



Board Of Supervisors Regular Meeting Minutes

December 18th, 2025

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Board Members Present: Alroy Lewis, Paul Rydeen, Doug Sloan and Ken Christenson

SWCD Staff: Lori Buell, Chester Powell, Brielle Prokosch and Kaleb Buesing

NRCS Staff: Nate Brandt

Guests: Mark Titera

The meeting was called to order at 10:04 a.m. at the Bagley USDA Service Center. The Pledge of Allegiance was recited.

Agenda: The agenda was reviewed by the board. Lewis made the motion to approve the agenda. Seconded by Sloan. **Motion carried 4-0.**

Minutes: The November minutes were reviewed by the board. Christensen made the motion to accept the November minutes. Seconded by Sloan. **Motion carried 4-0.**

NRCS Report:

Current Work Load: Brandt noted he was working on CSP payments and EQIP payments/planning.

Financial Assistance General: Brandt noted there was a new program deadline of January 15th.

EQIP: Brandt noted the application deadline was 8/1 with having contracts ranked by 1/9. Brandt noted there was 26 contracts in Clearwater County with no information on payment rates or funding yet.

CSP: Brandt noted the 2026 application deadline was 10/31, was working on finishing up 2025 deadlines and assisting other counties with payments.

PROGRAM TECHNICIAN REPORT

Water Plan: Prokosch reported she has been entering rain gauge data. Prokosch noted the final data review for the lake monitoring data was completed and sent to the MPCA.

AIS: Prokosch noted the end of season paperwork for the state was completed.

Education Outreach: Prokosch reported that she has been continuously working on the district website and facebook keeping the public updated on multiple programs/events. Prokosch noted the winter newsletter was 95% complete and asked the board about putting the newsletter and tree order forms in the Farmer's Independent newspaper. Lewis made the motion to approve a 2-page, color spread for \$2,160.68. Seconded by Sloan. **Motion carried 4-0.**

DISTRICT TECHNICIAN REPORT

Well Locating: Buesing noted he has been organizing well records to make field locating more efficient.

Education Outreach: Buesing noted he wrote an article for the newsletter.

Miscellaneous: Buesing noted that he has been consulted on native plantings. Buesing noted he and Powell had been registered for the soil summit in January.

WATER PLAN COORDINATOR/TECHNICIAN REPORT

Water Planning: Powell attended a Clearwater 1W1P meeting on 12/17 to discuss end of the year expenses and submitting invoices. Powell also attended a Wild Rice 1W1P meeting on 11/24 to discuss status updates and projects completed.

Soil Health: Powell noted that Hanson completed 4 acres and 3 soil test for \$235.00, Hayes completed 5 soil tests for \$125.00, and Johnson completed 112 acres and 3 soil tests for \$4,555.00 to be taken out of the clearwater 1W1P funds/soil health expansion funds/grant. Lewis made the motion to approve cost share for each individual. Seconded by Christensen. **Motion carried 4-0.**

Powell noted that Lake of the Woods SWCD along with the Sustainable Farming Association was planning on hosting a soil health focused event in NW Minnesota and had requested funding from 8 surrounding counties to help fund the event. Powell noted the LotW SWCD has requested \$1,500 from each county, including Clearwater SWCD. **The motion was denied 0-4.**

Forest Stewardship: Powell noted that Ames had completed a forest stewardship plan on 40 acres and requested 75% cost share. Sloan made the motion to approve cost share of \$1,500 for Ames. Seconded by Lewis. Powell requested an update in the Forest Stewardship plan for 2026 so that new plans would required 75% cost share and renewed plans would required 50% cost share. Lewis made the motion to approve reducing renewed plans to 50% cost share. Seconded by Christensen. **Motion carried 4-0.**

DISTRICT MANAGER REPORT

Financial Reports: Financial statements showing revenue and expenditures for the month of November were presented to the Board for review:

Profit & Loss:

Income:

Line 2 (1W1P) up over \$15,000 reimbursed for Aerial Imagery from RLWD and WR Watershed, Line 18 (County AIS), up \$12,585 billed the County 2nd half of AIS expenses, Line 24 (Soil Health) \$up \$26,293 billed Soil Health Expansion \$24,188 and Soil Health Delivery \$2105 (just expenses so far), Line 32 (State Aid) expecting 2nd half of state aid to be posted in Dec.

Expense:

Line 47 (Employee Training Account) up over \$200 for BWSR Academy expenses, Line 53 (Office Supplies) up almost \$100 for 2026 Planners, file folders, small printer Line 61 (Vehicle gas) up over \$200 Line 80 (AIS Supplies) up \$1200 to Lake Assn will be reimbursed, Line 91 (District Projects) up \$5414.88 for pollinator seed will be reimbursed, Line 97 (Water Plan) up over \$3,000 for last RMB lake testing invoice, Line 107 (2022-Local) \$129.69 moved to 2023 Local Capacity expense for room for BWSR Academy, Line 119 (Soil Health Expansion) up \$4250 for SH CS approved at previous meeting

Monthly Treasurer's Report: Line 5 (Clearwater Lake Assn) AIS expense for decontamination unit upkeep-reimbursed by AIS, Line 10 (US Fish and Wildlife) payment for Pollinator seed Agassiz Seed, Line 16 (Us Fish and Wildlife) Reimbursement for pollinator Seed Prairie moon, Line 18 (Prairie Moon) Check for pollinator seed, Line 27 (Solid Bottom) Last Solid Bottom AIS, Line 30 (RMB Labs) Lake testing.

Deposit Detail: Deposit 1: US Fish and Wildlife payment for Pollinator Seeds, Deposit 2: US Fish and Wildlife payment for Pollinator Seeds, Deposit 3: Plat Books, SH payments, payment from WR 1W1P for reimbursement of Aerial Imagery, Deposit 4: MCIT Dividend payment, Deposit 5: Interest Earned on Checking, Deposit 6: Interest Earned on Savings

Balance Sheet:

Line 4 (Checking Account): the end of November was \$220,852.21
Line 10 (Savings Account): the end of November was \$25,028.28
Line 12 (Accounts receivable) Most of that was AIS and Water Plan Billed to the County
Line 45 (2026 Conservation Contracts) received the 2026 Conservation Contracts Funds \$10,295.00
Line 45 (2026 Conservation Delivery) received the 2026 Conservation Delivery Funds \$18,750.00
Line 12 (2027 Conservation Contracts) received the 2027 Conservation Contracts Funds \$10,295.00
Line 12 (2027 Conservation Delivery) received the 2027 Conservation Delivery Funds \$18,750.00
Closed out the 2024 Conservation Delivery grant claimed \$18750.
Closed out 2025 Conservation Delivery \$18,750
Closed out 2023 Buffer Law \$7548.55
Closed out 2024 Buffer Law \$ 16,314.36
Claimed \$24, 188 out of Soil Health Expansion Just expenses
Claimed \$2,201.24 out of Soil Health Just expenses
Claimed \$64,486.03 out of 2023 Local Capacity
Will be billing a 1W1P's

A motion to accept the November financial report was made by Lewis. Seconded by Sloan. **Motion carried 4-0.**

DISTRICT OPERATION-Board Action Items and Information:

2026 Meeting Rates and Dates: Buell noted the meetings rates/per diem/mileage. Sloan made the motion to approve the rates as presented by the federal standards. Seconded by Lewis. **Motion carried 4-0.**

Buell presented the 2026 meeting dates to the board. Christenson made the motion to approve the meeting dates as presented. Seconded by Sloan. **Motion carried 4-0.**

Chair Positions: The board opted to wait until the full board was present to go over the chair positions.

Committee Assignments: Buell presented the assignments to the board. Lewis made the motion to accept the assignments as presented. Seconded by Sloan. **Motion carried 4-0.**

A motion to adjourn the meeting at 11:15 a.m. was made by Lewis. Seconded by Sloan. **Motion carried 4-0.**

Alroy Lewis, District Secretary

Date

Our mission is simple - to promote the wise use and improvement of our county resources, in order that future generations will inherit an economically viable county that has made wise choices in resource management.