



Board of Supervisors Monthly Meeting
SWCD/NRCS Conference Room
USDA Service Center
Thursday, May 22, 2025
Meeting Minutes

Supervisor's Present:

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

Staff Present:

Bryan Malone, District Administrator
Jamie Bischoff, Office Manager
Christy Johnson, Office Assistant
Ed Musielewicz, NRCS District Conservationist
Ed Clem, Soil & Water Resource Technician
Brennan Steele, Summer Intern
Lawrence Mettler, NRCS

Guests:

Barry Nelson, County Commissioner

Absent:

Curt Ballard, Vice Chair

Call to Order

Chair Andresen called the meeting to order at 8:39 a.m.

Agenda

Andresen called for approval of the agenda.

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

Minutes

April 16, 2025 meeting minutes.

Motion (Beck, Pavelko) to approve the April 16, 2025 minutes. All in favor, motion carried.

Financial

April 2025 Financial Treasurers Report and Bills

Bischoff presented the April 2025 Treasurers Report and May bills. Two CD's will mature on May 24, 2025. Discussion was held regarding rates and renewal length of maturity.

Motion (Schauer, Pavelko) to give Bryan authority to select and renew the CD rates and terms and approve the April 2025 Treasurer's Report and May bills to pay. All in favor, motion carried.

PRAP Grant Agreement

We were awarded the PRAP Grant in the amount of \$10,000 on April 28, 2025. This will assist with the personnel handbook update, compensation study and job description updates.

U of MN – Tillage A Transect Survey

The U of MN is again offering \$5,000 to Becker SWCD to collect data on points in the County to determine soil health practices and residue management. We have done this each spring for many years for them. We receive the funds once the data points are collected and submitted. Conrad and Brennan, both summer interns, just finished collecting the points and will submit them soon.

Motion (Beck, Pavelko) to approve the \$5,000 Tillage Transect Agreement with the University of Minnesota. All in favor, motion carried.

Crow Wing WBIF Agreement for Services

Malone presented the agreement between Becker SWCD and Crow Wing SWCD for our allocation of funds and our responsibilities. Malone presented the Fiscal Agent Agreement to the board stating that he sent it to the County Attorney, Brian McDonald for review and he didn't see any issues with the agreement.

Motion (Schauer, Pavelko) to enter into the Fiscal Agent Agreement with Crow Wing SWCD for the Crow Wing River Watershed Based Implementation Funding.

Financial Assistance

Soil Health Policy Update

The Board reviewed the Soil Health Implementation financial assistance form and held discussion on maximum payment rates. The District Administrator can use his discretion when it comes to available funding.

Motion (Beck, Pavelko) to approve the Soil Health Policy update with \$55,000 cap per contract. All in favor, motion carried.

2025 Financial Assistance Policy Update

Further draft changes were made to the policy after the last meeting to correspond with the state cost-share rule changes last year. Those changes allow more flexibility and is now known as Conservation Contracts. The changes were reviewed.

Motion (Beck, Pavelko) to approve the 2025 Financial Assistance Policy update. All in favor, motion carried.

Cost-Share

Clean Water Fund Applications

CWF-01-BW JaNe, WASCBS – Project Cost \$90,325.00; 90% Cost Share; EQIP funding \$68,628.00; Cost Share amount \$13,024.50

CWF-06-TDII JiOI, WASCBS – Project Cost \$126,160.50; 90% Cost Share; \$113,544.45

CWF-12-FFBCII NoPa, Cover Crop – Flat Rate \$33,345.60

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

Soil Health Delivery Application

SHD-25-01 KeBe Conservation Cover – Flat Rate \$1,320.00

Motion (Schauer, Beck) to approve the Soil Health Delivery application. All in favor, motion carried.

State Cost-Share Application

SCS-23-07 CiDL, Conservation Cover – Project Cost \$4,145.22; 75% Cost Share; \$3,108.92

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

Watershed Based Funding Applications

1W1P-26-BR ToAn, WASCBS – Project Cost \$88,524.50; 90% Cost Share; \$81,172.05

1W1P-34-OT MiFi, Forest Mgmt Plan – Project Cost \$1,900; 75% Cost Share; \$1,425.00

1W1P-35-OT MaBr, Cons. Cover – Project Cost \$3,418; 75% Cost Share; \$2,563.50

1W1P-36-OT MoLi, Cons. Cover – Project Cost \$3,873.17; 75% Cost Share; \$2,904.88
1W1P-37-OT ChTe, Cons. Cover– Project Cost \$4,759.43; 75% Cost Share; \$3,569.57
1W1P-38-OT JoFi, Cons. Cover– Project Cost \$10,827.30; 75% Cost Share; \$8,120.48
CW-25-02 TiHe, Prescribed – Flat Rate \$32,986.55
Grazing CW-25-03 ScSt, Forest Mgmt Plan – Project Cost \$1,750.00; 75% Cost Share; \$1,312.50
Motion (Schauer, Beck) to approve the Watershed Based Funding applications. All in favor, motion carried. Andresen abstained from voting.

Watershed Based Funding Cancellation

1W1P-29-OT WaZi, Conservation Cover – Cancellation Approved
Motion (Beck, Pavelko) to approve the Watershed Based Funding cancellation. All in favor, motion carried.

Aquatic Invasive Species

Management Grant Applications – There is \$8,000 set aside in the AIS allocation budget to assist with curly leaf pond weed. The three applications that were submitted are: Island Lake \$2,000; Toad Lake \$2,000; and Pelican River \$4,000.

Motion (Schauer, Pavelko) to award the three applications funding through the Management Grant for curly leaf pond weed. All in favor, motion carried.

MASWCD - Area Meeting June 17, 2025

Malone reminded the board that the Area 1 Meeting is scheduled for June 17th in Mahanomen. A headcount of who is attending will be needed prior to the meeting for meal planning purposes.

Resolutions

Malone presented the Prevailing Wage Exemption resolution to the board. SWCD projects have been exempt from following prevailing wage rules until a revision to the rule in the fall of 2024. Now it appears our landowner projects that we reimburse would need to follow those rules. The resolution asks MASWCD to work with the Department of Labor to exempt SWCD projects from these requirements. If approved, this will go to the Area Meeting for approval by that group.

Motion (Beck, Pavelko) to approve the Prevailing Wage Exemption resolution. All in favor, motion carried.

Buffalo-Red River Watershed District

Kristine Goeden and Bennett Uhler presented the Upper Buffalo River Restoration Project. There were many questions and much discussion. They also welcome phone calls from others whenever needed.

Personnel

Handbook Update

Anne will have a draft of the handbook during the first week of June. After that the wages will be reviewed, researched, and discussed. The process for all these activities is about 4 months.

Core Values

The board and staff were asked to review the final input and vote on the short phrase for each value. The final draft was presented to the Board.

Motion (Beck, Pavelko) to accept the Becker SWCD core values. All in favor, motion carried.

Organizational Chart Conversations

There were several ideas from the staff regarding a new organizational chart and other ideas that Malone worked into an excel spreadsheet to show different possibilities. This will be a monthly item on the agenda, so more information and discussion will follow.

Open Forum

Lawrence Mettler, Rangeland Management Specialist, who has joined the office from the Perham field office introduced himself to the board.

Brennan Steele, the Summer Intern, introduced himself to the board.

Staff Reports

Malone sent his report out with the packet and was reviewed beforehand and there were no further questions.

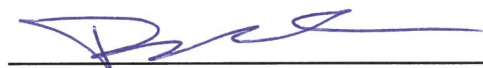
Board Meeting Dates

June 25; July 16; August 20; and September 24.

Bischoff will ask Schauer if these dates work with his schedule.

Adjourn

Hearing no further business, Chair Andresen adjourned the meeting at 11:30 a.m.



Board Secretary



District Administrator

25 June 2025

Date

6/25/2025

Date