



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

December 17, 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
Pramil Khanal-Forestry Coordinator
Allie Tryggeseth-SWCD intern
Jon Lubke-CWC Commissioner
Darren Mayers-BWSR
Joe Quehl-NRCS

2. Pledge of Allegiance / Moment of Silence

3. Agenda Approval

There was a motion by Leonard Koering seconded by Diane Jacobson to approve the 12/17/2025 agenda.

Affirmative: JC, LK, JW, DJ, RW

Opposed: None

Motion Carried.

4. Consent Agenda Approval for items a - f.

- a. Sourcewell \$2,000 Boost Application for the No-Till Drill
- b. Sourcewell \$7,000 Third Party Professional Services Grant
- c. Secretary's Report 11/19/2025
- d. Treasurer's Report November 2025
- e. Approve change order to the Holmvig Excavating, and the increase payment by for \$3,220 of the original contract with Holmvig was \$110,000. The cost for the 3" minus aggregate bedding is 30 quantities vs 15 quantities in the quote process. Increased cost by \$2,100. The 1'-minus aggregate bedding footing increased by 8 cubic yards, resulting in an increased price of \$1,120.

f. Bills and Vouchers:

Project/Voucher #	Payment	Total Cost	Match \$/	%	Practice	Location	Grant
1. CPL Grant Contract with Holmvig Excavating	\$113,220	\$113,220			Installed culverts along the Ross Brook	Ross Lake Township	CPL Grant



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2. MNL	\$13,100	\$13,100			90 Linear feet of Cedar Revetment installed at Ross Brook	Ross Lake Township	CPL Grant
3. MRBAgP1-03-25	\$15,750	\$52,450.29	\$36,700.29	70	512 Pasture Hay Planting 80 acres	Daggett Brook	Miss. River Brainerd 1

There was a motion by Diane Jacobson seconded by Leonard Koering to approve the 12/17/2025 consent agenda items a-f, with board and/or staff signatures where needed, with item 1 being contingent of the approval of the engineer.

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

5. Old Business:

- County Commissioner Report
- NRCS Report
- BWSR Report
- SWCD Staff Reports
- 2026 WIG

6. New Business:

Grants:

- 2024 SWCD Audit Report-Michael Peterson, CPA.

- 2026 SWCD Budget

There was a motion by JoAnn Weaver seconded by Leonard Koering to approve the 2026 SWCD Budget.

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

- 319 Whitefish Watershed Grant Phase 2

There was a motion by Leonard Koering seconded by JoAnn Weaver to approve the 319 Whitefish HUC10 Watershed Grant phase 2 Work Plan with a required match of \$206,795.

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

- Keep It Clean Grant

There was a motion by Diane Jacobson seconded by Leonard Koering to approve joining the Keep it Clean as a partner and for authorization to sign the grant agreement.

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

- 2026 SWCD Meeting Calendar

There was a motion by JoAnn Weaver seconded by Roger Waytashek to approve the 2026 SWCD Meeting Calendar with an addition of a special cost-share meeting.

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

7. Meetings:

- 1W1P - Pine River, Crow Wing, Rum River, Mississippi River - Brainerd and Sartell
- Region 5 Development Commission
- Mille Lacs Lake Watershed Management Group
- Crow Wing River Basin Forage Council



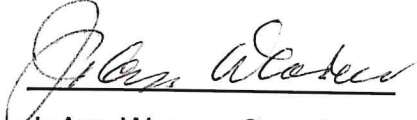
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e. North Central MN SWCD's JPB / TSA 8

8. Calendar

<u>Date</u>	<u>Meeting</u>	<u>Location</u>
12.17.25	Holiday Potluck/Staff Board/NRCS Picture	Crow Wing County Land Services Meeting Room 2
12.24-25.25	Crow Wing SWCD Office Closed Observation of the Christmas	
12/31/2025	Office closes at 12:00 PM	
01/01/2026	Office closed for Observation of New Year's Day	
01/05-09/2026	Office Closed - relocated in the Birch Room	CWC Land Services Birch Room
01/19/2026	Martin Luther King Jr. the SWCD Office Closed	
01.21.26	Regular SWCD Board Meeting	Crow Wing County Land Services Meeting

9. Adjournment:

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


JoAnn Weaver, Secretary