



Board of Supervisors Monthly Meeting
SWCD/NRCS Conference Room
USDA Service Center

Wednesday, June 20, 2024
Meeting Minutes

Supervisors Present:

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

Staff Present:

Bryan Malone, District Administrator
Jamie Bischoff, Office Manager
Christy Johnson, Education/Outreach Coordinator
Ed Musielewicz, NRCS

Guests:

Barry Nelson, Becker County Commissioner
Todd Andresen, Landowner

Call to Order

Chair Andresen called the meeting to order at 8:30 a.m.

Agenda

Approval of Agenda

Motion (Schauer, Pavelko) to approve the May agenda. All in favor, motion carried.

Minutes

Approval of Meeting Minutes – May 15, 2024 - Regular Meeting Minutes

Motion (Beck, Pavelko) to approve the May 2024 meeting minutes. All in favor, motion carried.

Financial

Treasurers Report and Bills for Approval

Bischoff presented the Treasurers Report and Bills for Approval.

Motion (Schauer, Ballard) to approve the May 2024 Treasurer's Report and June Bills. All in favor, motion carried.

Certificates of Deposit – June 20th expiration

There are two Certificates of Deposits (CD's) that matured on June 20th. Bischoff presented the interest rate information and options for renewing. The best interest rate was 5.00% for 11 months at Midwest Bank. Bischoff recommended having the quarterly interest roll into the CD's. Malone and Bischoff will sign paperwork at Midwest Bank.

Motion (Schauer, Pavelko) to approve renewing the two CDs at Midwest Bank for 11 months at 5.00% interest and to roll the quarterly interest into the CDs. All in favor, motion carried.

Supervisor's Quarterly Expenses and special meetings

Bischoff reviewed each of their quarterly expenses with the supervisors.

Four Year Tree Comparison Discussion

Malone, Johnson, and Bischoff compiled the data about tree sales and expenses over the past four years and presented it to the board. Bryan mentioned that 2023 sales were higher than 2024 sales due to a larger quantity of potted and apple trees being sold that year.

Schauer asked if we could present information on tree plantings at the next board meeting.

Shoreland Restoration Update

After several attempts to communicate with the landowner, Malone finally had a conversation with the landowner which ended with no payment needed. The board appreciated the update.

Cost Share

Clean Water Fund Vouchers

CWF-37-TD LuSt, WASCBS Project cost \$80,103.43; Final payment of \$6,796.30

CWF-08-FFBCII MaBl, Cover Crop Project cost \$40,563.57; Cost Share \$40,563.57

Motion (Pavelko, Beck) to approve the Clean Water Fund vouchers. All in favor, motion carried.

State Cost-Share Application

SCS-23-04 DwBu, Conservation Cover – Project cost \$8,470.60; 75% Cost Share \$6,352.95

Motion (Ballard, Beck) to approve the State Cost-Share Application. All in favor, motion carried.

State Cost-Share Vouchers

SCS-24-01 TiHi, Windbreak Est.- Project cost \$2,421.00; 75% Cost Share \$1,815.75

SCS-24-02 BoJa, Windbreak Est - Project cost \$9,482.00; 75% Cost Share, EQIP \$3,973.25, Cost Share \$3,055.00

SCS-24-04 JeLe, Windbreak Est. - Project cost \$3,944.54; 75% Cost Share \$2,851.50

SCS-24-08 AnOs, Windbreak Est. - Project cost \$2,728.92; 75% Cost Share \$1,322.50

SCS-24-09 JeHo, Windbreak Est. - Project cost \$1,468.16; 75% Cost Share \$1,101.12

Watershed Based Funding Applications

1W1P-18-BR TeKo, WASCBS - Project cost \$161,680.28; 90% Cost-share, EQIP \$116,595.00; Cost Share \$28,917.25

1W1P-19-BR MaBj, WASCBS - Project cost \$30,462.38; 75% Cost Share \$22,846.79

1W1P-20-BR MaBj, WASCBS - Project cost \$36,673.13; 75% Cost Share \$27,504.85

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

1W1P-21-BR ToAn, WASCBS – Project cost \$119,391; 90% Cost Share \$107,452.

Todd Andresen presented his questions to the board regarding approval of bids. It was explained that the board uses the lowest estimate from contractors to base the maximum cost-share payment and the landowner can choose any contractor to complete the work with the understanding that the landowner would make up the difference.

Motion (Schauer, Pavelko) to approve the Watershed Based Funding Application 1W1P-21-BR total project cost of \$119,391 with 90% cost-share of \$107,452. All in favor, motion carried with Andresen abstaining.

Watershed Based Funding Voucher

1W1P-01-BR ToZu, Project cost \$252,602.20, Final payment of \$532.71

Motion (Pavelko, Ballard) to approve the Watershed Based Funding Voucher. All in favor, motion carried.

SSTS

SSTS-24-01 MaTu, SSTS Upgrade \$15,000.00

Motion (Beck, Ballard) to approve the SSTS Upgrade Voucher. All in favor, motion carried.

Personnel

Exit Interview-Program Technician

Malone shared the exit interview information with the Supervisors.

Shared Project Coordinator Agreement with Hubbard SWCD

Bryan explained the agreement which would help fund the project coordinator position to promote soil health for four years.

Motion (Beck, Pavelko) to approve the shared position agreement. All in favor, motion carried.

Comprehensive Watershed Management Planning

Crow Wing River Draft Plan

Malone explained that the plan is in final draft. The link to view the draft was shared. Staff comments are due July 1st. The formal 60 day public comment period will begin early August. Commissioner Nelson thanked Malone for his dedication to conservation to Becker County and his expertise in assisting with the Crow Wing plan.

MASWCD

Area 1 Meeting June 18, 2024

Malone recapped the meeting and the resolutions presented. Next meeting is scheduled for November 19, 2024 at the Shooting Star Casino.

Governance 101, July 16-17, Alexandria

Malone invited the supervisors to attend this opportunity. Malone and Andresen will attend.

Leadership Institute

Karl Koenig is attending the Institute. Bischoff will register him and process payment.

Outstanding Conservationist Selection

Nominations are due in mid-September; it was recommended that the board and staff come up with a list of possible candidates for the July board meeting.

Facilities & Equipment

Office Lease

We were notified by the Landlord of the annual 2.5% increase on July's lease payment. USDA is reposting the ad for bids on new office space. Nothing has been printed in the newspaper yet. Bryan will do some research on the district, purchasing land and building the facility to house all 3 offices as well as a storage facility.

Vehicle

A vehicle is needed for the use of going to meetings. After initially looking at an SUV it was discussed that pickup may be better suited for our needs as it could rotate into a field vehicle after 3 years.

Motion (Ballard, Schauer) to approve Malone procuring a pickup for less than \$50,000.

Open Forum

Ed Musielewicz mentioned the "Soil is Alive on 75" tour happening in July. Another event is Field Day in Hawley on July 10th.

Christy mentioned the need for more rainfall monitors in the county for reporting to the State Climatology Office. She highly recommends that those board members who currently do not

report, please start. Christy will also be contacting landowners in the county, hoping for a total of 20 rainfall monitors. The State Climatology Office provides the rain gauges for the volunteers.

Staff Reports

Claire Olson – Project Coordinator gave her monthly report to the board.

District Administrator - Bryan Malone

1W1P – Met with the PRWD to discuss a tree handout program similar to what we did with CLWD. Also attended the Cormorant Lake Spring Fling to present our shoreland program. Afterwards the Foundation explained their extra contribution to any projects completed through our office. Attended the Crow Wing River Watershed Policy Committee the end of May. The plan is in full draft now for the internal review with comments due July 1.

Projects – Visited the Valhalla Resort and a shoreland restoration site with Wes and Claire. Created vouchers for completed projects. Assisted Claire with the Keranen pit closure bids. EOT SWCD staff Mitch Jansen provided training to our staff about assisting landowners with irrigation management. Assisted Ed Clem with completing the paperwork for the Knapp driveway wetland replacement. Wrote letter for the Rob Hart project payment. During the process I tried to call him without a return call and eventually sent an email explaining the Board’s decision. He replied that they were not interested in that amount as they thought it would be higher, so declined it.


Personnel – Met with Claire to explain the cost-share contract development process. Also met with the shoreland staff to review our process with Claire as the project coordinator and our promotion efforts that will take place on the Floyd Lakes. Completed the Soil Health Staffing workplan and received funds from BWSR so that grant is active. Working with Crystal in Hubbard to develop an agreement for shared staff between us. Met with Jamie and Christy on the 3 year tree analysis.

Meetings and Other – Met with the Area 1 planning committee to develop the agenda for the June 18th meeting. Found out new bids will be accepted for Office Space. Will attend the Area meeting.

TSA – Received the FY25 NPEA grant funding. Attended the State TSA Host manager meeting.

Adjourn

Seeing no further business, Chair Andresen adjourned the meeting at 11:45 a.m.



Board Secretary



District Administrator

7/18/2024
Date

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