



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

Meeting Minutes

Supervisors Present:

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

Absent:

None

Staff Present:

Bryan Malone, District Administrator
Deana Westberg, Office Manager
Christy Johnson, Office Assistant
Karl Koenig, AIS Program Coordinator
Michael Howe, MCC Crew Member
Riley Lefebvre, NRCS Intern
Ed Musielewicz, NRCS District Conservationist

Guests:

Barry Nelson, County Commissioner

Chairman Pavelko called the meeting to order at 8:31 a.m.

Agenda and Consent Agenda Items

June 21, 2023, Regular Meeting Minutes; Employee Program Reports

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

July 19, 2023, Agenda and Consent Agenda

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

Shop and Office Lease Update

The new shop lease updated with a 90-day cancellation option and a change to the repairs completed by district will be completed in 30 days (from 10) days was signed. The lease will be valid 7-1-2023 through 6-30-2026.

CD Investments

Westberg handed out a current Midwest Bank CD Rate Sheet and Investment Log. Our 4 CD rates are at 3.16% and the current rates are 5.00%.

After discussion, the recommendation of the board was to move 2 of the 4 CDs to an 11-month CD at the higher interest rate and wait a couple of months to decide on the other 2.

Motion (Schauer, Ballard) to approve the changes to CD investments as presented. All in favor, motion carried.

Preliminary 2024 Budget Discussion

Bryan advised that he meet with Gene and Tony at the beginning of August to get the preliminary budget ready to present at next month's meeting. Cost of living increase looks like it will be 2.7% - 3% this year.

Cost Share

Clean Water Fund Voucher

- CWL-01-TDII KeFa, WASCBS – Total Authorized \$250,181.26; Estimated Cost \$197,794.60; 90% Cost Share \$72,663.14; \$162,018.00 EQIP

Motion (Beck, Andresen) to approve the Clean Water Fund Voucher pending signature. All in favor, motion carried.

Watershed Based Funding Applications

- 1W1P-10-BR RoWi, WASCBS – Estimated Cost \$33,378.53; 90% Cost Share \$30,040.68; \$14,717.00 EQIP

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

Watershed Based Funding Vouchers

- 1W1P-03-RE TiHe, Prescribed Grazing – Total Authorized \$32,331.35; Previous partial payments \$16,183.89; 90% Cost Share left \$831.96; \$14,249.07 EQIP
- 1W1P-11-RE KeMe, Forest Mgmt – Estimated Cost \$1,065.00 75% State Cost-Share \$798.75
- 1W1P-01-BR ToZu, WASCBS – Total Authorized \$257,341.50; Estimated Cost \$113,916.25; 90% State Cost-Share \$12,959.46; EQIP \$66,958; BRRWD 319 \$22,607.17
- CWL-37-TD LuSt, WASCBS' - Estimated Cost \$52,119.00; Total Authorized \$25,444.40; 90% State Cost-Share \$18,648.10

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

Soil Health Cost-Share Vouchers

- SHCS-23-01 TiKi, Windbreak Est. – Estimated Cost \$2,309.21; 75% State Cost-Share \$1,665.00
- SHCS-23-02 GaHo, Windbreak Est. – Estimated Cost \$3,420.00; 75% State Cost-Share \$2,565.00
- SHCS-23-03 JuSc, Windbreak Est. – Estimated Cost \$10,115.00; 75% State Cost-Share \$7,586.25
- SHCS-23-04 GaPe, Windbreak Est. – Estimated Cost \$2,015.00; 75% State Cost-Share \$1,511.25

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

State Cost-Share Application

- SCS-23-02 JoGu, Grassed Waterway – Estimated Cost \$2,000.00; 75% State Cost-Share \$1,500.00

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

SSTS Upgrade Grant Application

- SSTS-06-23 ShFI, SSTS Upgrade- Estimated Cost \$16,500.00; Maximum State Cost-Share \$7,500.00

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

AIS Management Grant Payments

- Toad Lake Association – Herbicide Treatment

Karl Koenig presented the paperwork showing the Toad Lake Association has correct permits and has a need again this year for the \$4,000.00 grant payment to help combat the weed issues on Toad Lake.

Motion (Schauer, Andresen) to approve the AIS Management Grant Payment as presented. All in favor, motion carried.

Education and Outreach

Becker County Fair July 26-30-

Both Karl and Claire have been working to get everything ready for the booth at the fair. We will be creating a refrigerator magnet to hand out. There will be a nitrate clinic Thursday from 3 pm to 7 pm. Bruce Hein reached out to Bryan about a presentation on Saturday after the tractor parade. Bryan will be recognizing the Conservationist of the Year, Valhalla Resort, as well as introducing any staff and board members that are present.

Soil Health Field Day September 21, 2023

Field day planning is moving forward. The posters are being distributed to area elevators, gas stations, grocery stores, etc. The postcard invitations are ready to mail. Speakers are all lined up.

Comprehensive Watershed Management Planning

Shared Position with PRWD & CLWD- 4 applicants were interviewed by Bryan, Liz and Tara. Colton Utecht from Grand Rapids was offered the position and he accepted. As soon as he can make living arrangements in the area, he will begin his training with Logan and Brandon.

Open Forum –

Crow Wing Watershed District Bus Tour will be attended by Bryan and Tony.

TSA meeting moved to August 3, 2023.

Spotted knapweed is becoming an issue in the north. Advised to reach out to County Ag Inspector.

Travis Schauer advised his job has changed shifts; he will bring in his schedule to next month's meeting to see if meetings going forward would need to be changed to different days of the week.

SWCD Aid payments are expected July 20th, 2023. Next meeting a new resolution will be presented describing how the money will be spent.

Staff Reports

AIS Program Coordinator-Karl Koenig

Pelican Lake Boat Cruise is set for Thursday August 10th from 5:30-7:30. Karl won this prize at the 75th Anniversary celebration and is sharing with the SWCD and NRCS staff. A count is needed by July 26th of who plans to attend. Karl reported that he is not completely staffed for AIS Inspectors and that the Lake Accesses numbers are down this year due to cooler weather and Canadian smoke.

MCC Crew Member-Michael Howe

Michael introduced himself, currently attending school at the University of Wisconsin at Madison. Shoreline projects have been his favorite so far.

NRCS Intern-Riley Lefebvre

Riley introduced himself, will be attending Central Lakes College at Staples in the fall. Ed Musielewicz said it had been a pleasure having both Riley and Michael in the office.

District Administrator - Bryan Malone

1W1P – Received 9 applications for the for the shared position between PRWD and CLWD to provide project development for the Otter Tail Plan. Ranked applications and held interviews on July 7th. Buffalo Red Planning Team meeting to determine the status of grant funds for the first implementation grant. Wild Rice Planning Team meeting for the same reason. Looks like we may need extensions but could be very close if construction goes as planned. Attended the second Crow Wing 1W1P Policy Committee meeting with Tony in Staples. The tour of the watershed will be held July 26th. Attended the open houses held in Nisswa and Park Rapids. Not much for attendance at either of them.

Projects – Couple more AgBMP loan applications for septic systems. Solicited for bids on the SSTS design for the Flath replacement. Paurus pit closure began this week. Put together vouchers for payment on our tree plantings. Starting to plan our Soil Health field day scheduled for September 21st at Andresen's. Updated the County Hwy Dept tree planting plan and trees were delivered on July 12th. Weed Barrier Fabric machine is done at Arena Welding. Now we will take to Janssen Machine in Barnsville to have the cherry picker installed. Applied for \$40,000 of grant funds for the SSTS Upgrade Grant.

Meetings and Other – MCC Supervisors came to visit our crew member Michael Howe and our office to see how things are going. Met with Gene and Curt Briggs to discuss our shop lease. Made a few changes but nothing significant. Working on fair booth propaganda including a nitrate clinic on Thursday evening. WCA TEP discussing Wally Danielson's Wetland Bank application. That will come before the Board in August for a decision. Completed quarterly reports for MAWQCP, RCPP, Farm Bill Assistance, NACD and CREP.

TSA – The amended Joint Powers Agreement is complete! The next RRVCSA meeting was moved to August 3rd due to the Crow Wing Watershed Tour and other SWCDs having Audits happening that day. I will be working on the 2024 budget proposal between now and August 3rd. Worked on closing the Office 365 account for the TSA that wasn't getting used by anyone but our office.

Adjourn

Seeing no further business, Chairman Pavelko adjourned the meeting at 10:29 am.

Curtis R. Ballard

Board Secretary

08-16-23

Date

Bryan E. Malone

District Administrator

8/16/2023

Date