



## AGENDA

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

Thursday, August 11, 2022 - 9:00 a.m.

Conference Room A – 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. Introduction of New Staff
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 July 14, 2022 Meeting Minutes
7. Approval of August 11, 2022 Accounts Payable
8. Acceptance of July Finance Report

#### REGULAR AGENDA

9. Authorization to Execute Contract with Dan Peine to Establish Cover Crops (3-year) Action
10. Authorization to Execute FY23 Grant Agreement with the Minnesota Board of Water and Soil Resources for Watershed Based Implementation within the Metro Watershed Planning Area of Cannon River Action
11. Award Contract to WSB and Associates for the Model Mining Ordinance Project and Authorize the District Manage to Execute a Contract subject to review by County Attorney Action
12. Update on Tree Program Information
13. Selection of 2022 Conservation Cooperator Action
14. Announcements and Reports
  - Natural Resources Conservation Service
  - Dakota County
  - 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

15. Upcoming Events

- August 8-13, 2022 Dakota County Fair
- August 11, 2022 Dakota County Soil and Water Conservation District Board Meeting  
Extension and Conservation Center, 4100 220<sup>th</sup> Street West, Farmington – 9:00 a.m.
- August 16, 2022 Eagan-Inver Grove Heights Watershed Management Organization Meeting  
Eagan Maintenance Facility, 3501 Coachman Point – 5:30 p.m.
- August 17, 2022 Black Dog Watershed Management Organization Meeting  
Burnsville Maintenance Facility, 13713 Frontier Court, Burnsville – 5:00 p.m.
- August 17, 2022 Lower Minnesota River Watershed District Meeting  
Chaska City Hall, Once City Hall Plaza 2<sup>nd</sup> Floor – 7:00 p.m.
- August 25, 2022 Vermillion River Watershed Joint Powers Board Meeting  
Extension and Conservation Center, 4100 220<sup>th</sup> Street West, Farmington – 1:00 p.m.
- August 31, 2022 Metropolitan Conservation Districts Joint Powers Board Meeting  
Ramsey County Public Works, 1425 Paul Kirkwold Drive, Arden Hills – 4:00 p.m.
- September 8, 2022 Dakota County Soil and Water Conservation District Board Meeting  
Extension and Conservation Center, 4100 220<sup>th</sup> Street West, Farmington – 9:00 a.m.

16. Closed Executive Session: District Manager's Mid-Year Review

17. Adjourn



## MEETING MINUTES

### BOARD OF SUPERVISORS MEETING

#### DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, July 14, 2022

9:00 a.m.

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

**Board Members Present:**

Laura Zanmiller, Chair  
Jayne Hager Dee, Treasurer  
Bruce Johnson, Information Officer

**SWCD Staff Present:**

Brian Watson  
Lana Rotty  
Curt Coudron  
Todd Matzke

**Others Present:**

Brad Becker, Dakota County  
Dain Olson, Dakota County  
Chris Schmidt, NRCS  
Lizzy Dawson, NRCS  
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. 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**

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

**CONSENT AGENDA**

**5. Approval of June 9, 2022 Meeting Minutes**

The June 9 Meeting Minutes were presented.

**6. Approval of July 14, 2022 Accounts Payable**

The July 14 Accounts Payable were presented.

**7. Approval of June Finance Reports**

The June Finance Report was Accepted.

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

**REGULAR AGENDA****8. Authorization to Provide Final Payment to Garden Homes Townhouse Association of Installation of Grade Stabilization**

Garden Homes Townhouse Association has completed the installation of a grade stabilization to repair an eroding gully. The project is located within the City of Burnsville, Minnesota River Watershed. The project was approved for funding at the August 12, 2021 Board meeting at 75% cost share not to exceed \$25,000 and based on a cost estimate of \$44,000. Final project cost was \$60,948.75.

Dee stated that this is a good project, many homeowners involved and makes for community good will. She asked if staff provided a presentation of the project process. Coudron stated, there was no formal presentation, however, many residents were onsite several times and brought information back to association meetings.

**22.167** Motion by Johnson, second by Dee to approve final payment of \$25,000 to Garden Homes Townhouse Association (21-CIF-04) for installation of grade stabilization and repair of gully with funding from the FY21 WBIF Minnesota River South Grant. Members voting in favor: Zanmiller, Johnson, Dee. Motion carried.

**9. Authorization to Amend Contract and Provide Final Payment to Caroline Leifeld Trust for Installation of Water and Sediment Control Basins**

Caroline Leifeld Trust (Carol Leifeld) has completed the installation of two water and sediment control basins in Douglas Township, Trout Brook Watershed of the Cannon River. The project was approved for funding at the September 9, 2021 Board meeting at 75% cost share not to exceed \$8,625 and based on a cost estimate of \$11,500. Since the approval of the original contract, the SWCD Board adopted the 2022 Cost Share Policies that increased the maximum cost share percentage from 75% to 85%. Contractor costs have also increased with unanticipated increases in fuel prices and inflation. A request has been made to amend the contract to 85% cost share and include the increased project costs. Final project cost was \$11,969.60.

**22.168** Motion by Johnson, second by Dee to amend contract and approve final payment of \$10,174.16 to Caroline Leifeld Trust (21-IPP-37) for installation of two grassed water and sediment control basins in Douglas Township with funding from agreement with North Cannon River Watershed Management Organization and FY18 Trout Brook Watershed Initiative grant. Members voting in favor: Zanmiller, Johnson, Dee. Motion carried.

**10. Authorization to Amend Contract and Provide Final Payment to John Ista for Installation of Grassed Waterway**

John Ista, in cooperation with Kenneth Messner, has completed the installation of grassed waterway in Sciota Township, Cannon River Watershed. The project was approved for funding at the April 14, 2022 Board meeting at 85% cost share not to exceed \$12,495 based on a cost estimate of \$14,700. Due to rainfall events during construction, additional work was needed to divert tile discharge around the project site. A request has been made to amend the contract to include the increased project costs of \$15,290.

**22.169** Motion by Dee, second by Johnson to amend contract and approve final payment of \$12,996.90 (85%) to John Ista (22-IPP-37) for installation of grassed waterway in Sciota Township with funding from agreement with Dakota County. Members voting in favor: Johnson, Dee, Zanmiller. Motion carried.

**11. Authorization to Execute Contract with Thomas Bergum for Installation of Streambank Stabilization**

Thomas Bergum is proposing to install 85 feet of streambank stabilization along North Creek in Lakeville, Vermillion River Watershed. The streambank stabilization will use coir logs, erosion control blanket, and native plants to reduce future streambank erosion and reduce the amount of sediment that is transported downstream. The total cost of the project is estimated at \$6,000. The project is eligible for 85% cost share not to exceed \$5,000.

Dee questioned with neighbors on both sides with eroding streambank what benefit will be realized from this project. Coudron replied that it is a good opportunity to showcase bioengineering and native streambank stabilization options as opposed to riprap; and hopefully the neighbors will see the benefit and perhaps repair their streambanks as well. Dee questioned why the City doesn't step up on a project like this. Coudron explained that the City has participated in a number of streambank stabilization projects but in this case we have a single landowner requesting assistance rather than a larger City sponsored CIP project. Coudron further explained the sediment reduction benefits.

**22.170** Motion by Johnson, second by Dee to execute contract 22-CCS-01 with Tom Bergum for installation of streambank stabilization, City of Lakeville, Vermillion River Watershed at 85% cost share, not to exceed \$5,000 from agreement with Vermillion River Watershed Joint Powers Organization. Members voting in favor: Johnson, Dee, Zanmiller. Motion carried.

**12. Authorization to Execute Two Contracts with Greg Fox for Establishment of Cover Crops (1-year)**

Greg Fox is proposing to establish a cover crop totaling 65 acres on two fields. The fields are located in the City of Rosemount, Vermillion River Watershed. Each field will have a separate contract that will require cover crop establishment for one year. A seeding plan has been prepared and accepted for each field. Under each contract, incentives for establishing the cover crop are: 25 acres not to exceed \$625 and 40 acres not to exceed \$1,000.

**22.171** Motion by Dee, second by Johnson to execute contracts 22-IPP-12 and 22-IPP-22 with Greg Fox for establishment of cover crop on 65 acres on two fields, encumbering \$1,625 from agreements executed with Dakota County and Vermillion River Watershed Joint Powers Organization. Members voting in favor: Dee, Zanmiller, Johnson. Motion carried.

**13. Authorization to Execute Contract with Steve Wagner for Establishment of Cover Crops (3-year)**

Steve Wagner is proposing to establish a cover crop totaling 100 acres over a three-year period on a field located in Vermillion Township, Vermillion River Watershed. A seeding plan has been prepared and accepted. The contract is for 100 acres not to exceed \$10,500. Under District cost share policy, payment for the first year will be made upon certification of the installation and District Board approval. Payments for additional years will be made annually when cover crop seeding has been completed for that year and has been certified by District staff.

**22.172** Motion by Johnson, second by Dee to execute contract 22-IPP-17 with Steve Wagner for establishment of cover crops on 100 acres at \$35 per acre annually, for three years, not to exceed \$10,500 from agreements with Dakota County and FY22 Clean Water Fund Drinking Water Protection grant and the Vermillion River Watershed Joint Powers Organization. Members voting in favor: Zanmiller, Johnson, Dee. Motion carried.

**14. Authorization to Execute Contract with Minnesota Department of Natural Resources for Groundwater Level Monitoring Services**

The DNR has provided a FY23 professional and technical services contract to conduct groundwater level measurements at various observation wells in Dakota County. The term of the agreement is July 1, 2022 to June 30, 2023. Per this contract, thirty observation wells will be monitored four times a year and seven irrigation wells will be monitored five times (37 wells total). In past years, 38 wells were monitored but the DNR has closed one of the observation wells. The work plan includes a total of 155 well readings and payment to the SWCD would be \$30 per reading at an authorized well or nest of wells, which is consistent with historical payment amounts. The contract includes a total amount not to exceed \$2,940, but the DNR does allow for an additional payment of \$720 (24 additional readings) should they request more readings. The total contract amount will not exceed \$3,660.

**22.173** Motion by Dee, second by Johnson to execute the FY23 contract with the Minnesota Department of Natural Resources for groundwater monitoring services. All members voting in favor. Motion carried.

## 15. Announcements and Reports

### Natural Resources Conservation Service

Chris Schmidt, Matthew Lundberg, and Lizzy Dawson were on-hand from the Natural Resources Conservation Service. Lundberg stated that they are working on Conservation Reserve Program plans for producers. Project Sweetie-Pie, the Peoples Garden that has been established in Minneapolis is holding an urban agriculture event next week.

Schmidt reminded those present that Lizzy Dawson started on June 7. A new Soil Conservationist in Faribault started on June 6. A new Forester in Waconia started July 5. A Summer Intern housed in Waconia started on June 6 and will work 8 weeks and spend time in each office within the Customer Service Team (CST). For FY22 EQIP, there have been 47 applications obligating over \$800,000 for the Faribault CST. Minnesota has requested additional funding.

Lizzy Dawson added that she has been involved with the RCCP funding. There was a total of 7 applications for Dakota County and two for Washington. In all, 17 applications were received for the \$700,000 allocation. Dakota County had one application that ranked high. Funding awards to be announced soon.

### Dakota County

The Dakota County report was provided by Brad Becker. He thanked the Board of Supervisors for the opportunity to be at the meeting and provided an update on the County Budget process.

Becker then introduced Dain Olson, Assistant Dakota County Attorney. Dain will be providing assistance to the SWCD and also assists the Environmental Resource Department. Olson provided background on his past work experiences and is looking forward to this role with Dakota County.

### Vermillion River Watershed Joint Powers Organization

There was no Vermillion River Watershed Joint Powers Organization report.

### Cannon River Watershed Joint Powers Board

Dee provided the Cannon River Watershed Joint Powers Board (JPB) report. She attended the meeting in place of Chamberlain; however, she did not attend the-tour. The ten-year Education and Outreach plan was approved. The plan listed 50 educational activities. The Plan states that many activities would be provided by a third party vendor, mainly Clean Water Partnership (CRP). Dee asked for clarification at the JPB meeting on the process and there was no set process. She responded that she understands use of consultants but has concerns with offering all outreach to CRP. Specifically, she questioned how the group knows they are the best fit to lead each of the educational efforts and who will manage and evaluate their work. Watson added that Rice SWCD serves the lead role for the Education and Outreach activities and they will be responsible to evaluate and manage the Education and Outreach Plan.

### Metropolitan Conservation Districts Joint Power Board

There was no Metropolitan Conservation District Joint Powers Board (JPB) report. The next meeting is scheduled for August 31, 2022.

### Minnesota Association of Soil and Water Conservation Districts

The Area 4 meeting took place on June 23, 2022. There was discussion on the resolution to work toward exempting SWCDs from nursery stock licensure. The resolution passed with further discuss anticipated by the MASWCD Legislative Committee and at the annual convention.

### District Manager Reports

Watson requested the Finance Committee meet to review quarter 2 finances and discuss the 2023 budget. He noted that he has a meeting with the County Manager on August 11, 2022. There are new computer requirements that will impact the Boards issued iPads. If you have questions, please contact Dave Holmen. Watson added that an interview was held yesterday for the Finance and Grants Coordinator.

**Board of Supervisors Reports**

There were no Board of Supervisors reports.

**16. Upcoming Events**

The upcoming events were reviewed. The Dakota County Fair was noted and Watson added that a Water Bar will be outside the Natural Resources building on select days during the fair. The next SWCD Board meeting will be during the fair and staff will provide an update on accessing the building and parking lot during the fair.

**17. Adjourn**

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

The meeting was adjourned at 10:02 a.m.

Respectfully submitted,

Chelsea Skog  
Secretary

**Dakota County SWCD  
Income and Expense Summary  
July 2022**

	Current Month	Year to Date
<b>Income</b>		
County Revenues	\$89,653.50	\$368,097.08
State Revenues	\$125,937.89	\$247,048.80
Local Revenues	\$94,085.67	\$168,660.30
Interest Earnings	\$1,380.48	\$2,913.53
Charges for Services	\$2,450.00	\$11,800.00
Tree Program Revenues	<u>\$0.00</u>	<u>\$22,287.57</u>
<b>Total Income</b>	<b>\$313,507.54</b>	<b>\$820,807.28</b>
<b>Expense</b>		
County Expenses	\$20,407.00	\$59,926.08
State Expenses	\$34,233.53	\$92,653.72
Local Expenses	\$6,464.35	\$27,872.32
Operating Expenses	\$5,360.59	\$30,002.39
Payroll/Personnel Expenses	\$98,414.83	\$652,692.07
Project Expenses	\$218.72	\$1,166.79
Tree Program Expenses	<u>\$0.00</u>	<u>\$15,958.84</u>
<b>Total Expense</b>	<b>\$165,099.02</b>	<b>\$880,272.21</b>
<b>Revenues Over/-Under Expenditures</b>	<b><u>\$148,408.52</u></b>	<b><u>-\$59,464.93</u></b>



**Dakota County SWCD  
Balance Sheet  
July 2022**

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**ASSETS:**

Cash in Checking - Castle Rock	\$16,192.52
Cash in Savings - Castle Rock	\$603,775.75
Cash in Checking - Vermillion Bank	\$30,524.53
Certificate of Deposits	\$400,472.05
Petty Cash	<u>\$100.00</u>
<b>Total Cash:</b>	<b>\$1,051,064.85</b>

**Accounts Receivable:**

BWSR	2021 WBIF Vermillion 40% Request	\$1,685.65
BWSR	2021 WBIF MN River S 40% Request	\$9,041.63
BWSR	2020 DC DW 10% Request (2020)	\$393.68
BWSR	2020 DC DW 10% Request (2021)	\$6,040.72
BWSR	2020 DC DW 10% Request (2022)	\$755.50
BWSR	2018 CWF TB 10% Request (2022)	\$9,967.35
Black Dog WMO	Q2 Invoice for Services	\$6,870.00
Cannon River Watershed JPO	Q2 Invoice for Services	\$3,225.00
DC Environmental Resources	Q2 Invoice for Services	\$20,272.50
DC Environmental Resources	Q2 Invoice for Services (CIP 2022)	\$20,697.50
DC Parks, Facilities, Fleet	Q1 Invoice for Services	\$3,299.87
DC Parks, Facilities, Fleet	Q2 Invoice for Services	\$2,932.50
DC Transportation	Q2 Invoice for Services	\$935.00
E-IGH WMO	Q2 Invoice for Services	\$7,700.00
Lower MN River WD	Q2 Invoice for Services	\$1,232.50
Lower Mississippi River WMO	Q2 Invoice for Services	\$15,887.50
Lower Mississippi River WMO WBF	Q2 Invoice for Services	\$6,156.00
MCD Subwatershed Analysis	Cannon River 10% Request (2020)	\$959.79
MCD Subwatershed Analysis	Cannon River 10% Request (2021)	\$740.21
MCD MAWQCP	Q2 Invoice for Services	\$112.50
MCD Engineering & Technical Assist	Q2 Invoice for Services	\$4,084.50
MCD Hosting	Q2 Invoice for Services	\$926.50
MN Department of Agriculture	Q2 Invoice for Services	\$169.54
North Cannon River WMO	Q2 Invoice for Services	\$6,713.22
North Cannon River WMO WBF	Q2 Invoice for Services	<u>\$357.00</u>
Total Accounts Receivable:		\$120,428.88

**TOTAL ASSETS:**

**\$1,171,493.73**

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**Dakota County SWCD  
Balance Sheet  
July 2022**

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**LIABILITIES AND EQUITY:**

Sales Tax Payable \$1,597.19

**Unearned Revenue:**

Buffer Law Funds 2020 \$1,677.28

Buffer Law Funds 2021 \$17,200.00

Buffer Law Funds 2022 \$17,000.00

Conservation Delivery 2022 \$21,240.00

Conservation Delivery 2023 \$21,240.00

Local Capacity Services 2021 \$401.93

Local Capacity Services 2022 \$90,354.37

DC Drinking Water PP 2022 \$74,952.50

Met Council WOMP Funds \$182.85

State Cost Share 2021 \$9,005.48

State Cost Share 2022 \$22,054.00

State Cost Share 2023 \$22,054.00

WBIF 2019 Dakota SWCD \$40,241.73

WBIF 2021 Cannon River \$39,821.16

WBIF 2021 Miss River East \$16,188.00

WBIF 2021 MN River South \$0.00

WBIF 2021 Vermillion River \$0.00

DC Natural Resources Block Grant \$19,145.50

DC Operating Allocation \$138,042.50

Subtotal: \$550,801.30

**Total Liabilities:** \$552,398.49

Fund Balance Beginning of Year \$689,287.45

Current Net Increase/-Decrease -\$59,464.93

Fund Balance End of Current Period \$629,822.52

**TOTAL LIABILITIES AND EQUITY:** **\$1,182,221.01**

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Regular Agenda**

Request for Board Action

Roll Call Vote

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Meeting Date: 8/11/2022

Prepared by: Curt Coudron

**PURPOSE/ACTION REQUESTED:**

Authorize execution of contract with Daniel Peine not to exceed \$10,500 for the establishment of cover crops.

**SUMMARY:**

Daniel (Dan) Peine is proposing to establish cover crops on 100 acres over a three-year period. The field is located in Hampton Township, Cannon River Watershed.

A seeding plan for each year has been prepared and accepted. Based on the District's adopted cost share policy, a landowner is eligible for up to \$35 per acre per year on a three-year contract.

Under District cost share policy, payment for the first year will be made upon certification of the installation and District Board approval. Payments for additional years will be made annually when cover crop seeding has been completed for that year and has been certified by District staff.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Project funds are available through our FY18 Trout Brook Watershed Initiative Grant and our agreement with Dakota County.

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**Supporting Documents:**

22-IPP-32 Peine, Dan CC Factsheet

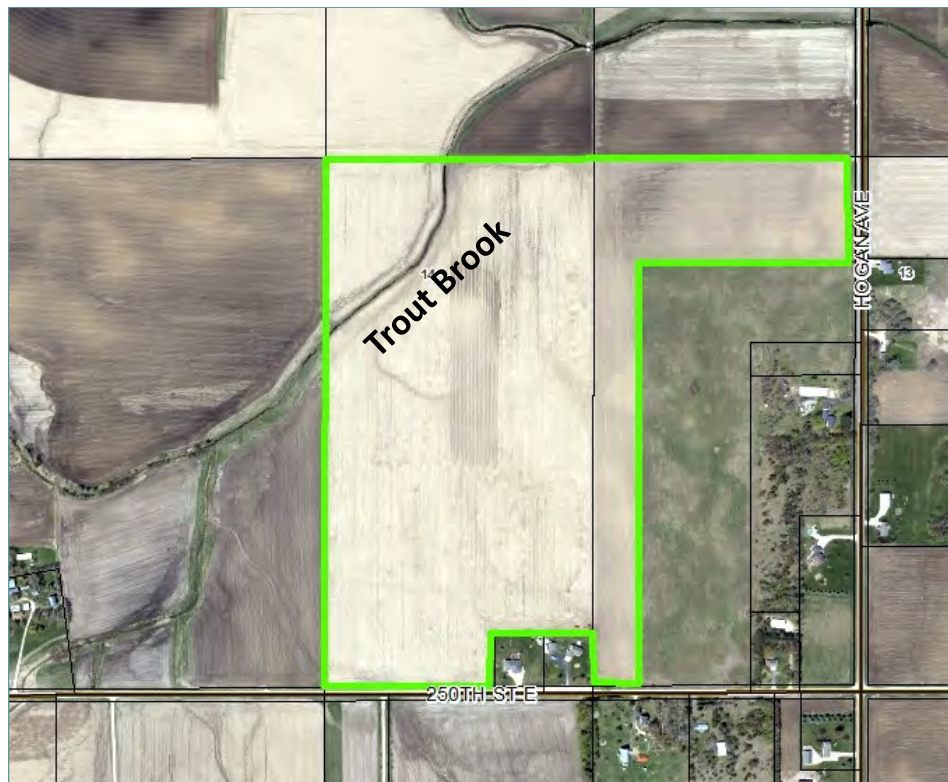
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**Previous Board Action:**

None



# DAN PEINE COVER CROP



**PRACTICE:**

- Cover Crop

**BENEFITS:**

- 22 tons of sediment per year prevented from traveling downstream
- 28 lbs. of phosphorous per year 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
- Board of Water and Soil Resources

**WATERSHED:**

- Cannon River

**RECEIVING WATERS:**

- Trout Brook

**INSTALLATION:**

- Fall 2022, 2023 and 2024

**PROJECT:** An oat cover crop will be planted on 100 acres for three years after harvest of sweet corn, soybeans and sweet corn. The cover crop will provide erosion control, reduce weed pressure, and reduce nutrient leaching.

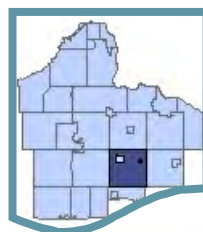
**FUNDING:** Incentive Amount: **\$10,500**  
(100 acres X \$35 per acre X 3 year)



*Clean Water Fund:  
Protecting and restoring  
Minnesota's waters for  
generations to come.*

**LOCATION:**

Hampton  
Township



**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT****Regular Agenda**

Request for Board Action

Voice Vote

Meeting Date: 8/11/2022

Prepared by: Ashley Gallagher

**PURPOSE/ACTION REQUESTED:**

Authorization to execute FY22-23 grant agreement with the Minnesota Board of Water and Soil Resources (BWSR) for Watershed Based Implementation within the metro watershed planning area of Cannon River.

**SUMMARY:**

In early 2022, partners began meeting to discuss and prioritize implementation activities previously identified in BWSR or State approved plans. Under BWSRs defined process, partners asked to participate in these convene meetings included the Dakota SWCD (Comprehensive Plan), Dakota County (Groundwater Plan), North Cannon River WMO (Metropolitan Surface Water Management Act Plan) and Township representatives (Local Comprehensive Plan).

The partners developed a list of projects, discussed eligibility with BWSR staff and submitted a draft workplan and budget. The draft workplan and budget has been approved by BWSR staff and the grant agreement has been prepared for execution. The Dakota SWCD was selected by the convene group as the fiscal agent for this grant.

The total grant allocation is \$304,886 and a local match of \$30,489 (10%) funding is a grant requirement. Projects and activities in the proposed workplan and budget include:

- Grant administration (\$7,886)
- Project development to include promotion and development of irrigation tools, targeted outreach in groundwater sensitive areas and supporting the Cannon River Watershed Comprehensive Plan by assisting with accelerated implementation and measuring tools (\$55,000)
- Technical and engineering assistance for the design and installation of structural and nonstructural practices (\$72,000)
- Cost-share for agricultural practices that reduce sediment and nitrate (\$120,000)
- Planning and assessments to include sub-watershed analysis for Dutch Creek and Hazelwood Creek drainage areas and completing an adaptive lake management plan for Chub lake (\$50,000).

Upon execution of the grant, staff will have approximately three years to implement the workplan. The grant agreement is initially set to expire on December 31, 2025.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Listed grant activities will be incorporated into our 2023, 2024 and 2025 budget and staff workplan.

**Supporting Documents:**

None

**Previous Board Action:**

N/A

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Regular Agenda**

Request for Board Action

Roll Call Vote

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Meeting Date: 8/11/2022

Prepared by: Ashley Gallagher

**PURPOSE/ACTION REQUESTED:**

Award contract to WSB and Associates for the Model Mining Ordinance Project and authorize the District Manager to execute a contract subject to review by County Attorney.

**SUMMARY:**

Dakota SWCD was awarded a Clean Water Fund (CWF) grant through the Minnesota Department of Health (MDH) for the Model Mining Ordinance Project. The SWCD is working closely with Dakota County groundwater staff on this project and they assisted with the reviewing and scoring the proposals submitted.

Two proposals were submitted and met minimum requirements. Both were reviewed, scored, and ranked. Staff is recommending entering into a contract with WSB and Associates for the Model Mining Ordinance Project in the amount not-to-exceed \$44,973.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Dakota SWCD has a CWF grant through MDH to support this consultant work.

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**Supporting Documents:**

WSB Proposal

**Previous Board Action:**

Motion 22.135 on 4/14/22  
Authorization to submit and  
execute MDH grant



A PROPOSAL FOR

# Consulting Services to Support Model Mining Ordinance Project

FOR DAKOTA COUNTY SWCD

August 1, 2022

Ashley Gallagher, Senior Resource Conservationist  
Dakota County SWCD  
4100 220th Street West  
Farmington, MN 55024



Re: Proposal for Consulting Services to Support the Dakota County Model Mining Ordinance Project

Dear Ashley,

On behalf of WSB, thank you for this opportunity to submit our qualifications for the Dakota County Model Mining Ordinance project. The WSB team has the experience and technical skills to assist Dakota County SWCD throughout this process as well as the relationships with many Dakota County governmental units to aid in crafting their future mining ordinances.

**Project Team Experience with Mining Ordinances** | The project will be led by the CPED group with two members who have extensive experience regulating aggregate mining and drafting mining ordinances. Their work in Rosemount, particularly for the 616-acre Dakota Aggregates mine, means that they have experience in drafting ordinances for small and large acreage mines, while addressing environmental issues such as groundwater contamination, mining below the groundwater elevation, nuisance issues such as noise, truck traffic, and hours of operation while understanding the political concerns and community goals associated with mining.

**Our Relationship with Dakota County** | WSB knows and understands Dakota County. The Company and team are familiar with the County in terms of the various regulatory departments in the County as well as working with a variety of local governments in the County. The team is aware of land use issues in various communities and is also familiar with the geology of the region. Our prior experiences allow us to work closely with the various communities that are affected by mining to better understand their needs and to assist in addressing issues before they arise. These relationships will lead to more harmonious interactions during the various phases of the project.

**Technical Expertise** | WSB has a deep bench in ground water, water resources, and environmental remediation. The team has been selected to bring the technical expertise necessary to successfully fulfill the goals of the project. If, over the course of the project, additional concerns are raised, WSB has the resources to bring in additional technical expertise to ensure questions are answered and solutions available. Our public engagement group will conduct all administrative work associated with the engagement process ensuring that Dakota County SWCD will receive a well-documented project that can be used as a reference for future mining discussions.

Thank you for the opportunity to propose on this interesting project, one that melds the technical aspects of regulations with the art form of ordinance writing. Please review our proposal and contact me at 612.670.2790 or [klindquist@wsbeng.com](mailto:klindquist@wsbeng.com) with any questions about our qualifications or availability.

Sincerely, WSB

A handwritten signature in black ink, appearing to read "Kim Lindquist", is written over a light grey rectangular background.

Kim Lindquist, AICP  
Project Manager





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# Firm Overview



## Forge ahead.

WSB is a design and consulting firm specializing in engineering, community planning, environmental, and construction services. Together, our staff improves the way people engage with communities, transportation, infrastructure, energy and our environment. We offer services that seamlessly integrate planning, design and implementation.

**We share a vision to connect your dreams for tomorrow to the needs of today—the future is ours for the making.**

**650+**  
STAFF

**30+**  
SERVICE AREAS

**15**  
OFFICES

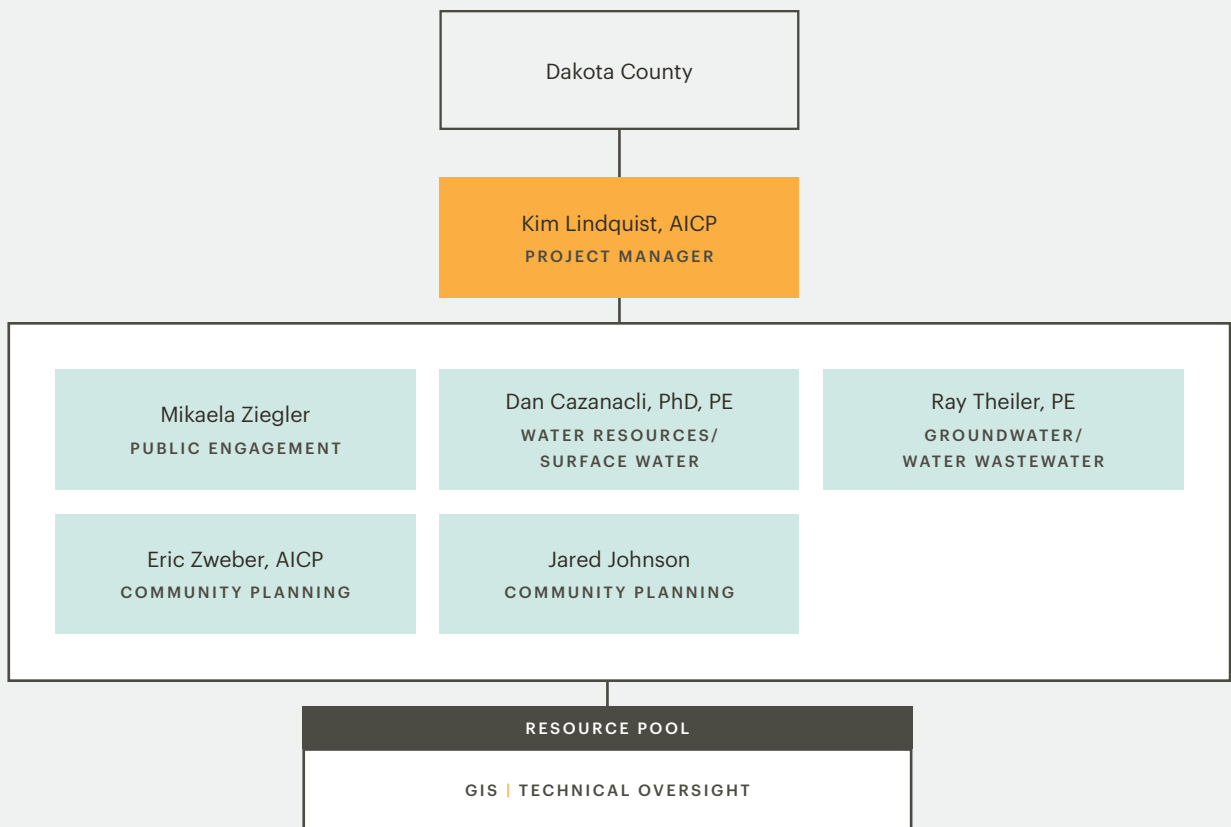
**5**  
STATES

Alternative Project Delivery | Biogas | Bridges & Structures | City Engineering | Community Planning | Constructability Review | Construction Materials Testing & Special Inspection | Contractor Modeling | Drinking Water | Economic Development | Environmental Compliance | Geohazard Risk Management | Geospatial | Geotechnical Engineering | GIS Services | Grants & Funding | Health & Safety Compliance | Intelligent Transportation Systems | Investigation & Remediation | Land Development | Landscape Architecture | Managed Services | Natural Resources | Pavement Management | Pipeline | Project Management & Construction Administration | Public Engagement | Public Works Management | Right of Way | Roadway Design | Smart Cities | Solar | Survey | Sustainability | Technology Solutions | Traffic Engineering | Transit Planning | Transportation Planning | Urban Design | Vibration Monitoring | Visualizations | Water Resources | Water Reuse | Wind



# Contractor Team Organization

The WSB team was selected due to the technical knowledge and expertise that lends itself to the assessment of current mining standards, understanding potential issues, and arriving at regulations that will address mining activities to ensure environmental protections and address community concerns. The current team's experience in mining, surface water, ground water and Drinking Water Supply Management Area (DWSMA) issues will address the primary concerns noted in the proposal in an expeditious and knowledgeable manner. WSB has many technical disciplines to pull from and will have resources available should additional issues or concerns arise during the ordinance project.





# Kim Lindquist, AICP



PROJECT MANAGER

Kim is a planning professional with over 30 years of experience overseeing a variety of complex planning projects that would be appropriate for local communities. Kim worked in high growth communities working with developers and the public on entitlements for residential development and business attraction to the city. She was project manager for Rosemount Downtown redevelopment projects which were public/private partnerships that resulted in construction of over 250 new multi-family units and creation of 16,000 square feet of new commercial space. She was responsible for the writing and compilation of the Rosemount 2040 Comprehensive Plan, including the economic competitiveness and new sustainability sections. Kim is excited to work with new clients to help them achieve their economic development goals.

**SERVICE GROUP:**  
Community Planning & Economic Development

**EDUCATION:**  
Master of Science, Urban and Regional Planning, University of Wisconsin-Madison, 1986

Bachelor of Arts, Political Science, University of Wisconsin-Madison, 1984

**CERTIFICATIONS:**  
Planning AICP Certification

NDC Economic Development Finance Professional Certification

**MEMBERSHIPS & RECOGNITIONS:**  
Economic Development Association of MN Board Member (2003 - Current)

American Planning Association

## Burnsville Zoning Ordinance Update | Burnsville, MN

**CLIENT:** CITY OF BURNSVILLE

**PROJECT DURATION:** APRIL 2021- CURRENT

Kim is the project manager for rewriting of the City's zoning and subdivision ordinances, representing the WSB Team at all Planning Commission and City Council meetings. Modifications are being made to increase the clarity of regulations as well as change the structure of the ordinance to make it easier to administer, more accessible to the public, and final outcomes more predictable. Public engagement activities include setting up a project website and soliciting feedback on proposed modifications along with two preference surveys targeting residential and commercial landowners and businesses.

## Township Planner | Lent Township, MN

**CLIENT:** LENT TOWNSHIP

**PROJECT DURATION:** APRIL 2021 - CURRENT

Kim serves as the Township Planner for Lent Township, reviewing land use proposals, proposing ordinance amendments, and attending Planning and Zoning Commission and Town Board meetings. Kim completed the Township Comprehensive Plan, conducting the final public engagement activities and ensuring all issues were addressed in the final Plan. Various zoning text amendments have been initiated to aid in implementation of the Comprehensive Plan and provide more clear direction for development which is starting to occur in the community.

## Department Director | Rosemount, MN

**CLIENT:** CITY OF ROSEMOUNT (COMMUNITY DEVELOPMENT DEPARTMENT)

**PROJECT DURATION:** 2003 - 2021

Kim was the department manager responsible for current and long range planning, economic development, building permit and inspections, Fire Marshal activities, code enforcement, economic development and GIS. Kim was involved in all aspects of strategic and current planning for the community including review of development proposals and special projects such as development of the Downtown Redevelopment Framework, drafting the large scale mining ordinance, managing the Resilient Communities partnership and coordinating the STAR Communities program. She was project manager for all Downtown Redevelopment projects and worked with the public, developer, and the City Council on planning initiatives for the community.



# Mikaela Ziegler

ENGAGEMENT PLAN SPECIALIST



Mikaela recently completed a master’s degree in Public Policy at the Humphrey School of Public Affairs. During her time at WSB she has led and supported public engagement for city, county, state and multi-agency projects. She believes in the improvement power of urban and regional planning and works hard to ensure that everyone benefits from projects in their community. She draws on her experiences on large and small-scale projects to facilitate engagement that provides residents with what they need to make informed choices and feel confident about the end result of public projects.

**SERVICE GROUP:**  
Public Engagement

**EDUCATION:**  
Master of Public Policy,  
Urban and Regional  
Planning, Humphrey School  
of Public Affairs, University  
of Minnesota, 2021

Bachelor of Arts,  
International Studies and  
French, DePaul University,  
2018

**MEMBERSHIPS:**  
Member, WTS International

Certified in Foundations of  
Public Participation IAP2

## CSAH 33 and CSAH 46 Intersection Evaluation and Design | Dakota County, MN

**CLIENT:** DAKOTA COUNTY DEPARTMENT OF TRANSPORTATION

**PROJECT DURATION:** OCT 2021 - NOV 2022

Mikaela manages public engagement for the CSAH 46 and CSAH 33 evaluation and design project by working closely with county staff, engineers, and community leaders to provide easy-to-understand materials explaining the proposed intersection improvements. Mikaela utilizes WSB’s graphics and modeling departments to ensure that community members and public officials understand the need for intersection improvements, and why particular designs are being considered.

## Chanhasen Park Task Force Facilitation | Chanhasen, MN

**CLIENT:** CITY OF CHANHASSEN DEPARTMENT OF PARKS AND RECREATION

**PROJECT DURATION:** APR 2022 - NOV 2022 (ANTICIPATED)

Mikaela and her co-facilitator work closely with the director of Parks and Recreation to ensure the park task force is equipped with the necessary resources and meeting structure to make informed and sustainable decisions about referendum funding for the department of Parks and Recreation. Mikaela ensures task force stays within the framework set out by the department of Parks and recreation. Through careful participatory planning, every task force member works collaboratively and has ample opportunity to voice thoughts and opinions. Mikaela’s forward-thinking and active facilitation style keeps the task force on track to meet goals and make decisions in a timely manner.

## Rethinking I-94 | Metro Area, MN

**CLIENT:** MINNESOTA DEPARTMENT OF TRANSPORTATION (MNDOT)

**PROJECT DURATION:** APR 2021 - CURRENT

Mikaela works within MnDOT’s framework to facilitate intentional and inclusive public engagement of the many diverse communities along the I-94 corridor. Through thoughtfully planned in-person and virtual events, Mikaela ensures that stakeholders have the information and avenues they need to participate fully in the Rethinking I-94 process. Mikaela works on the engagement team to manage communications by collaborating with MnDOT and trusted community partners to produce project engagement opportunities that work best for community members. Mikaela has employed surveys, online email submissions, live community conversations, and in-person events to meet people where they are and solicit feedback from everyone who works, lives, and plays near the I-94 corridor. Mikaela also helps to manage and organize the comments received through the many feedback channels, making sure that no voice goes unheard.



# Dan Cazanacli, PhD, PE



WATER RESOURCES/SURFACE WATER

Dan has 15 years of experience in water resources and geotechnical engineering in the private sector. Dan is now a project manager for WSB, and provides value to projects through his extensive background in hydrology and hydraulics, fluid mechanics, geomorphology, geology, soil mechanics, and groundwater flow. In his time as a staff, professional, and senior engineer, Dan has displayed proficiency in managerial communication, technical writing, effective planning, and meeting high quality standards, deadlines, and budget requirements. Dan possesses software expertise in HEC-RAS 2D, XPSWMM, ArcGIS, MicroStation, HydroCAD, AutoCAD, HY8, P8, GMS, and PondPack.

**SERVICE GROUP:**

Water Resources

**REGISTRATION:**

Professional Engineer  
MN #42687

**EDUCATION:**

Ph.D. – Univ. of Minnesota,  
Area of concentration:  
Fluvial Geomorphology

M.S. Civil Engineering –  
Univ. of Minnesota. Area  
of concentration: Water  
Resources Engineering

Engineer Diploma, Geology  
– Univ. of Bucharest,  
Romania

**MEMBERSHIPS:**

American Geophysical  
Union

## St. Anthony Falls Laboratory Studies | Minneapolis, MN

**CLIENT:** UNIVERSITY OF MINNESOTA

**PROJECT DURATION:** JAN 2019 – OCT 2021

As part of his PhD studies, Dan explored experimental surface flow dynamics linking channel migration rates to sediment load and grain size. From 2012 - 2015, Dan worked as a research assistant where he carried out two complex experiments of surface flow over mobile sediment, investigating the dynamics and morphology of channel networks under the influence of river discharge, tides, and waves. He also developed a simplified and efficient modeling method to reproduce channel networks.

## Flood Control Project | Minneapolis, MN

**CLIENT:** MINNEAPOLIS PARK AND RECREATION BOARD

**PROJECT DURATION:** 2015-2018

Dan was project manager for a MPRB flood control project, where he developed the hydraulic analysis and coordinated plan preparation for a retaining flood wall protecting the natural recharge area of Webber Pool in Minneapolis.

## Surface Water and Sewer Projects | Minneapolis, MN

**CLIENT:** CITY OF MINNEAPOLIS

**PROJECT DURATION:** JAN 2008 – DEC 2011

As project manager, Dan coordinated design and plan preparation, budget allocation, and communication with agencies and contractors for critical storm sewer re-routing projects, part of Combined Sewer Overflow (CSO) separation program. He also performed hydrologic and hydraulic analysis for flooding areas and outlined practical remedial solutions.



# Ray Theiler, PE



GROUNDWATER/WATER WASTEWATER

Ray is a Professional Engineer with six years of experience in water and wastewater engineering including: water supply systems, groundwater supplies, sanitary sewer collection systems, water treatment pilot studies, and water reuse systems. At WSB, he works with growing and developed communities in the expansion and rehabilitation of their water and sewer infrastructure. He has experience in project planning, feasibility studies, computer modeling, preliminary and final design, bidding, construction management, grant writing, wellhead protection planning, risk assessments, emergency response planning, community engagement, and state water permitting. Ray is passionate about groundwater, water reuse, water treatment, sustainable design, and community involvement.

SERVICE GROUP:  
Water/Wastewater

REGISTRATION:  
Professional Engineer

MN #57772

EDUCATION:  
BS Civil Engineering,  
University of Minnesota,  
2015

MEMBERSHIPS +  
RECOGNITIONS:  
Minnesota Groundwater  
Association

American Water Works  
Association

## Test Wells 8, 9, and 10 | Minnetrista, MN

CLIENT: CITY OF MINNETRISTA

PROJECT DURATION: FEB 2022 - CURRENT

Ray served as project manager in the permitting, project coordination, design, quotation, and construction management of Test Wells No. 8, 9, 10 in the City of Minnetrista, Minnesota. Ray worked with contractors, city staff, and government agencies to select and evaluate possible well sites based on a detailed review of local geology. Ray designed the City's test wells and coordinated the aquifer pumping tests to determine yield and identify the potential for well interference.

## Production Well No. 8 & Well House No. 8 | Caledonia, MN

CLIENT: CITY OF CALEDONIA

PROJECT DURATION: FEB 2020 - CURRENT

Served as a project manager in the permitting, project coordination, design, bidding, and construction management of Production Well No. 8 and Well House No. 8 in the City of Caledonia, Minnesota. Analyzed water quality results to size chemical feeds system and completed hydraulic calculations to identify pump sizing requirements. Ray also coordinated funding with the Public Facilities Authority and other state agencies, laboratories, and the community to satisfy expectations and provide quality drinking water to the city's residents.

## Wellhead Protection Planning | Various, MN

CLIENT: VARIOUS CLIENTS

PROJECT DURATION: OCT 2015 - CURRENT

Served as a project engineer in the planning, permitting, project coordination, design, bidding, and construction observation and administration for a new 1.5-million-gallon water tower for the City of Hugo, Minnesota. Project includes watermain extension, connection to existing water distribution system, site improvements, and modifications to existing SCADA system.



## Eric Zweber, ACIP



### COMMUNITY PLANNING

Eric is a senior project manager with 23 years of community planning experience and six years of project management experience working on a variety of renewable energy and sustainability projects. Eric has provided planning services for numerous communities including serving as interim Community Development Director for Wayzata in 2015, 2019 and 2020; for Arden Hills in 2016 and 2017; and for Maple Grove in 2018. Eric has experience with gravel mining ordinances and permitting with the communities of Denmark Township, Maple Grove, and Rosemount. He has a passion for sustainable and resilient practices to address the needs of communities and larger public.

#### SERVICE GROUP:

Community Planning & Economic Development

#### REGISTRATION:

American Institute of Certified Planners

#### EDUCATION:

Bachelor of Science in Geography, University of Minnesota, 1999

### Navarre Small Area Plan | Orono, MN

**CLIENT:** CITY OF ORONO

**PROJECT DURATION:** SEP 2017 - JUN 2018

Eric conducted the Navarre Small Area Plan which focused on the unique neighborhood within Lake Minnetonka. Public engagement for the plan included the use of Social PinPoint to allow for online interactions in addition to the formal project advisory committee and open house. The plan provided recommendations on community events, land use regulations, transportation improvements, connections to the Dakota Rail Regional Trail, and tear-down reconstructions of single-family homes.

### Wayzata Planning Services | Wayzata, MN

**CLIENT:** CITY OF WAYZATA

**PROJECT DURATION:** ONGOING

When Wayzata's Director of Planning and Building left for another job, Eric stepped in to become the Interim City Planner. During his eleven weeks at Wayzata, Eric provided the full service staff planner for the city, fielding all planning applications, zoning inquiries and development inspections; provided staff support for the Planning Commission and City Council; and serve as an extension of their staff by attending all department meetings.

### Smith-Dodd Small Area Plan | West St. Paul, MN

**CLIENT:** CITY OF WEST ST. PAUL

**PROJECT DURATION:** 2016 - 2018

As Project Manager, Eric served as a liaison with City staff, leading public engagement activities, and coordinating with internal transportation team and architectural subconsultant. The team developed a report that included recommendations for the city-identified priorities - future land use; building type, placement, parking and landscaping; streetscape and park improvements; realignment of the Smith/Dodd intersection; redevelopment of the city-owned parcel at 1010 Dodd Road; traffic softening on the adjacent Manomin Avenue; and bicycle traffic.





# Jared Johnson



LAND USE AND PUBLIC ENGAGEMENT SUPPORT

Jared has experience working in a variety of communities both working on day-to-day planning and long-range planning projects. He has been instrumental in helping various communities with complex land use projects. Jared emphasizes public engagement opportunities during his planning activities, strengthening the relationship between stakeholders, applicants, and the project team. He thrives on interpreting city codes for cities and townships to make sure homes, businesses, and properties are following proper procedures to mitigate risks. When Jared is not working on long range projects, he analyzes various land use applications to ensure projects are meeting community goals and regulations.

**SERVICE GROUP:**  
Community Planning & Economic Development

**EDUCATION:**  
Bachelor of Science in Environmental Planning, Minor in Geographic Information Systems, University of Wisconsin – River Falls, 2020

## City Planner | Norwood Young America, MN

**CLIENT:** CITY OF NORWOOD YOUNG AMERICA

**PROJECT DURATION:** APR 2022 - CURRENT

Jared is currently the consulting City Planner for Norwood Young America. The City has a growing population with heightened demand for development/redevelopment projects as the Twin Cities suburbs encroach westward. Jared is serving as the main point of contact for planning projects for both citizens and developers. He makes informed decisions on land use applications that benefits the applicant while keeping the best interest in mind for the City. Jared is working with the community to update their zoning ordinance to addresses new issues that arise due to growth pressures.

## Litchfield Zoning Ordinance Update | Litchfield, MN

**CLIENT:** CITY OF LITCHFIELD

**PROJECT DURATION:** JAN 2022 - CURRENT

Jared is assisting with updating the zoning ordinance for the City of Litchfield, MN. He has been conducting research and analysis of the city's current zoning ordinance and identifying areas to be modernized. His zoning ordinance diagnosis is crucial to the success of the new ordinance by determining areas for improvement. Jared enjoys modernizing a city's zoning ordinance as it addresses internal discrepancies, makes it more user friendly, and creates a clear and credible city review process.

## Day-to-Day Planning | Various Locations

**CLIENT:** VARIOUS CLIENTS

**PROJECT DURATION:** APR 2021 - CURRENT

When Jared isn't working with Norwood Young America he helps with research and data analysis for various planning projects and reviews land use applications for current WSB municipal clients. Jared provides in depth analysis of land use applications to make the best recommendation for both the city and applicant. He makes strong connections with developers and residents in handling day-to-day planning inquiries.



# Project Approach

Dakota County is home to important surface water and groundwater resources. Bordered by Minnesota River to the north and Mississippi river to the north and east, Dakota County also includes most of the Vermillion River watershed and parts of the Cannon River. Both these streams along with the lower part of the Mississippi River have significant ecological and recreational value.

WSB recognizes there are three primary tasks to be undertaken in this project:



# Task 1

## Conduct Technical Review of City and Township Planning and Zoning Requirements

The team will compile all community ordinances and comprehensive plans and review them as related to their mining activities. The team will construct a chart detailing community goals, intentions, and priorities relating to aggregate deposits and other natural resources and regulations and policies relating to mining. The comprehensive chart will highlight regulations dealing with land use issues such as hours of operation, blasting, traffic, screening and will also identify key technical aspects of the regulations dealing with surface water and groundwater protection, which may also be found in the wellhead protection plan. Regulatory conditions prescribing technical requirements will also be noted to identify the metrics used and the process for ensuring compliance during the permitting process and throughout the mining activity.

The team will use the assembled chart and cross reference with each city and township’s technical geologic conditions, official controls, and community priorities to draft guidance and recommendations that are tailored to each community. While it is anticipated that many of the recommendations will be suggested for all communities, local government priorities, mining locations, and local geology will prompt nuanced modifications for each community.



### INCLUDED IN LITERATURE REVIEW

- Comprehensive Plan
- Zoning Ordinance
- MRCCA Ordinance
- Shoreland Ordinance
- Watershed Regulations
- Wellhead Protection Plans
- DNR Geologic Survey

### + Task 1 Deliverables

Chart of local government regulations and policies based upon literature search of each community’s comprehensive plan and zoning ordinance.

Summary of guidance and recommendations for each city and township to improve surface water and groundwater protection relating to aggregate mining.

# Task 2

## Development of Model Ordinance

The WSB team will draft a model ordinance using the existing County model as the base and adding in pertinent regulations, particularly those noteworthy as found during the review in Task 1. The model will be vetted by Dakota County SWCD employees and be reviewed by two other technical groups within WSB for clarity and effectiveness.

### + Task 2 Deliverables

Model Ordinance

Priority list to be used for public engagement meetings and organizational groupings

# Task 3

## Public Engagement and Administration

The project will start with a kickoff meeting between the project manager and Dakota County SWCD representatives. The meeting will outline expectations, needed information, the introduction of staff, and overall project goals. After that time there will be a project update meeting monthly with the project manager and identified SCWD staff.

The WSB team, the project manager and one technical staff member will attend up to 5 meetings with communities or organizations within the County to present background information and the model ordinance. The team will cluster meetings based upon issues associated in the communities such as existing geology, amount of land dedicated to mining, or based upon existing regulations. Additional meetings can be added for a fee.



### + Task 3 Deliverables

Up to 5 meetings within Dakota County for priority cities, townships, and organizations regarding the model ordinance

Website with pertinent information regarding the model ordinance and background information

Documentation of all public engagement activities

## OUTREACH AND ENGAGEMENT ACTIVITY BREAKDOWN

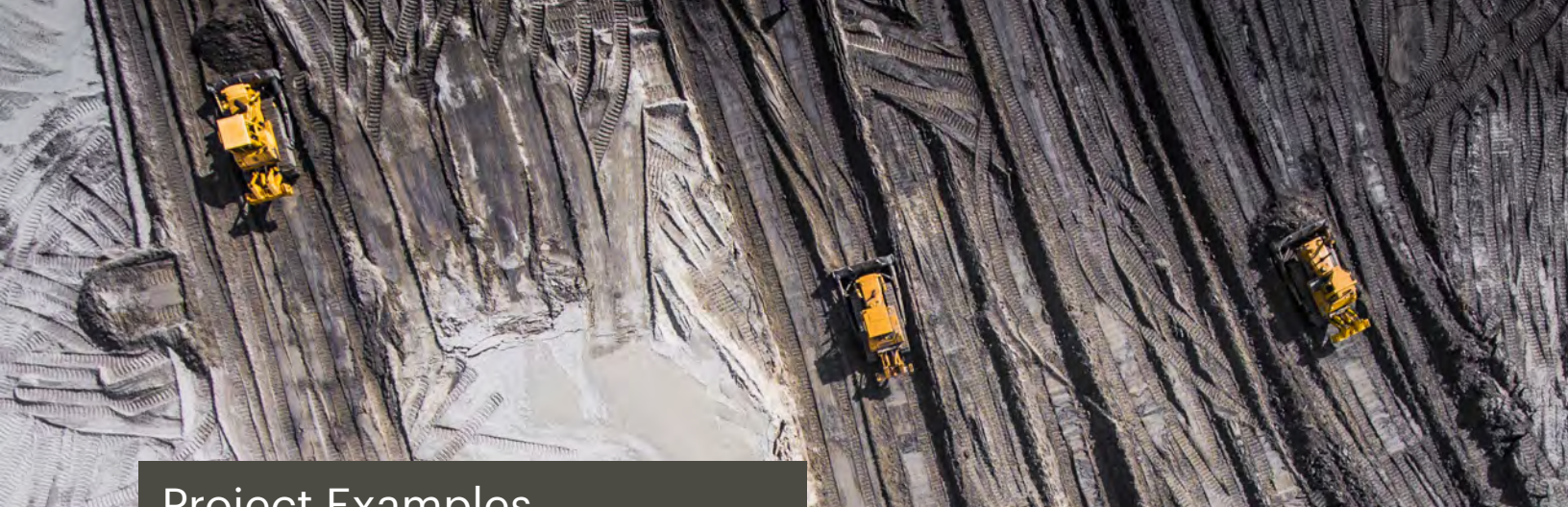
The WSB team will facilitate intentional outreach and engagement between Dakota County and cities, townships, and organizations to aid in protecting water resources through the model mining ordinance.

**3.1 Communications Plan:** The team will develop a township and city communications plan in collaboration with county staff. The plan will identify key messages, strategies and channels, as well as feature a priority list identified through Task 1 by the WSB team in collaboration with county staff.

**3.2 Meetings:** The engagement team will use the established priority list to conduct meetings with relevant city, township, and organization personnel to present the model ordinance which will assist in future comprehensive plan and zoning ordinance updates. WSB will create meeting agendas and tailor content based on the results of the technical analysis and county staff collaboration. WSB will provide a comprehensive but concise summary of all meetings.

**3.3 Other outreach:** The WSB team will develop a website that provides an additional outreach method for communities that may not have mining activities but are interested in the topic or for property owners or operators who want to understand potential mining issues in various Dakota County communities. The website will include the model ordinance and FAQs regarding mining in communities. A survey of current operators and what issues they see associated with mining activities could be provided through the website for an additional fee.

**3.4: Public Involvement Documentation:** Throughout the project, our team will document the activities and interactions with cities, townships, and organizations, including comments, responses, surveys, and materials presented. This information is consolidated into a simplified public involvement report along with an executive summary level infographic.



# Project Examples

## Mining Ordinance Update

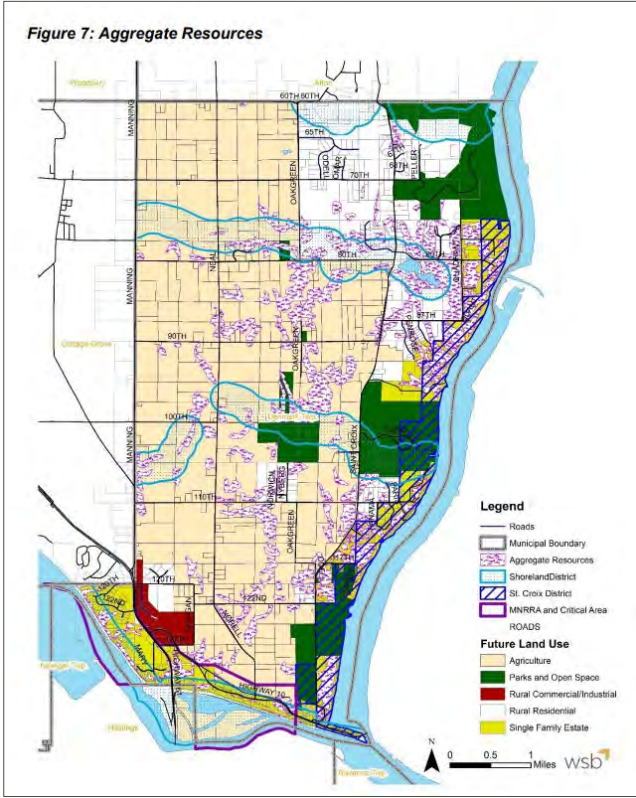
**CLIENT:** DENMARK TOWNSHIP, MN  
**LOCATION:** DENMARK TOWNSHIP  
**DURATION:** ON-GOING

Denmark Township has placed a moratorium on mining in the community to review existing mining regulations within the community and also at the County level. In Washington County both the Township and the County grant approvals for mining activities. The Township is reviewing all their regulatory standards, including truck traffic, hours of operation, and blasting. The Township is also working with the County to better understand their review process and conditions of approval.

It is anticipated there will be a recommendation by the Planning Commission to the Board in a few months addressing noted issues along with groundwater impacts.

**KEY WSB STAFF:** KIM LINDQUIST

**REFERENCE:** JOHN STROHFUS | BOARD CHAIR | 14008  
90TH STREET HASTING MN 55033 | 612.384.5023 | JOHN@STROHFUSSTOCKFARM.COM



PROJECT EXAMPLE:

# CSAH 33 and CSAH 46 Intersection Evaluation and Design

**CLIENT:** DAKOTA COUNTY

**LOCATION:** APPLE VALLEY, EMPIRE TOWNSHIP, LAKEVILLE, AND ROSEMOUNT, MN

**COMPLETION:** NOVEMBER 2022

WSB provided Dakota County with engineering services to evaluate the CSAH 46 (160th Street) and CSAH 33 (Diamond Path) intersection in the cities of Apple Valley, Rosemount, Lakeville, and Empire Township. Safety and mobility of traffic, particularly school bus access from the recently built East Lake Elementary, was a priority in the study. Mikaela worked closely with East Lake Elementary Administration to ensure the feedback of East Lake Families was heard. WSB facilitated two open houses at East Lake Elementary, hosting both members of the community and Mayors, council members and county commissioners. The engagement team worked closely with county staff to fine tune materials to meet county standards of excellence and be comprehensible to the general public.

**KEY WSB STAFF:** DJ SOSA, MIKAELA ZIEGLER, MALLORI FITZPATRICK

**COST:** \$117,107

**REFERENCE:** MATTHEW PARENT | SR. PROJECT MANAGER  
 | 14955 GALAXIE AVENUE | APPLE VALLEY MN 55124 |  
 952.891.7271 | MATTHEW.PARENT@CO.DAKOTA.MN.US

### Intersection Traffic Overview

160TH STREET WEST (CSAH 46) AND DIAMOND PATH (CSAH 33) INTERSECTION

**Crash Data by Intersection Type**

**Crash Rates at Nearby Intersections**

**Crash Severity at Nearby Intersections**

### Intersection Alternatives

160TH STREET WEST (CSAH 46) AND DIAMOND PATH (CSAH 33) INTERSECTION

**Reduced Conflict Intersections are used for**

- Reducing vehicle conflict (crash) points by only allowing vehicles to turn right onto a roadway
- Eliminating left turn conflict points by disallowing left turns into the main roadway
- Heavy mainline traffic volume
- Increased safety

**Traffic signals are used for**

- Consistently high volume of traffic.
- Collector or arterial corridor intersections.

**Roundabouts are used for**

- Moderate to high traffic volumes.
- Improving traffic flow.
- Best for when traffic volumes are relatively equally balanced between the two roadways.

**DRAWBACKS**

- Indirect route to destination.
- May increase travel time.
- Additional U-turns are required.
- Introduces additional decision making.
- Increased crash risk when disallowed.
- Increased risk of fatal or serious injury crashes.
- Creates delay, particularly for higher volume movements.
- May have higher construction cost and right of way needs.
- Potential for more property damage crashes.
- Not suitable for six-lane or principal arterial roadways.

### Benefits of RCIs

160TH STREET WEST (CSAH 46) AND DIAMOND PATH (CSAH 33) INTERSECTION

**Conventional Intersection: Conflict Points**

Conflict Type	Count
Crossing	16
Merging	8
Diverging	8
<b>Total</b>	<b>32 Conflicts</b>

**RCIF Intersection: Conflict Points**

Conflict Type	Count
Crossing	2
Merging	0
Diverging	0
<b>Total</b>	<b>2 Conflicts</b>

**Improved Safety**

- Studies show a 70% reduction in fatalities and a 42% reduction in injury crashes where RCIs are used.
- RCIs reduce the number of potential conflict points when compared to a traditional intersection.

**Travel Time**

Typically, less time is required to cross a RCI compared to a standard traffic signal. This is because you will only have to wait for one direction of traffic to clear. The total distance from the side road to the U turn point is typically less than one mile.

**Faster to Build**

RCIs can be designed and built in approximately one to two years. A signalized intersection can be two to three years and a typical grade separated interchange usually takes three to five years.

**Lower Cost**

RCIs are less expensive than construction of an intersection with a stop light or a typical interchange.

EXAMPLES OF PUBLIC EDUCATION BOARDS PRESENTED AT PROJECT OPEN HOUSES

# Wellhead Protection Data Collection for the Upper Sioux Community

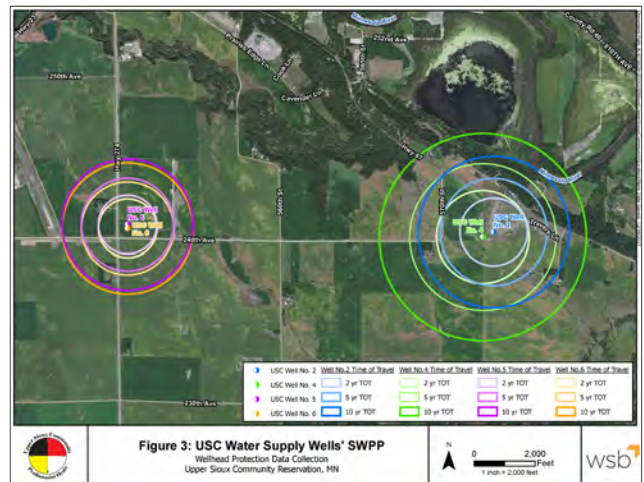
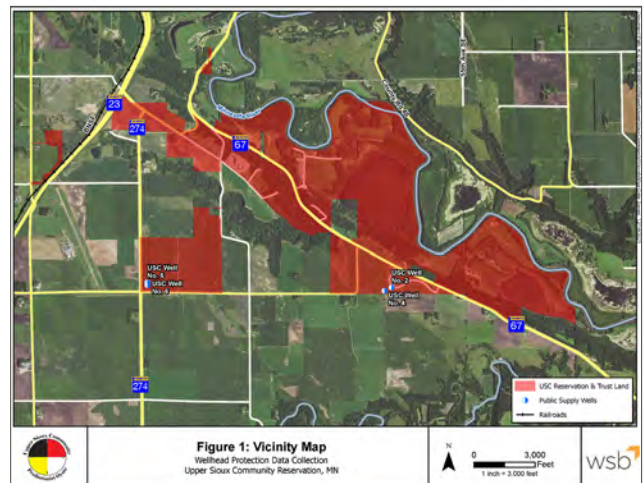
**CLIENT:** UPPER SIOUX COMMUNITY  
**LOCATION:** YELLOW MEDICINE COUNTY, MN  
**DURATION:** AUG 2021 - JUNE 2022

WSB compiled and reviewed data for a Wellhead Protection Plan (WHPP) for the Upper Sioux Community (USC). The USC borders the Minnesota River Valley in Yellow Medicine County, MN.

This effort started with an extensive data collection and assessment effort that required WSB’s engineers and GIS staff to collect data from local government units, state agencies, and USC staff to prepare data tables and maps that were needed for USC to complete their WHPP. Specific data elements that were collected and reviewed consisted of:

- Well construction records
- Temperature and precipitation data
- Drinking water infrastructure mapping and existing GIS databases for water infrastructure
- Existing geologic logs, hydrologic cross sections, and groundwater modeling results
- Existing land use and zoning

During the development of the final WHPP, WSB staff evaluated potential impacts to the public water supply due to potential contaminant sources located within wellhead protection areas and identified future actions for addressing these anticipated sources. The final WHPP included an overview of the USC’s physical environment, land use, water quantity, and water quality, as well as updated mapping of the Community’s well locations, wellhead protection areas, inventory of potential contaminant sources, and drinking water infrastructure.



**KEY WSB STAFF:** ANDI MOFFAT, RAY THEILER, MIKE PHILLIPPI

**WSB FEE:** \$19,000

**REFERENCE:** AMANDA WOLD | ENVIRONMENTAL DIRECTOR |  
 5722 TRAVERS LN. | GRANITE FALLS, MN 56241 | 320.564.6337 |  
 AMANDAW@UPPERSIOUXCOMMUNITY-NSN.GOV



# Proposed Project Schedule

TASK NO.	2022					2023			
	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR
TASK 1 CONDUCT TECHNICAL REVIEW	[Orange bar]								
TASK 2 DEVELOPMENT OF MODEL ORDINANCE				[Orange bar]					
TASK 3 PUBLIC ENGAGEMENT AND ADMINISTRATION							[Orange bar]		

# Proposed Project Fee

The cost to complete the work as outlined in this letter is estimated at a hourly not-to-exceed amount of **\$44,937**.

Please refer to the fee table below with the cost breakdown by task for additional information. WSB will not bill the City for miscellaneous costs including mileage, copying, mailings or printing. The cost associated with this work will be billed hourly, in accordance with our current standard fee schedule.

TASK NO.	K. LINDQUIST		J. JOHNSON		FINANCE/ ADMIN		M. ZEIGLER		D.CAZANA CLI		TECHNICAL OVERSIGHT		R. THEILER		E. ZWEBER		GIS		TASK TOTAL
	HRS.	COST	HRS.	COST	HRS.	COST	HRS.	COST	HRS.	COST	HRS.	COST	HRS.	COST	HRS.	COST	HRS.	COST	
TASK 1 CONDUCT TECHNICAL REVIEW	15	\$2,880	30	\$2,550	3	\$312			25	\$3,625			25	\$3,625	25	\$4,300	17	\$2,125	\$19,417
TASK 2 DEVELOPMENT OF MODEL ORDINANCE	13	\$2,496	15	\$1,275					15	\$2,175	10	\$1,450	15	\$2,175	20	\$3,440			\$13,011
TASK 3 PUBLIC ENGAGEMENT AND ADMIN.	30	\$5,760					32	\$3,360					15	\$2,175			10	\$1,250	\$12,545
TOTAL HOURS	58		45		3		32		40		10		55		45		27		315
HOURLY RATE	\$192		\$85		\$104		\$105		\$145		\$145		\$145		\$172		\$125		
TOTALS		\$11,136		\$3,825		\$312		\$3,360		\$5,800		\$1,450		\$7,975		\$7,740		\$3,375	\$44,973
PROJECT TOTAL																			\$44,973



**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT****Regular Agenda**

Information Item

N/A

Meeting Date: 8/11/2022

Prepared by: Brian Watson

**PURPOSE/ACTION REQUESTED:**

Tree Program Update

**SUMMARY:**

We reestablished a Tree Program in 2022 after several years of discontinuing the program due to budget constraints and the Covid Pandemic. In 2022 we processed 206 orders and sold 11,750 tree and shrub seedlings. We also sold over 900 pieces of tree products such as tubes and mats to protect the seedlings and encourage growth.

A survey was sent to our tree sale customers and we received a 36% response. The survey was intended to gain information on the primary goal and use of the trees and shrubs and to evaluate ways for program improvements. The Tree Sale Program provides an opportunity to implement a conservation practice and allows us to interact with residents.

Revenue received from our 2022 Tree Sale Program was approximately \$23,000 and product expenses were approximately \$16,000 resulting in a net revenue of approximately \$7,000. The revenue generated is used to offset staff time needed to implement the program. Total net cost when including staff time to implement the program is approximately \$15,000. However, there is an associated staff cost with all education and outreach programs we provide.

Staff is moving forward with planning our 2023 Tree Sale. We continue to evaluate ways to make the program as efficient as possible. Based on the survey responses and the interaction staff had with Dakota County residents, we look forward to offering technical information on the benefits trees and shrubs provide for wildlife habitat, reducing erosion, conserving energy and adapting to changes in our climate.

**EXPLANATION OF FISCAL/FTE IMPACT:**

The Tree Sale Program and its overall cost in relation to securing a dedicated funding source will be discussed when we update our Education and Outreach Plan.

**Supporting Documents:**

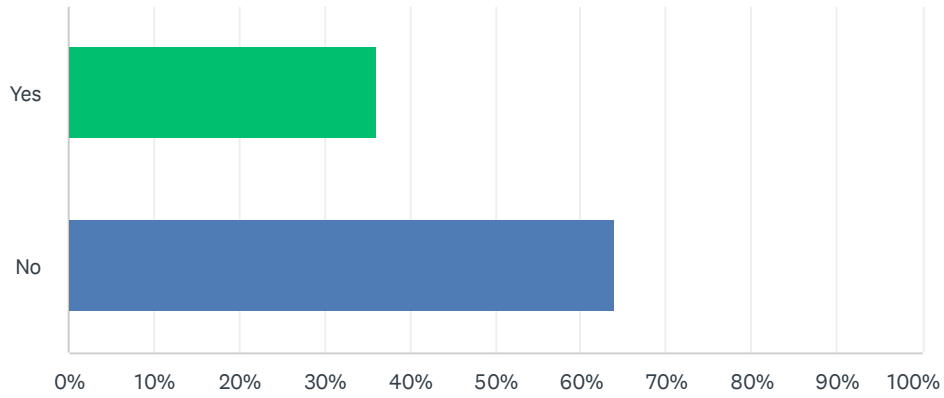
Summary of 2022 Customer Survey of Tree Sales

**Previous Board Action:**

N/A

# Q1 Have you purchased trees from any Soil & Water Conservation District in the past?

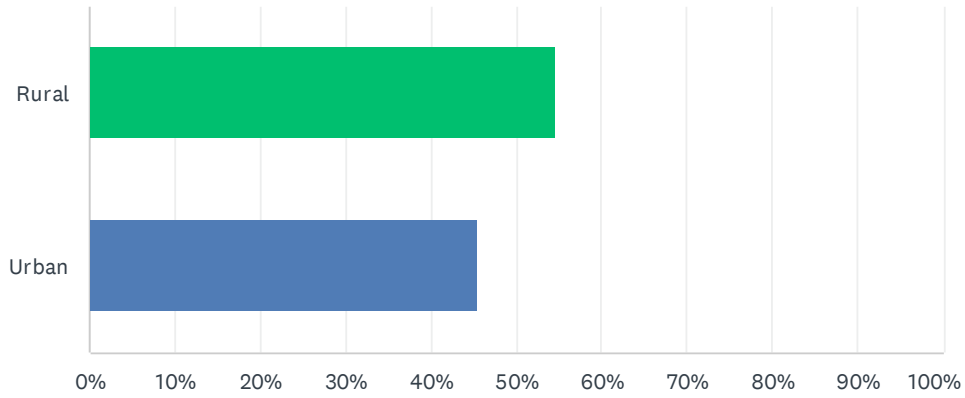
Answered: 75 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	36.00%	27
No	64.00%	48
TOTAL		75

## Q2 Were the trees/shrubs purchased this year planted in a rural or urban site?

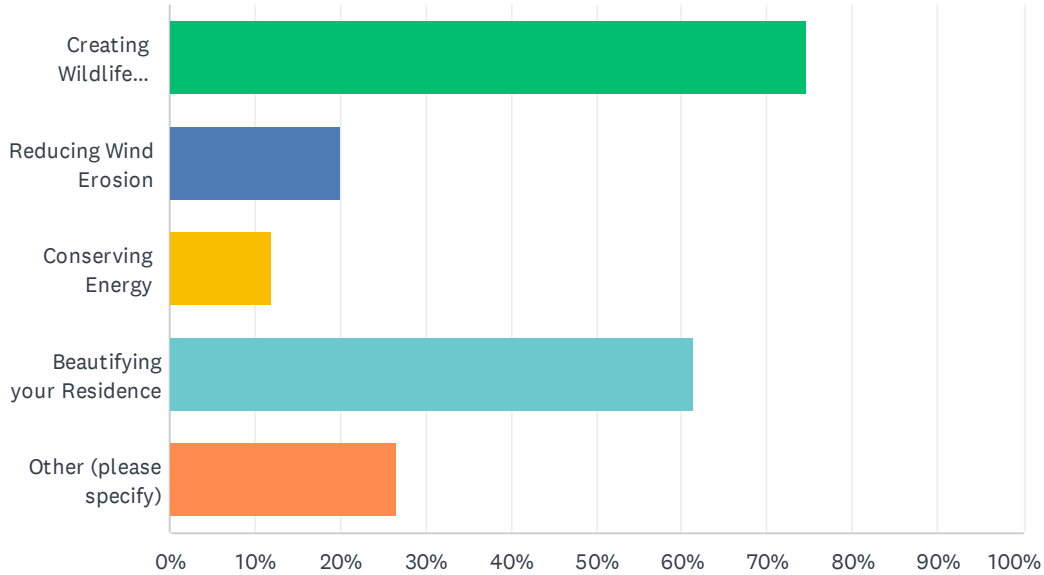
Answered: 75 Skipped: 0



ANSWER CHOICES	RESPONSES	
Rural	54.67%	41
Urban	45.33%	34
TOTAL		75

### Q3 What is the primary goal and use for your purchased trees (check all that apply)?

Answered: 75 Skipped: 0



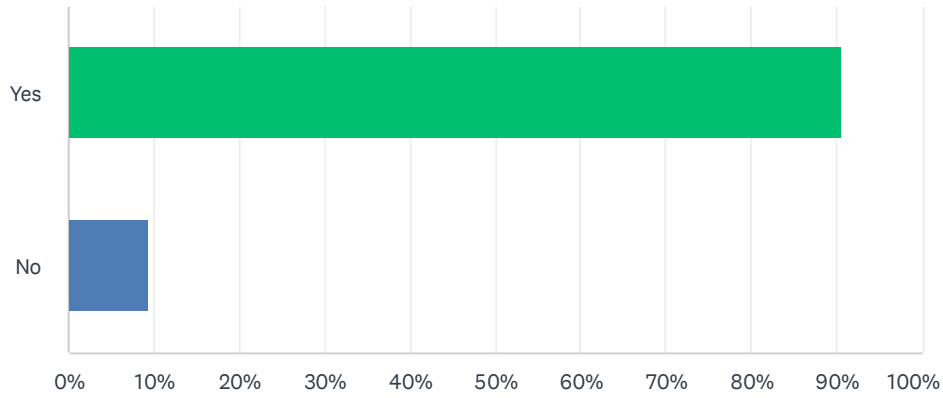
ANSWER CHOICES	RESPONSES
Creating Wildlife Habitat	74.67% 56
Reducing Wind Erosion	20.00% 15
Conserving Energy	12.00% 9
Beautifying your Residence	61.33% 46
Other (please specify)	26.67% 20
Total Respondents: 75	

#	OTHER (PLEASE SPECIFY)	DATE
1	Building a green fence between neighbor property	7/20/2022 6:31 PM
2	Choking out undesirable growth	5/18/2022 9:46 PM
3	Visual / Noise Barrier	5/18/2022 4:17 PM
4	re-establish forest	5/17/2022 10:04 PM
5	Biological dust control barrier	5/17/2022 7:38 PM
6	Replacing removed buck thorn	5/17/2022 6:59 PM
7	Filling in open space - where we lost trees	5/17/2022 4:56 PM
8	Replacement for Ash trees and privacy screen eventually	5/17/2022 3:26 PM
9	Replacing aged trees	5/17/2022 3:05 PM
10	Restoring woods after removing buckthorn	5/17/2022 2:14 PM

11	Replacing trees that have fallen	5/17/2022 1:53 PM
12	Replanting to populate trees lost to age.	5/17/2022 1:10 PM
13	Providing delicious fruits and nuts!	5/17/2022 12:53 PM
14	Soil Conservation	5/17/2022 12:39 PM
15	Reforestation	5/17/2022 12:18 PM
16	replacing ash trees and very old & dead trees in our conservation canopy. Also, creating an audio / visual barrier between our residential neighborhood and a cemetery "staging area"	5/17/2022 11:50 AM
17	Creating a visual border between us and neighbors after removing a hedge of buckthorn	5/17/2022 11:48 AM
18	Replace buckthorn and boxelders	5/17/2022 11:04 AM
19	replacing buckthorn in the woods	5/17/2022 11:00 AM
20	food for us	5/17/2022 10:52 AM

## Q4 Does the Dakota SWCD offer enough trees/shrub species to fill your needs?

Answered: 74 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	90.54%	67
No	9.46%	7
TOTAL		74

## Q5 What species of trees/shrubs that are native to Minnesota would you like to have us add?

Answered: 35 Skipped: 40

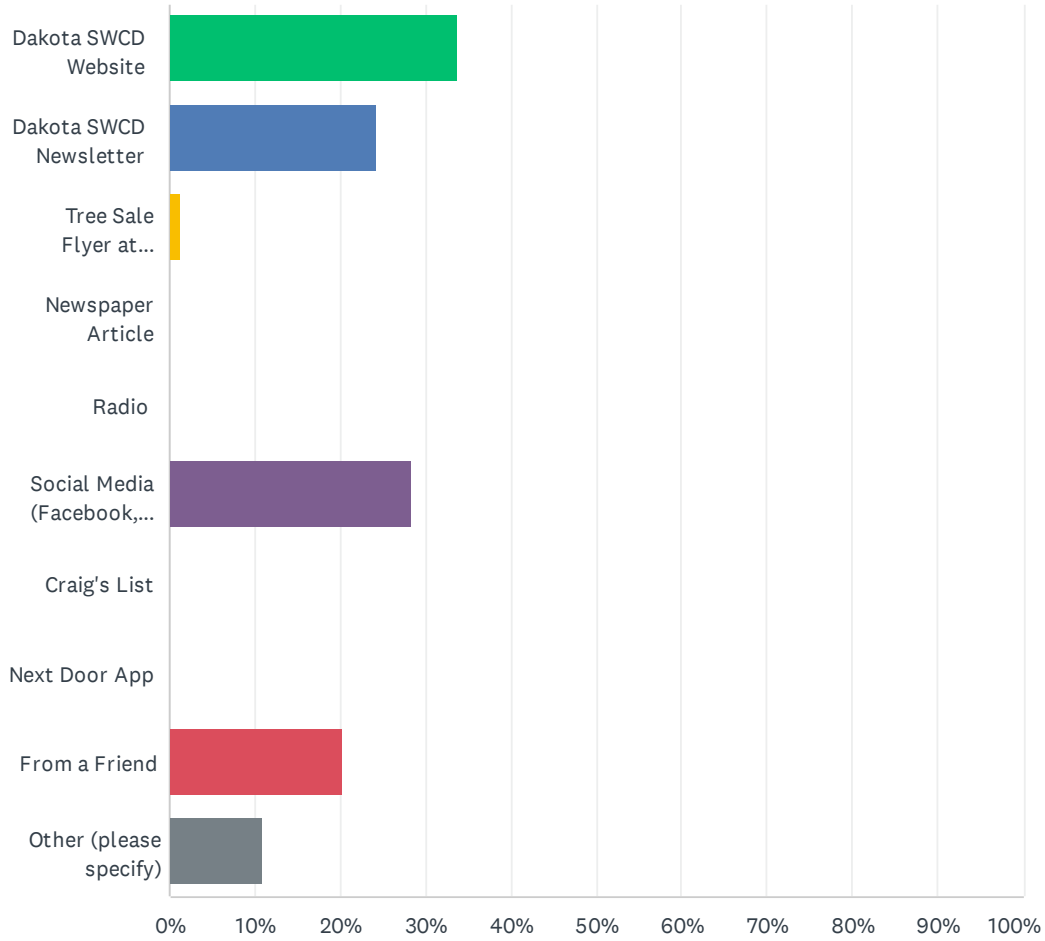
#	RESPONSES	DATE
1	I don't know but the drought has been tough on my little white spruce. Lost about 35% so far.	7/20/2022 6:31 PM
2	Hackberry	5/26/2022 1:02 PM
3	more shrubs and grasses	5/25/2022 9:09 PM
4	smokebush?	5/24/2022 6:18 AM
5	Willow any native	5/23/2022 9:23 AM
6	Lilacs, fruit trees	5/18/2022 9:46 PM
7	armor maple	5/18/2022 12:12 PM
8	Pagoda dogwood	5/18/2022 7:14 AM
9	More apple trees	5/17/2022 10:04 PM
10	Honey crisp apple trees	5/17/2022 8:01 PM
11	Lilacs, fruit trees, Pusey lilacs	5/17/2022 8:00 PM
12	Hawthorn spp.	5/17/2022 7:38 PM
13	Sugar maple if you don't have them already	5/17/2022 6:59 PM
14	Redbud, please.	5/17/2022 5:59 PM
15	??	5/17/2022 4:56 PM
16	More woodland (shaded) / understory trees.	5/17/2022 3:26 PM
17	Arborvitae; Hackberry	5/17/2022 3:17 PM
18	If you have access to native plants would love that!!	5/17/2022 2:14 PM
19	Love the evergreen choices - maybe black hills spruce	5/17/2022 1:53 PM
20	Hazelnut, Honeysuckle, Nanking cherry, Nannyberry,	5/17/2022 12:39 PM
21	Other native species such as Chokecherry, Hickory, Ninebark, Willows	5/17/2022 12:24 PM
22	At this time we are happy with your selection.	5/17/2022 12:12 PM
23	.	5/17/2022 11:58 AM
24	More white Pines	5/17/2022 11:57 AM
25	You had a good selection. If possible you could add prairie willow	5/17/2022 11:49 AM
26	I'll be looking for evergreen options next year to add some year-round natives to my property.	5/17/2022 11:48 AM
27	It would be nice to buy less quantities. I'm not sure if aspen are native, but quaking aspen or some hybrid poplar or different varieties or maples	5/17/2022 11:14 AM
28	Red cedar	5/17/2022 11:06 AM
29	apple trees for wild life not necessarily eating apples	5/17/2022 11:04 AM
30	Aspen/poplar and More of some of the choices They were sold out Or I would of purchased more	5/17/2022 11:01 AM

31	pine trees	5/17/2022 11:00 AM
32	more shade varieties would be good!	5/17/2022 10:51 AM
33	Lilac	5/17/2022 10:51 AM
34	White pine, lilac	5/17/2022 10:51 AM
35	Would like to see some of the hybrid willows that grow very fast. Scott county has had them in the past.	5/17/2022 10:49 AM



# Q6 How did you find out about the 2022 Dakota SWCD Tree Sale (check all that apply)?

Answered: 74 Skipped: 1

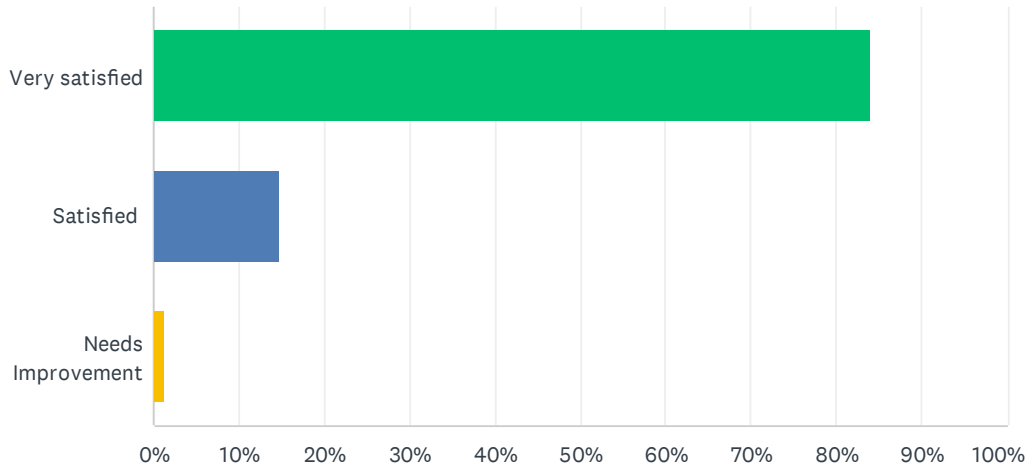


ANSWER CHOICES	RESPONSES	
Dakota SWCD Website	33.78%	25
Dakota SWCD Newsletter	24.32%	18
Tree Sale Flyer at Business Establishment	1.35%	1
Newspaper Article	0.00%	0
Radio	0.00%	0
Social Media (Facebook, Twitter, Instagram)	28.38%	21
Craig's List	0.00%	0
Next Door App	0.00%	0
From a Friend	20.27%	15
Other (please specify)	10.81%	8
Total Respondents: 74		

#	OTHER (PLEASE SPECIFY)	DATE
1	Mendota Heights Newsletter	5/28/2022 8:07 AM
2	city arborist	5/25/2022 9:09 PM
3	from goodhue county swcd	5/18/2022 4:30 PM
4	Joe Atkins County Commissioner Facebook page	5/18/2022 10:41 AM
5	Master Gardener	5/17/2022 5:59 PM
6	Don't remember	5/17/2022 3:26 PM
7	My family ordered trees when I was a kid and I wanted to plant trees with my kids so they can watch them grow	5/17/2022 12:39 PM
8	City of Apple Valley Forester	5/17/2022 12:29 PM

## Q7 Are you satisfied with the products and service received from the Dakota SWCD Tree Program?

Answered: 75 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very satisfied	84.00%	63
Satisfied	14.67%	11
Needs Improvement	1.33%	1
<b>TOTAL</b>		<b>75</b>

## Q8 Please provide suggestions on how we can improve the program.

Answered: 37 Skipped: 38

#	RESPONSES	DATE
1	You guys rock. What a cool program. Thanks a bunch!	7/20/2022 6:31 PM
2	Thank you for all the effort. It is very valuable to homeowners and property restorers.	5/28/2022 8:07 AM
3	it would be nice to have "variety packs" of maybe 5 types of trees or shrubs to have more diversity in the plantings	5/28/2022 6:51 AM
4	yall did a great job	5/24/2022 6:18 AM
5	Very organized! Thank you	5/18/2022 9:46 PM
6	Did good job. Need sign on building to better locate you but now know where you are atnow	5/18/2022 2:26 PM
7	experience was great for us!	5/18/2022 10:41 AM
8	Publicize more broadly a little earlier. By the time I learned about the program, many varieties were sold out.	5/17/2022 9:16 PM
9	The whole process was simple and the SWCD team was helpful thorough and all the reminders helped. The pickup appointment sheet was a nice touch. Convenient location for pickup. Thanks for everything.	5/17/2022 8:00 PM
10	Smaller bundles	5/17/2022 6:14 PM
11	Very well done. I am very satisfied with the service, product, and follow up!	5/17/2022 5:59 PM
12	Great program, please continue!	5/17/2022 3:41 PM
13	We were short in both of our bundles. Only 22 pine trees and 24 cherry trees (supposed to be 25 each). Most (not all) of the trees appear to be growing so they survived the process.	5/17/2022 3:26 PM
14	Love it! Thank you!!	5/17/2022 2:14 PM
15	Wonderful experience - thank you! We will buy more next year :)	5/17/2022 1:53 PM
16	My online order was never confirmed so for the future when order is placed confirm with order number.	5/17/2022 1:23 PM
17	It was all done well. Very organized, friendly volunteers, long time frame to pick up plants....	5/17/2022 1:11 PM
18	The website did not work on my phone but Diane took my order over the phone so it was all good. Pretty narrow window for pick up times, maybe that could be expanded? Overall it was great and have no complaints	5/17/2022 12:39 PM
19	The ordering process was confusing. The system did not provide any sort of receipt or confirmation of order. There was no record for me to review after the order was placed. If the ordering system stays the same, I will not be ordering next year.	5/17/2022 12:39 PM
20	Send a blast email to those on record for next years tree sale.	5/17/2022 12:29 PM
21	Our first purchase was a great experience. We look forward to the next opportunity. Thanks	5/17/2022 12:18 PM
22	We are pleased with your program. No suggestions at this time.	5/17/2022 12:12 PM
23	This is Minnesota. We often have years like this one where winters hang on into May. Your page said the trees would be picked up end of April. To me end of April is the 29th or 30th. Not the 21st when I had to pick them up. These trees were purchased to replace spruce trees that died due to the spruce bud worm up in NE Minnesota. Because my property is boat access only I could not get to it until the ice went out on May 12th. I planted these trees on May 13th. This is 22 days after you had me pick them up. I had to go out and buy special containers, sand and mulch to try and keep them alive in a closed off bathroom in my basement(dark) in	5/17/2022 11:57 AM

an effort to keep them alive. I planted them but after all that time and expense I doubt many if any will actually live. I love that you people do this and I will likely try again next year but schedule later pick up dates. The State of MN pushed their pick up dates back due to the weather, why didn't you?

24	We really appreciate the tubex and mats. if somehow you could offer the wooden stakes at a discounted price, that would be GREAT!. We didn't receive enough netting for each tubex however, Diane was super at assisting us to get more.	5/17/2022 11:50 AM
25	Nice job	5/17/2022 11:49 AM
26	The quantity was quite large for my urban setting, so smaller quantities might be nice. We planted all (wild plum) but would probably try to share a single bundle with neighbors in the future, so Smaller quantities may not be worth the extra effort for the county	5/17/2022 11:48 AM
27	Very well done. Bushes planted and budding out. Thank You	5/17/2022 11:29 AM
28	the pick up went great, keep up the great work.	5/17/2022 11:21 AM
29	Allow for smaller quantities of trees to be ordered. Maybe have different prairie seed mixes. Overall this is awesome and I hope it continues! Bigger trees would also be cool to have the option to purchase individually as bare root.	5/17/2022 11:14 AM
30	Excellent program	5/17/2022 11:06 AM
31	lower the price	5/17/2022 11:04 AM
32	Great job I appreciate you guys offering this service. Maybe add tree stakes for the tubes	5/17/2022 11:01 AM
33	my red twig dogwood shrubs are all flourishing! thank you!	5/17/2022 11:00 AM
34	If possible, it would be nice if there were offerings of slightly larger, older trees and shrubs. I'd be comfortable paying more for larger trees and shrubs.	5/17/2022 10:53 AM
35	Great!	5/17/2022 10:51 AM
36	Loved it, it went great. Thank you!	5/17/2022 10:51 AM
37	Would like to see more tree available so they don't sell out as fast	5/17/2022 10:49 AM

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Regular Agenda**

Request for Board Action

Voice Vote

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Meeting Date: 8/11/2022

Prepared by: Curt Coudron

**PURPOSE/ACTION REQUESTED:**

Select 2022 Outstanding Conservation Cooperator

**SUMMARY:**

Each year a selection is made to identify a landowner or entity that has made a significant contribution to protecting our land and water resources. Staff has identified a number of candidates for this award and we will provide information on their accomplishments at the meeting.

The selected Outstanding Conservation Cooperator will be invited to a future SWCD Board meeting and will be invited to participate in the Minnesota Association of Soil and Water Conservation Districts annual program in December.

**EXPLANATION OF FISCAL/FTE IMPACT:**

None

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**Supporting Documents:**

None

**Previous Board Action:**

None