



Board of Supervisors Meeting  
Wednesday June 21, 2023  
USDA Service Center Conference Room  
809 8th Street SE, Detroit Lakes, MN 56501

### Meeting Minutes

#### Supervisors Present:

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

#### Absent:

Michelle Andresen, Vice Chair

#### Staff Present:

Bryan Malone, District Administrator  
Christy Johnson, Office Assistant  
Adam Mortenson, Program Technician  
Matt Preis, NRCS Soil Scientist  
Ed Musielewicz, NRCS District Conservationist

#### Guests:

Brett Arne, BWSR Board Conservationist  
Barry Nelson, County Commissioner

Chairman Pavelko called the meeting to order at 8:30 a.m.

#### Agenda and Consent Agenda Items

May 17, 2023, Regular Meeting Minutes; Employee Program Reports

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

June 21, 2023, Agenda and Consent Agenda

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

#### Financial Reports

##### Treasurers Report and Bills for Approval

Malone reviewed the Treasurers Report and Bills for Approval.

**Motion (Schauer, Ballard) to approve the May Treasurer's Report and pay the June Bills. All in favor, motion carried.**

##### Supervisor's Quarterly Expense Report

**Motion (Ballard, Schauer) to approve the Q2 Supervisors Meetings and expenses for Approval. All in favor, motion carried.**

#### Cost Share

##### Watershed Based Funding Applications

- 1W1P-05-RE TePa, Ag Waste Pit Closure – Estimated Cost \$23,741.00, 75% Cost Share \$17,805.75; \$10,306.75 1W1P RE, \$7,499.00 EQIP

- 1W1P-01-OT GrBo, Conservation Cover – Estimated Cost \$13,070.18, 50% Cost Share \$6,535.09
- 1W1P-02-OT JoMc, Conservation Cover – Estimated Cost \$3,917.34, 50% Cost Share \$1,958.67
- 1W1P-03-OT ChWa, Conservation Cover – Estimated Cost \$4,014.08, 75% Cost Share \$3,010.56
- 1W1P-04-OT JuHe, Conservation Cover – Estimated Cost \$6,192.23, 75% Cost Share \$4,644.17
- 1W1P-05-OT PaBe, Conservation Cover – Estimated Cost \$2,791.22, 75% Cost Share \$2,093.42

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

#### Watershed Based Funding Amendment

- 1W1P-01-BR ToZu, WASCBS – Original install date 12/1/2022, amended install date 12/31/2023.

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

#### State Cost-Share Applications

- SCS-22-04 ToDe, Conservation Cover – Estimated Cost \$15,346.79 75% State Cost-Share \$11,510.09 (\$7,962.56 FY22, \$3,547.53 FY23)

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

#### **BWSR**

Brett Arne, Board Conservationist presented a summary of the 2023 Legislative Session. He explained the new funding expected to come to SWCDs.

#### **Comprehensive Watershed Management Planning**

Bryan Malone and Tony Beck attended the first Crow Wing River 1W1P policy committee meeting. There was a technical advisory committee meeting that Malone attended last week. Most meetings will be in Staples, MN. The next task is to form a Citizen's advisory committee, with each LGU sending up to 2 citizens. The Landscape Stewardship plan will hopefully be completed in 6 months.

#### **MASWCD**

##### Report from Area Meeting June 20<sup>th</sup> and Resolutions

Recap of resolutions from the Area Meeting.

##### Leadership Institute – Supervisors and Staff

At this time we don't have a Board or staff member that has indicated that they are able to attend but the registration deadline is July 12<sup>th</sup>, before our next board meeting.

**Motion (Ballard, Beck) to approve expenses for 1 staff or supervisor to attend the Leadership Institute. All in favor. Motion carried.**

#### SWCD Aid

Malone explained that the capacity funds will now come from the general fund instead of being dependent on the Clean Water Fund. This provides stable funding not dependent on the legislature to approve each biennium. The allocation in the first allocation will have an increase and then it will return to an amount close to what we are receiving now.

#### Outstanding Conservationist Selection

Potential nominations for the award were presented to the board.

**Motion (Schauer, Ballard) to select Valhalla Resort as the 2023 Outstanding Conservationist and Darren Karanen as the alternate if not accepted by Valhalla Resort. All in favor, motion carried.**

#### **Equipment & Services**

There was an offer to have the SWCD complete a planting with the drill as a subcontractor. Discussion took place on the details and possible consequences.

**Motion (Schauer, Beck) to not allow subcontracting and only supply services directly to landowners with our existing contract documents. All in favor, motion carried.**

## Facilities

Discussion on the wording of the shop lease agreement. Malone sent the agreement to the county attorney for feedback but hasn't heard back from him. Suggestions from the board were to add a 90- or 120-day notice that needs to be given to end the lease or changing to a 12-month lease. Malone will touch base with the County Attorney again before contacting the landlord.

**Motion (Beck, Ballard) to authorize the chairman and administrator to negotiate the agreement. All in favor, motion carried.**

## Job Approval Authority

Program Technician, Adam Mortenson has completed the needed training and courses to become a Level 1 Conservation Planner. NRCS Area Resource Conservationist, Dusty Jasken has approved his credentials. Final concurrence is needed by the Board.

**Motion (Schauer, Beck) to approve Level 1 Conservation Planner status for Program Technician Mortenson. All in favor, motion carried.**

**Open Forum** – Commissioner Nelson spoke on the open house held for the new Public Works building. Also mentioned an online auction after July 4<sup>th</sup> for the items that won't be moving to the new building.

Commissioner Nelson advised regarding the Buffalo Red Watershed District's Water Management District for Stinking Lake maintenance. There will be a tax on the water management district of Stinking Lake. There are 3 levels of tax rates proposed if approved by the Watershed District.

## Staff Reports

### NRCS District Conservationist – Ed Musielewicz

Ed introduced NRCS Soil Scientist Matt Preis who started June 12, 2023. He also talked briefly of new hiring within the NRCS offices.

### Program Technician – Adam Mortenson

**CRP:** Still no news on approval of General CRP applications. Some of the continuous CRP contracts have come back and he has been planning those as they come. He has planned 22 CRP contract for 2023. Producers have been getting their spring seedings done, expects seed checks to start rolling in soon as the native seeding deadline of June 30<sup>th</sup> approaches.

**EQIP:** Cover Crops, tillage checks, grazing plans, and tree plantings have been happening and he has been helping to check them. A couple new grazing systems he picked up and is doing preliminary site visits on.

**Buffers:** Brandon has been seeding a few buffers as he goes through his jobs for this year. The Area Resource Conservationist with NRCS contacted him with information on a new non-complaint buffer in Spring Creek Township that he will be addressing when he get back from his June Leadership Training.

**Misc.:** Left for Lanesboro 6/13 to attend the second to last MASWCD Leadership training.

He has been helping Brandon with seeding jobs as he can by staking boundaries and helping to answer any planning related questions he has.

Our tree planting jobs for the year were quickly taken care of. He was able to go out and help plant on most of the jobs we had scheduled for this year.

The interns arrived the week of 5/15/23 and had them help with multiple projects including cover crop photos, tillage transects, and CRP tree planting reviews. So far, they are doing great, and have taken a major load from him.

He attended a few different meetings with Bryan including LCCMR/RCCP and the Area Technical Training Team for Area 1. It has been a great way to see how the SWCD's in Minnesota collaborate with each other to further conservation in the state.

### District Administrator - Bryan Malone

**1W1P** – Landscape Stewardship Plan meeting for the Crow Wing Watershed. Advertising until June 23rd for the shared position between PRWD and CLWD to provide project development for the Otter Tail Plan. Developed application ranking sheet. Attended the Crow Wing 1W1P Policy Committee meeting with Tony in Staples. It is a large group and most everyone is from MASWCD Area 8, so it is a new group

of people for us to get to know. Contacted Wes Hall to sit on the Citizens Advisory Committee. Attended a Crow Wing Technical Advisory Committee meeting in Staples.

**Projects** – More interest in the AgBMP Loans. Received SSTS design for the Flath replacement but they will need a new well before they can install the septic. Solicited for a second round of bids for the Terry Paurus pit closure in the Redeye watershed. Bids were still high but less than the first round. Contract application for projects. Will be working with Brent Gilbertson on an outreach project with MASWCD regarding cooperative work with NRCS and landowners. Starting to plan our Soil Health field day scheduled for September 21st at Andresen's.


**Meetings and Other** – MCC Crew member Michael Howe from Brainerd joined us on May 18th and will work with us through the summer until August 11th. Area 1 meeting Planning committee. Attended the Cormorant Lakes Watershed District's Advisory Committee meeting at Cormorant Community Center. Met with County attorney about our shop lease and letter for cost-share contract violation. Attended the Buffalo-Red River Watershed District project team meeting. They are working on a stream channel restoration north of Callaway. Webinar on NACD's next round of conservation planner grant application. Will attend the Area meeting in Mahanomen the day before our Board meeting.

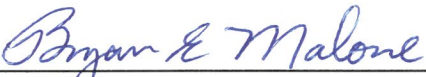
**TSA** – Attended the virtual TSA Host District Manager meeting on May 30th. Received 14 of 16 amended JPAs. Next RRVCSA meeting July 26th will approve the proposed 2024 budget.

**Shared Position** – The shared position with the watershed districts posting will close June 23, 2023, with several applications already.

**Adjourn**

Seeing no further business, Chairman Pavelko adjourned the meeting at 10:49 am.

  
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Board Secretary  
07-19-23  
Date

  
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District Administrator  
7/19/2023  
Date