



MEETING MINUTES

BOARD OF SUPERVISORS MEETING

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, January 13, 2022

9:00 a.m.

4100 220th 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 Officer

SWCD Staff Present:

Brian Watson
Lana Rotty
Todd Matzke

Others Present:

Andy Lokken, Dakota County
Brad Becker, Dakota County
Matthew Lundberg, NRCS

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. Election of Officers

Chair Zanmiller turned the meeting over to Brian Watson, he opened the floor for nominations for Chair.

Supervisor Dee nominated Laura Zanmiller as Chair. Watson called for nominations three times.

22.001 Motion by Dee to close nominations and cast a unanimous ballot, second by Johnson. All members voting in favor. Motion carried.

Watson turned the meeting over to Chair Zanmiller. Zanmiller asked the Supervisors if they would like to retain their current officer positions.

22.002 Motion by Dee, second by Johnson to retain the same Officer positions for the 2022 year. All members voting in favor. Motion carried.

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

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

CONSENT AGENDA

Supervisor Dee requested to move item 8 Designation of the Financial Depositories to the regular agenda.

6. December 30, 2021 Board Meeting Minutes

Approval of December 30, 2021 Meeting Minutes.

7. January 13, 2022 Accounts Payable

Approval of January 13, 2022 Accounts Payable.

9. Designate 2022 Official Newspaper ad Dakota County Tribune

Designate the Dakota County Tribune as the official newspaper for 2022.

10. Adopt 2022 Operating Rules and Guidelines

Adopt Board Operating Rules and Guidelines as presented.

11. Approve 2022 Membership Dues

10.1 Metropolitan Conservation Districts Joint Powers Board \$1,600.

10.2 Cannon River Watershed Joint Powers Board \$3,500 (not to exceed).

10.3 Minnesota Association of Soil and Water Conservation Districts \$200 (Area) \$5,750.58 (State).

10.4 National Association of Conservation Districts \$775 FY22, \$775 FY23.

22.004 Motion by Dee, second by Chamberlain to approve the consent agenda items. All members voting in favor. Motion carried.

REGULAR AGENDA

8. Designate 2022 Financial Depositories as Castle Rock Bank and Vermillion State Bank

Supervisor Dee noted that she receives a copy of each bank statement monthly. After each Board Meeting, she compares and reconciles the statement she receives to those reconciled by Lana Rotty. She stated that two times last year, Castle Rock Bank mailed her statements to the SWCD office. She added that we are fortunate that they were mailed here and not to some other individual or business. She was very disappointed at this clerical error and wanted to make all Supervisors aware of this. If this continues this year, she would be in favor of a new bank designation.

22.005 Motion by Dee, second by Johnson to designate the Castle Rock Bank as the primary savings and checking account and to designate the Vermillion Bank as secondary savings and checking account. All members voting in favor. Motion carried.

12. Update and Discussion on Redistricting of Dakota SWCD Board Districts

Andy Lokken, Dakota County Elections Director gave a presentation on the 2022 Redistricting based on the 2020 Census Population.

Minnesota Statute requires Soil and Water Conservation Districts in the metro area be redistricted after a federal census when any one district varies in population more than 10 percent from the average of all Soil and Water Supervisor districts in the county. The soil and water redistricting plan must be approved by the Dakota County Board of Commissioners by April 26, 2022. Which means the SWCD recommended boundaries deadline is April 19, 2022. Lokken continued to review the timeline of activities based on statutory rules and legislative deadlines. With the 10% rule for Soil and Water Conservation Districts, each district population must fall between 79,179 and 96,773 with the ideal population at 87,976. If the shift of population in and out of any district is greater than 5%, that district is up for election in 2022, as well as Districts 4 and 5 which would be up for reelection regardless of the new census. The notice of intent to

redistrict must be published in the official newspaper for three weeks (April 1, 8, 15) prior to final adoption. Discussion occurred on whether there was a preference to be a Board of 7 Supervisors and align with the County Board of Commissioner areas or remain as 5 Supervisors. The issue of one County Commissioner representing ½ of all Dakota County land area was a concern as it relates to the statutory authorities of soil and water conservation districts. The Board of Supervisors unanimously agreed that they wish to remain at 5 Supervisors. Watson will pass this on as he continues working with Dakota County staff on redistricting. Chair Zanmiller and the Supervisors thanked Lokken for the information.

22.006 Motion by Dee, second by Johnson that the Dakota County Soil and Water Conservation District Board remain at five Supervisors with the redistricting in 2022. All members voting in favor. Motion carried

13. Adopt Resolution Accepting Certain Wetland Conservation Act Authorities from Nininger Township

The Nininger Township Board passed a resolution at their December 21, 2021 meeting to delegate certain decision and administrative authorities to the SWCD for the following WCA purposes: Official Listing as WCA Contact, Wetland Boundary and Type Decisions, No Loss Decisions, Exemption Decisions, Providing State Required Annual Reports. With adoption of this resolution, the SWCD would perform these delegated authorities within Nininger Township.

22.007 Motion by Dee, second by Johnson to accept Wetland Conservation Act authorities from Nininger Township as delegated. All members voting in favor. Motion carried.

14. Summary of 2021 Landscaping for Clean Water Program

Watson provided a summary of the 2021 Landscaping for Clean Water Program. Due to the ongoing Covid-19 pandemic in 2021, all Landscaping for Clean Water programming was held virtually. Four live virtual Introduction classes were held in the spring (March through May) and then pre-recorded so others could participant in the classes at their leisure. A total of 371 individuals participated in the Introduction classes. A total of 164 participants took part in the virtual Design classes which consisted of a series of pre-recorded videos. New for 2021, the Maintenance classes were split into three online sessions. Each workshop focused on maintenance for a given season (Spring, Summer and Fall) allowing for season specific information on how to maintain and promote the health, performance, and beauty of their garden. A total of 41 projects were installed in 2021. Watson noted that this was the 15th year of the program.

15. Establish Board Committees and Assignments for 2021

Watson stated that each year we review Committee structure and assign SWCD Board members to each committee. He reviewed the current list of committees and asked for comments and potential changes to the list. Committees and assignments were reviewed.

<u>Committee</u>	<u>Member</u> (Primary)	<u>Member</u> (Alternate)
Community Development	Laura Zanmiller	Chelsea Skog
Education and Outreach	Jayne Hager Dee	Chelsea Skog
Finance.....	Jayne Hager Dee	Bruce Johnson
Personnel.....	Laura Zanmiller	Kevin Chamberlain
Rural Land.....	Kevin Chamberlain.....	Jayne Hager Dee

<u>Assignment</u>	<u>Primary</u>	<u>Alternate</u>
Metropolitan Conservation Districts JPB.....	Laura Zanmiller	Chelsea Skog
Legislative Assignment	Jayne Hager Dee	Chelsea Skog
NRCS Local Work Group	Kevin Chamberlain	Jayne Hager Dee
Cannon River Watershed JPB	Kevin Chamberlain.....	Jayne Hager Dee

There was discussion on Supervisor attendance at WMO and WD meetings and the consensus was that Watson should inform the Supervisor's if attendance is necessary.

22.008 Motion by Chamberlain, second by Johnson to approve the 2022 SWCD Board Committees and Assignments as listed above. All members voting in favor. Motion carried.

16. Announcements and Reports

Natural Resources Conservation Service

Matthew Lundberg, Soil Conservationist, provided the Natural Resources Conservation Service report. He thanked the Board for the opportunity to attend the meeting. He introduced himself and provided background on his educational and work experiences. He stated that Dakota County received 55 applications for the Environmental Quality Incentive Program which were comprised of cover crops, irrigation water management, water and sediment control basins, and well sealings. NRCS is working on the 2022 payments schedule. This year, the Cannon River Watershed is a high priority area for certain practices on eligible land. They have 20 expiring CRP contracts, of those two are interested in renewing. He and Matt Schaar are working in the Farmington Office, they hope to hire another conservationist within six months. He added that he is looking forward to working with the SWCD.

Dakota County

Brad Becker provided the Dakota County report. He stated that they are involved with three Clean Water Fund grants from the Board of Water and Soil Resources. A grant for the Foxborough Park/North Creek stormwater project. This is west of the Ole Piper restaurant on Cedar Avenue. They will be constructing a dry pond with a wet sedimentation forebay in Foxborough Park adjacent to the North Creek tributary to the Vermillion River. This pond will capture and reduce sediment and total phosphorus (TP) from an existing stormwater outfall that discharges directly to North Creek. The basin would be constructed within an existing park greenspace and would intercept stormwater from the existing outfall for treatment. The 220-acre subwatershed draining to this stormwater outfall was developed several decades ago with very minimal stormwater treatment and new opportunities for stormwater treatment are limited. North Creek is anticipated to be placed on the impaired waters list in 2022 for sediment and fish bioassessment. This grant is \$346,000 and in coordination with the Vermillion River Watershed Joint Powers Organization, the City of Lakeville, and the SWCD.

A grant for Ravenna Trail Ravine Stabilization, along the Sontag Ravine was also awarded. Portions of the lower Vermillion River are abutted by steep erodible hillsides that deposit sediment directly in the river during rain events and contribute to this reach of the Vermillion River being impaired for turbidity. The project seeks to stabilize 3,600 linear feet of two heavily eroded ravines that have repeatedly deposited sediment in the Vermillion River adjacent to Ravenna Trail (County Road 54) through the installation of armoring/rock-lined channel, ravine bank and channel stabilization, low-flow drop structures, riprap check dams and plunge pools, and other practices. This grant is \$495,000 and in coordination with the Vermillion River Watershed Joint Powers Organization, Dakota County, and the SWCD.

A third grant, Dakota County Drinking Water Protection Project for \$150,000 will be matched with County funds. This includes both private wells and public water supplies and will focus on townships that have testing data indicating elevated nitrates in drinking water. Cover crops will be the primary practice along with harvestable covers and restoring perennial vegetation in critical locations. An estimated 1,000 acres of cover crops, 200 acres of harvestable covers, and 10 acres of restored perennial vegetation will be established through this project.

Becker added that he appreciates the SWCD coordination with these applications. With all partners, Dakota County received just under one million in FY22 Clean Water Funds.

Metropolitan Conservation Districts Joint Power Board

There was no Metropolitan Conservation District Joint Powers Board report. The next meeting is scheduled for February 24, 2022.

Minnesota Association of Soil and Water Conservation Districts

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

Cannon River Watershed Joint Powers Board

There was no Cannon River Watershed Joint Powers Board (CRWJPB). The next meeting is January 19, 2022.

Vermillion River Watershed Joint Powers Organization

There was no Vermillion River Watershed Joint Powers Organization report.

District Managers Report

Watson stated that there have been security updates with the iPads and if you are experiencing any problems, please contact Dave Holmen for assistance.

Watson stated that Gabe Okins will be leaving the SWCD on January 14, 2022 to take another job. He began working at the SWCD in March of 2020. Watson thanked him for his time and wished him well, his ability to work with landowners will be missed. Gabe thanked the Board and Watson for the opportunity to work at the SWCD.

Board of Supervisors Reports

There were no reports or update provided.

Upcoming Events

The upcoming events were reviewed.

17. Closed Executive Session

Conduct Annual Performance Review of District Manager

22.009 Motion by Dee, second by Johnson to enter closed session. All members voting yes. Motion carried.

22.010 Motion by Dee, second by Johnson to approve annual performance review of District Manager, as recommend by the Personnel Committee. All members voting yes. Motion carried.

22.011 Motion by Johnson, second by Skog to return to open session. All members voting yes. Motion carried.

18. Adjourn

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

The meeting was adjourned at 11:00 a.m.

Respectfully submitted,

Chelsea Skog

Secretary