



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

November 19, 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
Roger Waytashek - Vice Chair

Others present: Melissa Barrick-District Manager
Tasha Lauer - Finance and Grants Coordinator
Jarrett Drileck - Shoreline Technician
Chris Andree - Water Quality Technician
Heidi Lake - Easement Coordinator
Marta Springer-Ag Technician

2. Pledge of Allegiance / Moment of Silence

3. Agenda Approval

There was a motion by Diane Jacobson seconded by Leonard Koering to approve the 11/19/2025 agenda.

Affirmative: JC, LK, JW, DJ, RW

Opposed: None

Motion Carried.

4. Consent Agenda Approval for items a - d.

- a. Secretary's Report 10/15/2025
b. Treasurer's Report October 2025
c. MN Paid Leave Policy
d. Bills and Vouchers:

Project/Voucher #	Payment	Total Cost	Match \$/	%	Practice	Location	Grant
1. Technical Assistance	\$200	\$200	0	0	Conservation Plan	Big Trout/Lower Whitefish Lake	Pine River Watershed Phase III
2. Technical Assistance	\$200	\$200	0	0	Conservation Plan	Kimbal Lake	Pine River Watershed Phase III
3. Technical Assistance	\$200	\$200	0	0	Conservation Plan	Bertha Lake	Pine River Watershed Phase III
4. Technical Assistance	\$200	\$200	0	0	Conservation Plan	Lower Whitefish Chain	Pine River Watershed Phase III
5. Technical Assistance	\$200	\$200	0	0	Conservation Plan	Adney Lake	Pine River Watershed Phase III
6. PRWP2-F50-25	\$840	\$1,060	\$220	80	Forest Stewardship Plan	Emily	Pine River Phase II
7. MRB1-05-25	\$12,817.20	\$17,089.60	\$4,272.40	75	Critical Area Planting	Mississippi River	Miss. River Brainerd Phase I



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8. Ulteig	\$20,046.25	\$23,416			Rock Rip-Rap Design	Lower Whitefish Lake Shoreline	Pine River Project/TSA8 Engineering Funds
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There was a motion by JoAnn Weaver seconded by Roger Waytashek to approve the 11/19/2025 consent agenda items a-d, with board and/or staff signatures where needed.

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

5. Conservationist of the year award presentation: Justin and Bridget Smude.

6. Old Business:

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

7. New Business:

Grants:

- a. 2024 SWCD Audit Report
- b. 2026 SWCD Draft Budget
- c. Crow Wing River Watershed MOA

There was a motion by Diane Jacobson seconded by Leonard Koering to approve SWCD board chair to sign this Crow Wing River Watershed Memorandum of Agreement.

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

- d. Telework Agreement Policy updates

There was a motion by JoAnn Weaver seconded by Roger Waytashek to approve Telework Agreement Policy.

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

- e. 2026 TSA 8 Contract

There was a motion by Leonard Koering seconded by Roger Waytashek to approve 2026 TSA 8 Contract with Crow Wing SWCD.

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

- f. MRB1-03-25

There was a motion by JoAnn Weaver seconded by Diane Jacobson to approve MRB1-03-25 contract amendment for an increase of \$2,123.

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

There was a motion by Leonard Koering seconded by Diane Jacobson to approve MRB1-03-25 Project final voucher payment.

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

- g. Personnel Committee Meeting for Manager Review.

8. 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



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- d. Crow Wing River Basin Forage Council
- e. North Central MN SWCD's JPB / TSA 8

9. Calendar

Date	Meeting	Location
11.19.25	Strategic Planning Session 12:00 to 4:00 PM	Oak/Pine Meeting Rooms
11.27-28.25	Crow Wing SWCD Office Closed Observation of Thanksgiving	
12.01-03.25	MASWCD Convention	Bloomington
12.17.25	Crow Wing SWCD Regular Board Meeting and Holiday Potluck	Crow Wing County Land Services
12.24-25.25	Crow Wing SWCD Office Closed Observation of the Christmas	


10. MASWCD Convention December 1-3, 2025.

There was a motion by JoAnn Weaver seconded by Leonard Koering to approve staff and board to attend MASWCD convention with time and expenses.

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

11. Adjournment:

There was a motion by JoAnn Weaver to adjourn the meeting at 11:29 a.m., seconded by Leonard Koering Meeting adjourned.


JoAnn Weaver, Secretary