



Board of Supervisors Meeting

SWCD/NRCS Conference Room
USDA Service Center
Detroit Lakes, MN 56501

**Wednesday, April 15, 2026
Meeting Minutes**

Supervisor's Present

- Michelle Andresen, Chair
- Tony Beck, Treasurer
- Gene Pavelko, Public Relations
- Travis Schauer, Secretary
- Curt Ballard, Vice Chair

Staff Present

- Bryan Malone, District Administrator
- Jamie Bischoff, Office Manager
- Kody Crabtree, Outreach Coordinator
- Ed Musielewicz, NRCS District Conservationist

Guests

- Barry Nelson, County Commissioner

Call to Order

Chair Andresen called the meeting to order at 8:29 a.m.

Agenda

Andresen called for approval of the agenda.

Motion (Beck/Ballard) to approve the April 15, 2026 meeting agenda. All in favor, motion carried.

Minutes

March 18, 2026 meeting minutes were reviewed.

Motion (Beck/Pavelko) to approve the March 18, 2026 meeting minutes. All in favor, motion carried.

Financial

March 2026 Treasurers Report and April Bills

Bischoff presented the March 2026 Treasurers Report and April bills.

Motion (Ballard/Schauer) to approve the March 2026 Treasurer's Report and to pay April 2026 bills. All in favor, motion carried.

MDA County Ag Inspector Grant

Bryan requested approval from the board to enter into the grant agreement for \$10,300. This grant assists with Brandon Gills duties as the County Ag Inspector.

Motion (Schauer/Ballard) to approve the MDA County Ag Inspector Grant Agreement. All in favor, motion carried.

Correspondence

Ag in the Classroom

Malone spoke about Ag in the Classroom event that our staff participated in by presenting to the student in Frazee and Detroit Lakes. Thank you cards were passed around that the 4th graders created for us.

Cost-Share

CRP Incentives

\$100 per acre is provided to landowners enrolling in CRP in the Wild Rice Watershed.

WR-CRP-12 JoSa - 1.18 acres – \$118.00

WR-CRP-15 CaLo - 21.73 acres – \$2,173.00

WR-CRP-16 CaLo - 1.17 acres – \$117.00

Motion (Ballard/Beck) to approve the CRP Incentive program contracts. All in Favor, motion carried.

Clean Water Fund Application

Flat rate payment made to contract holder for implementation of soil health practices

CWF-14-FFBCII PaMe, Cover Crop – 160 acres – \$32,529.60

Motion (Pavelko/Beck) to approve contract CWF-14-FFBCII application. All in Favor, motion carried.

Watershed Based Funding Applications

CW-25-16 MuLa, Forest Management Plan – 75% Cost-Share – \$2,190.00

CW-25-17 DiGe, Forest Management Plan – 75% Cost-Share – \$849.00

CW-25-18 MiMc, Forest Management Plan – 75% Cost-Share – \$870.00

1W1P-49-OT DeWi, Forest Management Plan – 75% Cost-Share – \$1,251.00

1W1P-52-OT JoFi, Conservation Cover – 75% Cost-Share – \$4,707.97

1W1P-54-OT JiSn, Conservation Cover – 75% Cost-Share – \$3,882.53

1W1P-55-OT LoLe, Conservation Cover – 75% Cost-Share – \$3,829.01

1W1P-56-OT JuRo, Conservation Cover – 75% Cost-Share – \$3,539.65

1W1P-57-OT RiQu, Pit Closure – 90% Cost-Share – \$9,477.00

1W1P-07-WR CaZe, Conservation Cover – 75% Cost-Share – \$4,208.41

Motion (Pavelko/Beck) to approve the Watershed Based Funding cost-share applications. All in Favor, motion carried.

Soil Health Delivery Applications

SHD-25-06 RuSw, Windbreak Establishment – 75% Cost-Share – \$1,071.00

Motion (Beck/Schauer) to approve the Soil Health Delivery application SHD-25-06. All in Favor, motion carried.

Soil Health Practices Applications

Flat rate payments to contract holders for soil health practice implementation

SHP-26-16 AlWi, Cover Crops – 111.51 acres – \$4,460.40

SHP-26-17 ChMa, No-Till – 61.5 acres – \$2,460.00

SHP-26-18 ChMa, No-Till/Cover Crops – 457.6 acres – \$36,608.00

SHP-26-19 JeJi, No-Till – 725.0 acres – \$29,000.00

SHP-26-20 VaJi, Cover Crops – 1,211.0 acres – \$48,440.00

SHP-26-21 PaMe, No-Till – 320.1 acres – \$12,804.00

SHP-26-22 MaEr, No-Till – 70.1 acres – \$2,804.00

SHP-26-23 RaMa, No-Till – 124.4 acres – \$4,976.00

SHP-26-24 ToAn, No-Till – 281.9 acres – \$11,276.00

Motion (Beck/Schauer) to approve the Soil Health Practices applications with Andresen abstaining from the vote. All in Favor, motion carried.

Personnel

Mission/Vision/Core Values Statement

Bryan presented the final report from Houston Engineering and described our mission and vision statement created during the Annual Board Retreat in February.

Project Coordinator

Malone informed the board that Claire Olson has submitted her resignation letter. For now, we are not backfilling this position. It most likely will be revised to include watershed project coordination and remove the engineering responsibilities.

BWSR WCA Review

Bryan mentioned that we are going through PRAP evaluation of the SWCD and one of the items in that review is administration of the WCA program. Malone stated that Ed Clem is doing a good job at running the WCA program. The only finding on BWSR's review that needed some attention was that replacement plan decisions must be signed by the board chair.

Projects

Website Update

Malone and Crabtree clarified some of the annual and startup costs associated with the website build. Schauer and Nelson mentioned it would be a smart idea to get some more information on current websites and social media clicks to see exactly where most of our user interaction comes from. This way we can tailor our website needs better. Kody and Bryan will regroup with the IT department and ask some additional questions before the board makes further decisions.

Prevailing Wage Update

Bryan went over the prevailing wage process after the state-wide TSA engineering staff meeting. Becker SWCD's main responsibility is to inform the landowners and contractor if prevailing wage applies.

Tractor Lease

Brandon Dahring picked up the tractor from Adkins Equipment Co. The lease cost is \$7,00, the same as last year.

MASWCD Area 1

Resolutions

Bryan mentioned that we got our request for resolutions from MASWCD and said that if we have any resolutions to bring forward to the Area meeting in June, to have them ready by the May board meeting.

Malone suggested a resolution on the prevailing wage threshold. The threshold of \$25,000 was developed in 1971. In 2026, that amount would be \$185,000.

Open Forum

Musielewicz passed out the flyer for the upcoming Producer Roundtable Discussion on Pasture Practices being held on April 23 from 10:00 – 12:00 on the Ballard/Lehrke Farm.

Barry Nelson brought up that Tera Guetter is retiring from the Pelican River Watershed District.

Staff Reports

Bryan Malone, Administrator, presented his monthly report

Next Board Meeting Date

Thursday, May 21, 2026

Wednesday, June 24, 2026

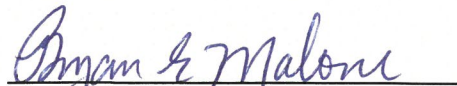
Wednesday, July 15, 2026

Adjourn

Hearing no further business, Chair Andresen adjourned the meeting at 10:40 a.m.


Board Secretary

24 Jun 2026
Date


District Administrator

6/24/2026
Date