



Board of Supervisors Monthly Meeting
SWCD/NRCS Conference Room
USDA Service Center
Wednesday, June 25, 2025
Meeting Minutes

Supervisor's Present:

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

Staff Present:

Bryan Malone, District Administrator
Jamie Bischoff, Office Manager
Christy Johnson, Office Assistant
Ed Clem, Soil & Water Resource Technician
Wes Drake, District Engineer
Ethan Bachmann, Engineering Technician
Ariel Arno, MCC Apprentice
Claire Olson, Project Coordinator
Brandon Dahring, Resource Technician

Guests:

Brett Arne, BWSR Board Conservationist
Jim Olson, Landowner
Todd Andresen, Landowner
Chad Okeson, Landowner
Keith Faus, Landowner
Barry Nelson, County Commissioner

Call to Order

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

Agenda

Andresen called for approval of the agenda.

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

Minutes

May 22, 2025, meeting minutes.

Motion (Beck, Schauer) to approve May 22, 2025 minutes. All in favor, motion carried.

Financial

May 2025 Financial Treasurers Report and Bills

Bischoff presented the May 2025 Treasurers Report and June bills. Beck noticed the credit card (card member services) bill was not on the list. It was added and the total amount of bills to pay was \$39,295.88.

Supervisor's Quarterly Expenses & Special Meetings

Bischoff reviewed the expenses with the supervisors.

Motion (Schauer, Ballard) to approve the May 2025 Treasurer's Report and June bills to pay. All in favor, motion carried.

Prevailing Wage

Wes Drake, District Engineer

Andresen informed the group that the presentation be given first and questions be held until the end. Brett Arne gave a short BWSR history of prevailing wages. Wes Drake presented a timeline describing how prevailing wages affect the contracts with SWCD. Pavelko discussed making sure all our local legislators receive a copy of our resolution that recently passed at the Area 1 meeting. Discussion was had regarding the contracts that are already in place in 2025 as to keep costs from increasing for the landowner. New applications could be tabled until BWSR has a meeting in July with MN Department of Labor unless the contract has bids with prevailing wages in it.

Motion (Schauer, Pavelko) that 2025 cost-share contracts that have not received payment, could be amended to include the additional costs associated with prevailing wage, keeping the out-of-pocket costs for the landowner the same as the original amount estimated. All in favor, motion carried.

Cost-Share

Clean Water Fund Applications

CWF-07-TDII ToZu, WASCBS; \$47,294.75; 75% cost share; \$35,471.06

Motion (Pavelko, Ballard) to approve the Clean Water Fund application CWF-07-TDII. All in favor, motion carried.

Watershed Based Funding Applications

1W1P-39-OT ChOk, WASCBS; Project cost \$109,325.50; 90% cost-share; \$98,392.95

1W1P-40-OT ChOk, Summer Crop Rotation; \$200.00/acre on 80 Acres for \$16,000.00

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

Personnel

Handbook Update

Malone advised that the first draft of the update was forwarded to the board on Monday and recommended a meeting of the personnel committee to review. Bischoff will schedule the personnel committee meeting.

Organizational Structure

This will be discussed at the personnel committee meeting.

MASWCD

Area Meeting June 17th and Resolutions Report

Three resolutions were presented to the members and later passed. The resolution included making it easier to become a certified well sealer, reducing the number of eLink categories, and the SWCD prevailing wage exemption.

Soil Health Implementation RCPP

Once BWSR receives the funds from NRCS we will be able to start approving applications. In order to award contracts to landowners, the applications need to be batched and ranked. Malone recommended monthly batching at each SWCD Board meeting and presented the ranking form. This will be sent to NRCS for their approval also.

Motion (Ballard, Beck) to approve the Soil Health Implementation RCPP Ranking Form.
All in favor, motion carried.

Open Forum

Nothing presented

Staff Reports

Claire Olson, Project Coordinator, gave a short presentation about her workload and upcoming activities. Areil Arno, MCC Apprentice, introduced herself and gave a short background of her education and experiences she has had here at SWCD thus far. Bryan Malone, District Administrator, explained his workload and activities.

Next Board Meeting Date

Tuesday, July 15, 2025

Adjourn


Hearing no further business, Chair Andresen adjourned the meeting at 11:14 a.m.



Board Secretary

15 July 2025

Date



District Administrator

7/15/2025

Date