



## **Board Meeting Minutes Wednesday July 21, 2021**

The meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday July 21, 2021 at Becker SWCD Shop 1366 Mallard Street, Detroit Lakes, MN 56501.

Present were Supervisors Tony Beck, Eugene Pavelko, Michelle Andresen and Curt Ballard. Staff members District Administrator Bryan Malone, Office Manager Deana Westberg, NRCS District Conservationist Ed Musielewicz, Soil & Water Resource Technician Ed Clem, Resource Technician Logan Riedel and County Commissioner Barry Nelson.

### **Call to Order**

Vice Chairman Pavelko called the meeting to order at 8:30 AM.

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

June 16, 2021 Regular Meeting Minutes; Employee Program Reports

Motion (Andresen, Ballard) to approve the June Regular Meeting Minutes. Affirmative: Unanimous. Carried.

Motion (Beck, Ballard) to approve the revised agenda. Affirmative: Unanimous. Carried.

### **Financial Reports**

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

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

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

### **District Reports**

District Administrator Bryan Malone reported:

- Wild Rice 1W1P LGU staff got together and can start implementing projects. Phil Doll is the coordinator and put together a map to identify priority project locations.
- Otter Tail Policy Committee meeting tomorrow
- TSA board met June 24<sup>th</sup> in Mahnomon. The board approved applying for a PRAP grant through BWSR for up to \$10,000 to hire a consultant to evaluate the workload and goals of the TSA. The board also approved the FY22 budget allocating \$12,500 to each of the 16 Districts to help with Engineering costs. Decided to keep the TSA staff the same for this year.
- RRVCSA Engineer Technician Zach Foley resigned to take a position with the NRCS in Detroit Lakes. His last day is July 30<sup>th</sup>.
- Construction season going well with Zurn's WASCBS and Rousu's Grade Stabilization installed.
- Completed the NACD TA2019 final report.
- Midterm evaluation done on the summer apprentice. She is doing very well and gaining much new experiences and knowledge.
- TSA Host District Manager's meeting with BWSR. Looking into a good tracking system that is being used by a TSA in southern MN.
- AgBMP loans – still \$27,000 available
- The District Program Technician position opening was posted on MASWCD and 7 applications were received. Bryan will start the review, interview and hire process.

- Looked into purchasing additional vehicles which are budgeted for. Due to low inventory and high prices, decision made to keep looking. Also checking with MNDOT and State Bids.

Resource Technician Logan Riedel reported:

- Shoreland Restoration video was released on July 1<sup>st</sup>.
- The 6 ½ minute video was previewed with great reviews.
- 774 views on YouTube already.
- Was shown at the Noon Rotary Club, Lake Association Meetings and Becker County COLA.
- Will continue to share and use for presentations.
- More footage is being filmed to make a future follow up video of shoreland restoration projects up to 5 years old.

Soil & Water Resource Technician Ed Clem Reported:

- Pictures of before, during and after of the Rousu stabilization project.
- Topography 3D views showed the needed areas of work.
- Successful project by replacing the road with a larger culvert, stabilizing the bank and adding riprap.

### **Open Forum**

No discussion

### **Local Water Management**

Priority Practices were discussed for the Buffalo Red Watershed 1W1P, Wild Rice Watershed 1W1P such as Water and Sediment Control Basins and cover crops. The Red Eye Watershed 1W1P includes grazing, forest stewardship and irrigation management.

Otter Tail Watershed 1W1P status update

- Next step includes the first policy meeting
- Public Input process is set up with a website and survey form (60 day open period)
- Public kickoff meetings scheduled for end of September
- Bus tour being planned for the end of August

### **Policy**

*Board Per Diem*

MASWCD's legislative efforts this year increased the SWCD Supervisor Per Diem Rate maximum to \$125 per day effective August 1, 2021. This applies to meetings, events, and other SWCD business.

Reimbursement of travel expenses remains the same. The Minnesota Statute section 103C.315, subdivision 4 reads:

**Per Diem and Reimbursement of Travel Expenses Incurred on Behalf of the SWCD.** A supervisor shall receive compensation for services of \$125 per day, and may be reimbursed for expenses, including traveling expense, necessarily incurred in the discharge of duties. A supervisor may be reimbursed for the use of the supervisor's automobile in the performance of official duties at a rate up to the maximum tax-deductible mileage rate permitted under the federal Internal Revenue code. (Minnesota Statutes, section 103C.315 Subd.4.) Approval must be obtained from the Board for all out-of-state travel. All reimbursements for travel related expenses require the appropriate receipts.

Motion (Ballard, Beck) to increase the SWCD Supervisor Per Diem Rate as presented. Affirmative: Unanimous. Carried.

### *Watershed Based Implementation Cost-Share*

Our current Clean Water Legacy cost-share policy is 75% to install one practice or 90% to install multiple practices on a resource management system scale. Discussion on whether to change that policy for Watershed Based Implementation Funding.

Motion (Beck, Ballard) to utilize the current Clean Water Fund cost-share policy for Watershed Based Implementation Funding. Affirmative: Unanimous. Carried.

### *SSTS Upgrade Grant Revision*

Discussion regarding Who is Eligible and what documents are necessary to apply. The Low Income guidelines used by USDA Rural Development have changed and are updated. Suggested to change the cost-share policy to read:

Cost-share will be 50% for "Low Income" eligible applicants not to exceed \$7,500. Applicants with income that qualify as "Very Low Income" are eligible for 100% not to exceed \$15,000.

Motion (Ballard, Beck) to approve the SSTS Upgrade Grant revision as presented. Affirmative: Unanimous. Carried.

### *Wild Rice Watershed District – Phase II contribution*

Malone attended the Wild Rice Watershed District board meeting and requested the \$25,000 contribution to the Clean Water Fund Grant South Branch of the Wild Rice River Sediment Reduction Project Phase I that was pledged in 2014. There was a two-year deadline to request these funds and since it is now 5 years after, the request was denied. A new \$25,000 was approved and allocated for payments to be paid to the landowners on Phase II of the Clean Water Fund grant.

Becker SWCD will utilize 50% from the CWL grant funds and the other 50% from the Wild Rice Watershed District to make cost-share payments, up to \$25,000 and notify the Wild Rice Watershed District when such projects are completed so they can make their payment to the landowners.

Becker SWCD will utilize 50% from the CWL grant funds and the other 50% from the Wild Rice Watershed District to make cost-share payments, up to \$25,000 and notify the Wild Rice Watershed District when such projects are completed so they can make their payment to the landowners.

Motion (Andresen, Beck) to approve the Wild Rice Watershed Phase II grant as presented. Affirmative: Unanimous. Carried.

### **Agreements**

#### *Conservation Partners Legacy Grant – Sucker Creek*

Partnership with the MN DNR for native plant restoration in Sucker Creek park. Contract total of \$15,050 majority of the funding will be used for contractor's fees for site preparation and seeding of the restoration. Match will be provided by area students to help with the plantings.

Motion (Ballard, Andresen) to enter in the Conservation Partners Legacy Grant as presented. Affirmative: Unanimous. Carried.

#### *DNR Observation Wells*

Discussion to keep the Observation Wells program at the \$30.00 per observation well measurement not to exceed \$2,880.

Motion (Beck, Ballard) to continue with the DNR Observation Wells Agreement as presented. Affirmative: Unanimous. Carried.

### **Budget**

Preliminary 2022 Budget Discussion. Bryan will prepare proposed 2022 budget at next month's board meeting. Then meet with the County regarding their allocation late August/early September.

### **Outstanding Conservationist**

2021 selection process and candidates were discussed. MASWCD nominee must be received by September 17<sup>th</sup>, 2021. Decision will be made at next month's board meeting.

### **Clean Water Legacy Applications**

CWL-82-LP John Fitzpatrick, Conservation Cover-Total Project Cost \$4,819.24: 50% Cost Share \$2,409.62  
CWL-29-TD Kevin Lunde, WASCBS- Total Project Cost \$11,566: 90% Cost Share \$5,205 & \$5,205 BR319

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

### **Clean Water Legacy Vouchers for Approval**

CWL-74-LP Mark Rickert, Conservation Cover - Total Project Cost \$12,409.25: 50% Cost Share \$6,204.62  
CWL-76-LP Norma Grotness, Conservation Cover - Total Project Cost \$9,668.65: 50% Cost Share \$4,834.33  
CWL-77-LP Lizbeth Conmy, Conservation Cover - Total Project Cost \$1,310.80: 75% Cost Share \$983.10  
CWL-78-LP Liz Conmy, Conservation Cover - Total Project Cost \$1,355.46: 75% Cost Share \$1,016.60  
CWL-80-LP Arlene Lillis, Conservation Cover - Total Project Cost \$1,902.65: 50% Cost Share \$951.32  
CWL-81-LP Bonnie Rehder, Conservation Cover - Total Project Cost \$2,171.92: 50% Cost Share \$1,085.96

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

CWL-13-TD Todd Andresen, WASCBS - Total Project Cost \$98,591.62: 90% Cost Share \$26,124.63, \$36,483.20 EQIP & \$26,124.63 BR319

Motion (Beck, Ballard) to approve Clean Water Legacy Voucher as presented. Affirmative: Andresen abstained from voting. Carried

### **State Cost Share Vouchers for Approval**

SCS-20-7 Tom Trieglaff, Cover Crop - Total Project Cost \$1,878: Flat Rate Cost Share \$1,878  
SCS-20-10 Kevin Oak, Conservation Cover - Total Project Cost \$2,397.33: 50% Cost Share \$1,198.66

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

### **Adjourn**

Seeing no further business, Vice Chairman Pavelko adjourned the meeting at 10:48 a.m.

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

**Date: August 18, 2021**