Tail is the fiscal agent for Red Eye Watershed. \$497.00 for equipment, \$4,970.00 for tech and admin.

Motion (Beck, Andresen) to approve the LCCMR Agreement as presented. All in favor, motion carried.

Comprehensive Watershed Management Planning

Agreement for Shared Position with PRWD & CLWD-Agreement for Shoreland Services

- Purpose- services provided by Becker SWCD for Becker SWCD, Cormorant Lakes Watershed District (CLWD) and Pelican River Watershed District (PRWD)
- Term-July 1, 2023 – December 31, 2024
- Cost-Becker SWCD will receive 75% of this position from Otter Tail CWMP Watershed Based Implementation Funding (WBIF). The remaining 25% will be split equally by the parties of this agreement.
- Becker SWCD will invoice quarterly.
- Shoreland Services – Shoreland Technician duties discussed.

Motion (Ballard, Beck) to approve the Comprehensive Watershed Management Planning Agreement as presented. All in favor, motion carried.

MASWCD

Upcoming Area Meeting June 20, 2023

Will be reaching out the week prior for attendance.

Resolutions

Malone explained the Advocating Federal Funding for Forestland Protection resolution. Becker SWCD will bring this resolution to the next Area 1 Meeting on June 20th.

Motion (Beck, Ballard) to support the above resolution as presented. All in favor, motion carried.

Leadership Institute

- 7 upcoming in-person sessions with additional training webinars starting August 29-30, 2023, to August 14-15, 2024, at various statewide locations.
- Registration fee is \$5,800 – deadline July 11, 2023.
- Will discuss more in depth at next month's meeting.

SWCD Aid

Malone sent letters to our legislators asking for their support for SWCD Aid and encouraged the board to do the same. \$22 Million for the first 2 years then \$14 Million per year is currently in the Conference Committee.

Equipment & Services

Rototiller, Tractor, Truck & Trailer

- 2023 Rototiller picked up
- 2023 New Holland Tractor Lease – \$20 per hour up to 275 hours, up to 350 hours at \$30 per hour
- 2003 Ford Diesel One Ton Truck was picked up in Wisconsin for \$12,500
- 2023 36' Delta Trailer received
- 2023 Great Plains Drill to be delivered this Friday from Tower City, ND
- Weed Barrier fabric machine should be received by month end

RRVCSA

Revised Joint Powers Agreement

- Section 12 – changed to unanimous
- Section 7.1 – Workplan budget ratified
- Section 5.3 – TSA Board adopts said by laws as amended

Motion (Ballard, Beck) to approve the Revised Joint Powers Agreement as presented. All in favor, motion carried.

Facilities

Shop Lease and Office Space

Shop Lease is renewable on July 1st, 2023. As the board recommended, Malone requested the % increase be 2.5% instead of the 5% that was in the original lease sent and that change was made. Malone sent the lease to the county attorney for review, possibly adding verbiage for how to process an early termination and to see if there is a clause to clarify if our equipment is the cause of property damage, which insurance company is liable. Will present the clarification to the board at next month's meeting.

Building lease – The notice was placed in the newspaper in March requesting bids. There were 2 bids, one from the current landlord and one from the current owner of the building that housed the Spitfire restaurant. The current landlord proposed to add square footage to the south of current structure. The Spitfire owners would need to add 2,000 square feet to the current structure. Updates will be provided when received.

Open Forum – No discussion

Staff Reports

District Administrator - Bryan Malone

Tree season always adds another level of madness to the office. It has been fun seeing more visitors in the office and more music with the phone ringing.

1W1P – Forestry team meeting for the Redeye and Long Prairie Watersheds. Finished a final draft agreement between PRWD and CLWD for shared staff to provide project development for the Otter Tail Plan. Met with Tera, Liz and Pete to review. We agreed that we would bring to our Boards for approval, then when approved to advertise for employment. Advisory Committee meeting for the Otter Tail and discussed tracking projects related to goals for the plan.

Projects – More interest in the AgBMP Loans and SSTS Upgrade Grant. Lined up SSTS design for the Flath replacement and Flicek installation is ready to go. Wes and I met with Brasgalla on a shoreline restoration plan. Received bids for the Paurus pit closure in the Redeye watershed. Bids were much higher than estimated, so trying to figure that out. Forest Management Plan contract application in the Redeye. More WCA inquiries have come through the office since the snow left.

Meetings and Other – MCC site supervisor orientation. Crew member Michael Howe from Brainerd will begin May 18th and work with us through the summer until August 11th. Met on site at the Ike Fischer farm to plan for the 5th grade conservation tour. Will help out at that event May 11-12. Attended County NRM meeting. Took care of title work for the truck and paperwork for the tractor lease. Prepared a spreadsheet for contracts on all our services offered, tree planting, seeding, weed barrier fabric, site prep, etc. Assisted at the Forestry station for the Envirothon. Met with Auditor regarding the new books for TSA to ensure things are set up properly.

TSA – April 27th Board meeting in Mahanomen. New by-laws were approved and after a long discussion the revised JPA was recommended for approval by all the SWCD Boards. These will go before all 16 Boards again for approval at their monthly meetings. North and South Pods are in a holding pattern for now with staffing to see how projects progress this year. Next meeting July 26th will approve the proposed 2024 budget.

Adjourn

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

Curtis R. Baalrud

Board Secretary

06-21-23

Date

Bryan E. Malone

District Administrator

6/21/2023

Date