



Board of Supervisors Regular Meeting Wednesday, November 15, 2017

Meeting Minutes

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday, November 15, 2017 in the Conference Room of the USDA Ag Center Building located at 809 8th Street SE, Detroit Lakes, MN.

Those present: Supervisors Tony Beck, Jerome Flottesmesch, Chairman Eugene Pavelko and Kathy Stenger. District Administrator Peter Mead, Office Manager Jen Wentz, NRCS District Conservationist Ed Musielewicz, Soil and Water Resource Technician Ed Clem and Shoreland Technician Gabe Dretsch. Barry Nelson, Becker County Commissioner, also attended.

Call to Order

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

Approval of Agenda and Consent Agenda Items

Consists of October 18, 2017 Regular Meeting Minutes and Employee Program Reports

Small correction to the October 18th meeting minutes under the 2018 Trees section. Motion (Flottesmesch, Beck) to approve the October meeting minutes as corrected and approve the employee program reports as distributed. Affirmative: Unanimous. Carried.

Financial Reports

Wentz presented the Treasurer's Report and Bills for Approval. Motion (Flottesmesch, Stenger) to approve the October Treasurer's Report and pay the list of bills for November. Affirmative: Unanimous. Carried.

Program Reports

Wetland Conservation Act – Ed Clem

- WCA projects have been plenty and complex this year including the very extensive wetland banking credit withdrawal for Detroit Lakes airport project.
- Bill Steffl's grade stabilization, water and sediment control basins and grassed waterway project has been a complex, time consuming permit process.
- Rice Lake project has been many years in the making. This was originally 4 applications that have now been reduced to 3. Houston Engineering has been assisting with compiling these permits. This is another very large permitting process which has taken a huge amount of time.
- Meeting Army Corp's federal Clean Water Act requirements has complicated and extended time frames on permit processing for these larger projects.
- Delineations have been flowing through the office. Many come with a double or triple review process.
- WCA administrative mandate is highly underfunded by the state. A large portion of my time is taken for WCA, and 2017 WCA funds have been exhausted just prior to June 30th of this year.

Shoreland Program – Gabe Dretsch

- Frazee city officials have contacted us regarding Town Lake. They would like to update their city beach by planting natives and providing restoration examples for the public. Three sections along the beach will be restored with rock removal. Native grasses and biodegradable erosion products. Maintenance plans were reviewed with city officials. This will be ongoing and much work on their part to keep it looking and working properly.
- Preparing for 2018 installs with clients coming to sign paperwork and contracts.
- Raingarden survey work. We will have an increase in these projects.

- Project lakes for 2018: Bad Medicine, Long, Detroit, Pickerel, Floyd.....
- Surveys completed on Long Lake, Melissa, Straight Lake, Breezy Shores Resort. Many stormwater issues; the young owner wants to work with stormwater treatment efforts. Wes Drake will be a great help with this project.

Open Forum

DNR may have application for dredging Bullhead Lake and Little Cormorant near Pit 611.

Middle Cormorant public access project. Concerns with adjacent property owners. Swimming beach only, no fishing pier to be installed.

Final audit for December 31, 2016 financials was presented to all board members. Motion (Flottemesch, Stenger) to accept the final audit in bound version for December 31, 2016 financial statements. Affirmative: Unanimous. Carried.

Buffer Implementation Update

Steady requests for reviews; apply offsets to all properties in need of buffer requirements under state law. Conditional compliance waivers have been prepared and signed by many landowners in our county.

Mead and Salo found the use of our VRS controller in marking these lines to be very efficient.

Local ordinance from Becker County has yet to be reviewed through Planning & Zoning. It will then need to be approved through county commissioners before finalization.

Office Equipment

Review copier proposals and select vendor. Two proposals were submitted and were included in the program reports for board review – Liberty Business Systems and Marco. Technology specifications are very similar in each product with network printing, scanning and tri-fold abilities. However, the notable differences of each are listed below:

Liberty Business Systems	Marco
Fargo, ND location	Local, Detroit Lakes (Becker County) business
Maintenance plan does not include staples	Maintenance plan includes staples
Black & White print overages cost \$0.0072	Black & White print overages cost \$0.00657
Equipment lease option written for 63 months	Equipment lease option written for 60 months

Motion (Stenger, Flottemesch) to accept administrations recommendation to enter into a lease and service agreement with Marco for their 45 ppm unit. Affirmative: Unanimous. Carried.

Our District has discussed purchasing a non-profit use drone to be used with construction projects. An office privacy policy will need to be written to maintain privacy laws and restrictions. Aerial imagery doesn't offer the detail that a drone unit can capture, nor offer the perspective available. Wes Drake has been researching options ranging from \$700 - \$1,500.

Motion (Flottemesch, Beck) to approve the board chairman and administrator to review drone options and make a purchase not to exceed \$1,500. Affirmative: Unanimous. Carried.

MASWCD Convention

Attendance and arrangements. Attending will be: Supervisors Beck, Flottemesch, Pavelko and Stenger; staff Mead, Wentz and Clem.

We will look into a District silent auction item and basket.

Flat Rate Cost-Share Contracts for Approval

#BA-6, Linda Britton, Buffer Implementation. Total acres to comply, 4.3 with \$1,260 cost share funding.

#BA-7, Anthony Zurn, Buffer Implementation. Total acres to comply, 7.1 with \$2,130 cost share funding.

Motion (Beck, Flottemesch) to approve the buffer implementation contracts noted above. Affirmative: Unanimous. Carried.

Clean Water Legacy Contracts for Approval

#CWL-37-LP, Jim Wood, Shoreline Stabilization. Estimated project cost \$6,394 with 75% cost share assistance of \$4,795.

#CWL-38-LP, Anne Anderson & Jeff Johnson, Shoreline Stabilization. Estimated project cost \$2,967 with 50% cost share assistance of \$1,483.

Motion (Stenger, Beck) to approve the above Clean Water Legacy contracts. Affirmative: Unanimous. Carried.

Clean Water Legacy Vouchers for Payment

#CWL-33-LP, Marietta & Scott Keenan, Shoreline Stabilization. Total project cost \$5,001; eligible payment \$2,501.

Motion (Flottemesch, Beck) to approve payment for the voucher CWL-33-LP as noted above. Affirmative: Unanimous. Carried.

State Cost Share Vouchers for Payment

#SCS-2017-3, Wallace Danielson, Ag Waste System. Total project cost \$24,637; eligible payment \$3,500.

Motion (Flottemesch, Beck) to approve payment for the voucher SCS-2017-3 as noted above. Affirmative: Unanimous. Carried.

Pulled Consent Agenda Items

None.

Adjourn

Chairman Pavelko adjourned the meeting at 10:01 a.m. Affirmative: Unanimous. Carried.

Approved: Kathy Stenger, Becker SWCD Secretary

Date: December 20, 2017