



MEETING MINUTES BOARD OF SUPERVISORS MEETING

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, November 2, 2017
8:30 a.m.

4100 220th Street, Suite 102
Farmington, Minnesota

Board Members Present:

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

SWCD Staff Present:

Brian Watson
Lana Rotty
Joe Barten
Ashley Gallagher

Others Present:

Brad Becker, Dakota County

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

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

5. Secretary's Report – October 5, 2017 Board Meeting Minutes

17.110 Motion by Skog, second by Johnson to approve the October 5, 2017 Meeting Minutes. Dee requested that the minutes include each individual legislator that attended the September 28 tour. There was consensus to make the addition. All members voting yes. Motion carried.

6. Treasurer's Report

7.1 November 2, 2017 Accounts Payable

17.111 Motion by Dee, second by Johnson to approve the November 2, 2017 Accounts Payable. Members voting yes: Zanmiller, Skog, Johnson, Dee. Members absent: Chamberlain. Motion carried.

7.2 October 31, 2017 Financial Report

17.112 Motion by Dee, second by Johnson to accept the October 31, 2017 Financial Report, subject to audit. All members voting yes. Motion carried.

7. Rural Lands Committee

7.1 Authorization to Amend Contract with Ralph Wagner for Installation of Water and Sediment Control Basin (17-IPP-05)

Gallagher stated that the Ralph Wagner contract was approved at the August 3, 2017 Board meeting at 75% cost share with an estimated project cost of \$2,020. Contractor estimates for the proposed work have been obtained by the landowner and each estimate exceeds the cost estimate produced by staff. Gallagher explained that the staff cost estimate were based on linear feet for tile and after further review, they noted that a few stop and start hookups were inadvertently overlooked. Ralph Wagner is requesting a contract amendment based on the lowest contractor bid of \$4,880. He is also requesting a contract extension to install the project next spring if it cannot be finished this fall.

17.113 Motion by Dee, second by Johnson to approve contract amendment with Ralph Wagner for installation of water and sediment control basin in Section 36, Nininger Township, Vermillion River Watershed at 75% cost share, not to exceed \$3,660 and to revise the completion date to July 1, 2018. All members voting yes. Motion carried.

7.2 Authorization to Provide Final Payment to Randy Weatherly on Behalf of Lawrence Weatherly Trust for Installation of Grassed Waterway (17-IPP-06)

Gallagher stated Randy Weatherly has completed the installation of a grassed waterway. The waterway was constructed to address ongoing field erosion. She reviewed that the project involved grading the area then installing seed and erosion control blanket in the new waterway. The project will reduce erosion and sediment loading to the Vermillion River. The project was approved for funding at the August 3, 2017 Board meeting at 75% cost share based on an estimated cost of \$3,500. The final project cost was \$3,445.10.

17.114 Motion by Dee, second by Johnson to approve final payment to Randy Weatherly of Lawrence Weatherly Trust for installation of grassed waterway in section 5, Vermillion Township, Vermillion River Watershed at 75% cost share, \$2,583.83. All members voting yes. Motion carried

8. Community Development Committee

8.1 Authorization to Amend Contract with the City of Apple Valley for Installation of Stormwater Retrofits (17-CCP-01)

Barten stated that staff completed a stormwater assessment for this area of Apple Valley and identified five primary projects which were ranked based on cost in relation to the ability to reduce pollutants. This contract is for the construction of the two highest ranking bioretention basins. They are located at the entrance to Hayes Arena that will capture and infiltrate parking lot runoff. The basin construction was dependent on the parking lot reconstruction, which started later in the construction season. Barten stated that construction is underway and earthwork is expected to be finished soon. However, project plantings may not be completed this fall due to limited growing season remaining and plant availability. The City is requesting a contract extension to complete the remaining portions of the project in the spring. The contract amendment would extend the completion date from November 15, 2017 to July 1, 2018. No other changes to the cost share contract are proposed.

17.115 Motion by Dee, second by Johnson to approve contract amendment with City of Apple Valley for stormwater retrofits at Hayes Arena to revise the completion date to July 1, 2018. All members voting yes. Motion carried.

8.2 Authorization to Provide Final Payment to Ravenna Township for Installation of Slope Stabilization (17-CCP-02)

Gallagher stated that Ravenna Township has completed the installation of a slope stabilization project between Ravenna Trail and Etter Creek in Ravenna Township. This project was completed in conjunction with a culvert replacement under Ravenna Trail. The projects costs were split between erosion control and culvert replacement. The SWCD contract only included erosion control costs. Gallagher noted that previously, the culvert discharged near the top of the slope and was causing erosion adjacent to Etter Creek. The project extended the culvert to the base of the slope and provided a stabilized outlet to reduce future erosion. The project was approved for funding at the April 6, 2017 board meeting at 75% cost share not to exceed \$9,600 based on an estimated project cost of \$12,800. The final project cost was \$7,230.50.

17.116 Motion by Dee, second by Johnson to approve final payment to Ravenna Township for installation of slope stabilization project between Ravenna Trail and Etter Creek, Ravenna Township, Vermillion River Watershed at 75% cost share not to exceed \$5,422.88. All members voting yes. Motion carried.

9. Committee of the Whole

9.1 Resolution Regarding Pollinator Friendly Policy

Watson stated that recent meeting with Dakota County staff, Vermillion River Watershed Joint Powers Organization and the SWCD was held to discuss the value of adopting policy to be pollinator friendly. Several cities, school districts and counties have adopted resolutions supporting pollinator habitat.

Pollinator populations have been in decline in recent years due to several stressors that include habitat loss, infestation by parasites and pathogens, and exposure to insecticides. Pollinators are crucial to the survival and propagation of many flowering plant species and are thus intimately connected to the maintenance of food supplies as well as the general health of ecosystems and our economy.

17.117 Motion by Dee, second by Johnson to approve resolution to adopt Pollinator Friendly Policy. All members voting yes. Motion carried.

9.2 Authorization to Execute Joint Powers Agreement with the Lower Mississippi River Watershed Management Organization for Services

Watson stated that staff has developed and presented 2018 work plan and budget with the Lower Mississippi River Watershed Management Organization (LMRWMO) Board of Managers. The work plan and budget includes Administration, Education, Technical and Project Implementation services to the LMRWMO for the 2018 calendar year. The work plan and budget includes a total agreement amount not to exceed \$47,600. The LMRWMO Board approved the 2018 work plan and budget at their October 11 meeting.

17.118 Motion by Dee, second by Johnson to approve and authorize execution of the 2018 Work Plan and Budget with the Lower Mississippi River Watershed Management Organization. All members voting yes. Motion carried.

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

Watson stated that staff has developed and presented a 2018 work plan and budget with the Eagan-Inver Grove Heights Watershed Management Organization (EIGHWMO) Board of Managers. The work plan and budget includes Administration, Education, Technical and Project Implementation services to the EIGHWMO for the 2018 calendar year. The work plan and budget includes a total agreement amount not to exceed \$26,384.40. The EIGHWMO Board approved the 2018 work plan and budget at their October 17 meeting.

17.119 Motion by Dee, second by Johnson to approve and authorize execution of the 2017 Work Plan and Budget with the Eagan Inver Grove Heights Watershed Management Organization. All members voting yes. Motion carried.

10. Finance Committee

10.1 Accept 3rd Quarter Budget Report

Dee stated that the Budget Committee met on October 25th to review revenues and expenditures through September 30 of the calendar year. No changes were made to the working budget as a result of the 3rd quarter review.

17.120 Motion by Dee, second by Johnson to accept the Finance Committee 3rd Quarter Budget report. All members voting yes. Motion carried.

10.2 Adopt 2018 Health and Dental Benefits

Watson stated Premiums for medical and dental plans are shared by participating employees and the SWCD as the employer. Health and dental costs to our organization will see an average increase of approximately 10% in 2018. In addition, our current Preferred One medical plan with a \$500 deductible will increased to a \$1,500 deductible in 2018.

The Finance Committee’s recommendation is to retain PreferredOne for medical insurance and Health Partners for dental insurance. Two medical plan options will be available to employees to include: G.PIC 1500.100.25 Option and the G.PIC 2000.100 HSA Option. The proposed 2018 benefit costs reflect a sharing of the premium increases.

It was further recommended that the following health and dental benefits employee costs for 2018 are:

<u>Health Insurance</u>	<u>Employee Monthly Cost</u>	<u>HSA Plan Employee Credit</u>
Single	\$35	\$1,000
Single Plus One (child)	\$150	\$2,700
Single Plus One (spouse)	\$170	\$2,700
Family	\$325	\$3,000
<u>Dental Insurance</u>	<u>Employee Monthly Cost</u>	
Single	\$20	
Family	\$40	

17.121 Motion by Dee, second by Johnson to select PreferredOne (Medical) ad Health Partners (Dental) as insurance providers for 2018, with the costs listed above. All members voting yes. Motion carried.

10.3 Adopt 2017 Merit Compensation Policy and Plan

Dee stated that they reviewed the 2018 Merit Compensation Policy and Plan at the finance committee meeting on October 25. She added that she felt it was a good plan to recognize employee performance. Watson added that use of the Merit Compensation Policy and Plan is referenced in our 5-Year Joint Powers Agreement with Dakota County. However, the SWCD Board independently determines annual merit increases.

17.122 Motion by Dee, second by Johnson to approve the 2018 Merit Compensation Policy and Plan as presented. All members voting yes. Motion carried.

10.4 Review Draft 2018 Budget

Dee provided an overview of the 2018 draft budget that has been reviewed by the Finance Committee. Dee encouraged Supervisors to review the 2018 budget prior to the December meeting. Watson added that our annual budget is largely dependent on partnerships with other local units of government and State grants. We continue to evaluate work plans and budgets with our local partners for 2018. He added that we also have two state grant applications pending but these have not been included in the draft budget until confirmation that the grant funds have been awarded.

11. Interagency Reports and Announcements

Natural Resources Conservation Service

There was no Natural Resources Conservation Services (NRCS) agency report provided.

Dakota County

Becker provided the Dakota County report. He spoke about the Byllesby Dam Turbine Upgrade. He stated that Dakota County owns and operates the dam, which was built in 1910 and the three original turbines are still in operation. The maintenance is becoming costly and the turbines have surpassed their operational life. This turbine upgrade and power house equipment replacement project has been set at a proposed cost of \$14 million dollars. They have successfully secured \$6 million dollars in state bonding and the County will provide the remaining \$8 million. They have received six proposals for the design and construction of this project. Selection of the proposal is underway and this is not as simple as accepting the low bid. They are seeking a 50 year life on the project. They are also seeking to increase hydro-electric production, with a benchmark to double the current level. Becker added that energy production is somewhat depended on river level and the current turbines are designed for flows in 1910 as opposed to current river flows. They are also seeking to select contractor that can begin replacement soon with the least amount of shut down time, since no hydroelectric revenue would be earned. The goal for completion by 2020. Becker also stated that ultimately, the County would like the dam to supply all of the energy needs for county facilities.

Dee questioned the progress on the Randolph septic system situation. Becker replied that a consultant (Wenck) has completed a Community Assessment Report, more detailed than the previous one, and has included that with a grant application to the State in hopes of receiving grant funding for this project.

Metro Conservation Districts Joint Powers Board

There was no Metro Conservation District Joint Powers Boards report, as they did not meet. The next meeting is scheduled for November 15.

Minnesota Association of Soil and Water Conservation Districts

Zanmiller provided the Minnesota Association of Soil and Water Conservation Districts report. She stated they met on October 31. Topics of discussion included the MASWCD and MACD draft budgets for 2018, the "25 x 25" Water Quality Initiative, and One Watershed One Plan implementation funding. There was also a training session on Make a Difference: Growing your Influence, Power, and Persuasion, by Liza Hinz, UM Extension Educator.

Watson handed out MASWCD Annual Convention information and indicated registration deadline of November 20.

Cannon River One Watershed, One Plan Policy Committee

Watson stated that the next meeting of the Policy Committee is scheduled for November 8.

Upcoming Meetings and Events

Zanmiller reviewed the upcoming meetings and events.

12. District Managers Report

Watson reminded the Supervisors that the 2017 Budget presentation to the County Board is this afternoon. Watson then stated that Kayla Horan, Program Assistant, submitted her resignation to take another job. Her last day will be November 8. With that, he added that he will try to move forward filing both positions, hoping to have them hired in January.

13. Adjourn

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

The meeting was adjourned at 9:41 a.m.

Respectfully submitted,

Chelsea Skog, Secretary