



**Board of Supervisors Meeting**  
SWCD/NRCS Conference Room  
USDA Service Center  
**Wednesday, December 17, 2025**  
**Meeting Minutes**

**Supervisor's Present**

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

**Staff Present**

- Bryan Malone, District Administrator
- Brandon Dahring, Resource Technician
- Kody Crabtree, Outreach Coordinator

**Guests**

- Barry Nelson, Becker County Commissioner
- Ed Musielewicz, NRCS District Conservationist

**Call to Order**

Chair Andresen called the meeting to order at 8:31 a.m.

**Agenda**

Andresen called for approval of the agenda.

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

**Minutes**

November 19, 2025 meeting minutes were reviewed.

**Motion (Beck/Pavelko) to approve the November 19, 2025 meeting minutes. All in favor, motion carried.**

**Financial**

**2025 Treasurers Report and November Bills**

Crabtree presented the November 2025 Treasurers Report and December bills.

**Motion (Ballard/Beck) to approve the November 2025 Treasurer's Report and to pay December bills. All in favor, motion carried.**

**Supervisors Q4 Meetings and Expenses**

**Motion (Schauer/Beck) to approve the Supervisors Q4 Meetings and Expenses. All in favor, motion carried.**

### Envirothon Donation

Malone explained that the total expenses were split equally between all SWCD's and each SWCD paid their share of the expenses. He requested board approval to do the same for this upcoming year.

**Motion (Schauer/Pavelko) to approve Envirothon payment of expenses split equally between all SWCD's involved. All in favor, motion carried.**

### Outstanding Conservationist Convention Expenses

Malone discussed that all expenses for Trieglaff's were covered other than mileage to and from the event. This expense has been paid in the past at the IRS mileage rate.

**Motion (Ballard/Beck) to reimburse Trieglaff's mileage to attend the MASWCD convention. All in favor, motion carried.**

### Tractor and Drill Services

#### Brandon Dahring – Resource Technician

Dahring reviewed the 2025 seeding jobs and compared them to the 2024 numbers. The board requested Brandon to provide a Profit & Loss statement for the tractor and seeding program for 2025.

### Cost Share

#### State Cost-share Amendment

Due to erosion control blanket pricing being higher than the engineer's estimate the practice was more than estimated. A request to amend contract SCS-25-07 ChOk Field Border practice was received to increase the original allocated amount from \$1,987.27 to \$2,786.76

**Motion (Schauer/Beck) to approve the amendment increasing the allocated amount by \$799.50 to \$2,786.76 . All in Favor, motion carried.**

#### Watershed Based Implementation Amendments

1W1P-24-BR KeFa, WASCBS; Increase original authorized amount of \$45,459.27 by \$1,322.41 for an amended amount of \$46,781.68

1W1P-24-OT RyOl, WASCBS; Increase original authorized amount of \$17,001.77 by \$180.75 for an amended amount \$17,182.52

1W1P-31-OT ShEc, WASCBS; Increase original authorized amount of \$7,357.94 by \$305.84 for an amended amount \$7,663.78

1W1P-50-OT DoEn, Pit Closure; Increase original authorized amount of \$15,975.00 by \$3,621.60 for an amended amount \$19,596.60

1W1P-15-RE DaRa, Pit Closure; Increase original authorized amount of \$11,565.00 by \$495.00 amended amount \$12,060.00

**Motion (Beck/Schauer) to approve the Watershed Based Implementation Amendments for increased allocations. All in Favor, motion carried.**

#### Clean Water Fund Amendments

CWF-02-BW MoTr, WASCBS; Increase original authorized amount of \$102,967.50 by \$2,348.63 for an amended amount \$105,316.13

**Motion (Schauer/Beck) to approve the Clean Water Fund Amendments. All in Favor, motion carried.**

#### Watershed Based Implementation Fund Vouchers

1W1P-24-BR KeFa, WASCBS; Project Cost \$164,904.75; 90% cost-share; \$148,414.28; Final payment amount of \$29,012.70

1W1P-14-RE DaHu, Pit Closure; Project Cost \$25,545.00; 90% cost-share; Final payment amount of \$22,990.50

1W1P-39-OT ChOk, WASCBS; Project Cost \$97,906.00; 90% cost-share; \$88,115.40; Final payment amount of \$83,115.40

1W1P-31-OT ShEc, WASCBs; Project Cost \$33,506.61; 90% cost-share; \$30,155.95; Final payment amount of \$7,663.78

**Motion (Ballard/Pavelko) to approve payment of the Watershed Based Implementation Fund Vouchers. All in Favor, motion carried.**

#### Clean Water Fund Vouchers

CWF-01-BW JaNe, WASCBs; Project Cost \$88,125.00; 90% cost-share; \$79,312.50; Final payment amount of \$10,392.49

CWF-02-BW MoTr, WASCBs; Project Cost \$140,421.56; 75% cost-share; 105,316.13; Final payment amount of \$2,348.63

CWF-07-TDII ToZu, WASCBs; Project Cost \$47,294.75; 75% cost-share; Final payment amount of \$35,471.06

**Motion (Schauer/Beck) to approve payment of the Clean Water Fund Vouchers. All in Favor, motion carried.**

#### Personnel

##### David Drown & Associates

Malone went over the implementation of new structure for different positions and increased wages for each.

**Motion (Schauer/Beck) to approve the new structures and wage increases for all employees. All in Favor, motion carried.**

#### Legislators

##### Jim Joy – Representative District 4B

Jim Joy was unable to attend the board meeting.

#### Board Retreat

##### February 18, 2025 – Location TBD

The Board Retreat will be held after our next board meeting. It was asked if the Board liked the “Jeopardy” version of the past year’s accomplishments. It was spoke of favorably.

##### Mission/Vision Statement

Bryan stated that he would like to have someone facilitate the Board and Staff discussion at the Board Retreat to assist us in the revision of our Mission/Vision statement.

#### MASWCD

##### Convention and Resolution Report

Malone discussed the convention report. He stated that the Trieglaff’s won the State Outstanding Conservationist of the Year award and Wes Drake won the SWCD Outstanding Field Staff of the Year award. He also brought up the positive responses to the Soil Health Bus Tour presentation that he, Ed M and Stephanie McLain did at the convention.

#### Open Forum

Discussion was held on possible office/shop space availability in the future.

#### Staff Reports


Bryan Malone, Administrator, presented his monthly report.

#### Next Board Meeting Date

Tuesday, January 20, 2026

**Adjourn**

Hearing no further business, Chair Andresen adjourned the meeting at 10:52 a.m.

  
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Board Secretary

  
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District Administrator

20 Jan 2025  
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Date

1/20/2026  
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Date