



## MEETING MINUTES

### BOARD OF SUPERVISORS MEETING

#### DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, May 5, 2016

4100 220<sup>th</sup> Street, Suite 102  
Farmington, Minnesota

**Board Members Present:**

Laura Zanmiller, Chair  
Joe Meyers, Vice Chair  
Chris Nielsen, Secretary  
Kevin Chamberlain, Treasurer  
Marian Brown, Public Relations

**SWCD Staff Present:**

Brian Watson  
Lana Rotty  
Brad Becker  
Todd Matzke  
Ashley Gallagher  
Joe Barten

**Others Present:**

Michelle Wohlers, NRCS

**1. Call to Order**

Chair Zanmiller called the meeting to order at 8:30 a.m. A quorum was present.

**2. Pledge of Allegiance**

Chair Zanmiller led the Board of Supervisors in the Pledge of Allegiance.

**3. Audience**

Chair Zanmiller asked if there was anyone in the audience that wished to address the Board on an item that is not on the agenda. No one appeared.

**4. Approval of Agenda**

**16.052** Motion by Nielsen, second by Chamberlain to approve the agenda as presented. All members voting yes. Motion carried.

**5. Secretary's Report – April 7, 2016 Board Meeting Minutes**

**16.053** Motion by Nielsen, Second by Meyers to approve the April 7, 2016 Meeting Minutes. All members voting yes. Motion carried.

**6. Treasurer's Report**

**6.1 May 5, 2016 Accounts Payable**

**16.054** Motion by Chamberlain, second by Meyers to approve the May 5, 2016 Accounts Payable. Members voting yes: Zanmiller, Brown, Chamberlain, Nielsen, Meyers. Motion carried.

## **6.2 April 30, 2016 Financial Report**

**16.055** Motion by Chamberlain, second by Nielsen to accept the April 30, 2016 Financial Report, subject to audit. All members voting yes. Motion carried.

## **7. Rural Lands Committee**

### **7.1 Authorization to Provide Final Payment to Wayne Kieffer for Installation of Water and Sediment Control Basins**

Meyers stated that Wayne Kieffer has completed construction of five water and sediment control basins. The installation has been certified by Gary Hahn, NRCS Area Office Civil Engineering Technician. The project was approved for funding at the August 6, 2015 board meeting at 75% cost share not to exceed \$26,977.50 based on an estimated project cost of \$35,970. Final project cost was \$31,704.53.

**16.056** Motion by Meyers, second by Chamberlain to approve final payment to Wayne Kieffer for installation of five water and sediment control basins in Section 13, Douglas Township, Cannon River Watershed at \$23,778.40 (75%). Members voting yes: Brown, Chamberlain, Nielsen, Meyers, Zanmiller. Motion carried.

### **7.2 Authorization to Cancel Contract with Roy Zellmer for Installation of Grassed Waterway**

Matzke stated that Roy Zellmer is requesting to cancel his contract for the installation of a grassed waterway in section 21 of Castle Rock Township, Vermillion River Watershed. The project was approved at the August 6, 2015 board meeting for 75% cost share not to exceed \$2,524.50. The project area and surrounding upland is currently alfalfa and Roy would like to continue to hay this field at least one more year before the grassed waterway is repaired. Funding encumbered under this contract would be made available for future Incentive Payment Practice projects.

**16.057** Motion by Meyers, second by Nielsen to cancel Roy Zellmer contract (15-IPP-08) for installation of grassed waterway in Castle Rock Township, Vermillion River Watershed. All Members voting yes. Motion carried.

## **8. Community Development Committee**

### **8.1 Authorization to Amend Agreement for Services with the Lower Mississippi River Watershed Management Organization**

Watson stated the LMRWMO has recently requested additional services relating to lake water monitoring in 2016. The new services include monitoring through the Metropolitan Council's Citizen Assisted Monitoring Program (CAMP) and would include Pickerel Lake (Lilydale), Thompson Lake (West St. Paul) and Augusta Lake (Mendota Heights). This new task would amend our existing joint powers agreement by providing up to \$5,790 for the added services.

**16.058** Motion by Meyers, second by Nielsen to Amend 2016 Work Plan and Budget with the Lower Mississippi River Watershed Management Organization to a total amount not to exceed \$38,600. All members voting yes. Motion carried.

### **8.2 Authorization to Execute Agreement with the Lower Mississippi River Watershed Management Organization for Services to Implement the FY16 Clean Water Fund Grants**

Joe Barten stated that the LMRWMO has recently been awarded three FY16 Clean Water Fund grants. The SWCD assisted the LMRWMO Board with developing the applications, obtaining work plan approvals and executing the grant agreements with the Minnesota Board of Water and Soil Resources. The three grants include:

- Alum treatment in August Lake located in Mendota Heights
- Alum treatment in Sunfish Lake located in Sunfish Lake
- Stormwater improvements to Thompson Lake located in West St. Paul.

The SWCD role would be grant management and project development including coordinating with landowners, stakeholders and cities as each of the projects progress. The timeline under a joint powers

agreement would be through December 31, 2018 which is the life of the grant agreements. The joint powers agreement would include a total amount not to exceed \$42,900.

**16.059** Motion by Chamberlain, second by Nielsen to authorize execution of a joint powers agreement with the Lower Mississippi River Watershed Management Organization to implement FY16 Clean Water Grants. All members voting yes. Motion carried.

### **8.3 Landscaping for Clean Water Application Update**

Watson stated that the deadline for landowners to submit Landscaping for Clean Water Program funding requests during our first of three application periods was May 2. Barten added that the introduction and design classes are 95% complete. Barten, Ashley Gallagher, and Lindsey Albright served as the presenters and overall the classes were well received. A total of 250 participants came to the introductory classes, and there are currently 88 projects moving forward in the design class. For round one, 32 applications were received. Last year, a total of 44 projects were installed, indicating that we are on track to match or surpass that. A handout with more details was distributed.

## **9. Committee of the Whole**

### **9.1 Adopt Comprehensive Plan**

Watson stated SWCD staff made final edits and submitted our Comprehensive Plan to the Minnesota Board of Water and Soil Resources (BWSR) as required under Minnesota Statute 103C.501. On April 25, 2016, BWSR staff approved our 10-year Comprehensive Plan. The final version of the Comprehensive Plan was included in the packet mailing. Upon adoption, it will be posted on our web site for public reference.

**16.060** Motion by Nielsen, second by Meyers to adopt the 2016-2025 Comprehensive Plan. All members voting yes. Motion carried.

## **10. Interagency Reports and Announcements**

### **Natural Resources Conservation Service**

Michelle Wohlers provided the Natural Resources Conservation Services (NRCS) agency report. She stated that they received six new applications for the Conservation Stewardship Program, the contract data is due by May 20, and funding will be awarded by June 6. There are 4 CSP contracts that have requested re-enroll.

She stated that ten Environmental Quality Incentive Program (EQIP) contracts have all been complete and forwarded to landowners. Three are in process.

Of the EQIP applications, six deferred based on funding rates and have been forwarded to SWCD staff for potential enrollment in the Minnesota Ag Water Quality Certification Program.

Matt and Lucas are busy with construction.

Wohlers added that there are many changes happening with the NRCS staffing vacancies throughout the State. Tim Wilson is the Area Conservationist for both Area 4 and Area 6. They are sharing staff part-time with Goodhue County. Scott County is sharing one staff half-time with Rice County.

Wohlers added that the Local Work Group meeting will follow the June Board of Supervisors meeting.

### **Minnesota Board of Water and Soil Resources**

There was no Board of Water and Soil Resources (BWSR) report.

### **Minnesota Association of Soil and Water Conservation Districts**

Watson provided the Minnesota Association of Soil and Water Conservation Districts (MASWCD) report. He stated that the resolution process has started and requested Supervisors to forward any concepts they would like to be considered for policy. He will prepare the resolution for the June Board meeting, as the Area meeting is scheduled for Monday June 27.

**Metro Conservation Districts Joint Powers Board**

There was no Metro Conservation Districts Joint Powers Board (MCD) report provided. Next meeting is May 25.

**Dakota County**

There was no Dakota County report provided. Watson stated that Matt Smith has been named the new County Manager.

**Watershed Management Organizations**

There were no other Watershed Management Organization reports provided. Watson stated that on Tuesday, May 11 the Board of Water and Soil Resources committee will be hearing the approval of the Vermillion River Watershed Joint Powers Organization (VRW JPO) and the Eagan-Inver Grove Heights 10-Year Comprehensive Plans.

**9. Upcoming Meetings and Events**

The upcoming events were reviewed. Watson noted that the next Board Meeting is scheduled for June 2 and the USDA NRCS Local Work Group Meeting will be held at 10:00 or following the Board Meeting.

**10. District Managers Report**

Watson reminded Supervisors that the filing period begins on May 17 and runs through May 31.

**10. Adjourn**

**16.061** Motion by Meyers second by Nielsen to adjourn the meeting. All members voting yes. Motion carried.

The meeting was adjourned at 9:15 a.m.

Respectfully submitted,

Chris Nielsen, Secretary