



Board of Supervisors Regular Meeting Wednesday, July 17, 2019

### **Meeting Minutes**

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday, July 17, 2019 in the Conference Room of the USDA Ag Center Building located at 809 8th Street SE, Detroit Lakes, MN.

Those present were Chairman Tony Beck, Jerome Flottesch, Kathleen Stenger, Travis Schauer and Eugene Pavelko. Staff members include District Administrator Peter Mead, Office Manager Deana Westberg, NRCS District Conservationist Ed Musielewicz and County Commissioner Barry Nelson.

#### **Call to Order**

Chairman Beck called the meeting to order at 8:30 a.m.

#### **Approval of Agenda and Consent Agenda Items**

(June 19, 2019 Regular Meeting Minutes; Employee Program Reports)

Mead asked to add one more agenda item (CWL #52LP Application for Approval) at the end of today's itinerary.

Motion (Pavelko, Schauer) to add agenda item. Affirmative: Unanimous. Carried.

Motion (Stenger, Schauer) to approve the July Agenda, June Meeting Minutes and Employee Reports. Affirmative: Unanimous. Carried.

#### **Financial Reports**

Treasurers Report and Bills for Approval were reviewed by Mead.

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

#### **District Reports**

Administrator's Report was given by Peter Mead.

Discussion on how James Hest, retiring on July 25th TSA Engineer, duties will be handled and delegated.

Mead, Doll and Drake went to Maple Grove on June 26<sup>th</sup> for an extensive 8 hour FAA commercial drone training. All three have since tested and passed the difficult test which is required every two years to commercially operate any of the large drones. Two of the drones with infrared sensors were on display, with much discussion as to all of the photo and video benefits these drones can provide to the SWCD, such as: Tile drainage, wetness, crop stress, drought, algae blooms, animal and insect issues, etc. Salo, from the BSWCD office is also FAA drone certified.

Discussion about the Wild Rice-Marsh River One Watershed One Plan Community Discussion and Open House to be held on Monday July 22<sup>nd</sup> in Ada from 9-11 am.

The 2019 Soil Health Tour hosted by the Red River Valley Area SWCD's and the Natural Resources Conservation Service is July 24 – July 26. The bus is leaving at 8:00 am from the BSWCD parking lot. Meals, transportation & lodging free to the producers. Happy to report that the bus is full thanks to all the help from the NRCS and BSWCD staff.

Boats, Bars and Buffers - tour Detroit Lakes finest shorelines flyers have been made and distributed for Thursday August 8 at 6 -9:30 PM. Boat tour launches from the public access at Holiday Inn with stops at Fireside and Long Bridge and ending at Holiday Inn. This is free to all Lakeshore owners and pontoon and drivers sponsored by J & K Marine.

A Wild Parsnip handout and letter was mailed last week out to 694 landowners in SW Becker County and over 70 weed notices to several townships in this area. This is important and time sensitive material, so thank you to all the office staff whom stayed late to get this done.

Mead showed a new handout booklet designed by BSWCD staff Olson and printed locally called "For the Lake's Sake" a how-to guide on project maintenance. Tabs included in the booklet on Watering, Weeding & Removal and No Mow Lawn & Mulch. The back cover has Resources and the BSWCD information.

Another new handout booklet designed by Red Canoe called "Defending Our Lakes" Our Water, Our Way of Life. Tabs included in this booklet are: We work for clean water, Protect your shoreline, take action against AIS. The back cover has the BSWCD information.

### **Civil Rights and Responsibilities for Partners**

Conservationist Ed Musielewicz, NRCS reported on Civil Rights and Responsibilities for Partners, which is required annually. It is the responsibility of the NRCS and the SWCD to treat everyone equally and be in compliance with sensitive information. We print this policy statement on everything printed. The BSWCD Board of Supervisors all agreed to these policies and statements and signed affirming the review.

Motion (Beck, Stenger) to approve the Civil Rights and Responsibilities for Partners Report. Affirmative: Unanimous. Carried.

### **Open Forum**

Discussion on Supervisor's payroll and expense vouchers. It was decided to keep paying quarterly but to have the Supervisor's record monthly their meeting and mileage expenses.

### **Grants and Agreements**

Mead reported the overview of FY19 Grants and Agreements closeouts and accomplishments. As of June 30, 2019 the following BSWCD Grants have drawn to a close:

- 2016 CWL Groundwater Protection (GWP)
- Single Site Multi-Agency Permitting Program (SSMAP)
- South Branch Wild Rice Sediment Reduction Project (CWL-WR)

Also as of June 30, 2019 the following RRVCSA TSA Grants closed:

- Enhanced Shared Technical Services Part 1 (2017 EnSTS Pt 1)
- Enhanced Shared Technical Services Part 2 (2017 EnSTS Pt 2)

Mead gave a brief narrative on each of the grants accomplishments.

### **2019 Outstanding Conservationist Award**

Mead reported that after discussion with the staff, a recommendation and nominee selection was made. The nominee was further discussed with the board supervisors and a decision was unanimously made. Todd and Michelle Andreson graciously accepted the honor.

Motion (Stenger, Schauer) to approve the 2019 Outstanding Conservationist Nominee Selection. Affirmative: Unanimous. Carried.

### **CY 2020 Operational Budget**

Mead met with the Review Budget Committee (Stenger and Schauer) on July 9<sup>th</sup>, 2019 at 10:00 am. Recommendations and a 2020 Operational Draft Budget was presented today by Mead for tentative approval. Highlighted items discussed were:

#### Expenses:

- Payroll increase due to anticipated Federal Cost of Living Increase, approved Payroll Step System and increase of Resource Technicians needed.
- Payroll Liabilities increase accordingly to Payroll increases
- District Supervisor's Compensation remains the same
- Office and Shop rent anticipated to increase slightly
- Insurance, Audit, Office and postage to increase slightly
- Field supplies, Shoreland supplies and education and training to increase due to more employees
- Computer supplies & services need decreased
- Capital Outlay need decreased with a another vehicle already included in budget

**Income:**

- Interest income to increase slightly due to better fixed CD rates
- Income increases: Rim Easement Delivery, AIS Prevention Program, DNR LTT Position Funding, NACD and RRVCSA Engineering Contribution.
- Income Decreases: Farm Bill Assistance, 2017 Upper Buffalo River T&A, 2015 Wild Rice CWL T&A, RRVCSA Training reimbursement, WOT & EOT Engineering Contribution.

Motion (Flottesch,Pavelko) to approve the CY 2020 Operational Budget. Affirmative: Unanimous. Carried.

**Clean Water Legacy Cost Share Application for Approval**

Dan Sampson/Right Way (Holiday Inn), #CWL-52-LP, Raingarden and Critical Area Planting. Total Project Costs \$7,749 Cost Share \$5,812

Motion (Schauer, Stenger) to approve the Clean Water Legacy Cost Share Application as presented. Affirmative: Unanimous. Carried.

**State Cost Share Cost Share Vouchers for Payment**

Roger Foltz, #BA-11, Filter Strip(s). Total Project Costs \$11,250.

Lowell Jorgenson, #BA-12, Filter Strip(s). Total Project Costs \$720.

Curt Ballard, #SCS-18-8, Field Windbreak. Total Project Costs \$970 with flat rate cost share of \$640.

Tim Lehrke, #SCS-19-4, Full Season Cover Crop. Total Project Costs \$3172.

Motion (Stenger,Schauer) to approve the State Cost Share Cost Share Vouchers as presented. Affirmative: Unanimous. Carried

**Adjourn**

With no further business, Chairman Beck adjourned the meeting at 10:07.

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

**Date: August 21, 2019**