



MEETING MINUTES BOARD OF SUPERVISORS MEETING
DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, July 6, 2017

8:30 a.m.

4100 220th Street, Suite 102
Farmington, Minnesota

Board Members Present:

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

SWCD Staff Present:

Brian Watson
Lana Rotty
Joe Barten
Todd Matzke
John Stelzner
Lindsey Albright

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. Presentation

John Stelzner, Resource Conservationist, provided a presentation on County and State Easement Programs.

4. 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.

5. Approval of Agenda

17.060 Motion by Chamberlain, second by Dee to approve the agenda as presented. All members voting yes. Motion carried.

6. Secretary's Report – June 1, 2017 Board Meeting Minutes

17.061 Motion by Skog, second by Chamberlain to approve the June 1, 2017 Meeting Minutes. All members voting yes. Motion carried.

7. Treasurer's Report

7.1 July 6, 2017 Accounts Payable

17.062 Motion by Dee, second by Chamberlain to approve the July 6, 2017 Accounts Payable. Members voting yes: Chamberlain, Zammiller, Skog, Johnson, Dee. Motion carried.

7.2 June 30, 2017 Financial Report

17.063 Motion by Dee, second by Johnson to accept the June 30, 2017 Financial Report, subject to audit. All members voting in favor. Motion carried.

8. Rural Lands Committee

8.1 Authorization to Provide Final Payment to David Cook for Installation of Water and Sediment Control Basin (16-IPP-06)

Chamberlain stated that David Cook has completed the installation of a water and sediment control basin located in Section 14 of Eureka Township in the Vermillion River watershed. Project installation has been certified. The project was approved for funding at the June 2, 2016 Board meeting at 75% cost share not to exceed \$6,900 based on an estimated cost of \$9,200.

Matzke explained that the original project request was to install two grassed waterways and one water and sediment control basin. During construction, it was discovered that a utility was to be installed on the property that may affect the grassed waterways. Based on the anticipated disturbance in the location of the planned waterways, Mr. Cook has requested to cancel the waterway portion of the contract and has requested reimbursement for the installation costs of the water and sediment control basin. The final project cost of the water and sediment control basin was \$5,036.54.

17.064 Motion by Chamberlain, second by Dee to provide final payment to David Cook for installation of water and sediment control basin in Section 14, Eureka Township, Vermillion River Watershed at 75% cost share, not to exceed \$3,777.41. Members voting yes: Zammiller, Skog, Johnson, Dee, Chamberlain. Motion carried.

8.2 Authorization to Provide Final Payment to Eugene Kimmes for Installation of Critical Area Planting (17-IPP-01)

Eugene Kimmes has completed the installation of a critical area planting located in Section 14 of Hampton Township in the Cannon River watershed. Project installation has been certified. The project was approved for funding at the April 6, 2017 Board meeting at 90% cost share not to exceed \$3,150 based on an estimated cost of \$3,500.

Due to the frequency and amount of rainfall during installation, construction costs were higher than estimated. Eugene has requested, and staff is supporting, that the cost share contract be amended based on the increased installation costs. Total cost of the project was \$4,714.50.

17.065 Motion by Chamberlain, second by Johnson to amend contract and to provide final payment to Eugene Kimmes for installation of critical area planting in Section 14, Hampton Township, Cannon River Watershed at 90% cost share totaling \$4,243.05. Members voting yes: Skog, Johnson, Dee, Chamberlain, Zammiller. Motion carried.

8.3 Authorization to Provide Final Payment to Pam Peine for Installation of Water and Sediment Control Basin (17-IPP-02)

Pam Peine has completed the installation of a grassed waterway and a water and sediment control basin located in Section 12 of Douglas Township in the Cannon River watershed. Project installation has been certified by NRCS field office staff. The project was approved for funding at the April 6, 2017 Board meeting at 75% cost share not to exceed \$6,075 based on an estimated cost of \$8,100.

Due to the frequency and amount of rainfall during installation, construction costs were higher than estimated. Pam has requested, and staff is supporting, that the cost share contract be amended based on the increased installation costs. Total cost of the project was \$9,494.43.

17.066 Motion by Chamberlain, second by Johnson to provide final payment to Pam Peine for installation of a grassed waterway in Section 12, Douglas Township, Cannon River Watershed at 75% cost share totaling \$7,120.82. Members voting yes: Johnson, Dee, Chamberlain, Zanmiller, Skog. Motion carried.

9. Community Development Committee

9.1 Authorization to Execute Contract with Bill and Renee Ervasti for Installation of Shoreline Stabilization and Native Planting (17-CCS-01)

Barten stated that Bill and Renee Ervasti are proposing to install shoreline stabilization and native planting project. This will include 90 feet of shoreline and 1,400 square feet of native plantings adjacent to Gideon Pond located at 708 132nd Street East, Burnsville.

Barten explained that the project will involve removing the existing vegetation and re-grading the shoreline. Coconut fiber blanket and coconut fiber bio-logs will be installed to provide erosion and control weeds. The entire area will be planted with a variety of native shoreline plants to not only reduce erosion, but to provide pollinator and other wildlife habitat as well. The total cost of the project is estimated at \$7,104.

17.067 Motion by Chamberlain, second by Dee to execute contract with Bill and Renee Ervasti for installation of shoreline stabilization and native planting in City of Burnsville, Minnesota River Watershed at 75% cost share, not to exceed \$5,000. Members voting yes: Zanmiller, Skog, Johnson, Dee, Chamberlain. Motion carried.

9.2 Authorization to Execute Contract with Gramercy Cooperative for Installation of Critical Area Planting (17-CIF-01)

Barten stated that Gramercy Cooperative of Saint Paul is proposing to install a 2-acre native prairie at 5688 Brent Avenue, Inver Grove Heights. The project will repair existing erosion and establish native perennial vegetation throughout the project site.

Barten reviewed that existing gullies within the project area will be repaired, invasive weeds will be treated with herbicide, and the project area will be seeded with native prairie species to provide pollinator and other wildlife habitat. The total cost of the project is estimated at \$13,840.

17.068 Motion by Chamberlain, second by Johnson to execute contract with Gramercy Cooperative for installation of critical area planting in City of Inver Grove Heights, Mississippi River Watershed at 75% cost share, not to exceed \$10,380. Members voting yes: Chamberlain, Zanmiller, Skog, Johnson, Dee. Motion carried.

9.3 Landscaping for Clean Water Application Update

Barten distributed a handout with updates of the Landscaping for Clean Water Program. He explained that we are currently in round 2, with 44 projects approved for funding, and round 3 application deadline of July 24th. Barten highlighted that there were 33 project attendees at the final design workshop held in Farmington. He added that was an attendance record and along with staff, there were many volunteers helping to assist the participants.

10. Committee of the Whole

10.1 Authorization to Execute Contract with the Minnesota Department of Natural Resources for Groundwater Monitoring Services

Watson stated that the Minnesota Department of Natural Resources has provided a FY18 agreement to conduct groundwater level measurements of observation wells for the upcoming year. The term of the agreement is July 1, 2017 to June 30, 2018. Per this agreement, thirty-eight wells will be monitored on a quarterly basis (seven wells will be monitored five times), similar to what was stipulated in the FY17 contract. In 2016, the DNR installed pressure transducers in several of the wells that SWCD staff will be monitoring in future years. Additional equipment and training were provided to SWCD staff in order to perform these tasks.

The work plan includes a total of 159 readings and payment to the SWCD would be \$30 per reading which is consistent with historical payment amounts. The agreement includes a total amount not to exceed \$3,090 but they do allow for an additional payment of \$720 (24 additional readings) should more readings be requested by the DNR.

17.069 Motion by Dee, second by Johnson to execute agreement with the Minnesota Department of Natural Resources for groundwater monitoring services. All members voting in favor. Motion carried.

10.2 Resolution Regarding Conservation Reserve Program Cooperative Agreement

Watson presented a resolution for consideration by the Minnesota Association of Soil and Water Conservation Districts regarding development of a cooperative agreement with the USDA Farm Service Agency (FSA) and the Natural Resources Conservation Service (NRCS) for sharing Conservation Reserve Program (CRP) information. Currently the FSA and NRCS do not provide location maps or conservation plans to the SWCD when landowners enter into CRP contracts. The SWCD is required to sign CRP conservation plans but yet is not able to retain a copy for our records. There are a number of functions that SWCD is responsible for including the Minnesota Wetland Conservation Act which requires us to know when land is in CRP. Knowing where federal conservation programs are located or are being planned would further our conservation delivery and watershed protection efforts.

17.070 Motion by Dee, second by Johnson to approve the resolution for developing Cooperative Agreements with the Farm Service Agency and Natural Resources Conservation Service for sharing Conservation Reserve Program information with local soil and water conservation district offices and submitting the resolution to the Minnesota Association of Soil and Water Conservation Districts for further consideration. All members voting yes. Motion carried.

11. Interagency Reports and Announcements

Natural Resources Conservation Service

Michelle Wohlers provided the Natural Resources Conservation Services (NRCS) agency report.

Wohlers stated that they are signing the final Environmental Quality Incentives Program (EQIP) contracts. The funding allocations are complete and all future EQIP requests will be deferred to 2018. The 2018 applications

must be received by August 18. With the early deadline, Wohlers indicated that they should be able to complete project surveys before the crops are too tall.

Wohlers stated that there is an organic grazing project currently being installed, which is unique and a first for Dakota County.

They remain in a holding pattern for hiring, as 40% of the positions are vacant State-wide. Lucas is still splitting his time with Goodhue County.

They have one Conservation Stewardship application to finalize in Washington County.

They are in the process of uploading all of the easement monitoring that Johns Stelzner is completing into the State SharePoint system. She stated that this is very tedious as the internet line is very slow.

When asked about the office space, Wohler's added that it appears that either the State or the National office is working on filling their office space needs, as there have been no new solicitations.

Minnesota Association of Soil and Water Conservation Districts

There was no Minnesota Association of Soil and Water Conservation Districts report provided.

Metro Conservation Districts Joint Powers Board

The Metro Conservation District Joint Powers Board did not meet the next meeting is August 23.

Dakota County

There was no Dakota County report provided.

Cannon River One Watershed, One Plan Policy Committee

The Policy Committee did not meet the next meeting is August 2.

12. Upcoming Meetings and Events

Watson reviewed the upcoming meetings and also noted that on Wednesday, July 19 the North Cannon River WMO will be holding their Annual Tour and Meeting beginning at 5:30 p.m. at the Douglas Town Hall.

13. District Managers Report

Watson distributed the agenda for the Minnesota Association of Soil and Water Conservation Districts - Metro Area annual meeting and tour scheduled for this coming Wednesday. Watson also distributed information on the SWCD Governance 101 Conference scheduled for September 14 and 15 in Bloomington.

Watson asked if the Board of Supervisors were interested in hosting a tour for legislative delegates. The consensus was to move forward with determining interest and planning a tour this fall. Dee mentioned that Governor Dayton's staff members will be holding a town hall meeting in Burnsville regarding the goal of improving the state's water quality 25 percent by 2025 in early October and suggested selecting a date that will not conflict. It was also suggested that a legislative tour could be held in conjunction with one of our outdoor education events.

14. Closed Executive Session

17.071 Motion by Chamberlain, second by Johnson to enter into closed session to conduct mid-year evaluation of the District Manager. All members voting yes. Motion carried.

An informal mid-year review of the District Manager was held to evaluate performance measures.

17.072 Motion by Dee, second by Chamberlain to return to open session.

15. Adjourn

17.073 Motion by Dee, second by Johnson to adjourn the meeting. All members voting yes. Motion carried.

The meeting was adjourned at 10:45 a.m.

Respectfully submitted,

Chelsea Skog, Secretary