



Board of Supervisors Meeting  
Wednesday September 20, 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  
Tony Beck, Treasurer  
Curt Ballard, Secretary  
Travis Schauer, Public Relations

### **Staff Present:**

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

Chairman Pavelko called the meeting to order at 8:36 a.m.

### **Agenda and Consent Agenda Items**

August 16, 2023, Regular Meeting Minutes; Employee Program Reports

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

September 20, 2023, Agenda and Consent Agenda

**Motion (Ballard, Andresen) to approve the Agenda and Consent Agenda. 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 August Treasurer's Report and pay the September Bills. All in favor, motion carried.**

#### **Supervisor's Quarterly Expenses & Special Meetings**

Due to scheduling conflicts, Board Supervisor Schauer requested the October and December Board meetings be moved to 3<sup>rd</sup> Tuesday instead of 3<sup>rd</sup> Wednesday. November will remain the same scheduled 3<sup>rd</sup> Wednesday.

**Motion (Beck, Schauer) to approve the Q3 Supervisors meetings and expenses. All in favor, motion carried.**

### **Cost Share**

#### **Clean Water Fund Applications**

- CWF-03-TDII JeNe, WASCBS - Estimated Cost \$24,743.00; 90% State Cost-Share \$22,268.70

**Motion (Beck, Schauer) to approve the Clean Water Fund Applications as presented. All in favor, motion carried.**

#### Clean Water Fund Voucher

- CWF-02-FFBCII RyPe, Cover Crop – Project cost \$3,354.75; Flat Rate Cost Share \$3,354.75

**Motion (Schauer, Andresen) to approve the Clean Water Fund payment as presented. All in favor, motion**

#### Watershed Based Funding Applications

- 1W1P-13-BR KeOI, WASCBS – Estimated Cost \$30,306.00; 75% Cost Share \$11,064.50; \$11,665.00 EQIP
- 1W1P-14-BR KeOI, Trail/Walkway – Estimated Cost \$19,602.00; 75% Cost Share \$7,177.50; \$7,524.00 EQIP

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

#### Watershed Based Funding Amendment

- 1W1P-08-BR LaLa, Pond – Original install date 12/1/2023, amended install date 12/1/2024.

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

#### Watershed Based Funding Vouchers

- 1W1P-08-BR LaLa, Pond – Total Project Cost \$23,273.00; 75% Cost Share \$17,454.75.

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

#### State Cost-Share Application

- SCS-21-11 StMe, WASCB – Total Project Cost \$2,000.00; 75% State Cost-Share \$1,500.00
- SCS-21-12 BrGi, Prescribed Grazing – Total Project Cost \$8,900.00; 75% State Cost Share \$3,724.00; EQIP \$2,951.00.

**Motion (Beck, Andresen) to approve State Cost-Share Applications pending signature. All in favor, motion carried.**

#### SSTS Upgrade Grant Voucher

- SSTS-06-23 ShFI, SSTS Upgrade - Total Project Cost \$16,250.00; Maximum Cost-Share payment of \$7,500.00 based on income.

**Motion (Beck, Schauer) to approve the SSTS Upgrade payment pending signature. All in favor, motion carried.**

#### Agreements

##### MnDNR Farm Bill Assistance Agreement

MnDNR Farm Bill Assistance Agreement was renewed for another two years. We invoice the State \$10,000 quarterly and include an accomplishment report with each invoice. The total obligation of the State under this Agreement will not exceed \$80,000.00

**Motion (Schauer, Andresen) to approve the MnDNR Farm Bill Assistance Agreement. All in favor, motion carried.**

##### FY24 Buffer Law Implementation

\$20,000 was awarded for FY24 Buffer Law Implementation for Becker County.

**Motion (Ballard, Schauer) to approve the FY24 Buffer Law Implementation Agreement. All in favor, motion carried.**

#### Comprehensive Watershed Management

Crow Wing River Plan update. Bryan advised there had been a citizen advisory committee meeting and 2 technical advisory committee meetings. Resource concerns were identified but not yet prioritized. The policy committee meeting is scheduled for the end of October.

### Grant Applications

MDA Soil Health Equipment – Bryan applied for a Minnesota Department of Agriculture grant for 50% payment on soil health equipment. Two quotes were received for a corn interseeder. Discussion regarding different applications and equipment sizes needed. Further discussion and decisions if this grant is awarded.

Open Forum – No discussion

### Staff Reports

District Administrator - Bryan Malone

**1W1P** – Logan, Colton and Bryan met with the Cormorant Lakes WD so Colton could meet them and learn what he may be up to. They also met with the Pelican River WD. Attended the Crow Wing River Watershed Citizens Advisory Committee meeting in Staples. Attended the Crow Wing Technical Advisory Committee meeting.


**Projects** – Completed a CWF grant application for Lake Protection. Met with the contractor at the Flath SSTS replacement for a preconstruction meeting. Met at Campbell Creek with Landowners along Co Hwy 149 to discuss a stream stabilization project utilizing 319 funds. Met with the BWSR wetland team to do a site review of the Ogema Wetland Bank. They determined the vegetation was not sufficient and will start over. Spent some time on the Forestry for Resort owners grant in coordination with Hubbard SWCD. Met with MASWCD representative to interview Brent Gilbertson on SWCD/NRCS project coordination. Also completed an interview with BWSR that we started last fall on the Wild Rice CWF grants. As of 8/30/2023 we have 84 WASCBs under construction, 37 with final plans (some will be constructed this year), and another 81 possible for next year. Staked Ross Genoch's use exclusion from the Redeye River. Finally completed the Elink reporting by checking a box for the Top Down and Lake Protection final payments. Should have the 2 grant payments by Board meeting time. Completed a tree plan for Tim Hines east of Frazee.

**Meetings and Other** – Applied for a MDA grant for soil health equipment to purchase a corn interseeder. The building lease process found that our original request was for ~15,000 sq ft as opposed to the ~13,000 sq ft that was advertised so a notice was sent to the bidders to see if they could still accommodate. Gene and Bryan met with the County Finance committee to provide an overview of our budget and the 2024 County allocation request. Completed and submitted the MASWCD Outstanding Conservationist nomination for Valhalla resort.

**TSA** – Completed the 2024 grant workplans for the NPEA and ESS grants.

### Adjourn

Seeing no further business, Chairman Pavelko adjourned the meeting at 10:11 am.

  
Board Secretary  
10-17-23  
Date

  
District Administrator  
10/17/2023  
Date

