



**Becker  
Soil & Water  
Conservation District**

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

**Wednesday, October 16, 2024**  
**Meeting Minutes**

**Supervisors Present:**

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

**Absent:**

Travis Schauer, Secretary

**Staff Present:**

Bryan Malone, District Administrator  
Jamie Bischoff, Office Manager  
Ed Musielewicz, NRCS  
Ed Clem, Soil & Water Resource Technician

**Guests:**

Barry Nelson, Becker County Commissioner  
Jim Olson, Becker Highway Department  
Jonn Drewes, Landowner

**Call to Order**

Chair Andresen called the meeting to order at 8:36 a.m.

**Agenda**

Approval of Agenda

**Motion (Beck, Ballard) to approve the October agenda. All in favor, motion carried.**

**Minutes**

Approval of September 25, 2024 Meeting Minutes.

**Motion (Ballard, Pavelko) to approve the September 2024 meeting minutes. All in favor, motion carried.**

**Financial**

**Treasurers Report and Bills for Approval**

Bischoff presented the Treasurers Report and Bills for Approval. Discussion was held on account receivable that are over 60 days out if late fees are added to a customer's invoice. Malone agreed to research whether existing policy is in place or bring a policy to the next board meeting.

**Motion (Pavelko, Ballard) to approve the September 2024 Treasurer's Report and October bills to pay. All in favor, motion carried.**

### Set 2025 Fee for Services

Malone recommended the 2025 service fee schedule to remain the same as 2024. At the end of the year, if technician/engineering rates are higher, Malone will add those rates to the schedule.

**Motion (Pavelko, Beck) to approve the 2025 service fee schedule. All in favor, motion carried.**

### Cost Share

#### Clean Water Fund Amendment

CWL-05-TDII MaFa, WASCBS - Project Costs increased from the bid of \$194,716.30 to \$197,146.30. An additional \$2,187 is needed to cover 90% of the installation cost increasing the allocated amount from \$175,244.67 to \$177,431.67.

**Motion (Beck, Ballard) to approve the CWL-05-TDII amendment increasing the allocated amount by \$2,187 to \$177,431.67. All in favor, motion carried.**

#### State Cost Share Application

SCS-23-06 KeOI, Travelway/Vegetated Treatment - Project costs \$11,580.00; 90% Cost Share \$8,732.

**Motion (Ballard, Beck) to approve contract SCS-23-06 for \$8,732. All in favor, motion carried.**

#### Watershed Based Implementation Fund Application

1W1P-22-BR TeTo, Forest Mgmt - Project Cost \$968.00; 75% Cost Share \$726

**Motion (Beck, Pavelko) to approve contract 1W1P-22-BR for \$726. All in favor, motion carried.**

### Local Water Management

The Crow Wing River Watershed Public Hearing and Policy Committee Meeting will be held on October 17. It begins at 5:00 PM in Staples, MN and there will be a virtual option also. Malone and Beck will be attending in person.

### Personnel

#### Shoreland Technician

Malone shared the exit interview from former employee, Colton Utecht. There are 14 Shoreland Technician applications to review. Interviews for this position will occur in October.

#### Engineering Technician

Malone stated we have a few applications for engineering technician position and will be ranking those applications and scheduling interviews.

#### UMC Career Fair – Intern Housing

Bryan, Karl, and Brandon, attended the Career Fair at UMC Crookston, MN. They received feedback that applicants are looking for jobs and/or internships where housing is lined up by the employer. Another tip to consider is that North and South Dakota SWCD offices are selecting their interns in December for the following summer.

### Wetland Conservation Act

#### John Drewes Driveway - Wetland Replacement Plan

The August 20, 2024 Decision of denial of John Drewes driveway wetland replacement plan by the Becker SWCD Board was appealed to BWSR.

The BWSR Board remanded the decision back to Becker SWCD Board due to additional information.

- Jim Olson, Becker County Engineer recommended the driveway back 427 feet from the crest of the hill was based on 45 mph while the road is posted at 30 mph. He provided additional

information as to why he used 45 mph as opposed to 30 mph from the MN DOT Speed study.

- Townships don't allow bridges in the right of way areas.
- The current culvert is dry and has been for years. It is only used during high water events. Eagle Lake water elevation is lower than the wetland water elevations, therefore they are not directly connected.

**Motion (Schauer, Beck) to approve John Drewes driveway wetland replacement plan application. In favor: Beck, Schauer, Pavelko, Andresen, and Ballard. Opposed: None. Motion carried.**

## **MASWCD**

### **Resolutions**

Malone read each of the eight resolutions to the Board of Supervisors. Each resolution was voted on by each supervisor. Jamie will enter the voting results using the link provided by MASWCD before November 1, 2024.

### **Area Meeting November 19<sup>th</sup>**

The next Area 1 meeting is scheduled for November 19, 2024. It will be held at Shooting Star Casino in Mahnomon, MN.

### **Convention Registration**

Jamie will register Michelle and Gene for the convention.

## **Open Forum**

The Otter Tail CWMP Policy Committee Bus Tour occurred on Thursday, September 26. All the bus stops and presentations went well.

## **Staff Reports**

### **Bryan Malone – Administrator**

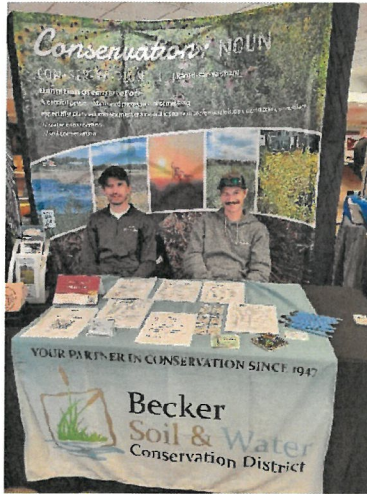
**1W1P** – There were some comments received on the Crow Wing River Draft plan during the 60 day comment period. Most were regarding an outlet to Lake Beltain and how WBIF isn't going to pay for it. Held a successful project tour of Becker County projects completed by Becker SWCD, PRWD and CLWD for the Otter Tail Policy Committee meeting on September 26<sup>th</sup>. Representative Jim Joy also attended. The Crow Wing Planning Committee met to begin discussions about implementation and began discussions on the WBIF workplan budget. Attended the Buffalo-Red Planning Committee meeting to discuss projects and funding.

**Projects** – Went on the irrigation route with Ed M. The corn definitely needed this fall heat to get to full maturity. The Gordon Keranen Pit Closure finished the end of September. Working on plans for the Soil Health Bus Tour in July 2025. Working with Claire and Christy on another round of postcards for the Toad River Watershed, Floyd Lakes and Upper Cormorant Lake to be sent out in October. Ed M and I met with Kevin Olson preparing for his travelway feedlot project. Prepared vouchers for the Keranen pit closure, Mattson Farms WASCBs, Kyle Bergren's WASCBs, Tony Beck Future of Farming, and Allen Berquist Future of Farming.

**Personnel** – Received 20 applications for the Shoreland Technician position. Will hopefully hold interviews the week after the Board meeting. Attended the U of MN-Crookston Career Fair October 3<sup>rd</sup>. Learned that ND and SD get a large portion of the students as they select for a summer internship in December and line up the housing. Also received some engineering technician applications. Claire and I met with Hubbard SWCD to get started on the Soil Health shared staffing.

**Meetings and Other** – Attended the County NRM meeting. I was asked to present at BWSR Academy about our shared staffing arrangements and the agreements associated with that. BWSR held a training session to assist us with making effective presentations. Had a little staff get together to celebrate Deana’s retirement. She enjoyed our gifts in memory of her activity at Becker SWCD. Sat in on the grazing training held at Tom and Tyler Trieglaff’s.

**TSA** – Time for quarterly reports on how the TSA funds have been spent. This new process seems to be getting easier for all of us.



Career Fair at UMC




Deana’s Retirement Part



Otter Tail Project Tour

**Adjourn**

Seeing no further business, Chair Andresen adjourned the meeting at 11:09 a.m.

  
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Board Secretary

  
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District Administrator

20 Nov 2024  
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Date

11/20/2024  
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Date