



Crow Wing Soil and Water Conservation District
322 Laurel St. Suite 22 ▪ Brainerd, MN 56401 ▪ 218 - 828 - 6197

July 16, 2025, Land Services Building, Brainerd, MN 56401

1. The meeting was called to order by Board Chair Jim Chamberlin at 9:00 am in the CWC Oak Room.

Members Present: Jim Chamberlin - Chair
JoAnn Weaver - Secretary
Leonard Koering - Treasurer
Diane Jacobson - Reporter
Members Absent: Roger Waytashek - Vice Chair
Others present: Melissa Barrick - SWCD Manager
Tasha Lauer - Finance and Grants Coordinator
Jarrett Drileck - Shoreline Technician
Chris Andree - Water Quality Technician
Heidi Lake - Easement Coordinator
Darren Mayers – BWSR
Candi Fuller – NRCS
Jon Lubke – CWC Commissioner

2. Pledge of Allegiance / Moment of Silence

3. Agenda Approval

There was a motion by JoAnn Weaver seconded by Leonard Koering to approve the 7/16/2025 agenda.

Affirmative: JC, LK, JW, DJ

Opposed: None

Motion Carried.

4. Consent Agenda Approval for items a - c.

a. Secretary's Report 6/18/2025

b. Treasurer's Report 6/30/2025

c. Bills and Vouchers:

Project #	Payment	Total Cost	Match \$/	%	Practice	Location	Grant
MRB Portage Crooked LA 10 Percent final Payment	\$336.99	\$6,739.86	\$3,369.93	50	343	Portage Crooked Lakes	Miss. River Phase I
MRBI-01-02-24	\$4,697.49	\$9,390.67	\$4,695.34	50	342	Portage Lake	Miss. River Phase I
PRP3-08-25	\$1,191.50	\$3,008.76	\$1,817.26	60	342	Whitefish	Pine River Phase II Funds
PRP3-09-25	\$3,436.50				342	Lower Whitefish	Pine River Phase II Funds
PRP3-10-25	\$2,406	\$6,152.68	\$3,746.68	60	342	Lower Hay	Pine River Phase II Funds
PRP3-12-25	\$3,225	\$9,062.49	\$5,837.49	64	342	West Fox Lake	Pine River Phase III Funds
PRP3-14-25	\$1,664.50	\$3,825.23	\$2,160.73	56	342	Lower Hay	Pine River Phase II Funds



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PRP3-17-25	\$1,649	\$4,066.73	\$2,417.73	60	342	Ossawinnamakee	Pine River Phase III Funds
Total	\$18,606.98	\$42,246.42	\$24,045.16	58	Miss. River Phase I Total		\$5,034.48
Landowner					Pine River Phase II Total		\$8,698.50
Payments					Pine River Phase III Total		\$4,874

There was a motion by Leonard Koering seconded by Diane Jacobson to approve the 7/16/2025 consent agenda items a - c, with board or staff signatures where needed.

Affirmative: JC, LK, JW, DJ Opposed: None Motion Carried.

5. Old Business:

- a. County Commissioner Report
- b. NRCS Report
- c. BWSR Report
- d. SWCD Staff Reports

6. New Business:

Grants:

- a. Pine River Fish Passage Cash Match.

There was a motion by JoAnn Weaver seconded by Leonard Koering to approve the \$25,000 for ongoing vegetative maintenance and issue \$50,000 to Crow Wing County for Dam or structural repairs and removing bogs' annual maintenance.

Affirmative: JC, LK, JW, DJ Opposed: None Motion Carried.

- b. Pine River Watershed Fiscal Agent Agreement.

There was a motion by Diane Jacobson seconded by JoAnn Weaver to approve July 01, 2025, start date until grant funds are terminated, or a new fiscal agent, or parties decide to terminate the agreement. Review the agreement. The Crow Wing County Attorney approved the agreement on 05.07.25.

Affirmative: JC, LK, JW, DJ Opposed: None Motion Carried.

- c. Cost-Share Policy Updates.

There was a motion by Leonard Koering seconded by JoAnn Weaver to approve the policy update and better describe the inspection date list based on the practice type and the Maintenance and Operation Policy to reflect what we are currently practicing.

Affirmative: JC, LK, JW, DJ Opposed: None Motion Carried.

- d. Construction Services Requirements Policy and Procurement Procedures-discussion

- e. PRP3-A01-25-discussion

- f. Ross Brook Stream Project -discussion

- g. 2025 Legislative updates-discussion

- h. Registration for Agroforestry tour or Harvest Dinner

There was a motion by Leonard Koering seconded by Diane Jacobson to approve the registration of board and staff to attend with expenses paid for the Harvest Dinner, with a booth if possible, and/or the Agroforestry Institute.

Affirmative: JC, LK, JW, DJ Opposed: None Motion Carried.

7. Meetings:

1. 1W1P - Pine River, Crow Wing, Rum River, Mississippi River - Brainerd and Sartell
2. Region 5 Development Commission
3. Mille Lacs Lake Watershed Management Group



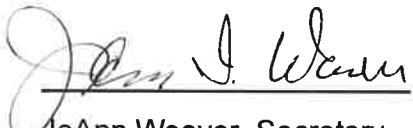
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4. Crow Wing River Basin Forage Council
5. North Central MN SWCD's JPB / TSA 8

6. Calendar

Date	Meeting	Location
July 29-Aug 02	Crow Wing County Fair	Crow Wing County Fairgrounds
July 24	James Darube Farm	CR 45, Brainerd
08.16.25	Harvest Dinner	Sunup Ranch 4pm-7pm
08.20.25	Crow Wing SWCD Regular Board Meeting	Crow Wing County Land Services 9am
08.28.25	Pasture Walk Series #5 Stattelmann Family Ranch	Pine River
09.12 & 13	Forage Council Grazing School	Verndale Community Center
09.23-25	Agroforestry Institute	Northland Arboretum

7. Adjournment: **The Chair adjourned the meeting at 11:55 a.m.**


JoAnn Weaver, Secretary

