



MEETING MINUTES

BOARD OF SUPERVISORS MEETING

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, July 13, 2023

9:00 a.m.

4100 220th Street W, Suite 102
Farmington, Minnesota

Board Members Present:

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

SWCD Staff Present:

Brian Watson
Pam LaValle
Curt Coudron
Todd Matzke
Ashley Gallagher

Others Present:

Dain Olson, DCAO
Lizzy Dawson, NRCS
Mark Zabel, VRW JPO
Brian Jastram, Rock Leaf Water Environmental

1. Call to Order and Roll Call

Chair Zanmiller called the meeting to order at 9:04 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 with Addition

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

CONSENT AGENDA

5. Approval of June 8, 2023 Meeting Minutes

The June 8, 2023 meeting minutes were presented.

6. Approval of July 13, 2023 Accounts Payable

The July 2023 accounts payable were presented.

7. Acceptance of June Finance Report

The June finance Report was presented.

8. Authorization to Execute Consent and Confirmation of Waiver Form with Dakota County.

Execution of the consent and confirmation waiver form acknowledges joint representation and waives on behalf of the SWCD and Dakota County any conflict of interest that may result during the drafting and review of the joint powers agreement.

23.051 Motion by Dee, second by Chamberlain to approve the consent agenda items. Members voting in favor: Zanmiller, Skog, Johnson, Dee, and Chamberlain. Motion carried.

REGULAR AGENDA

9. Authorization to Amend Contract and Provide Final Payment to Mary Schwendig for Installation of Grassed Waterways.

Mary Schwendig has completed the installation of two grassed waterways in Hampton Township, Vermillion River Watershed. The project was approved for funding at the April 13, 2023 Board meeting at 85% cost share not to exceed \$14,280 based on a cost estimate of \$16,800. During construction additional rip-rap at the project outlet was necessary. Extra grading and shaping of the waterway was necessary to accommodate the rip-rap. Mary Schwendig is requesting a contract amendment to include these additional and unanticipated project costs. Final eligible project expenses were \$20,130.75. Project installation has been certified by SWCD staff. Staff is recommending amending the existing contract to include the additional project cost and final payment of \$17,111.14.

23.052 Motion by Chamberlain, second by Johnson to provide final payment of \$17,111.14 to Mary Schwendig (23-IPP-07) for reconstruction of grassed waterways. Funding would be provided from our agreement with Dakota County and the Vermillion River Watershed Joint Powers Organization. Members voting in favor: Skog, Johnson, Dee, Chamberlain, and Zanmiller. Motion carried.

10. Authorization to Provide Final Payment to Terry Fischbach for Installation of Native Prairie with Pollinator Habitat.

Terry Fischbach has completed the installation of a 3.1-acre native prairie with pollinator habitat in Ravenna Township, Vermillion River Watershed. The project was approved for funding at the May 11, 2023 Board meeting at 85% cost share not to exceed \$6,460 based on a cost estimate of \$7,600. Project installation has been certified by SWCD staff. Final eligible expenses were \$4,550.81. Based on 85% of eligible expenses, staff is recommending final payment of \$3,868.19.

23.053 Motion by Chamberlain, second by Johnson to provide final payment of \$2868.19 to Terry Fischbach (23-IPP-18) for installation of a native prairie with pollinator habitat. Funding would be provided from our FY22 Drinking Water Protection Grant and 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.

11. Authorization to Provide Partial Payment to Andy Winter for Establishing Harvestable Cover. (3 year)

Andy Winter has completed the first year seeding under his three-year contract to maintain harvestable cover on 20 acres in Greenvale Township, Cannon River Watershed. The project was approved for funding at the May 11, 2023 Board meeting with an incentive payment not to exceed \$2,100 over three years. Project seeding has been certified by staff. Project funds are available through our agreement with Dakota County.

23.054 Motion by Dee, second by Johnson to provide partial payment of \$700 to Andy Winter (23-IPP-19) for establishing cover crop. Members voting in favor: Dee, Chamberlain, Zanmiller, Skog, and Johnson. Motion carried.

12. Authorization to Execute Contract with Andy Winter for Establishing Cover Crop. (1 year)

Andy Winter is proposing to establish a cover crop on 40 acres in Greenvale Township, Cannon River Watershed. Project funds are available through our agreement with Dakota County.

23.055 Motion by Dee, second by Johnson to execute contract with Andy Winter (23-IPP-20) not to exceed \$1,400 for establishing cover crop. Members voting in favor: Chamberlain, Zanmiller, Skog, Johnson, and Dee. Motion carried.

13. Authorization to Execute Two Contracts with Paul Gergen Jr for Establishing Cover Crop. (1 year)

Paul Gergen Jr is proposing to establish a cover crop on two different fields totaling 58 acres located in Hampton Township, Cannon River Watershed. Project funds are available through our agreement with Dakota County.

23.056 Motion by Johnson, second by Skog to execute two contracts with Paul Gergen Jr (23-IPP-36 & 23-IPP-37) not to exceed \$2,030 for establishing cover crop. Members voting in favor: Zanmiller, Skog, Johnson, Dee, and Chamberlain. Motion carried.

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

The DNR provided a FY24 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, 2023 to June 30, 2024. Per this contract, 37 observation wells will be monitored at various intervals. The work plan includes a total of 154 well readings and payment to the SWCD would be \$30 for each successful on-line submittal of data. Additional readings may be requested and the not to exceed contract amount would be \$3,660. Actual staff costs to perform these well readings has been between \$7,000 and \$8,000. The Dakota County Groundwater unit has agreed to supplement this DNR contract with an additional \$2,500. This charge for service would occur through our existing 5-year joint powers agreement with Dakota County

23.057 Motion by Dee, second by Johnson to execute contract with the Minnesota Department of Natural Resources not to exceed \$3,660. All members voting in favor. Motion carried.

15. Adoption of Guidelines on the use of SWCD Aid Payments.

Local Capacity grants that have been allocated to Soil and Water Conservation Districts from the Clean Water Fund were eliminated and replaced by SWCD Aid derived from the general fund. Allocations will be provided directly from the Minnesota Department of Revenue. The Dakota SWCD will receive \$186,062.87 in FY24 and in FY25. The intended use for these funds needs to be adopted and posted to our website. A draft template on how these funds will be used has been prepared for adoption.

23.058 Motion by Chamberlain, second by Johnson to adopt the guidelines regarding use of SWCD Aid. All members voting in favor. Motion carried.

16. Announcements and Reports

Natural Resources Conservation Service

The Natural Resources Conservation Services (NRCS) report was provided by Lizzy Dawson. Dawson provided a staffing and training update and reported the EQIP application deadline is tentatively set for mid-October 2024.

Dakota County

The Dakota County report was provided by Valerie Neppl. Neppl provided a staff update and reported the model mining ordinance is finalized and ready for posting on the website. Neppl reported the Environmental Resources Department is offering farmers with irrigation the opportunity to test the nitrogen content of their irrigation water at no cost. Samples bottles are available for pickup and must be returned by July 31, 2023. The results will be used for educational outreach to reduce ground application. Neppl reported Matt Belanger

will be visiting two townships per month as part of the ACRE program, and they have developed a water conservation message to be used among the cities during the drought.

Cannon River Watershed Joint Powers Board

No report provided. Their next meeting is scheduled for August 2, 2023.

Vermillion River Watershed Joint Powers Board

The Vermillion River Watershed report was provided by Mark Zabel. Zabel provided a staff update. Watson reported Zabel's last day is Friday and thanked him for all his work in the Vermillion River Watershed and collaboration with the SWCD the past 15 years and wished him all the best.

Metropolitan Conservation Districts Joint Power Board

No report provided.

Minnesota Association of Soil and Water Conservation Districts

No report provided.

District Managers Report

Watson provided an update on the recent Dakota County Board of Commissioners Physical Development Committee Meeting regarding the study to vacate the Extension and Conservation Center. Watson reported there are several outreach events that have been held or being planned. Dakota County is working to deliver a rural newsletter and the SWCD will be attending an upcoming meeting to determine how the SWCD can be involved.

Board of Supervisors Announcements

No report provided.

17. Upcoming Events

The upcoming events were reviewed.

18. Adjourn

23.059 Motion by Chamberlain, second by Johnson to adjourn. All members voting in favor. Motion carried.

The meeting was adjourned at 9:27 a.m.

Respectfully submitted,



Chelsea Skog
Secretary