



## AGENDA

### Dakota County Soil and Water Conservation District Board Meeting

October 14, 2021 - 9:00 a.m.

Meeting Room 1 and 2 – Dakota County Extension and Conservation Center  
4100 220<sup>th</sup> Street Farmington, MN 55024

1. Call to Order
2. Pledge of Allegiance
3. Audience  
*Anyone wishing to address the Board regarding an item that is not on the agenda may come forward at this time. Comments are limited to five minutes.*
4. Recognition of 2021 Outstanding Conservationist – City of Burnsville
5. Approval of Agenda (Additions/Corrections/Deletions)

### CONSENT AGENDA

*To be adopted under one motion unless a request is made to move an item to Regular Agenda for discussion*

6. Approval of September 9, 2021 Meeting Minutes
7. Approval of October 14, 2021 Accounts Payable
8. Acceptance of the September Finance Report
9. Authorization to Execute Contract with City of Eagan for Technical Services
10. Authorization to Execute Contract with City of Burnsville for Technical Services
11. Authorization to Execute Contract with the City of Inver Grove Heights for Technical Services
12. Authorization to Execute 2<sup>nd</sup> Contract Amendment with 144Design, LLC

### REGULAR AGENDA

13. Authorization to Provide Final Payment to Bryce Kimmes under Two Separate Contracts for Establishing Cover Crop (1-year) Action
14. Authorization to Execute Contract with Leonard Brochman for Installation of Four Water and Sediment Control Basins and a Grassed Waterway Action
15. Authorization to Execute Contract with Kent Otte for Installation of Grassed Waterway Action
16. Authorization to Execute Contract with Metropolitan Mosquito Control District for Installation of Native Prairie with Pollinator Habitat Action
17. Request Change to Board Meeting Date for November 2021 Action
18. Announcements and Reports
  - Natural Resources Conservation Service
  - Dakota County
  - Vermillion River Watershed Joint Powers Organization
  - Cannon River Watershed Joint Powers Board
  - Metropolitan Conservation Districts Joint Powers Board

Minnesota Association of Soil and Water Conservation Districts  
District Managers Report  
Board of Supervisor Announcements

19. Upcoming Events

*Meetings and events listed below are anticipated to be held in person unless noted. Please contact staff if you have questions about meeting formats and locations since changes are occurring weekly.*

- |                   |   |
|-------------------|---|
| October 14, 2021  | Dakota County Soil and Water Conservation District Board Meeting<br>Extension and Conservation Center, 4100 220 <sup>th</sup> Street West, Farmington – 9:00 a.m.           |
| October 19, 2021  | Eagan-Inver Grove Heights Watershed Management Organization Meeting<br>Inver Grove Heights City Hall, 8150 Barbara Avenue – 5:30 p.m.                                       |
| October 20, 2021  | Black Dog Watershed Management Organization Meeting<br>Burnsville Maintenance Facility, 13713 Frontier Court, Burnsville – 5:00 p.m.  |
| October 20, 2021  | Lower Minnesota River Watershed District Meeting<br>Chaska City Hall, Once City Hall Plaza 2 <sup>nd</sup> Floor – 7:00 p.m.  |
| October 28, 2021  | Vermillion River Watershed Joint Powers Board Meeting<br>Extension and Conservation Center, 4100 220 <sup>th</sup> Street West, Farmington - 1:00 p.m.                      |
| November 3, 2021  | Minnesota Association of Soil and Water Conservation Districts – Metro Area Meeting<br>Virtual format - 9:00 a.m. .   |
| November 10, 2021 | Lower Mississippi River Watershed Management Organization Meeting<br>Virtual format - 3:00 p.m.   |
| November 10, 2021 | Dakota County Soil and Water Conservation District Board Meeting (Pending)<br>Extension and Conservation Center, 4100 220 <sup>th</sup> Street West, Farmington – 9:00 a.m. |

20. Adjourn



## MEETING MINUTES

### BOARD OF SUPERVISORS MEETING

#### DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, September 9, 2021

9:00 a.m.

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

**Board Members Present:**

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

**SWCD Staff Present:**

Brian Watson  
Lana Rotty  
Curt Coudron  
Todd Matzke

**Others Present:**

**1. Call to Order and Roll Call**

Chair Zanmiller called the meeting to order at 9:00 a.m.

**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. Nobody came forward.

**4. Approval of Agenda**

**21.080** Motion by Johnson, second by Skog to approve the agenda. All members voting in favor. Motion carried.

**CONSENT AGENDA**

**5. Approval of August 12, 2021 Meeting Minutes**

The August 12, 2021 Meeting Minutes were presented.

**6. Approval of September 9, 2021 Accounts Payable**

The September 9, 2021 Accounts Payable were presented.

**7. Acceptance of August 2021 Financial Report**

The August 2021 Financial Report was reviewed.

**8. Authorization to Cancel Contract with Sorg Farms LLC for Establishing a Cover Crop**

Sorg Farms LLC was originally approved for six separate one-year cover crop contracts at the May 13, 2021 Board meeting. One of the six contracts (21-IPP-16) for inter-seeding a cover crop into standing corn did not get planted and will not meet the October 15<sup>th</sup> deadline. Sorg Farms has requested cancellation of that contract. The project was proposed in Ravenna Township, Vermillion River Watershed with an incentive payment of \$1,300 for 52 acres of cover crop.

**9. Authorization to Cancel Contract with DST LLP for Establishing a Cover Crop**

DST LLP (Scott Weber) was originally approved for a three-year cover crop contract (21-IPP-22) at the May 13, 2021 Board meeting. DST LLP has received alternative funding from the NRCS to install cover crops on this field. Cover crops are still planned to be installed, but the field is no longer eligible for funding through the SWCD because the field will be receiving funding through a different program. The project was proposed in Douglas Township, Cannon River Watershed with an incentive payment of \$4,200 for 40 acres of cover crop over 3 years.

**21.081** Motion by Dee, second by Johnson to approve the consent agenda items. All members voting in favor. Motion carried.

**REGULAR AGENDA****10. Authorization to Provide Final Payment to Sorg Farms LLC for Establishing a Cover Crop**

Sorg Farms LLC has established cover crop on 317 acres on five fields in Nininger and Ravenna Townships located in the Vermillion River Watershed. The projects were approved for funding at the May 13, 2021 Board meeting with an incentive payment not to exceed \$25 per acre. A cover crop of annual rye, clover, and oats was inter-seeded into standing corn to provide temporary cover, reduce erosion, retain nutrients, and protect soil health. Coudron displayed the five field locations and a photo of the cover crop with inter-seeding.

Chamberlain added that the corn has been harvested and the cover crop looks great. His initial concern was with the herbicide being applied so soon after planting, but it doesn't appear to have affected this field. Coudron added that with the drought, the cover crop planted on the fields that are irrigated are much thicker than the non-irrigated fields.

**21.082** Motion by Dee, second by Johnson to approve final payment to Sorg Farm LLC (21-IPP-14, 15, 17, 18, 19) for establishment of cover crop in Sections 13, 18, 24 Nininger Township and Sections 5, 7 Ravenna Township, Vermillion River Watershed at a total of 317 acres totaling \$7,925 from agreements with the Dakota County and the Vermillion River Watershed Joint Powers Organization. Members voting in favor: Chamberlain, Zanmiller, Skog, Johnson, Dee. Motion carried.

**11. Authorization to Execute Contracts with Rodney Weber for Installation of Two Water and Sediment Control Basins**

Rodney Weber is proposing to construct 2 water and sediment control basins in Douglas Township, Trout Brook Watershed of the Cannon River. The basins will capture surface water runoff and convey it through underground outlets to reduce future erosion and sedimentation. Total costs of the project are estimated at \$27,800. Coudron added that this project is upstream from the Fasbender Trust project.

**21.083** Motion by Chamberlain, second by Johnson to execute contract with Rodney Weber 21-IPP-36 for installation of two water and sediment control basins in Section 16 Douglas Township, Cannon River Watershed at 75% cost share, not to exceed \$20,850 from FY18 Trout Brook Watershed Initiative Grant. Members voting in favor: Zanmiller, Skog, Johnson, Dee, Chamberlain. Motion carried.



**12. Authorization to Execute Contract with Caroline Leifeld Trust for Installation of Two Water and Sediment Control Basins**

Caroline Leifeld Trust is proposing to construct 2 water and sediment control basins in Douglas Township, Trout Brook Watershed of the Cannon River. The basins are part of a joint project with the adjacent landowner, Scott Weber. The basins will capture surface water runoff and convey it through underground outlets to reduce future erosion and sedimentation. Total costs of the project are estimated at \$11,500. Coudron added that this project also drains to the Fasbender Trust project area.

**21.084** Motion by Johnson, second by Chamberlain to execute contract with Caroline Leifeld Trust (21-IPP-37) for installation of two water and sediment control basins in Section 16 Douglas Township, Cannon River Watershed at 75% cost share, not to exceed \$8,625 FY18 Trout Brook Watershed Initiative Grant and Agreement with Dakota County. Members voting in favor: Skog, Johnson, Dee, Chamberlain, Zanmiller. Motion carried.

**13. Authorization to Execute Contract with Square Deal Dairy for Installation of Three Water and Sediment Control Basins**

Square Deal Dairy (Blake Otte) is proposing to construct 3 water and sediment control basins in Hampton Township, North Byllesby Watershed of the Cannon River. The basins will capture surface water runoff and convey it through underground outlets to reduce future erosion and sedimentation. Total costs of the project are estimated at \$41,500. Dee asked if the SWCD works with livestock owners regarding manure storage. Watson added that about five years ago, the County returned the MPCA feedlot program delegation back to the State of Minnesota. The feedlot registration and permitting process is where we would often evaluate feedlot improvement projects. Watson also mentioned that there are not many small-scale feedlots remaining in Dakota County. Matzke also replied that we have been involved with some feedlot projects, however, the larger facilities use a different permitting process and require technical approval authority beyond existing SWCD staff.

**21.085** Motion by Dee, second by Johnson to execute contract with Square Deal Dairy (Blake Otte) 21-IPP-39 for installation of three water and sediment control basins in Section 30 Hampton Township, Cannon River Watershed at 75% cost share, not to exceed \$31,125 from the NCR WMO FY19 Watershed Based Implementation Grant and Agreement with Dakota County. Members voting in favor: Johnson, Dee, Chamberlain, Zanmiller, Skog. Motion carried.

**14. Authorization to Execute Contract with Steve Devney for Establishing Cover Crop (1-Year)**

Steve Devney is proposing to establish a cover crop on 30 acres. The field is in the City of Lakeville. A seeding plan has been prepared and accepted. Based on our adopted cost share policy, a landowner is eligible for up to \$25 per acre on a one-year contract.

**21.086** Motion by Dee, second by Johnson to execute contract with Steve Devney (21-IPP-41) for establishment of cover crops on 30 acres, City of Lakeville, Vermillion River Watershed encumbering \$750 based on \$25 per acre on one-year contract from CY Agreements with Dakota County and Vermillion River Watershed Joint Powers Organization. Members voting in favor: Dee, Chamberlain, Zanmiller, Skog, Johnson. Motion carried.

**15. Authorization to Execute FY2022 and FY2023 Grant Agreement with the Minnesota Board of Water and Soil Resources for Programs and Operations**

The Minnesota Board of Water and Soil Resources (BWSR) grant agreement for FY2022 and FY2023 allocations to SWCDs for the delivery of programs and operations is available for processing. There are two programs and two fiscal years that involve four work plans under one grant agreement totaling \$86,588 and expiring on December 31, 2024. Funding levels identified within each of the grant programs and for each fiscal year have not changed from previous years; State Cost Share Program at \$22,054 and Conservation Delivery Program at \$21,240. Conservation Delivery funds will be used for general

administration and operations and to supplement County Levy appropriations. State Cost Share funds will be used to provide landowner cost share in accordance with State policy and Dakota SWCD cost share policy. Up to 20% of State Cost Share program funds can be used to offset staff time for technical and administrative tasks associated with voluntary landowner projects and contracts.

**21.087** Motion by Skog, second by Johnson to execute Grant Agreement with the Minnesota Board of Water and Soil Resources for Fiscal Year 2022 and 2023 SWCD Programs and Operations. Members voting in favor: Chamberlain, Zanmiller, Skog, Johnson. Members abstaining Dee. Motion carried.

## **16. Adopt 2022 Fee Schedule**

Annually a fee schedule is adopted to establish charges for services and for rental equipment. Several changes are being recommended including:

- Increasing hourly fee from \$80/hour to \$85/hour
- Increasing or adding delivery fees for rental equipment
- Increasing fees associated with the processing Minnesota Wetland Conservation Act applications.

The hourly fee was last increased in 2017. This increase (6.2%) is necessary to offset actual staff and overhead costs under our service agreements.

Rental equipment delivery charges increased to reflect actual staff time to provide services. We currently do not have a whirlybird 3-point hitch seeder for rent but we are discussing the purchase of this type of seeder or potentially utilizing an existing seeder within County fleet.

We have not received an increase in State funds to implement the Minnesota Wetland Conservation Act (WCA) since 2012 and we actually had a substantial decrease in State funding in 2011. The net difference was approximately \$8,000 less in State funds from what we received in 2010 or a 10% reduction. Staff also conducted research on what other metro and neighboring counties are charging for processing WCA applications. The proposed fees for 2022 are more consistent with what others are charging across the metro area and will bring us closer to a “no net cost” for the SWCD to implement this State mandate.

The adopted fee schedule is part of the overall budgeting process and establishes the parameters for developing annual work plans and agreements with our partners as well the amount charged for services.

Chamberlain questioned how the drill was being used. To date, it has been used by eight landowners on 145.5 acres. He agreed that perhaps a whirlybird may be of more use. He also asked if the landowners could pick up the drill to save on staff costs. Staff responded that is not an option from a liability standpoint.

Watson noted that the fee changes will be posted on our website and would be effective January 1, 2022.

**21.088** Motion by Chamberlain, second by Johnson adopt the 2022 Fee Schedule as presented. All members voting in favor. Motion carried.

## **17. Adopt Amendments to Employee Policy Manual**

This item was discussed at the August meeting and since that time the Personnel Committee has conducted additional review of the draft changes to the Employee Policy Handbook. The proposed amendments were coordinated with Dakota County Employee Relations, Risk Management and Attorney’s Office. Several minor changes were made to correct grammar, improve formatting, and provide clarity on terminology. The more significant changes include:

- Changes to the Employee Workday section to include a Remote Work Schedule option
- Clarifying Overtime/Compensatory Time section for exempt and nonexempt employees
- Deleting the Leave of Absence section and replacing with Flex Leave that references County Policy 3241
- Deleting Medical and Dental Insurance Continuation section as it is covered under State Statute.

Amendments to the Employee Policy Manual will provide additional employee benefits that could have an impact to annual operating budgets. However, the net impact to annual budgets is not anticipated to be substantial and will depend on whether employees are eligible for the benefits and which benefits are pursued by individual employees. Annual budgets will incorporate anticipated costs for employee benefits.

**21.089** Motion by Dee, second by Johnson to adopt the proposed amendments to the Employee Policy Manual. All members voting in favor.

**Announcements and Reports**

**Natural Resources Conservation Service**

There was no NRCS report.

**Dakota County**

There was no Dakota County report.

**Vermillion River Watershed Joint Powers Organization**

There was no Vermillion River Watershed Joint Powers Organization report.

**Cannon River Watershed Joint Powers Board**

There was not Cannon River Watershed Joint Powers Board report.

**Metropolitan Conservation Districts Joint Power Board**

Zanmiller provided the Metropolitan Conservation District Joint Powers Board (JPB) report. She stated that they approved the workplans for the BWSR FY22 Nonpoint Engineering Assistance (NPEA) and Enhanced Shared Technical Service program grants. With the FY22, NPEA Grant an additional \$20,000 for equipment is included this year. There was discussion regarding continued involvement in the Children's Water Festival since the primary role of the JPB is to provide insurance for the event; however, no decision was made. Zanmiller stated that Jay Riggs, Washington Conservation District, provided an update on the 2019 Clean Water Fund Grant for Sub watershed Analysis Protocol and an amendment to the grant term will be requested. Zanmiller added that the Vice-Chair did a very nice job running the meeting, in the absence of Chair Zabel.

Watson noted that there has been some discussion regarding holding the meetings virtually because of the travel involved for many members. It was stated that this is subject to open meeting law and the virtual option is being reviewed.

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

Dee stated that she attended the Resolution Committee meeting and provided recommendations on the resolutions. The Board has voted on the resolutions; however, she has not heard any information on the results of their voting. That Board is also discussing the annual meeting process for this coming year.

Watson reminded those that the Area 4 tour has been canceled, however at the November meeting they will present a slide show tour.

**District Manager Reports**

Watson provided a District Managers report. He stated that he received the annual request from the Minnesota Campaign Finance Board looking for any changes to the Board of Supervisors contact information. He requested any changes be provided at the end of the meeting.

He received a call on redistricting for elections from Dakota County staff. Updates will be provided as the process moves forward.

Watson requested guidance with conducting education and outreach programs due to the Delta variant of COVID. Specifically, with the 5<sup>th</sup> grade Outdoor Education Days scheduled in September. At this time, three of the eight schools have canceled. The other five schools have stated that they are still willing to attend, however, they understand if we need to cancel. Staff from the Fish and Wildlife Service has declined teaching this year due to COVID. There was brief discussion on holding the event virtually. Zamiler stated that she believes the hands-on field experiences for youth is much better than a virtual experience. There was also the suggestion of holding the event next spring. After discussion, it was decided that 5<sup>th</sup> grade Outdoor Education Days would be canceled again this year.

Watson stated that the Vermillion River Watershed JPO has canceled their tour, however, the JPO Board Members and staff will be visiting select sites after their next meeting. Watson noted that many education and outreach events are being canceled, however, the City of Farmington held a Pollution Prevention Day at Rambling River for 4<sup>th</sup> grade students attending Farmington Schools. Watson noted that the Starry Trek event was recently held and Lindsey Albright helped to coordinate and lead that event. Masking was required. Ten volunteers participated.

Dee noted that at the recent BWSR tour, masks were mandatory on the buses and they had 2 buses to ensure social distancing. They have decided that the BWSR Board meetings will again be held virtually.

**Board of Supervisors Reports**

Board Supervisors stated that there was no additional information to report.

**20. Upcoming Events**

The upcoming events were reviewed.

**21. Adjourn**

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

The meeting was adjourned at 10:15 a.m.

Respectfully submitted,

Chelsea Skog  
Secretary

**Dakota County SWCD  
Income and Expense Summary**

**September 2021**

	Current Month	Year to Date
<b>Income</b>		
County Revenues	\$27,608.50	\$373,322.53
State Revenues	\$0.00	\$213,780.84
Local Revenues	\$7,402.07	\$192,841.17
Miscellaneous Funds	\$15.25	\$3,515.31
Charges for Services	<u>\$1,420.00</u>	<u>\$11,157.50</u>
<b>Total Income</b>	<b>\$36,445.82</b>	<b>\$794,617.35</b>
<b>Expense</b>		
County Expenses	\$8,198.05	\$13,173.55
State Expenses	\$150.12	\$59,447.62
Local Expenses	\$1,801.16	\$21,766.66
Operating Expenses	\$241.48	\$21,007.74
Payroll/Personnel Expenses	\$95,277.08	\$913,357.38
Project Expenses	<u>\$32.88</u>	<u>\$2,430.85</u>
<b>Total Expense</b>	<b>\$105,700.77</b>	<b>\$1,031,183.80</b>
<b>Revenues Over/-Under Expenditures</b>	<b><u>-\$69,254.95</u></b>	<b><u>-\$236,566.45</u></b>

**Dakota County SWCD**

**Balance Sheet**

**September 2021**

**ASSETS:**

Cash in Checking - Castle Rock		\$46,801.27
Cash in Savings - Castle Rock		\$589,135.51
Cash in Checking - Vermillion Bank		\$28,663.51
Certificate of Deposit - Vermillion Bank		\$400,472.05
Petty Cash		<u>\$100.00</u>
<b>Total Cash:</b>		<b>\$1,065,172.34</b>

**Accounts Receivable:**

BWSR - DC Drinking Water Grant	Final 10% of Grant - 2020	\$6,040.72	
BWSR - DC Drinking Water Grant	Final 10% of Grant - 2021	\$268.77	
MCD Cannon River Direct SWA	Invoice for Services - 2020	\$9,597.93	
MCD Cannon River Direct SWA	Invoice for Services - 2021	\$7,402.07	
MCD MAWQCP	Invoice for Services - Q2 2021	-\$278.92	
NCR WMO WBF	Invoice for Services - Q2 2021	<u>\$8,686.71</u>	\$31,717.28

**TOTAL ASSETS:**

**\$1,096,889.62**

**LIABILITIES AND EQUITY:**

Sales Tax Payable		\$37.05	
<b><u>Unearned Revenue:</u></b>			
Buffer Law Funds 2020		\$14,638.10	
Buffer Law Funds 2021		\$17,200.00	
Conservation Delivery 2020		\$3,303.60	
Conservation Delivery 2021		\$21,240.00	
Conservation Delivery 2022		\$21,240.00	
CWF 2018 Trout Brook Watershed Projects		\$41,040.14	
Local Capacity Services 2020		\$9,909.73	
Local Capacity Services 2021		\$98,893.62	
Met Council WOMP Funds		\$13,318.96	
NRBG Wetland Conservation Act 2021		\$17,046.32	
State Cost Share 2020		\$2,612.28	
State Cost Share 2021		\$22,054.00	
State Cost Share 2022		\$22,054.00	
WBIF 2019 Dakota SWCD		\$671.90	
WBIF 2019 LM River WD		\$32,725.00	
WBIF 2021 Cannon River		\$147,559.18	
WBIF 2021 Miss River East		\$16,283.00	
WBIF 2021 MN River South		\$25,000.00	
WBIF 2021 Vermillion River		\$41,464.85	
DC Annual Operating Allocation		<u>\$82,825.50</u>	\$651,080.18
<b>Total Liabilities:</b>			<b>\$651,117.23</b>
Fund Balance Beginning of Year			\$682,338.84
Current Net Increase/-Decrease			<u>-\$236,566.45</u>
Fund Balance End of Current Period			\$445,772.39
<b>TOTAL LIABILITIES AND EQUITY:</b>			<b><u>\$1,096,889.62</u></b>

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Consent Agenda**

Request for Board Action

Voice Vote

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Meeting Date: 10/14/2021

Prepared by: Curt Coudron

**PURPOSE/ACTION REQUESTED:**

Authorize execution of joint powers agreement with City of Eagan for technical services.

**SUMMARY:**

Since 2013, the SWCD has entered into three-year agreements with the City of Eagan to provide technical assistance on an as needed basis. Our current three-year agreement expires on December 31, 2021.

The City of Eagan has indicated a desire to continue with another three-year agreement. The term of the new agreement would be January 1, 2022 through December 31, 2024 and allows the SWCD to charge our Board approved hourly rate when requests are made for technical assistance. The agreement will also include a clause that allows the SWCD to refuse City requests pending workload and staff availability.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Anticipated revenues and staff time will be included into annual budgets and staff plans over the next three years.

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**Supporting Documents:**  
None

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**Previous Board Action:**  
N/A

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Consent Agenda**

Request for Board Action

Voice Vote

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Meeting Date: 10/14/2021

Prepared by: Curt Coudron

**PURPOSE/ACTION REQUESTED:**

Authorize execution of joint powers agreement with City of Burnsville for technical services.

**SUMMARY:**

Beginning in 2019, the SWCD entered into a three-year agreement with the City of Burnsville to provide technical assistance on an as needed basis. Our current three-year agreement expires on December 31, 2021.

The City of Burnsville has indicated a desire to continue with another three-year agreement. The term of the new agreement would be January 1, 2022 through December 31, 2024 and allows the SWCD to charge our Board approved hourly rate when requests are made for technical assistance. The agreement will also include a clause that allows the SWCD to refuse City requests pending workload and staff availability.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Anticipated revenues and staff time will be included into annual budgets and staff plans over the next three years.

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**Supporting Documents:**

None

**Previous Board Action:**

N/A



**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Consent Agenda**

Request for Board Action

Voice Vote

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Meeting Date: 10/14/2021

Prepared by: Curt Coudron

**PURPOSE/ACTION REQUESTED:**

Authorize execution of joint powers agreement with City of Inver Grove Heights for technical services.

**SUMMARY:**

Since 2013, the SWCD has entered into three-year agreements with the City of Inver Grove Heights to provide technical assistance on an as needed basis. Our current three-year agreement expires on December 31, 2021.

The City of Inver Grove Heights has indicated a desire to continue with another three-year agreement. The term of the new agreement would be January 1, 2022 through December 31, 2024 and allows the SWCD to charge our Board approved hourly rate when requests are made for technical assistance. The agreement will also include a clause that allows the SWCD to refuse City requests pending workload and staff availability.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Anticipated revenues and staff time will be included into annual budgets and staff plans over the next three years.

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**Supporting Documents:**  
None

**Previous Board Action:**  
N/A

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Consent Agenda**

Request for Board Action

Roll Call Vote

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Meeting Date: 10/14/2021

Prepared by: Brian Watson

**PURPOSE/ACTION REQUESTED:**

Authorization to execute 2<sup>nd</sup> contract amendment with 144design, Inc. for web site redesign.

**SUMMARY:**

In March of 2020 authorization was provided to enter into a contract with 144design, Inc to assist with redesigning our web site. As part of this process, we worked with various watershed management organization (WMO) partners for whom we host web sites to simultaneously update their web sites under one contract.

The original contract agreement was set to expire on January 31, 2021 but was amended to a new expiration date of October 31, 2021. Work was completed to redesign our web site and payment has been made. However, we are still working to complete the web redesigns for our WMO partners.

The WMO partners include the Lower Mississippi River MO, Black Dog WMO and North Cannon River WMO. The web sites for the North Cannon River WMO and Black Dog WMO have been completed. However, more time is needed to fully complete the web updates for the Lower Mississippi River WMO.

The additional time will allow us to obtain feedback from the Lower Mississippi River WMO Board on the web template, make necessary revisions and then revisit with the WMO. In order to accomplish this, we are requesting a contract amendment to extend the term of with 144Design until December 1, 2021.

No changes to the scope of services or payment amount under the original contract will occur.

**EXPLANATION OF FISCAL/FTE IMPACT:**

None

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**Supporting Documents:**

None

**Previous Board Action:**

Motion 20.036 on 3/12/20  
Authorize Contract Execution with  
144Design, Inc.

Motion 21.007 on 1/14/21  
Authorize Contract Amendment  
with 144Design, Inc.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Regular Agenda**

Request for Board Action

Roll Call Vote

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Meeting Date: 10/14/2021

Prepared by: Curt Coudron

**PURPOSE/ACTION REQUESTED:**

Authorization to provide final payment of \$4,925 to Bryce Kimmes under 2 separate contracts for the establishment of a cover crop (one-year).

**SUMMARY:**

Bryce Kimmes has completed the establishment of a cover crop on 197 acres on two separate fields. The fields are located in Marshan Township, Vermillion River Watershed and in Hampton Township, Cannon River Watershed.

The projects were approved for funding at the August 12, 2021 Board meeting with an incentive payment not to exceed \$25 per acre.

Under each contract, incentives for establishing the cover crop include:

- 100 acres at \$2,500
- 97 acres at \$2,425

A cover crop of oats and radish was planted following sweet corn harvest to provide temporary cover, reduce erosion, retain nutrients, and protect soil health. Project installation has been certified by staff.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Project funds are available through annual agreements with Dakota County and the Vermillion River Watershed Joint Powers Organization.

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**Supporting Documents:**

21-IPP-33 Kimmes, Bryce CC Factsheet  
21-IPP-34 Kimmes, Bryce CC Factsheet

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**Previous Board Action:**

Motion 21.073 on 8/12/2021  
Authorization to Execute  
Contracts



# BRYCE KIMMES COVER CROP



## PRACTICE:

- Cover Crop

## BENEFITS:

- 6 tons of sediment prevented from traveling downstream
- 10 lbs. of phosphorous prevented from traveling downstream
- Reduced leaching of nitrate into groundwater on highly vulnerable and sensitive soils
- Retained nutrients and improved soil health.

## PARTNERS:

- Dakota County
- Vermillion River Watershed Joint Powers Organization

## WATERSHED:

- Vermillion River

## RECEIVING WATERS:

- Vermillion River

## INSTALLATION:

- Fall 2021

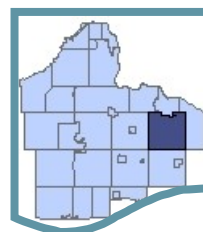
**PROJECT:** An oat and radish cover crop mix was planted on 106 acres following sweet corn harvest. The cover crop provides erosion control, reduces weed pressure, and prevents nutrient leaching.

**FUNDING:** Incentive Amount: **\$2,500**  
(100 acres X \$25 per acre X 1 year)



## LOCATION:

Marshan  
Township





# BRYCE KIMMES

## COVER CROP



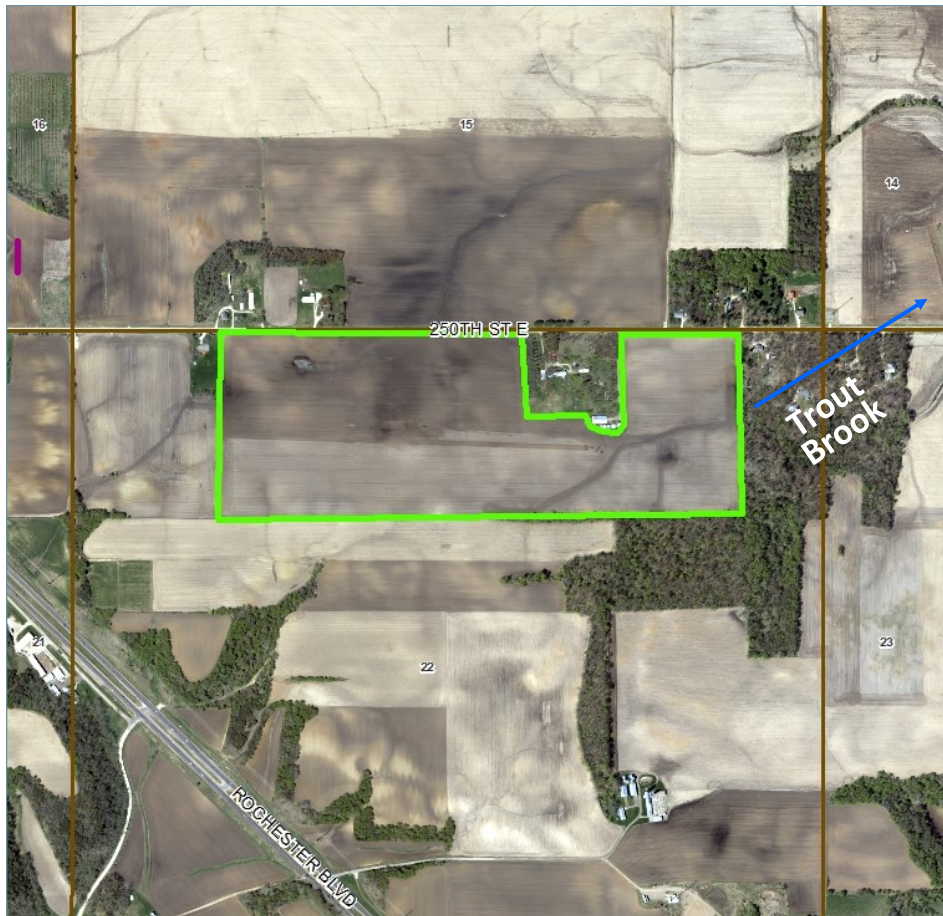
Oat and radish seed mix was planted after sweet corn harvest in early September .



The cover crop had approximately 4 inches of growth 3 weeks after planting.



# BRYCE KIMMES COVER CROP



### PRACTICE:

- Cover Crop

### BENEFITS:

- 32 tons of sediment prevented from traveling downstream
- 45 lbs. of phosphorous prevented from traveling downstream
- Reduced leaching of nitrate into groundwater on highly vulnerable and sensitive soils
- Retained nutrients and improved soil health.

### PARTNERS:

- Dakota County

### WATERSHED:

- Cannon River

### RECEIVING WATERS:

- Trout Brook

### INSTALLATION:

- Fall 2021

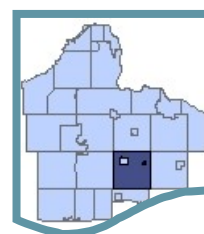
**PROJECT:** An oat and radish cover crop mix was planted on 97 acres following sweet corn harvest. The cover crop provides erosion control, reduces weed pressure, and prevents nutrient leaching.

**FUNDING:** Incentive Amount: **\$2,425**  
(97 acres X \$25 per acre X 1 year)



### LOCATION:

Hampton  
Township





# BRYCE KIMMES

## COVER CROP



Oat and radish seed mix was planted after sweet corn harvest in early September .



The cover crop had approximately 4 inches of growth 3 weeks after planting.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Regular Agenda**

Request for Board Action

Roll Call Vote

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Meeting Date: 10/14/2021

Prepared by: Curt Coudron

**PURPOSE/ACTION REQUESTED:**

Authorize execution of a contract with Leonard Brochman not to exceed \$27,075 for the installation of 4 water and sediment control basins and a grassed waterway.

**SUMMARY:**

Leonard Brochman is proposing to construct 4 water and sediment control basins and a grassed waterway in Greenvale Township within the Mud Creek and Dutch Creek watersheds of the Cannon River. The basins will capture surface water runoff and convey it through underground outlets to reduce future erosion and sedimentation. The waterway will reduce erosion caused by concentrated flow of runoff.

Total costs of the project are estimated at \$36,100. Staff is recommending approval at 75% cost share not to exceed \$27,075.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Project funds to install the project are available through our annual agreement with Dakota County and State Cost Share funds.

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**Supporting Documents:**

21-IPP-32 Brochman, Leonard WASCBS and WW Factsheet

**Previous Board Action:**

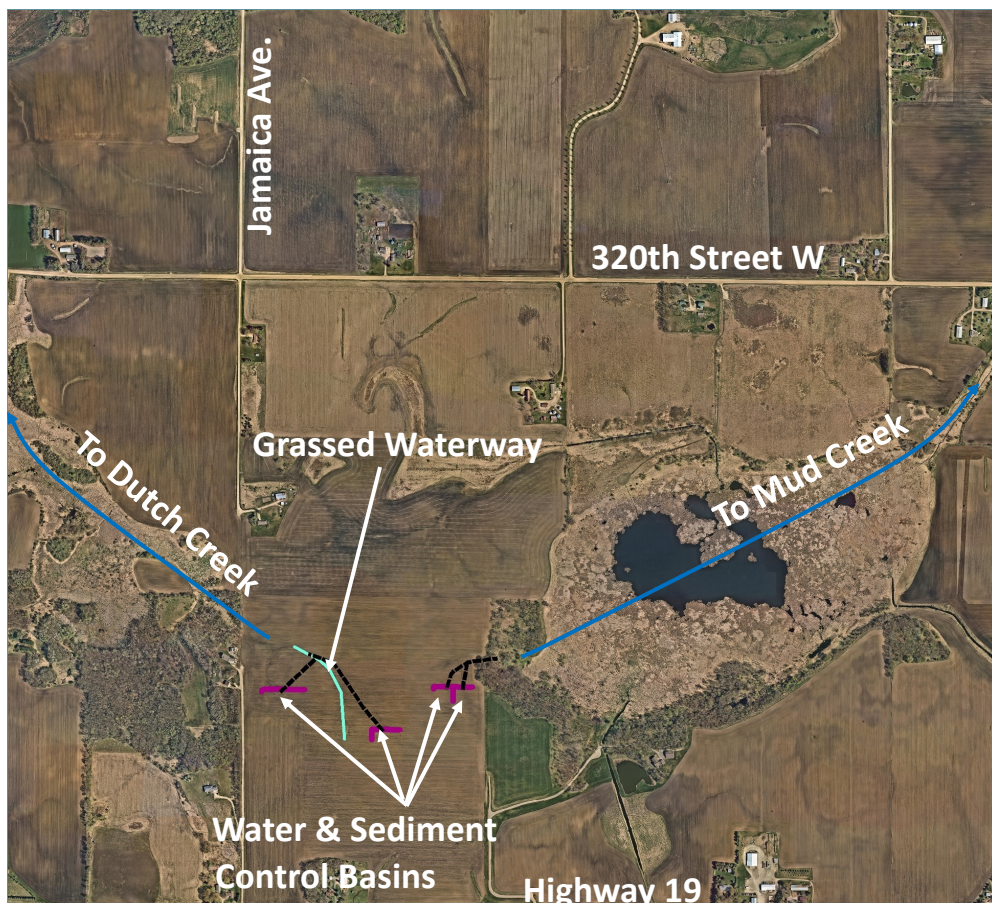
None





# LEONARD BROCHMAN

## WATER AND SEDIMENT CONTROL BASINS & GRASSED WATERWAY



### PRACTICES:

- Water & Sediment Control Basins
- Grassed Waterway

### BENEFITS:

- 43 tons of sediment per year prevented from traveling downstream
- 49 lbs. of phosphorous per year prevented from traveling downstream

### PARTNERS:

- Dakota County
- Minnesota Board of Water and Soil Resources

### WATERSHED:

- Cannon River

### RECEIVING WATERS:

- Mud Creek and Dutch Creek

### INSTALLATION:

- Fall 2021

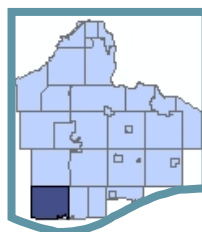
**PROJECT:** Concentrated flow of surface water runoff is creating gully erosion in the field. Four water and sediment control basins and one grassed waterway will be constructed to provide stabilization and reduce future erosion.

<b>FUNDING:</b>	<b>Estimated Project Cost:</b>	<b>\$36,100</b>
	<b>Cost Share Amount:</b>	<b>\$27,075</b>
	<b>Landowner Amount</b>	<b>\$9,025</b>



### LOCATION:

Greenvale  
Township



**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Regular Agenda**

Request for Board Action

Roll Call Vote

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Meeting Date: 10/14/2021

Prepared by: Curt Coudron

**PURPOSE/ACTION REQUESTED:**

Authorize execution of a contract with Kent Otte not to exceed \$3,675 for the installation of a grassed waterway.

**SUMMARY:**

Kent Otte is proposing to reconstruct a 720-foot grassed waterway in Hampton Township within the Lower Mainstem of the Vermillion River Watershed. The existing waterway has exceeded its functional lifespan and storm water runoff is flowing through the field and causing erosion. The reconstructed waterway will adequately convey runoff to reduce erosion.

Total costs of the project are estimated at \$4,900. Staff is recommending approval at 75% cost share not to exceed \$3,675.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Project funds to install the project are available through our annual agreement with the Vermillion River Watershed Joint Powers Organization.

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**Supporting Documents:**

21-IPP-38 Otte, Kent WW Factsheet

**Previous Board Action:**

None





# KENT OTTE GRASSED WATERWAY



### PRACTICE:

- Grassed Waterway

### BENEFITS:

- 55 tons of sediment prevented from traveling downstream
- 55 lbs. of phosphorous per year prevented from traveling downstream

### PARTNERS:

- Dakota County
- Minnesota Board of Water and Soil Resources
- USDA - Natural Resources Conservation Service

### WATERSHED:

- Vermillion River

### RECEIVING WATERS:

- Lower Mainstem of the Vermillion River

### INSTALLATION:

- Fall 2021

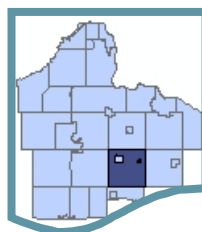
**PROJECT:** The existing grassed waterway is beyond its functional lifespan and surface water runoff flowing alongside the waterway is causing erosion in the field. The waterway will be reconstructed to convey runoff and reduce future erosion.

<b>FUNDING:</b>	<b>Estimated Project Cost:</b>	<b>\$4,900</b>
	<b>Cost Share Amount:</b>	<b>\$3,675</b>
	<b>Landowner Amount</b>	<b>\$1,225</b>



### LOCATION:

Hampton Township



**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Regular Agenda**

Request for Board Action

Roll Call Vote

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Meeting Date: 10/14/2021

Prepared by: Curt Coudron

**PURPOSE/ACTION REQUESTED:**

Authorize execution of a contract with Metropolitan Mosquito Control District not to exceed \$5,250 for the installation of native prairie with pollinator habitat.

**SUMMARY:**

Metropolitan Mosquito Control District is proposing to install a 3.2-acre native prairie with pollinator habitat at the Rosemount office in the Vermillion River Watershed. The proposed project area is currently farmed, so minimal site preparation is needed. The native prairie will improve infiltration, reduce erosion, and provide wildlife habitat, particularly for pollinators.

Total costs of the project are estimated at \$7,000. Staff is recommending approval at 75% cost share not to exceed \$5,250.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Project funds to install the project are available through our agreements with Dakota County and the Vermillion River Watershed Joint Powers Organization.

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**Supporting Documents:**

21-IPP-42 MMCD NPR Factsheet

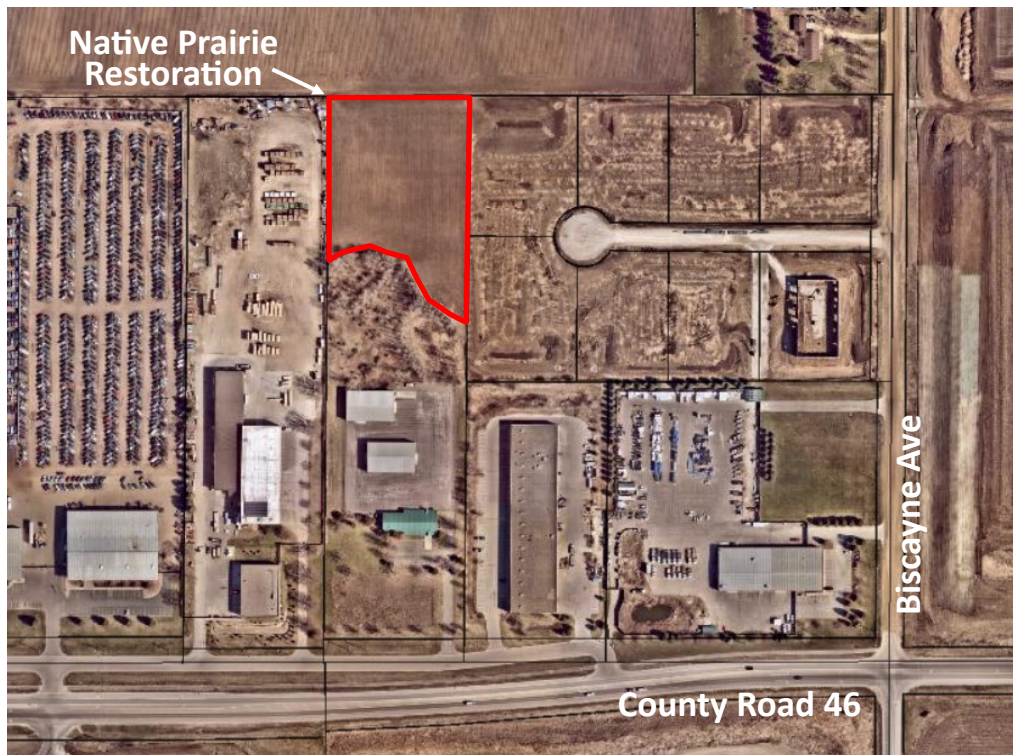
**Previous Board Action:**

None





# METROPOLITAN MOSQUITO CONTROL DISTRICT NATIVE PRAIRIE RESTORATION



## PRACTICE:

- Restoration of Rare and Declining Native Plant Communities

## BENEFITS:

- 3.5 tons of sediment per year prevented from traveling downstream
- Improved wildlife habitat, in particular for pollinators

## PARTNERS:

- Vermillion River Watershed Joint Powers Organization
- Dakota County

## WATERSHED:

- Vermillion River

## RECEIVING WATERS:

- Lower Mainstem Vermillion River

## INSTALLATION:

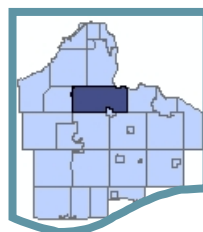
- 2021

**PROJECT:** 3.2 acres of agricultural field will be restored to native prairie vegetation. The native prairie will improve infiltration, reduce erosion, and provide wildlife habitat, particularly for pollinators.

<b>FUNDING:</b>	<b>Estimated Project Cost:</b>	<b>\$7,000</b>
	<b>Cost Share Amount:</b>	<b>\$5,250</b>
	<b>Landowner Amount:</b>	<b>\$1,750</b>



**LOCATION:**  
Rosemount



**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Regular Agenda**

Request for Board Action

Voice Vote

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Meeting Date: 10/14/2021

Prepared by: Brian Watson

**PURPOSE/ACTION REQUESTED:**

Change Board meeting date for November 2021.

**SUMMARY:**

When we adopted our Board meeting schedule for 2021 to include the 2<sup>nd</sup> Thursday of the month, we did not recognize that November 11 falls on Veterans Day which is an observed holiday. A date change for our November Board meeting is requested.

Staff is recommending changing our November Board meeting date to Wednesday, November 10 at 9:00 a.m.

**EXPLANATION OF FISCAL/FTE IMPACT:**

None

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**Supporting Documents:**

**Previous Board Action:**