



Board of Supervisors Meeting

SWCD/NRCS Conference Room
USDA Service Center
Detroit Lakes, MN 56501

Wednesday, March 18, 2026

Meeting Minutes

Supervisor's Present

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

Staff Present

- Bryan Malone, District Administrator
- Jamie Bischoff, Office Manager
- Kody Crabtree, Outreach Coordinator
- Ed Musielewicz, NRCS District Conservationist
- Hailey Olson, Resource Technician
- Ed Clem, Resource Technician

Guests

- Shawn Hagen, Simple Website Creations

Absent

- Travis Schauer, Secretary

Call to Order

Chair Andresen called the meeting to order at 8:33 a.m.

Agenda

Andresen called for approval of the agenda.

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

Minutes

The February 18, 2026, meeting minutes were reviewed.

Motion (Pavelko/Beck) to approve the February 18, 2026 meeting minutes. All in favor, motion carried.

Financial

February 2026 Treasurers Report and March Bills

Bischoff presented the February 2026 Treasurers Report and March bills.

Motion (Ballard/Pavelko) to approve the February 2026 Treasurer's Report and to pay March bills. All in favor, motion carried.

Supervisor's Quarterly Expense Report

Jamie advised the board to review the quarterly expense report and asked if they are attending the area 1 meeting.

Area 1 Envirothon donation

The southern SWCDs of Area 1 Envirothon requested that each participating SWCD provide a donation of \$1,000 for the Envirothon event in May as opposed to fundraising by looking for donations from local businesses. There are 5 SWCDs in this group and \$5,000 should cover all expenses for the year.

Motion (Pavelko/Ballard) to donate \$1,000 to the southern Area 1 Envirothon. All in Favor, motion carried.

Cost-Share

Soil Health Delivery Applications

SHD-25-04 LLRa, Windbreak Establishment – 75% Cost-Share – \$14,558.00

SHD-25-05 PrDi, Windbreak Establishment – 75% Cost-Share – \$5,543.00

Motion (Pavelko/Ballard) to approve the Soil Health Delivery cost-share applications. All in Favor, motion carried.

Watershed Based Funding Amendments and Applications

1W1P-41-OT KeHa, Forest Management Plan – to amend the contract by increasing the original authorized amount of \$850.00 by \$755.00 for an amended amount of \$1,605.00.

Motion (Beck/Ballard) to approve the Watershed Based Funding Cost-Share amendment. All in Favor, motion carried.

1W1P-51-OT KeFo, Conservation Cover – 75% Cost-Share – \$5,604.79

1W1P-06-WR SeJo, Conservation Cover – 75% Cost-Share – \$4,208.41

CW-25-14 RuDe, Forest Management Plan – 75% Cost-Share – \$920.00

CQ-25-16 MuLa, Forest Management Plan – 75% Cost-Share – \$2,190.00

Motion (Ballard/Pavelko) to approve the Watershed Cost-Share applications. All in Favor, motion carried.

CRP Incentives –

\$100 per Acre is provided to landowners enrolling in CRP in the Wild Rice Watershed.

WR-CRP-10 - \$131

WR-CRP-13 - \$1,631

WR-CRP-14 - \$858

WR-CRP-17 - \$897

WR-CRP-18 - \$1,429

WR-CRP-19 - \$1,431

Motion (Ballard/Beck) to approve the CRP Incentive contracts. All in Favor, motion carried.

Equipment

Tractor Lease

Adkins agreed to having us use the same tractor this year as last year. We will get the agreement sometime this week.

GPS

Some SWCDs have a GPS on their tractors and use it for tree planting and seeding. It was discussed if a GPS unit in the tractor would be beneficial to our operation. No action taken.

Retreat Follow Up

Vision, Mission, Core Values

Malone presented a flyer produced by Houston Engineering showing our Vision, Mission and Core Values. This will be utilized as a poster in the office and other media.

Personnel & Policy

Resource Technician

Bryan introduced the new resource technician, Hailey Olson that began employment on March 9th. Hailey introduced herself to the board and went over what she has been doing in her position.

Program Technician

Bryan mentioned that the Program Technician is open until March 27th.

Prevailing Wage

Bryan gave an update on prevailing wage. Wes is meeting with other TSA engineers to hopefully have a statewide policy that is the same. Wes plans be at our board meeting in April to discuss in more detail.

Grant Agreements

BWSR – Soil Health Practices

This is our 3rd grant agreement for implementing soil health practices for \$120,000.

Motion (Ballard/Beck) to approve the Soil Health Practices grant agreement. All in Favor, motion carried.

BWSR – Soil Health Delivery

The FY26 Soil Health Delivery grant will be showing up soon in the amount of \$40,000.

Motion (Ballard/Beck) to approve the Soil Health Delivery grant agreement. All in Favor, motion carried.

U of MN – Soil Health Summit

Ariel applied for and received a grant from the U of MN to cover the expenses of the soil health summit.

Motion (Ballard/Beck) to approve the Soil Health Summit grant agreement. All in Favor, motion carried.

Engineering Services

The engineering services agreement for the south pod was updated and this year instead of a predetermined percentage paid by each SWCD, invoices will be for the actual amount of time spent in each SWCD.

Motion (Ballard/Beck) to approve the Engineering Services Memorandum of Agreement. All in Favor, motion carried.

Education & Outreach

Soil Health Summit

Bryan reviewed the Soil Health Summit that was held on March 17th in Frazee and the successful turnout. There were approximately 30 producers in attendance.

Local Weed Inspector Training

Brandon Gill will hold the annual local weed inspector training in Callaway on March 19th and invited the board to attend.

Ag in the Classroom

Ag in the Classroom is held on March 24th at the Boys and Girls Club in Detroit Lakes and in Frazee on the 26th. Staff did a great job pitching in and presenting to the classes.

Envirothon

The Area 1 Senior Envirothon is scheduled for May 5th in Fergus Falls at the Prairie Wetlands Learning Center. Kody is the event coordinator.

Website Development

Shawn Hagen from Simple Website Creations introduced himself to the board and described his role with his business and that he creates websites for clients. He went over a proposal for a potential new website for Becker SWCD. Malone and Crabtree will meet with Tony from Becker County IT to make sure the transition will go smoothly if we decide to go this route.

Supervisor Training March 27th

Bryan reminded the board that the Supervisor Training is on March 27th at the Police Station in Detroit Lakes.

MASWCD

Next Area 1 meeting

Bryan mentioned that the next Area 1 meeting is on Tuesday, June 16th in Mahanomen. Any resolutions brought forward by Area 1 SWCDs will be on the agenda for approval.

Open Forum

None to report.

Staff Reports

Ed Clem presented his monthly report as Implementation Manager and Bryan Malone, Administrator, presented his monthly report.

Future Meeting Dates

Wednesday April 15th, Thursday May 21st, Wednesday June 24th

Motion (Pavelko/Ballard) to approve the meeting dates. All in Favor, motion carried.

Next Board Meeting Date

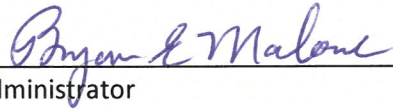
Wednesday, April 15, 2026

Adjourn

Hearing no further business, Chair Andresen adjourned the meeting at 10:44 a.m.



Board Secretary



District Administrator

15 Apr 2026

Date

4/15/2026

Date