



## MEETING MINUTES

### BOARD OF SUPERVISORS MEETING

#### DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, September 14, 2023

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 Dee Hager, Treasurer  
Bruce Johnson, Information Officer

**SWCD Staff Present:**

Brian Watson  
Pam LaValle  
Curt Coudron  
Ashley Gallagher  
Matthew Sorvig  
Todd Matzke

**Others Present:**

Nikki Stewart , Dakota County  
Lizzy Dawson, NRCS  
Chris Schmidt, 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**

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

**CONSENT AGENDA**

**5. Approval of August 10, 2023 Meeting Minutes**

The August 10, 2023 meeting minutes were presented.

**6. Approval of September 14, 2023 Accounts Payable**

The September 2023 accounts payable were presented.

**7. Acceptance of August Finance Report**

The August Finance Report was presented.

**8. Authorization to Amend Contract with Nick Becker for Installation of Cover Crop. (1-year)**

The location change to the Nick Becker Contract (23-IPP-27) was presented.

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

**REGULAR AGENDA**

**9. Authorization to Provide Final Payment to Paul Gergen under Two Contracts for Establishing Cover Crop. (1-year)**

Paul Gergen has completed the establishment of cover crop under two separate contracts totaling 54 acres in Hampton Township, Cannon River Watershed. The contracts were approved for funding at the July 13, 2023 Board meeting with an incentive payment not to exceed \$35 per acre.

**23.072** Motion by Johnson, second by Chamberlain to provide final payment of \$1,890 to Paul Gergen (23-IPP-36 & 23-IPP-37) for establishment of cover crop. Funds are available through our agreement with Dakota County. Members voting in favor: Johnson, Dee, Chamberlain, and Zanmiller. Motion carried.

**10. Authorization to Execute Three Contracts with Greg Fox for Establishing Cover Crop. (1-year)**

Greg Fox is proposing to establish cover crops on 105 acres on three different fields in the City of Rosemount, Vermillion River Watershed. Each field will have a separate contract. Project funds are available through our agreements with Dakota County and the Vermillion River Watershed Joint Powers Organization.

**23.073** Motion by Chamberlain, second by Johnson to execute three contracts with Greg Fox (23-IPP-30, 23-IPP-31 and 23-IPP-32) not to exceed \$3,675 for establishing cover crop. Members voting in favor: Johnson, Dee, Chamberlain, and Zanmiller. Motion carried.

**11. Authorization to Execute Contract with Judith Baumann for Establishing Cover Crop. (1-year)**

Judith Baumann is proposing to establish cover crops on 56 acres in Marshan Township, Vermillion River Watershed. Project funds are available through our agreements with Dakota County and the Vermillion River Watershed Joint Powers Organization.

**23.074** Motion by Johnson, second by Dee to execute contract with Judith Baumann (23-IPP-40) not to exceed \$1,960 for establishing cover crop. Members voting in favor: Dee, Chamberlain, Zanmiller, and Johnson. Motion carried.

**12. Authorization to Execute Contract with DST LLP for Establishing Cover Crop. (1-year)**

DST LLP (Scott Weber) is proposing to establish cover crops on 63 acres in Douglas Township, Cannon River Watershed. Project funds are available through our agreement with Dakota County.

**23.075** Motion by Dee, second by Johnson to execute contract with DST LLP (23-IPP-41) not to exceed \$2,205 for establishing cover crop. Members voting in favor: Chamberlain, Zanmiller, Johnson, and Dee. Motion carried.

**13. Authorization to Execute Contract with William Callister for Establishing Cover Crop. (3-year)**

William Callister is proposing to establish cover crops on 100 acres in Hampton Township, Cannon River Watershed. Project funds are available through our FY22 CWF Drinking Water Protection Grant, our FY21 Cannon WBIF Grant, and our agreement with Dakota County.

**23.076** Motion by Chamberlain, second by Johnson to execute contract with William Callister (23-IPP-43) not to exceed \$13,500 over 3 years for establishing cover crop. Members voting in favor: Zanmiller, Johnson, Dee, and Chamberlain. Motion carried.



- 14. Authorization to Execute Contract with Harold Peine for Installation of Water and Sediment Control Basin.**  
Harold (Nick) Peine is proposing to construct a water and sediment control basin in Hampton Township, Vermillion River Watershed. Total cost of the project is estimated at \$14,200. Staff is recommending approval at 85% cost share not to exceed \$12,070. Project funds are available thru our FY23 Vermillion WBIF Grant and our agreement with the Vermillion River Watershed Joint Powers Organization.

**23.077** Motion by Dee, second by Johnson to execute contract with Harold Peine (23-IPP-42) not to exceed \$12,070 for constructing a water and sediment control basin. Members voting in favor: Johnson, Dee, Chamberlain and Zanmiller. Motion carried.

- 15. Authorization to Execute Contract with ISD 191 for Installation of Bioretention Basin.**

Independent School District (ISD) 191 is proposing to install a bioretention basin (raingarden) in the City of Burnsville, Minnesota River Watershed. Total cost of the project is estimated at \$63,800. Staff is recommending approval at 85% cost share not to exceed \$50,000. Project funds to install the project are available thru our agreement with Dakota County. Funds to support staff time for construction oversight are available through our FY21 Minnesota River Watershed Based Funding grant.

**23.078** Motion by Johnson, second by Dee to execute contract with ISD 191 (23-CCP-01) not to exceed \$50,000 for installing a bioretention basin. Members voting in favor: Johnson, Dee, Chamberlain, and Zanmiller. Motion carried.

- 16. Authorization to Execute Contract with City of Mendota Heights for Installation of three Bioretention Basins.**

The City of Mendota Heights is proposing to install 3 bioretention basins in the City of Mendota Heights, Mississippi River Watershed. Total cost of the project is estimated at \$38,400. Staff is recommending approval at 85% cost share not to exceed \$32,640. Project funds are available thru our FY21 Mississippi River East WBIF grant and our agreement with Dakota County.

**23.079** Motion by Dee, second by Johnson to execute contract with City of Mendota Heights (23-CCP-02) not to exceed \$32,640 for installing 3 bioretention basins. Members voting in favor: Johnson, Dee, Chamberlain, and Zanmiller. Motion carried.

- 17. Authorization to Execute Agreement with the Lower Mississippi River Watershed Management Organization to assist with Implementing a FY23 Watershed Based Implementation Grant.**

Authorize execution of agreement with Lower Mississippi River Watershed Management Organization to assist with implementing a FY23 Watershed Based Implementation grant with the Minnesota Board of Water and Soil Resources. The work plan includes grant administration and project development tasks and the budget includes a total amount not to exceed \$18,000.

**23.080** Motion by Chamberlain, second by Johnson to execute agreement with Lower Mississippi River Watershed Management Organization not to exceed \$18,000. Members voting in favor: Chamberlain, Zanmiller, Johnson, and Dee. Motion carried.

- 18. Authorization to Adopt 2024 Fee Schedule.**

A fee schedule for the calendar year 2024 was presented.

**23.081** Motion by Chamberlain, second by Dee to adopt 2024 Fee Schedule. All members voting in favor. Motion carried.

- 19. Announcements and Reports**

**Natural Resources Conservation Service**

The Natural Resources Conservation Services (NRCS) report was provided by Lizzy Dawson and Chris Schmidt. Dawson provided a workload and training update. Schmidt provided a fiscal year overview and staffing update.

**Dakota County**

The Dakota County report was provided by Nikki Stewart. Stewart reported Travis Thiel has accepted the Vermillion River WMO Administrator position. The Physical Development Division is continuing to work on the new 5-year JPA with the SWCD and 2024 budget planning. Stewart thanked everyone for their partnership with the Vermillion River and BWSR tour last month.

**Cannon River Watershed Joint Powers Board**

No report provided. Dee commented she attended a shoreland restoration workshop at Lake Elysian put on by the Joint Powers.

**Vermillion River Watershed Joint Powers Organization**

The Vermillion River Watershed Joint Powers Organization report was provided by Kevin Chamberlain. Chamberlain reported that Administrator Theil presented 4 projects at the Planning Commission meeting on September 13th.

**Metropolitan Conservation Districts Joint Power Board**

No report provided. The August meeting was cancelled, the next meeting will be in November.

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

The MASWCD report was provided by Jayne Hager Dee. Dee reported the Resolutions Committee met to discuss and provide recommendations on the 19 resolutions submitted. Pe-ballot voting will be provided to SWCD offices and that information will be presented at the annual meeting, December 11 – 13<sup>th</sup>.

**District Managers Report**

Watson reported Supervisor iPads have been returned. Twenty-three email invitations were sent out for the legislative tour, at this time there are no positive responses due to scheduling conflicts. Watson reported approximately 800 students will be attending outdoor education days this month; it is the 23<sup>rd</sup> year hosting this event. Watson reported on a proposed limestone quarry in Waterford Township and public review documents that are open for comment.

**Board of Supervisors Announcements**

No report provided.

**20. Upcoming Events**

The upcoming events were reviewed.

**21. Adjourn**

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

The meeting was adjourned at 10:14 a.m.

Respectfully submitted,

*Lauren Zimmerman, Chair*

*for*  
Chelsea Skog  
Secretary