



## **Board Meeting Minutes Wednesday June 16, 2021**

The meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday June 16, 2021 at Becker SWCD Shop 1366 Mallard Street, Detroit Lakes, MN 56501.

Present were Supervisors Travis Schauer (via Teams), Tony Beck, Eugene Pavelko, Michelle Andresen and Curt Ballard. Staff members District Administrator Bryan Malone, Office Manager Deana Westberg, NRCS District Conservationist Ed Musielewicz, NRCS Soil Conservationist Travis Doeden, NRCS Team Lead Bob Guetter, AIS Coordinator Karl Koenig, Resource Technician Logan Riedel, MN Conservation Corp Members and County Commissioner Barry Nelson.

### **Call to Order**

Vice Chairman Pavelko called the meeting to order at 8:33 AM.

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

May 19, 2021 Regular Meeting Minutes; Employee Program Reports

Motion (Beck, Ballard) to approve the consent agenda items and the employee program reports. Affirmative: Unanimous. Carried.

The Pelican River WD requested the draft May Meeting Minutes be reworded for further clarification.

Motion (Ballard, Andresen) to approve the May Meeting Minutes as corrected. Affirmative: Unanimous. Carried.

### **Introductions**

Resource Technician Riedel introduced the three Minnesota Conservation Corp members that are here helping with Shoreline Restoration projects for two weeks. The board expressed their gratitude and thanked each of them.

### **Financial Reports**

#### *Treasurers Report and Bills for Approval*

Malone reviewed the May Treasurers Report and the June Bills for Approval.

Motion (Ballard, Andresen) to approve the Treasurers Report and bills for payment. Affirmative: Unanimous. Carried.

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

2nd Quarter Supervisor's Quarterly expenses and Special Meetings reviewed and approved.

Motion (Beck, Ballard) to approve the Supervisor's Quarterly Expenses & Special Meetings. Affirmative: Unanimous. Carried.

### **District Reports**

AIS Coordinator Karl Koenig reported:

- The AIS program began in 2015
- 70% of the budget is used for the Watercraft Inspector Program at Becker County Public accesses. Currently have 28 employed and expect to be at the full team of 30 by the weekend.

- Small percent of the budget is used for outreach and education at Lake Association meetings, COLA meetings and county fairs.
- Importance of educating the public regarding not selling or moving a dock for 21 days to prevent the spread of Zebra Mussels. Current campaign reimburses up to \$400.00 for educational materials.
- A \$4,000 grant was again issued to lakes with Curly Leaf Pondweed located by a public access.
- Koenig expressed the importance of AIS prevention and early detection.
- Scuba divers will be hired in August to monitor the high priority lake access areas.
- Rest of the budget is used for Administration – Koenig’s time and his share of rent of the office building and the shop. The shop is important to store all the decontamination equipment and conduct interviews.

District Administrator Bryan Malone reported:

- TSA structure reorganization update and discussion regarding how the TSA will handle the new 1W1P and CWL Engineering projects funds. The full TSA board meets next week to vote on how to proceed for FY22 starting July 1<sup>st</sup>.
- NACD grant reporting finished
- The summer apprentice has started and is an important contribution to the shoreline projects
- Visited one day of the Valhalla shoreline restoration project and met with Boone, the Videographer that is creating the Shoreline Restoration Video.
- The District Program Technician position is now vacant and several people have expressed an interest, so this opening will be posted on MASWCD.

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The board excused everyone except Office Manager Westberg to step out of the meeting for a short break so a six-month Manager evaluation could be conducted.

### **Personnel Committee**

Administrator 6-month evaluation form was filled out by the four Board Member’s in attendance with input via Teams from Chairman Schauer and Office Manager Westberg. Satisfactory and Excellent ratings in all categories were received, except a few questions that did not apply. Consensus that Malone displays great leadership and conservation characteristics.

The board invited everyone back into the meeting to reconvene.

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### **Local Water Management**

#### *Buffalo Red Watershed 1W1P status update*

Implementation funds have been received by the Fiscal agent (Buffalo Red River Watershed District) and we can start working on projects.

#### *Wild Rice Watershed WBIF status update*

Grant agreement executed and waiting on funds.

#### *Red Eye Watershed 1W1P Agreement for Services*

The Agreement for Services between EOT SWCD and Becker SWCD was reviewed and discussed. Expiration date of December 31, 2023.

Motion (Andresen, Ballard) to approve the Red Eye 1W1P Agreement for Services. Affirmative: Unanimous. Carried.

#### *Otter Tail Watershed 1W1P status update*

Approve By-laws, review timeline, workplan and budget

Motion (Ballard, Beck) to approve the By-laws of the Otter Tail Watershed Planning Partnership.  
Affirmative: Unanimous. Carried.

### **Open Forum**

Question was asked of what happens if 1W1P funds do not get spent by deadline? Malone replied that an extension can be applied for in a timely manner or funds can be returned.

### **Job Approval Authority**

Becker SWCD Resource Technicians Logan Riedel and Brandon Dahring have provided all the necessary plans and data needed to certify that they have the technical expertise on certain Job Classifications to receive JAA (Job Approval Authority). This authority will allow them to sign off/certify conservation practices. This review process was conducted by NRCS Area Resource Conservationist, Eric Anderson.

Motion (Beck, Ballard) to approve Riedel and Dahring Job Approval Authority as reviewed and designated by the NRCS Area Resource Conservationist. Affirmative: Unanimous. Carried.

### **Agreements**

#### *Conservation Corps Minnesota*

The Conservation Corp of Minnesota provided three members for 2 weeks in June. We pay \$24.50 per hour to the Corp directly and they in turn pay the members. This service is billed back to the projects they worked on, under the supervision of our Shoreline Team.

Motion (Andresen, Beck) to sign the Conservation Corp Agreement as presented. Affirmative: Unanimous. Carried.

### **SSTS Upgrade Grant**

Policy revision is still being investigated and will be presented at the next board meeting for review.

### **Clean Water Legacy Applications for Approval**

#CWL-15-WR, Bob Gullard, WASCB/Grassed Waterway-Total Project Cost \$59,841: 75% Cost Share \$44,881

#CWL-25-TD, Scott McCaslin, Grassed Waterway-Total Project Cost \$24,944: 90% Cost Share \$11,389 & EQIP \$11,061

#CWL-28-TD, Tony Zurn, WASCB-Total Project Cost \$97,474: 90% Cost Share \$43,863 & BR319 \$43,863

#CWL-79-LP, Mason Persons, Conservation Cover-Total Project Cost \$1,458: 75% Cost Share \$1,094

#CWL-80-LP, Arlene Lillis, Conservation Cover-Total Project Cost \$2,117: 50% Cost Share \$1,059

#CWL-81-LP, Bonnie Rehder, Conservation Cover-Total Project Cost \$2,646: 50% Cost Share \$1,323

Motion (Ballard, Andresen) to approve Clean Water Legacy Applications as presented. Affirmative: Unanimous. Carried

### **State Cost Share Applications for Approval**

#SCS-20-10, Kevin Oak, Conservation Cover-Total Project Cost \$2,951: 50% Cost Share \$1,476

Motion (Beck, Andresen) to approve the State Cost Share Application as presented. Affirmative: Unanimous. Carried

### **Clean Water Legacy Contract Amendments**

#CWL-16-TD, Kraig Nelson, WASCB- Cost-share increase of \$36,454.39.

Motion (Beck, Ballard) to approve Clean Water Legacy Contract Amendment as presented. Affirmative: Unanimous. Carried

### **Clean Water Legacy Vouchers for Payment**

#CWL-49-BR, Barry Nelson, Grassed Waterway-Total Project Cost \$35,540.10: 40% Cost Share \$14,216.04

#CWL-45-BR, Albin Warling, WASCB/Grassed Waterway-Total Project Cost \$33,923.50: 90% Cost Share \$22,072.50

#CWL-16-TD, Kraig Nelson, WASCB-Total Project Cost \$196,838.54: Final payment 45% Cost Share \$30,014.71 (Total cost-share \$88,577.34, partial payment of \$58,562.63 made in February).

Motion (Ballard, Andresen) to approve Clean Water Legacy Vouchers as presented. Affirmative: Unanimous. Carried

**Adjourn**

Seeing no further business, Vice Chairman Pavelko adjourned the meeting at 10:31 a.m.

**Signed: Becker SWCD Secretary, Michelle Andresen**

**Date: July 21, 2021**