



**Board of Supervisors Regular Meeting  
Wednesday, December 19, 2018**

**Meeting Minutes**

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday, December 19, 2018 in the Conference Room of the USDA Ag Center Building located at 809 8<sup>th</sup> Street SE, Detroit Lakes, MN.

Those present were Chairman Tony Beck, Eugene Pavelko, Jerome Flottemesch, Travis Schauer and Kathy Stenger. Staff members include District Administrator Peter Mead, Office Manager Jen Wentz, AIS Coordinator Karl Koenig and NRCS District Conservationist Ed Musielewicz. County Commissioner Barry Nelson was also in attendance.

**Call to Order**

Chairman Beck called the meeting to order at 8:37 a.m.

**Approval of Agenda and Consent Agenda Items**

(November 21, 2018 Regular Meeting Minutes; Employee Program Reports)

Motion (Pavelko, Schauer) to approve the December Agenda, November Meeting Minutes and Employee Reports. Affirmative: Unanimous. Carried.

**Financials**

Treasurer's Report and Bills for Approval were reviewed by Mead.

Motion (Flottemesch, Pavelko) to approve the November Treasurer's Report and pay the list of bills for December. Affirmative: Unanimous. Carried.

**Supervisor's Quarterly Expenses & Special Meetings**

The following special meetings were attended in the 4<sup>th</sup> Quarter:

- MASWCD Area 1 Meeting, November 20
- Buffalo Red 1W1P, November 28
- Red Eye 1W1P, November 29
- MASWCD State Convention, December 9-11
- Buffalo Red 1W1P, December 20

Motion (Stenger, Pavelko) to approve the special meetings and vouchers for payment for quarter 4 of 2018. Affirmative: Unanimous. Carried.

**2019 Board of Supervisors Annual Planning Retreat**

We will hold the planning retreat on Tuesday, February 12<sup>th</sup> at the Cormorant Sportsman Club at 10 a.m. As in the past, lunch will be served at noon. The retreat should conclude by 2 p.m.

The following items will be discussed:

- Year-end accomplishments and program reports from all employees
- District evaluation process
- Get to Know Your Supervisor
- Project outlook and plans for the year ahead

**Employee Position Descriptions**

Approval of position description updates. Mead reviewed the newly titled and designed Resource Technician position. This is a full-time position and is intended for both Logan Riedel and Brandon

Dahring. It has been updated to include some of the job duties of the previous Shoreland Specialist such as items #4, #5 and #11. This will make that position description obsolete but we will retain for future reference. It was noted to add the availability for training and certification as needed. We will work something similar into all position descriptions.

Claire Olson's Design and Media Coordinator position will be on a part-time, as needed basis.

Motion (Flottemesch, Pavelko) to approve the newly titled and constructed Resource Technician position description. Affirmative: Unanimous. Carried.

### **Open Forum**

Barry Nelson mentioned the interviews of 3 candidates for Jack Ingstad's County Administrator position. Two are currently city administrators and either would be a good fit for the position. Ingstad will retire mid-January.

The NRCS Soil Conservationist position that was accepted has now been declined by the candidate. They will repost the position soon.

The bound audited 2017 financial statements for Becker SWCD was supplied to each supervisor. Wentz noted the difference in Total Net Position and Total Fund Balance. This is the District's proportionate share of pension liabilities under PERA GASB 68 reconciliation.

Wentz referenced the policy session held at MASWCD State Convention and the need to update our Employee Policy Handbook at least every 2 years. The last update happened in 2016. We plan to review and update the handbook in small sections at our monthly board meetings. Sections will be made available with employee reports. Time for discussion will be included on the board agenda.

Supervisor's Statements of Economic Interest have been copied and distributed. This can either be completed on paper or online.

### **Aquatic Invasive Species**

2019 AIS Prevention Program Budget Review and Approval. Karl reviewed the 2019 Tentative AIS Budget. He noted the 2018 Budget v. Actuals as of 11/30/18. He discussed the changes that were made for 2019. He had hoped to hold reserve funds for future treatments and grants to cities and lake associations for treatment services. This number was at 10% of total state aid. However, with increased expenses he has dropped this number for 2019 down to \$12,000 which will offer three treatment grants of \$4,000 each.

Motion (Stenger, Flottemesch) to approve and accept the 2019 AIS Budget. Affirmative: Unanimous. Carried.

Chairman Beck closed the regular meeting and opened the public hearing at 9:35 a.m.

---

### **Public Hearing – Wetland Conservation Act**

Becker County Trail Connection Wetland Replacement Plan

Date of Application: 11/19/18 Application Number: 18-12

Introduction: Application is for the construction of a multi-use recreational trail to connect the Co Rd 54/BN railroad/Hwy 10 intersection to the existing Hwy 10 rec trail underpass. This is phase 1 of a spur trail connecting Mountain View Recreational Area to the Heartland Trail system. The finished project will result in the filling of .14 acres of wetland which is to be replaced with a 2:1 ratio of credits from the MN wetland banking program.

Guy Fischer, Becker County EDA was present and made the following comments: This segment is a separate spur from the Heartland Trail. The "T" connection results in more wetland impacts and increases costs by nearly \$50,000. DNR Division of Trails and Waterways is requiring this type of

intersection to maintain a continuous travel flow on the Heartland Trail and keep the Becker County spur separate and independent of the Heartland Trail. DNR Trails and Waterways is currently working on adding a segment of the Heartland Trail to connect the Hwy 10 underpass to the City of Frazee. That is a separate and independent project from the Becker County spur.

Technical Evaluation Panel (TEP) has reviewed the application. The panel consisted of: Ed Clem (SWCD), Peter Mead (LGU), Roger Hemphill (DNR), Steve Hofstad (BWSR), and Evan Ingebrigtsen (ACOE)

TEP Findings and Recommendation: Purpose and Need of the multi-use recreational trail project is reasonable and prudent. Avoidance and minimization standards have been met, given DNR's intersection requirement. Proposed purchase of wetland credits is suitable replacement for this impact. Special considerations such as threatened and endangered species will not be significantly impacted. TEP recommends approval of the wetland replacement plan.

Chairman Beck asked for comments in favor or against the application. Hearing none, the public hearing was closed and the regular board meeting was reopened.

---

The SWCD Board, serving as WCA LGU in Becker County concurred with the TEP recommendations and findings, motion (Schauer, Pavelko) to approve the Becker County Trail Connection Wetland Replacement Plan. Discussion: Schauer is concerned that these local public trail or DNR parks and trail projects seem to be held to a lower standard of wetland avoidance than private development projects. Clem noted that the public use and public safety nature of these types of projects heavily influence a decision such as this. Clem also emphasized that the SWCD Board should make a decision based on an application's merits; including purpose and need, and wetland impact avoidance and minimization efforts. The Board is under no obligation to concur with the TEP's recommendation. Any decision made by the Board can be appealed, and the appeal would be heard and decided by the MN BWSR Board. We would like to make future reference that this concern be brought to the attention of our resolution process and become policy at our MASWCD state convention. Affirmative: Unanimous. Carried.

#### **Grants and Agreements**

Red Eye 1W1P Memorandum of Agreement. This is the final draft as Wadena SWCD signed Monday. To date Becker County has not expressed they will participate in the Policy Committee process. Tony Beck will serve on the policy committee and Peter Mead is on the steering and advisory committees along with Ed Clem. Only 5% of this watershed is within Becker County but all parties included in the area need to adopt the plan by resolution.

Motion (Flottemesch, Pavelko) to enter into the MOA for the Red Eye Watershed 1W1P. Affirmative: Unanimous. Carried.

#### **State Cost Share Contract Amendments**

#BA-5, Terry Kohler, Replanting is needed in 2019, Extend contract expiration date.

Motion (Pavelko, Schauer) to approve the amendment to contract #BA-5. Affirmative: Unanimous. Carried.

#### **Clean Water Legacy Contract Cancellations**

#CWL-4-GWP, Leonard Holmer, Cover Crop. Terminating the remaining contract and appropriating those funds differently.

Motion (Pavelko, Schauer) to approve the cancellation of contract #CWL-GWP-4. Affirmative: Unanimous. Carried.

#SCS-17-8 and #SCS-18-3, Dwight Hanson, Water & Sediment Control Basins. Total project costs came in far under what has already been paid out for EQIP including his partial payment from state cost-share. He will have to repay state funds to the District of \$2,538.87.

Motion (Pavelko, Stenger) to approve the changes to state cost-share contracts 17-8 and 18-3, collect the funds from landowner and repay to the state. Affirmative: Unanimous. Carried.

**Clean Water Legacy Vouchers for Approval**

#CWL-28-BR, Barry Nelson, Water & Sediment Control Basins. Total project costs \$11,200 with a portion of funding from EQIP and a total 90% cost share payment of \$5,125.

#CWL-31-BR, Travis Schauer, Water & Sediment Control Basins. Total project costs \$10,429 with a 90% cost share payment of \$9,386.

Motion (Stenger, Flottesmesch) to approve and pay the 2015 CWL Buffalo Red cost share projects. Affirmative: Unanimous. Carried.

**Upcoming Events**

Jan 9<sup>th</sup> Buffalo-Red 1W1P Public Kick-Off Meeting

Jan 28<sup>th</sup> Supervisor's Statements of Economic Interest Due

Feb 12<sup>th</sup> SWCD/NRCS Annual Planning Session

Chairman Beck adjourned the meeting at 10:46 a.m.

**Approved: Eugene Pavelko, Becker SWCD Secretary**

**Date: January 16, 2019**