



## MEETING MINUTES

### BOARD OF SUPERVISORS MEETING

#### DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Wednesday, December 28, 2022

9:00 a.m.

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

**Board Members Present:**

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

**SWCD Staff Present:**

Brian Watson  
Pam LaValle  
Ashley Gallagher  
John Stelzner

**Others Present:**

Nikki Stewart, 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. 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**

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

**CONSENT AGENDA**

**5. Approval of December 8, 2022 Meeting Minutes**

The December 10, 2022 meeting minutes were presented.

**6. Approval of December 28, 2022 Accounts Payable**

The December 2022 accounts payable was presented.

**7. Authorization to Increase Fixed Asset Threshold**

The fixed asset threshold increase to \$5,000 was presented.

**22.240** Motion by Skog, 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 Greg Fox under Two Contracts for Establishing Cover Crop (1-year)**

Greg Fox has completed the establishment of a cover crop under two separate contracts totaling 65 acres. The fields are located in the City of Rosemount, Vermillion River Watershed. The contracts were approved at the July 14, 2022 Board meeting with an incentive payment not to exceed \$25 per acre. Under each contract, incentives for establishing the cover crop include:

- 25 acres at \$625
- 40 acres at \$1,000

**22.241** Motion by Dee, second by Johnson to approve final payment to Greg Fox (22-IPP-12 & 22-IPP-22) for establishment of cover crop in the City of Rosemount, Vermillion River Watershed on 65 acres for a total of \$1,625. Funding would be provided by our agreement with Dakota County. Members voting in favor: Skog, Johnson, Dee, Chamberlain, and Zanmiller. Motion carried.

**9. Authorization to Provide Final Payment to Don Peterson for Establishment of Cover Crop (1-year)**

Don Peterson has completed the establishment of a cover crop on 253 acres in Marshan Township, Vermillion River Watershed. The contract was approved at the May 12, 2022 Board meeting with incentive payment not to exceed \$25 per acre.

**22.242** Motion by Chamberlain, second by Johnson to approve final payment to Don Peterson (22-IPP-15) for establishment of a cover crop in Marshan Township, Vermillion River Watershed on 100 acres for a total of \$2,500. Funding would be provided thru our agreement with Dakota County and the Vermillion River Watershed Joint Powers Organization. Members voting in favor: Johnson, Dee, Chamberlain, Zanmiller and Skog. Motion carried.

**10. Authorization to Provide Final Payment to Peter Schweich for Establishment of Cover Crop (1-year)**

Peter Schweich has completed establishment of a cover crop on 74 acres in Douglas Township, Cannon River Watershed. The project was approved for funding at the September 8, 2022 Board meeting with incentive payment not to exceed \$25 per acre.

**22.243** Motion by Johnson, second by Skog to approve final payment to Peter Schweich (22-IPP-30) for establishment of a cover crop in Douglas Township, Cannon River Watershed on 74 acres for a total of \$1,850. Funding would be provided thru our agreement with Dakota County. Members voting in favor: Dee, Chamberlain, Zanmiller Skog, and Johnson. Motion carried.

**11. Authorization to Provide Final Payment to Peine Farms for Establishment of Cover Crop (1-year).**

Peine Farms has completed the establishment of a cover crop on 138 acres in Hampton Township, Cannon River Watershed. The project was approved for funding at the September 8, 2022 Board meeting with incentive payment not to exceed \$25 per acre.

**22.244** Motion by Dee, second by Skog to approve final payment to Peine Farms (22-IPP-34) for establishment of a cover crop in Hampton Township, Cannon River Watershed on 138 acres for a total of \$2,500. Funding would be provided thru our agreement with Dakota County. Members voting in favor: Chamberlain, Zanmiller, Skog, Johnson, and Dee. Motion carried.

**12. Authorization to Provide Partial Payment to Peine Farms for Establishment of Cover Crop (3-year).**

Peine Farms has completed the establishment of a cover crop under three separate contracts totaling 299 acres. The fields are located in Douglas Township, Cannon River Watershed. The contracts were approved at the September 8, 2022 Board meeting with incentive payment not to exceed \$35 per acre. Under each contract, incentives for establishing the cover crop include:

- 100 acres at \$3,500
- 80 acres at \$2,800
- 80 acres at \$2,800

**22.245** Motion by Chamberlain, second by Johnson to approve partial payment to Peine Farms (22-IPP-33, 22-IPP-35, and 22-IPP-36) for establishment of cover crop in Douglas Township, Cannon River Watershed for a total of \$9,100. Funding would be provided from our agreement with Dakota County and our FY22 CWF Drinking Water Protection Phase 2 grant. Members voting in favor: Zanmiller, Skog, Johnson, Dee, and Chamberlain. Motion carried.

**13. Authorization to Provide Final Payment to the City of Burnsville for Two Contracts for Installation of Native Prairie with Pollinator Habitat.**

The City of Burnsville has completed the installation of two native prairies with pollinator habitat in North River Hills Park and Highland View Park in the Minnesota River Watershed. The projects were approved for funding at the May 12, 2022 Board meeting under two separate contracts. Funding amounts for each contract were based on a maximum of \$3,000 per acre for projects that install native prairie vegetation with pollinator habitat. Funding for the 0.8-acre North River Hills Park project was approved at 85% cost share not to exceed \$2,400 based on a cost estimate of \$4,800. Funding for the 1.5-acre Highland View Park project was approved at 85% cost share not to exceed \$4,500 based on a cost estimate of \$7,000. Final eligible expenses were \$6,505.08.

**22.246** Motion by Skog, second by Johnson to approve final payment to The City of Burnsville (22-IPP-13 & 22-IPP-14) for the installation of two native prairies with pollinator habitat in North River Hills Park and Highland View Park for a total of \$6,900. Funding would be provided from our agreement with Dakota County. Members voting in favor: Skog, Johnson, Dee, Chamberlain, and Zanmiller. Motion carried.

**14. Authorization to Provide Final Payment to Mike and Suzanne Everson for Installation of Native Prairie with Pollinator Habitat.**

Michael and Suzanne Everson have completed the installation of a 1.9-acre native prairie with pollinator habitat in Ravenna Township, Vermillion River Watershed. The project was approved for funding at the May 12, 2022 Board meeting at 85% cost share not to exceed \$5,700 and based on a cost estimate of \$7,400. Final eligible expenses were \$7,400. Staff is recommending final payment of \$5,700 to Michael and Suzanne Everson.

**22.247** Motion by Johnson, second by Chamberlain to approve final payment to Michael and Suzanne Everson (22-IPP-23) for the installation of native prairie with pollinator habitat for a total of \$5,700. Funding would be provided from our agreements with Dakota County and the Vermillion River Watershed Joint Powers Organization. Members voting in favor: Johnson, Dee, Chamberlain, Zanmiller and Skog. Motion carried.

**15. Authorization to Provide Final Payment to Dana Groh for Installation of Native Prairie with Pollinator Habitat.**

Dana Groh has completed the installation of a 4-acre native prairie with pollinator habitat in Ravenna Township, Vermillion River Watershed. The project was approved for funding at the May 12, 2022 Board meeting at 85% cost share not to exceed \$12,000 and based on a cost estimate of \$15,600. Final eligible expenses were \$15,600. Staff is recommending final payment of \$12,000 to Dana Groh.

**22.248** Motion by Skog, second by Johnson to approve final payment to Dana Groh (22-IPP-24) for the installation of native prairie with pollinator habitat for a total of \$12,000. Funding would be provided from our agreements with Dakota County and the Vermillion River Watershed Joint Powers Organization. Members voting in favor: Dee, Chamberlain, Zanmiller, Skog, and Johnson. Motion carried.

**16. Authorization to Provide Final Payment to Metropolitan Mosquito Control District for Installation of Native Prairie with Pollinator Habitat.**

Metropolitan Mosquito Control District has completed the installation of a 0.7-acre native prairie with pollinator habitat located in the City of Rosemount, Vermillion River Watershed. The project was approved for funding at the June 9, 2022 Board meeting at 85% cost share not to exceed \$2,100 and based on a cost estimate of \$3,500. Final eligible expenses were \$3,569.87.

**22.249** Motion by Dee, second by Johnson to approve final payment to Metropolitan Mosquito Control District (22-IPP-25) for the installation of native prairie with pollinator habitat for a total of \$2,100. Funding would be provided from our agreements with Dakota County and the Vermillion River Watershed Joint Powers Organization. Members voting in favor: Chamberlain, Zanmiller, Skog, Johnson, and Dee. Motion carried.

**17. Authorization to Provide Final Payment to MMDDDB, LLC for Installation of Native Prairie with Pollinator Habitat.**

MMDDDB (Dave Hartung, Dan's Bar) has completed the installation of a 1.1-acre native prairie with pollinator habitat in Hampton Township, Cannon River Watershed. The project was approved for funding at the June 9, 2022 Board meeting at 85% cost share not to exceed \$3,300 and based on a cost estimate of \$4,900. Final eligible expenses were \$3,689.87.

**22.250** Motion by Johnson, second by Dee to approve final payment to MMDDDB (Dave Hartung, Dan's Bar) (22-IPP-26) for the installation of native prairie with pollinator habitat for a total of \$3,136.39. Funding would be provided from our agreement with Dakota County. Members voting in favor: Zanmiller, Skog, Johnson, Dee, and Chamberlain. Motion carried.

**18. Authorization to Provide Final Payment to Barb Jaeger for Installation of Native Prairie with Pollinator Habitat.**

Barb Jaeger has completed the installation of a 2.5-acre native prairie with pollinator habitat in Inver Grove Heights, Mississippi River Watershed. The project was approved for funding at the June 9, 2022 Board meeting at 85% cost share not to exceed \$7,800 and based on a cost estimate of \$9,400. Final eligible expenses were \$4,987.19.

**22.251** Motion by Chamberlain, second by Skog to approve final payment to Barb Jaeger (22-IPP-29) for the installation of native prairie with pollinator habitat for a total of \$4,239.11. Funding would be provided from our agreement with Dakota County. Members voting in favor: Skog, Johnson, Dee, Chamberlain, and Zanmiller. Motion carried.

**19. Summary of 2022 Landscaping and Clean Water Program**

Information and a program summary of the 2022 Landscaping for Clean Water Program occurred. Workshops were held virtually in 2022. A total of 355 individuals participated in the Introduction classes. A total of 176 participants took part in the virtual design workshops. Staff continued to use an "Office Hours" program to provide one-on-one virtual consultations to Design class participants. A total of 52 participants took advantage of these virtual consultations with staff. Maintenance workshops 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 best maintain and promote the health, performance, and beauty of their garden. A total of 93 individuals participated in the Maintenance workshops. Three applications

rounds were provided for receiving landowner requests for a \$250 project installation grant. A total of 39 projects received grants and were installed in 2022.

**20. Closed Executive Session**

**Conduct Annual Performance Review of District Manager**

**22.252** Motion by Dee, second by Johnson to go into a closed session. All members voting in favor. Motion carried.

Discussion occurred on the Performance Objectives and Organizational Competencies that have been identified and are used to evaluate the performance of the District Manager. On a scale of highest to lowest, rating options evaluated include Exceptional Performance, Greatly Exceeds Performance Standards, Exceeds Performance Standards, Meet Performance Standards, and Below Performance Standards.

**22.253** Motion by Chamberlain, second by Johnson to approve an Exceeds Performance Standards rating for the District Manager. All members voting in favor. Motion carried.

**22.254** Motion by Dee, second by Chamberlain to come out of closed session. All members voting in favor. Motion carried.

**21. Adjourn**

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

The meeting was adjourned at 11:15 a.m.

Respectfully submitted,



Chelsea Skog  
Secretary

