



MEETING MINUTES

BOARD OF SUPERVISORS MEETING

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, November 1, 2018

9:00 a.m.

4100 220th Street, Suite 102
Farmington, Minnesota

Board Members Present:

Laura Zanmiller, Chair
Kevin Chamberlain, Vice Chair
Jayne Hager Dee, Treasurer
Chelsea Skog, Secretary
Bruce Johnson, Public Relations

SWCD Staff Present:

Brian Watson
Lana Rotty
Curt Coudron
Todd Matzke
Ashley Gallagher

Others Present:

Michelle Wohlers, NRCS

1. Call to Order

Chair Zanmiller called the meeting to order at 9:00 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

18.115 Motion by Chamberlain, second by Johnson to approve the agenda as presented. All members voting in favor. Motion carried.

5. Secretary's Report – October 4, 2018 Board Meeting Minutes

18.116 Motion by Skog, second by Johnson to approve the October 4, 2018 Meeting Minutes. All members voting in favor. Motion carried.

6. Treasurer's Report

6.1 November 1, 2018 Accounts Payable

18.117 Motion by Dee, second by Johnson to approve the November 1, 2018 Accounts Payable. Members voting in favor: Chamberlain, Zanmiller, Skog, Johnson, Dee. Motion carried.

6.2 October 31, 2018 Financial Report

18.118 Motion by Dee, second by Johnson to accept the September 30, 2018 Financial Report, subject to audit. All members voting in favor. Motion carried.

7. Treasurer's Report

7.1 Accept 3rd Quarter Finance Report

18.119 Motion by Dee, second by Johnson to accept the 3rd Quarter Finance Report. All members voting yes. Motion carried.

7.2 Review Draft 2019 Budget

Watson provided a review of the 2019 Budget in draft form. He added that the budget will be finalized for the December Board Meeting.

8. Rural Lands Committee

8.1 Authorization to Amend Contract with Angela Beissel for Installation of Water and Sediment Control Basins

Coudron stated that Angela Beissel has started the construction of two water and sediment control basins but project construction has been delayed due to wet weather and the late harvest. Angela Beissel is requesting a contract extension to allow for completion of the water and sediment control basins. The amendment would extend the contract completion date from November 15, 2018 to December 6, 2018. No other changes to the cost share contract are proposed.

18.120 Motion by Chamberlain, second by Johnson to amend contract (18-IPP-06) with Angela Beissel to revise the completion date to December 6, 2018. All members voting in favor. Motion carried.

8.2 Authorization to Amend Contract with Nick Weiland for Installation of Grassed Waterway

Coudron stated that Nick Weiland has started the construction of a grassed waterway but wet weather has delayed earthwork on the project. Nick is requesting a contract extension to allow for completion of the grassed waterway. The contract amendment would extend the contract completion date from November 15, 2018 to December 6, 2018. No other changes to the cost share contract are proposed.

18.121 Motion by Dee, second by Johnson to amend contract (18-IPP-08) with Nick Weiland to revise the completion date to December 6, 2018. All members voting in favor. Motion carried.

8.3 Authorization to Amend Contract with Ken Taylor for Installation of Grassed Waterway

Coudron stated that Ken Taylor is requesting a contract extension due to delays resulting from a needed wetland determination on an area adjacent to the proposed waterway. The contract amendment would extend the contract completion date from November 15, 2018 to June 30, 2019. No other changes to the cost share contract are proposed.

18.122 Motion by Johnson, second by Dee to amend contract with Ken Taylor (18-IPP-12) to revise the completion date to June 30, 2019. All members voting in favor. Motion carried.

8.4 Authorization to Amend Contract with Angela Beissel for Installation of Grassed Waterway

Coudron stated that Angela Beissel has started the construction of a grassed waterway, but wet weather has delayed portions of the project. Angela Beissel is requesting a contract extension to allow for

completion of the waterway. The contract amendment would extend the contract completion date from November 15, 2018 to December 6, 2018. No other changes to the cost share contract are proposed.

18.123 Motion by Dee, second by Johnson to amend contract with Angela Beissel (18-IPP-14) to revise the completion date to December 6, 2019. All members voting in favor. Motion carried.

8.5 Authorization to Provide Final Payment to Duane Kimmes for Installation of Cover Crops

Coudron stated that Duane Kimmes has completed the installation of cover crops on 100 acres. The project was approved for funding at the August 2, 2018 Board meeting with an incentive payment not to exceed \$10,500. A cover crop mix of oats and rye were planted after sweet corn and snap beans were harvested.

18.124 Motion by Johnson, second by Chamberlain to approve final payment to Duane Kimmes for installation of cover crops in Section 17, Marshan Township, Vermillion River Watershed at \$35 per acre, not to exceed \$10,500. Members voting in favor: Zanmiller, Skog, Johnson, Dee, Chamberlain. Motion carried.

8.6 Authorization to Provide Final Payment to Steve Wagner for Installation of Cover Crops

Coudron stated that Steve Wagner has completed the installation of cover crops on 65 acres. The project was approved for funding at the August 2, 2018 Board meeting. A cover crop mix of annual rye was planted after corn was harvested.

18.125 Motion by Dee, second by Johnson to approve final payment to Steve Wagner for installation of cover crops on 65 acres in Section 31 and 36 of Nininger Township, Vermillion River Watershed at \$35 per acre, not to exceed \$6,825. Members voting in favor: Skog, Johnson, Dee, Chamberlain, Zanmiller. Motion carried.

8.7 Authorization to Provide Final Payment to Roger Peine for Installation of Water and Sediment Control Basins

Coudron stated that Roger Peine has completed the installation of two water and sediment control basins and a 300 foot by 30 foot critical area planting. Embankments were constructed for each basin to store runoff while it is slowly released through the outlet. The project will reduce field erosion and sediment transport to Trout Brook. The final project cost was \$20,362.00.

18.126 Motion by Johnson, second by Chamberlain to approve final payment to Roger Peine installation of two water and sediment control basins and critical area planting in Section 23, Douglas Township, Trout Brook Watershed of the Cannon River at \$15,271.50 cost share not to exceed 75%. Members voting in favor: Johnson, Dee, Chamberlain, Zanmiller, Skog. Motion carried.

9. Community Development Committee

9.1 Authorization to Amend Contract with City of Lakeville for Infiltration Basin

Coudron stated the City of Lakeville is in the process of installing an infiltration basin near Lee Lake, along Kenyon Avenue as part of a street reconstruction project. Portions of the infiltration basin have been constructed but due to wet weather, the basin may not be completed by the contract completion deadline of November 15, 2018. The City of Lakeville is requesting a contract extension to complete the remaining portions of the project. The contract amendment would extend the project completion date from November 15, 2018 to June 1, 2019. No other changes to the cost share contract are proposed.

18.127 Motion by Dee, second by Johnson to amend contract (18-CCP-01) with City of Lakeville to extend the completion date to June 1, 2019. All members voting in favor. Motion carried.

9.2 Authorization to Provide Final Payment to Thomas Lake Countryhomes for Installation of Bioretention Basins and Slope Stabilization

Coudron stated that Thomas Lake Countryhomes Association has completed the installation of two bioretention basins and slope stabilization in the City of Eagan, Minnesota River Watershed. He explained that an existing landscaped area was removed to install the bioretention basins. The slope stabilization included installation of topsoil, native seed, erosion control blanket, and live plants and shrubs. The project will reduce the amount of sediment and excess nutrients carried by stormwater runoff to Thomas Lake. The final project cost was \$20,904.

18.128 Motion by Chamberlain, second by Johnson to approve final payment to Thomas Lake Countryhomes for installation two bioretention basins and slope stabilization in City of Eagan, Minnesota River Watershed at \$20,904 cost share, not to exceed 75%. All members voting in favor. Motion carried.

9.3 Authorization to Amend Contract with Luther Memorial Church for Installation of Bioretention Basin

Coudron stated that Luther Memorial Church is planning to install a bioretention basin but has had difficulty finding a contractor that can complete the entire project this year. Luther Memorial Church is requesting a contract extension to complete the project in spring of 2019. The contract amendment would extend the project completion date from November 15, 2017 to June 30, 2018. No other changes to the cost share contract are proposed.

18.129 Motion by Dee, second by Johnson to amend contract (18-CIF-02) with Luther Memorial Church for to extend the completion date to June 30, 2019. All members voting in favor. Motion carried.

10. Committee of the Whole

10.1 Authorization to Execute Agreement for Services with the Eagan-Inver Grove Heights Watershed Management Organization

Watson stated the staff has drafted and presented a 2019 work plan and budget to the Eagan-Inver Grove Heights Watershed Management Organization (E-IGHWMO) Board of Managers. The work plan and budget includes administration, education and outreach, and technical and project implementation services to the E-IGHWMO for the 2019 calendar year. The work plan and budget includes a total agreement not to exceed \$29,480. The E-IGHWMO Board approved the 2019 work plan and budget at their October 16 meeting.

18.130 Motion by Dee, second by Johnson to approve and authorize execution of 2019 Work Plan with the Eagan Inver Grove Heights Watershed Management Organization. All members voting in favor. Motion carried.

10.2 Authorization to Execute Agreement with the Eagan-Inver Grove Heights Watershed Management Organization for Implementing FY19 Watershed Based Funding Grant from Board of Water and Soil Resources

Watson stated that staff has drafted and presented a work plan to the Eagan-Inver Grove Heights Watershed Management Organization (E-IGHWMO) Board of Managers to assist with implementing their FY19 BWSR grant under the pilot watershed based funding program. The work plan includes grant administration, coordination and development of a lake feasibility study for the Schulze Lake alum treatment activity, and project development which will require coordination among the City of Eagan and Dakota County. The work plan and budget includes a total agreement not to exceed \$6,208. The E-IGHWMO Board approved the 2018-2021 work plan and budget at their October 16 meeting.

18.131 Motion by Chamberlain, second by Johnson to approve and authorize execution of 2018-2021 Work Plan with the Eagan Inver Grove Heights Watershed Management Organization. All members voting in favor. Motion carried.

10. Announcements and Reports

Natural Resources Conservation Service

Michelle Wohlers provided the Natural Resources Conservation Services (NRCS) agency report. She stated that they have 57 applications for EQIP assistance for the 2019 program year. They are currently processing 25 Conservation Stewardship payments. Staff are completing three designs for SWCD funding; Angela Beissel, Mark Malecha, and Bryce Kimmes projects. Their office completes weekly crop progress reports for the National Ag Statistics Service. They are now part of Team 17; this includes the Counties of Dakota, Washington, Ramsey, Scott, Carver, Le Sueur, and Rice. The team lead District Conservationist will be located in the Faribault Office. Troy Daniell, State Conservationist, will be touring the Southeast Area on November 27 – 29.

Dakota County

There was no Dakota County Report. However, Watson stated that the budget presentation is scheduled for November 8th in the afternoon.

Metropolitan Conservation Districts Joint Powers Board

There was no Metropolitan Conservation District Joint Powers Board report.

Minnesota Association of Soil and Water Conservation Districts

Watson provided the Minnesota Association of Soil and Water Conservation Districts report. He reviewed the pre-voting process and the 2018 resolutions. Each resolution was read and Supervisor voted accordingly. Votes will be tallied and forwarded to the MASWCD office. Watson also distributed the MASWCD Annual Meeting information.

Cannon River One Watershed, One Plan Policy Committee

There was no Cannon River One Watershed, One Plan Policy Committee report.

11. Upcoming Meetings and Events

Zanmiller noted upcoming events.

12. District Managers Report

All items in the District Managers Report were previously addressed.

13. Board of Supervisors

Zanmiller reported on the Lower Mississippi River WMO Boat Tour she attended on October 13 and an updated on the Thompson Lake Grant project.

14. Adjourn

18.132 Motion by Dee, second by Johnson to adjourn the meeting. All members voting in favor. Motion carried.

The meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Chelsea Skog, Secretary