



Board of Supervisors Meeting
SWCD/NRCS Conference Room
USDA Service Center
Monday, September 29, 2025
Meeting Minutes

Supervisor's Present

Michelle Andresen, Chair
Tony Beck, Treasurer
Gene Pavelko, Public Relations
Curt Ballard, Vice Chair
Travis Schauer, Secretary
Ed Musielewicz, NRCS District Conservationist

Staff Present

Bryan Malone, District Administrator
Jamie Bischoff, Office Manager
Kody Crabtree, Outreach Coordinator

Guests

Barry Nelson, Becker County Commissioner

Call to Order

Chair Andresen called the meeting to order at 10:00 a.m.

Agenda

Andresen called for approval of the agenda.

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

Minutes

August 20, 2025 meeting minutes were reviewed.

Motion (Ballard, Beck) to approve the August 20, 2025 meeting minutes. All in favor, motion carried.

Financial

July 2025 Financial Treasurers Report and August Bills

Bischoff presented the August 2025 Treasurers Report and September bills.

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

Supervisor's Quarterly Expenses

Bischoff requested that the supervisors review their quarter 3 timesheets. Bischoff will submit payroll this week.

CD renewal

Malone and Bischoff made a recommendation to renew the two CD's that mature in October to 24 months at 3.85% APR with interest rolling into the CD itself.

Motion (Pavelko, Beck) to renew the expiring CDs for 24 months with interest rolling into the CD. All in favor, motion carried.

Environmental Defense Fund

This agency would like to provide \$50,000 each year for two years to fund one of our staff as a liaison with Becker County livestock producers within the White Earth Nation for education on manure management practices. The board requested more information such as whether White Earth has a person on their staff that currently does this and if more funding is available due to the number of meetings requested per year. This agreement has been tabled next month's board meeting.

Cost-Share Policy

Additional practices are eligible for the Soil Health Practices RCPP that have not been incorporated into our cost-share policy. Malone recommended that practice 342, 386 & 393 be added to the list of eligible activities with payment rates to be determined at 75% of the NRCS scenario rates.

Motion (Ballard, Beck) to approve the addition of practice codes 342, 386 and 393 to the Soil Health Practices Cost-Share Policy. All in Favor, motion carried.

Cost-Share

Soil Health Practices Applications

SHP-26-01 JaNe, Cover Crop/No-till – 100 acres - \$53,460.80
SHP-26-02 AnOs, Cover Crop/No-till – 100 acres - \$10,274.40
SHP-26-03 MaHe, Cover Crop/No-till – 100 acres - \$1,415.60
SHP-26-04 ScMc, Cover Crop – 100 acres - \$5,699.20
SHP-26-05 McFa, Cover Crop – 100 acres - \$11,908.00
SHP-26-06 BaNe, Cover Crop/No-till – 100 acres - \$25,424.80
SHP-26-07 ToAn, Cover Crop/No-till – 100 acres - \$9,136.00
SHP-26-08 BICh, Cover Crop – 100 acres - \$840.00
SHP-26-09 NoPa, No-till – 100 acres - \$55,000.00

Motion (Schauer, Ballard) to approve the Soil Health Practices applications. All in Favor, motion carried. Andresen abstained from voting.

Watershed Based Funding Applications

1W1P-27-BR NaBr, WASCBS; Project cost \$11,940; 75% cost-share; \$8,955.00
1W1P-48-OT WiGu, CAP; Project cost \$1,926.44; 75% cost-share; \$1,444.83
1W1P-14-RE DaHu, Waste Pit Closure; Project cost \$25,545; 90% cost-share; \$22,990.50
1W1P-15-RE DaRa, Waste Pit Closure; Project cost \$12,850; 90% cost-share; \$11,565.00
CW-25-10 MaKo, Forest Mgmt Plan; Project cost \$900; 50% cost-share; \$450.00

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

Watershed Based Funding Voucher

1W1P-24-BR KeFa, WASCBS; partial payment; Project Cost \$78,735.75; 90% cost-share; \$70,862.18, EQIP \$53,093.19, WBIF \$17,768.99
1W1P-39-OT ChOk, WASCBS; Project Cost \$101,621.69; 90% cost-share; \$91,459.52

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

Watershed Based Funding Cancellation

1W1P-25-OT KeFo, Conservation Cover

The landowner requested cancellation of this contract as additional practices were added to the plan and it was not going to be completed by the installation date.

Wetland Conservation Act

Malone presented an amendment to Wally Danielson's ag wetland banking plan requesting that 4.5 acres be removed for his personal mitigation purposes.

Motion (Pavelko, Ballard) to approve Danielson Ag Wetland Banking Plan Amendment. All in favor, motion carried.

MASWCD

Convention registration – Bischoff will make all the arrangements for all board and staff attending the annual convention. She requested to be made aware of any changes.

Personnel

Outreach Coordinator

Kody Crabtree started on September 22, 2025, as the Outreach Coordinator.

Program Technician

Second round of interviews will be held next week. There are 3 interviews scheduled.

Paid Family and Medical Leave

Bischoff provided some information about the new PFML law that begins January 1, 2026. She will provide additional information in future meetings as the board will need to make policy decisions.

Wage Compensation Study

Our starting wages are comparable to other SWCDs however, the salary steps are smaller on an annual basis. A few more job descriptions are left to review.

Open Forum

No business was presented during open forum.

Staff Reports

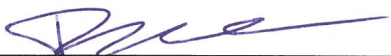
Ed Musielewicz, NRCS District Conservationist, and Administrator, Bryan Malone presented their monthly reports.

Next Board Meeting Date

Wednesday, October 15, 2025

Adjourn

Hearing no further business, Chair Andresen adjourned the meeting at 11:49 a.m.



Board Secretary

17 Dec 2025

Date



District Administrator

12/17/2025

Date