



DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Dakota County Extension and Conservation Center
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MEETING MINUTES

BOARD OF SUPERVISORS MEETING

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, December 15, 2011

8:30 a.m.

4100 220th Street, Suite 102
Farmington, Minnesota

SWCD Supervisors Present:

Joe Meyers, Chair
Kevin Chamberlain, Treasurer/Secretary
Jason Swenson, Public Relations
Paul Thomas, Supervisor

*Denotes partial meeting attendance

SWCD Staff Present:

Brian Watson, Staff
Lana Rotty, Staff
Curt Coudron, Staff*

Other Agencies Present

Michelle Wohlers, NRCS*

1. Call to Order

Chair Meyers called the meeting to order at 8:35 a.m. A quorum was present with Chris Nielsen absent. Supervisor Paul Thomas indicated that he would need to leave at 9:30 a.m.

2. Pledge of Allegiance

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

3. Audience

There were no comments from the audience.

4. Approval of Agenda

11.152 Motion by Chamberlain, second by Swenson to approve the agenda. All members voting yes. Motion passed.

5. Approval of Minutes

11.153 Motion by Chamberlain, second by Swenson to approve the November 21, 2011 minutes as presented. All members voting yes. Motion passed.

6. Treasurer's Report

7.1 December 15, 2011 Accounts Payable

11.154 Motion by Chamberlain, second by Thomas to approve the December 15, 2011 Accounts Payable. All members voting yes. Motion passed.

7.2 November 2011 Financial Report

11.155 Motion by Chamberlain, second by Swenson to approve the November 2011 Financial Report subject to audit. All members voting yes. Motion passed.

7. Rural Lands Committee

7.1 Jack Weber Final Payment (11-IPP-12)

Jack has completed construction of two water and sediment control basins in Section 27 of Douglas Township, Trout Brook watershed of Cannon River. The final project cost was \$11,304.01. Contract was approved at the October Board meeting at 85% not to exceed \$11,475. The USDA-NRCS has authorized a payment of \$5,564 through the Environmental Quality Incentives Program. Staff has certified the project and recommends final payment.

11.156 Motion by Chamberlain, second by Swenson approving Jack Weber final payment for establishment of two water and sediment control basins in Section 27 of Douglas Township, Cannon River Watershed at \$4,044.40 from North Cannon River Watershed Clean Water Fund grant. Members voting yes: Thomas, Swenson, Chamberlain, Meyers. Motion passed.

7.2 Bruce Betzold Contract Approval and Final Payment (11-IPP-17)

Bruce Betzold is re-enrolling three filter strips, totaling 2.2 acres, into the USDA's Conservation Reserve Program (CRP) for 15-years. The filter strips are established and located along a tributary to the Vermillion River. The CRP contract has been approved by USDA at \$163.20 acre/year, and is therefore eligible for a supplementary Incentives Payment Practice Program payment of \$86.80 acre/year. Staff has certified the project and recommends final payment.

11.157 Motion by Chamberlain, second by Thomas to approve Bruce Betzold contract and final payment for establishing 2.2 acres of filter strips in Section 27, Empire Township, Vermillion River Watershed at \$2,864.40 from Vermillion River Watershed Joint Powers Organization Capital Improvement Program. Members voting yes: Swenson, Chamberlain, Meyers, Thomas. Motion passed.

7.3 George Betzold Contract Approval (11-IPP-18)

George is re-enrolling six filter strips, totaling 20.7 acres, into the USDA's Conservation Reserve Program (CRP) for 15-years. The CRP contract has been approved by USDA at \$163.20 acre/year, and is therefore eligible for a supplementary Incentive Payment Practice Program payment of \$86.80 acre/year. Staff is recommending a \$15,000 payment cap.

11.158 Motion by Chamberlain, second by Swenson to approve George Betzold contract for establishing 20.7 acres filter strips in Section 33, Empire Township, Vermillion River Watershed at \$15,000 from 2012 Vermillion River Watershed Joint Powers Organization Capital Improvement Program. All members voting yes. Motion passed.

7.4 Agreement for Services with North Cannon River Watershed Management Organization

Watson stated that a 2012 work plan and budget has been developed for providing administrative and technical services to the North Cannon River Watershed Management Organization (WMO). The work plan was approved at their November 30th Board meeting at a total cost not to exceed \$22,500. Board action is requested to approve the work plan and authorize drafting of a joint powers agreement by Dakota County Attorney's Office with execution by the Chair.

11.159 Motion by Chamberlain, second by Swenson to approve the 2012 Work Plan with the North Cannon River WMO for administrative and technical assistance, and to authorize SWCD Chair to execute the joint powers agreement. All members voting yes. Motion passed.

8. Community Development Committee

8.1 Jim Naves Final Payment (11-IPP-09)

Jim Naves has completed a shoreline stabilization of 140 linear feet on Horseshoe Lake, Mississippi River Watershed. The final project cost was \$9,266. The contract was approved at the September

2011 Board meeting at 75% cost-share not to exceed \$3,500. Staff has certified the project and recommends final payment.

11.160 Motion by Swenson, second by Thomas approving Jim Naves final payment for shoreline stabilization project on Horseshoe Lake, Mississippi River Watershed, at \$3,500 with project funds coming from the Lower Mississippi River Watershed Management Organization cost-share program. Members voting yes: Chamberlain, Meyers, Thomas, Swenson. Motion passed.

8.2 Blue Thumb Partners Agreement for 2012

Watson stated that annually we need to provide written confirmation to the Rice Creek Watershed District that we agree to participate and comply with the Blue Thumb Partners Program and Standards Manual. The purpose of the agreement is to create consistency among partners and avoid misuse of terminology, logo, etc. Requirements are that we provide at least 30 volunteer action hours as a partner. We easily cover this with our current activities. Staff is recommending approval of agreement.

11.161 Motion by Swenson, second by Chamberlain to approve the Blue Thumb Partners Agreement and Logo Standards Manual. All members voting yes. Motion passed.

8.3 Agreement for Services with Lower Minnesota River Watershed District

We have developed a 2012 work plan and budget for providing technical services to the Lower Minnesota River Watershed District (WD). The work plan was approved at their November 16 meeting at a cost not to exceed \$5,420. Board action is requested to approve the work plan and authorize drafting of a joint powers agreement by the Dakota County Attorney's Office with execution by the Chair.

11.162 Motion by Swenson, second by Thomas to approve the 2012 work plan and budget with the Lower Minnesota River WD for technical assistance, and to authorize SWCD Chair to execute the joint powers agreement. All members voting yes. Motion passed.

8.4 Agreement for Services with Black Dog Watershed Management Organization

We have developed a 2012 work plan and budget for providing technical services to the Black Dog WMO. The work plan was approved at their November 16 meeting at a cost not to exceed \$21,050. Board action is requested to approve the work plan and authorize drafting of a joint powers agreement by the Dakota County Attorney's Office with execution by the Chair.

11.163 Motion by Swenson, second by Thomas to approve the 2012 Work Plan with the Black Dog WMO for technical assistance, and to authorize SWCD Chair to execute joint powers agreement. All members voting yes. Motion passed.

8.5 Agreement for Services with Gun Club Lake Watershed Management Organization

We have developed a 2012 work plan and budget for providing administrative and technical services to the Gun Club Lake WMO. The work plan was approved at their December 7 meeting at a cost not to exceed \$16,150. Board action is requested to approve the work plan and authorize drafting of a joint powers agreement by the Dakota County Attorney's Office with execution by the Chair.

11.164 Motion by Swenson, second by Thomas to approve the 2012 Work Plan with the Gun Club Lake WMO for administrative and technical assistance, and to authorize SWCD Chair to execute joint powers agreement. All members voting yes. Motion passed.

8.6 First Amendment to FY 2012 Agreement with University of Minnesota

We entered into an agreement with the University of Minnesota in October 2011 to provide technical assistance relating to their erosion and sediment control certification program. The U of M is now going to take the lead with Minnesota hosting the 2013 National Low Impact Development symposium and would like to amend our agreement to include our assistance with this national training event. The amendment would include an additional 192 hours through June 30, 2011. Staff is recommending approval of the amendment.

11.165 Motion by Swenson, second by Chamberlain to approve the First Amendment to the FY 2012 Agreement with the University of Minnesota to provide an additional 192 hours of assistance not to exceed a new total agreement amount of \$18,305. All members voting yes. Motion passed.

9. Finance Committee

9.1 Adopt 2102 Budget

Watson provided an overview of the proposed 2012 Budget, including revenue adjustments based on approved agreements for services. Based on current knowledge of revenues and expenses during the calendar year, the budget includes revenues of \$1,014,948.56 and expenses of \$1,019,459.75 with a net loss of \$4,510.75.

11.166 Motion by Chamberlain, second by Thomas to approve FY 2012 Budget. Members voting yes: Meyers, Thomas, Swenson, Chamberlain. Motion Passed.

Paul Thomas exited the meeting.

10. Committee of the Whole

10.1 Authorization to Submit Application to Conservation Corps

Watson stated that we will again have an opportunity to apply for a Conservation Corps summer intern to mentor and work in our office from about May 15 to August 15. All salary expenses are paid for by the Conservation Corps via legislative appropriation. Staff is seeking Board authorization to submit application for Conservation Corps employee during summer months of 2012 and execution of agreement if awarded.

11.167 Motion by Swenson, second by Chamberlain to approve and execute if awarded the Application for Internships through the Conservation Corps Minnesota Conservation Apprenticeship Academy. All members voting yes. Motion passed.

10.2 Establish Regular Board Meeting Schedule for 2012

11.168 Motion by Chamberlain, second by Swenson to schedule the 2012 Board of Supervisors meetings for the first Thursday of the month at 8:30.a.m. All members voting yes. Motion passed.

11. Interagency Announcements and Reports

Natural Resources Conservation Service

Michelle Wohlers provided the Natural Resources Conservation Services Report. She stated that letters of instruction on how to process payments were sent to the 23 landowners currently under contract for the Conservation Stewardship Program. The NRCS staff will be meeting with each participant as well so they fully understand all of their responsibilities. Wohlers stated that there will be another scoring and ranking period for the Conservation Stewardship Program that is currently open until January 13, 2012. Wohlers added that their office has completed numerous wetland determinations, and also recognized Watson for his assistance with that process.

Minnesota Board of Water and Soil Resources

Watson provided the Minnesota Board of Water and Soil Resources report. He stated that he was notified that all three of the Clean Water Legacy grant applications were approved by the BWSR Board and agreements will be forthcoming.

Minnesota Association of Soil and Water Conservation Districts

Chamberlain and Watson provided the Minnesota Association of Soil and Water Conservation Districts report. Chamberlain stated that the Convention was well attended and overall went great. Chamberlain recognized Watson, Isensee, and Jester for all of their efforts in the planning, facilitating, and presenting.

Chamberlain added that the resolution process also went well. The resolution approving levy authority passed and will be continued standing policy for MASWCD. The organic practices receiving cost share was approved. Chamberlain expressed that the historical session presented by Jason Wienerman of the BWSR staff was very informative.

Metropolitan Conservation Districts Joint Powers Board

There was no Metropolitan Conservation Districts Joint Powers Board report presented. However, Watson stated the next meeting is scheduled for Wednesday, December 21.

Dakota County

There was no Dakota County reported presented.

Vermillion River Watershed Joint Powers Organization

There were no Vermillion River Watershed Joint Powers Organization items to report.

North Cannon River Watershed Management Organization

There were no North Cannon River Watershed Management Organization items to report.

Other Watershed Management Authorities

There were no other Watershed Management Authority updates provided.

12. Upcoming Meetings and Events

The upcoming events were reviewed.

13. District Managers Report

Watson stated that the January meeting will include routine beginning of the year items and election of officers. Watson stated that he has been contacted by the Dakota County Fair Board to provide assistance with their Clean Water Legacy grant application in the cultural funding category. He will also be assisting them with a Lessard Sams Outdoor Heritage Council grant application.

Watson consulted with employee relations and he will be moving performance review dates of all staff to January 1 of each year. Formal or informal reviews will be completed with all staff in the next few weeks.

Watson stated that he and Travis Bistodeau will be meeting with Dr. Calvin Alexander of the University of Minnesota and Justin Watkins with the Minnesota Pollution Control Agency to evaluate and research nitrate movement within the Trout Brook Watershed. The Trout Brook watershed has some of the highest nitrate readings of all southeast Minnesota.

Adjourn

11.169 Motion by Chamberlain, second by Swenson to adjourn the meeting. All members voting yes. Motion passed. The meeting was adjourned at 9:57 a.m.

Respectfully submitted,

Kevin Chamberlain, Secretary