



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

**October 15, 2025, Land Services Building, Brainerd, MN 56401**

I. 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  
Roger Waytashek - Vice Chair

Others present:  
Tasha Lauer - Finance and Grants Coordinator  
Jarrett Drileck - Shoreline Technician  
Chris Andree - Water Quality Technician  
Heidi Lake - Easement Coordinator  
Marta Springer-Ag Technician  
John Sheridan-CCMI Intern  
Jon Lubke-CWC Commissioner  
Nick B City of Brainerd  
Mike City of Brainerd Public works director

Pledge of Allegiance / Moment of Silence

Agenda Approval

**There was a motion by Leonard Koering seconded by Diane Jacobson to approve the 10/15/2025 agenda.**

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

Consent Agenda Approval for items a - i.

- a. Secretary's Report 09/18/2025
- b. Treasurer's Report September 2025
- c. Personnel Committee Minutes 10/09/2025
- d. 2026/27 BWSR Conservation Contracts Grant Agreement \$24,792 or \$12,396 per year
- e. 2026/27 BWSR Conservation Delivery Grant Agreement \$36,708 or \$18,354 per year
- f. \$5,000 Contract for Lake Plans for Crow Wing River Watershed Houston Engineering Inc.
- g. MRB1-03-25 Amendment 01 to extend the installation date. Mississippi River Erosion Project
- h. 2024 Financial Audit Letter authorization
- i. Bills and Vouchers:

Project #	Payment	Total Cost	Match \$	%	Practice	Location	Grant
1. PRP3-06-24/PRP2-13-24	\$268.44	\$536.88	\$268.44	50	Shoreline Establishment	Clamshell Lake	Pine River Phase II



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2. MRB1-04-25	\$8,516.76	\$17,033.51	\$8,516.76	50	Shoreline	Gilbert	Miss. River Brainerd
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**There was a motion by Leonard Koering seconded by Roger Waytashek to approve the 10/15/2025 consent agenda items a-i, with board and/or staff signatures where needed.**  
**Affirmative: JC, LK, JW, DJ, RW      Opposed: None      Motion Carried.**

9:30 am 2025 MASWCD Award Nomination Presentations: City of Brainerd Gully Project.

5. Old Business:

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

6. New Business:

Grants:

- a. Personnel Committee

**There was a motion by JoAnn Weaver seconded by Leonard Koering to approve the Personnel Committee recommendations for 2026 draft benefits, MN Paid Leave.**

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

**There was a motion by JoAnn Weaver seconded by Leonard Koering to approve the Personnel Committee recommendations for 2026 Cost of Living increase at 3%.**

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

**There was a motion by Diane Jacobson seconded by Roger Waytashek to approve the to hire a forester with a condition of having 1 year funding.**

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

- b. Breezy Point Bioretention

**There was a motion by JoAnn Weaver seconded by Roger Waytashek to approve and Authorize Jarrett Dirleck to sign off on the Breezy Point Bioretention project final inspection based on the MN Stormwater Manual specification and sign the final voucher with the technical authority to do so. The consultant engineer designed the project.**

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

- c. Crow Wing River Watershed MOA-discussion of agreement. Meeting on 10/29/2025.

- d. MASWCD Resolutions

**There was a motion by Diane Jacobson seconded by Roger Waytashek to approve Tasha Lauer to tally the boards votes and submit online ballots on their behalf.**

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

- e. Keep It Clean Grant Application



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- f. Staff and Board Strategic Planning Session planned for November 19th From 12pm to 3pm.

7. Meetings:

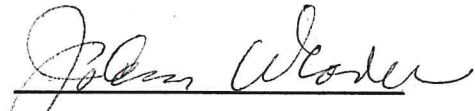
- a. 1W1P - Pine River, Crow Wing, Rum River, Mississippi River - Brainerd and Sartell
- b. Region 5 Development Commission
- c. Mille Lacs Lake Watershed Management Group
- d. Crow Wing River Basin Forage Council
- e. North Central MN SWCD's JPB / TSA 8

9. Calendar

<b>Date</b>	<b>Meeting</b>	<b>Location</b>
10.11.25	Crow Wing SWCD office closed for observation of Indigenous Peoples Day/Columbus Day	SWCD Office
10.16.25	Crow Wing River Basin Forage Council	12pm to 4pm
10.21 to 23.25	BWSR Academy	Cragun's Resort in Brainerd
10.24.25	Mille Lacs Lake Watershed Management Group	9am
10.30.25	TSA8 Board Meeting	Bemidji 9am
11.19.25	Regular Board Meeting	Crow Wing County Land Services 9am

10. Adjournment:

**Motion by JoAnn Weaver to adjourn the meeting at 11:59 a.m., seconded by Jim Chamberlin.**

  
JoAnn Weaver, Secretary

