



MEETING MINUTES

BOARD OF SUPERVISORS MEETING

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, November 16, 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
Bruce Johnson, Information Officer

SWCD Staff Present:

Brian Watson
Pam LaValle
Curt Coudron
Ashley Gallagher
John Stelzner
Dave Holmen

Others Present:

Dain Olson, DCAO
Brad Becker, Dakota County
Lizzy Dawson, NRCS
Travis Thiel, Vermillion River Watershed
Nancy Schumacher
Jim Sipe

Chair Zanmiller indicated that Board member Dee is participating in the meeting remotely due to advice from a health care professional and for a personal medical reason as allowed under MN Statute 13D.02. This is the first time that Dee is participating in a SWCD Board meeting through interactive technology over the past year. Zanmiller also indicated that Board Member Skog had contacted her and she would not be in attendance.

1. Call to Order and Roll Call

Chair Zanmiller called the meeting to order at 9:08 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. Recognition of 2023 Outstanding Conservationist – Jim Sipe and Nancy Schumacher

Stelzner introduced Jim Sipe and Nancy Schumacher who were in attendance and highlighted some of the conservation projects they have installed over the years. A plaque was presented by Chair Zanmiller recognizing Jim and Nancy as the Dakota SWCD Outstanding Conservationist for 2023.

5. Approval of Agenda

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

CONSENT AGENDA

6. Approval of October 13, 2023 Meeting Minutes

The October 13, 2023 meeting minutes were presented.

7. Approval of November 16, 2023 Accounts Payable

The November 2023 accounts payable were presented.

8. Acceptance of October Finance Report

The October Finance Report was presented.

9. Approval of Draft 2022 Financial Audit and Authorization to Submit to Office of State Auditor

The 2022 Financial Audit Report prepared by Peterson Company, LTD for the calendar year 2022 was provided. Watson indicated that upon approval of the financial audit report by the Board, Peterson Company, LTD will forward to the Office of the State Auditor for their review and approval. There were no issues identified in the 2022 financial audit.

10. Cancellation of Contract with Andy Winter for Establishment of Cover Crop (1-year)

Andy Winter had a one-year contract (23-IPP-20) for 40 acres not to exceed \$1,400. The project was located in the Cannon River Watershed. Cover crops were not seeded due to harvest timing and crops coming off after the October 15th seeding deadline. Staff is recommending cancelling the contract so that funds can be reallocated.

11. Cancellation of Two Contracts with Wayne Peterson for Establishment of Cover Crops (1-year)

Wayne Peterson had two one-year contracts for seeding cover crops in 2023. One contract (23-IPP-21) was for 23 acres not to exceed \$805, and the second contract (23-IPP-22) was for 20 acres not to exceed \$700. Both projects were located in the Cannon River Watershed. Cover crops were not seeded due to harvest timing and crops coming off after the October 15th seeding deadline. Staff is recommending cancelling the two contracts so that funds can be reallocated.

23.095 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

12. Authorization to Provide Partial Payment to Ken Betzold under Two Contracts for Establishment of Cover Crops (3-year).

Ken Betzold has completed the first year of his three-year contracts to establish cover crops on 121 acres. One field is located in Castle Rock Township in the Cannon River Watershed and the second field is located in Castle Rock Township in the Vermillion River Watershed. The projects were approved for funding at the May 11, 2023 Board meeting with incentive payments not to exceed \$45 per acre per year.

23.096 Motion by Johnson, second by Chamberlain to provide partial payment of \$5,445.00 to Ken Betzold (23-IPP-16 & 23-IPP-17) for establishment of cover crops. Funding would be provided from our FY21 Vermillion WBIF Grant, FY21 Cannon WBIF Grant, and our Agreement with Dakota County. Members voting in favor: Johnson, Dee, Chamberlain, and Zanmiller. Motion carried.

13. Authorization to Provide Partial Payment to Nick Becker under Three Contracts for Establishment of Cover Crops (3-year).

Nick Becker (LLB Farms, LLC) has completed the first year of his three-year contracts to establish cover crops on 158 acres. One field is located in Ravenna Township and two fields are located in Marshan Township, all in

the Vermillion River Watershed. The projects were approved for funding at the August 10, 2023 Board meeting with incentive payments not to exceed \$45 per acre per year.

23.097 Motion by Chamberlain, second by Johnson to provide partial payment of \$7,110 to Nick Becker (23-IPP-25, 23-IPP-28 and 23-IPP-29) for establishment of cover crops. Funding would be provided from our FY22 CWF Drinking Water Protection Phase 2 Grant and our Agreement with Dakota County. Members voting in favor: Johnson, Dee, Chamberlain, and Zanmiller. Motion carried.

14. Authorization to Provide Partial Payment to William Callister for Establishment of Cover Crop (3-year).

William (Chip) Callister has completed the first year of his three-year contract to establish cover crop on 100 acres in Hampton Township located in the Cannon River Watershed. The project was approved for funding at the September 14, 2023 Board meeting with an incentive payment not to exceed \$13,500.

23.098 Motion by Johnson, second by Chamberlain to provide partial payment of \$4,500 to William Callister (23-IPP-43) for establishment of cover crops. Project funds are available through the FY21 Cannon WBIF Grant and through our agreement with Dakota County. Members voting in favor: Dee, Chamberlain, Zanmiller, and Johnson. Motion carried.

15. Authorization to Provide Final Payment to Nick Becker under Two Contracts for Establishment of Cover Crops (1-year)

Nick Becker has completed the establishment of cover crops totaling 72 acres on two separate fields. One field is located in Vermillion Township and one field is located in Marshan Township, both in the Vermillion River Watershed. The projects were approved for funding at the August 10, 2023 Board meeting with an incentive payment not to exceed \$35 per acre. Contract (23-IPP-27) was amended at the September 14, 2023 Board meeting to change the location of the practice.

23.099 Motion by Chamberlain, second by Johnson to provide final payment of \$2,520 to Nick Becker (23-IPP-26 & 23-IPP-27) for establishment of cover crops. Project funds are available through our agreement with Dakota County. Members voting in favor: Chamberlain, Zanmiller, Johnson, and Dee. Motion carried.

16. Authorization to Provide Final Payment to Tom Leifeld under Two Contracts for Establishment of Cover Crops (1-year).

Tom Leifeld has completed the establishment of cover crops on 159 acres in Douglas Township, Cannon River Watershed. The projects were approved for funding at the August 10, 2023 Board meeting with an incentive payment not to exceed \$35 per acre.

23.100 Motion by Johnson, second by Chamberlain to provide final payment to Tom Leifeld (23-IPP-38 & 23-IPP-39) for establishment of cover crops. Project funds are available through our agreement with Dakota County. Members voting in favor: Zanmiller, Johnson, Dee, and Chamberlain. Motion carried.

17. Authorization to Provide Final Payment to DST LLP for Establishment of Cover Crop (1-year).

DST LLP (Scott Weber) has established cover crop on 63 acres in Douglas Township, Cannon River Watershed. The project was approved for funding at the September 14, 2023 Board meeting with an incentive payment not to exceed \$2,205.

23.101 Motion by Chamberlain, second by Johnson to provide final payment of \$ 2,205 to DST LLP (23-IPP-41) for establishment of cover crop. Project funds are available through our agreement with Dakota County. Members voting in favor: Johnson, Dee, Chamberlain and Zanmiller. Motion carried.

18. Authorization to Execute Joint Powers Agreement with Dakota County.

Staff has developed a revised and updated 5-year joint powers agreement (JPA) through the Physical Development Division of Dakota County (County). The current JPA expires at the end of calendar year 2023. The JPA outlines services the County provides to SWCD and services the SWCD provides to the County. This is the 5th generation five-year agreement with Dakota County which was first established in 2004.

23.102 Motion by Dee, second by Johnson to execute Joint Powers Agreement with Dakota County. Members voting in favor: Johnson, Dee, Chamberlain, and Zanmiller. Motion carried.

19. Authorization to Execute Joint Powers Agreement with the Eagan-Inver Grove Heights Watershed Management Organization for 2024 Services

Staff has drafted and presented a 2024 work plan and budget to the Eagan-Inver Grove Heights Watershed Management Organization (E-IGHWMO). The work plan and budget includes administration tasks, education and outreach, and support for the installation of projects under the Landscaping for Clean Water Program. The 2024 workplan and budget includes a total amount not to exceed \$47,775 which is a \$10,225 increase from current year. The increase is primarily due to the addition of \$7,500 for matching requirements under a Minnesota Board of Water and Soil Resources Watershed Based Implementation grant.

23.103 Motion by Chamberlain, second by Johnson to execute Joint Powers Agreement with Eagan-Inver Grove Heights Watershed Management Organization. Members voting in favor: Dee, Chamberlain, Zanmiller, and Johnson. Motion carried.

20. Adopt 2024 Medical and Dental Benefits

Premiums for medical and dental insurance plans are shared by participating employees and the SWCD as the employer. HealthPartners is our current medical and dental insurance provider. The Finance Committee met on October 30 to review renewal information for medical and dental benefits. It was the Committee’s recommendation to have HealthPartners provide medical coverage. Medical premiums in 2024 will increase approximately 10%. The Committee also recommended retaining Health Partners as our dental provider. Dental premiums in 2024 will remain the same.

The Finance Committee recommended increasing the employee monthly medical costs to offset the 2024 insurance increase. It was recommended that the current two medical plan options and one dental plan option be made available in 2024 to employees:

- HealthPartners 25-90 Platinum plan option (Medical)
- HealthPartners \$2,400-100% HSA plan option (Medical)
- HealthPartners (Dental)

It is further recommended that the following health and dental benefits be provided for 2024:

<u>Health Insurance</u>	<u>Monthly Employee Cost</u>	<u>HSA Plan Employee Credit</u>
Single	\$58	\$1,600
Single Plus One	\$288	\$2,800
Family	\$541	\$2,800
<u>Dental Insurance</u>	<u>Monthly Employee Cost</u>	
Single	\$20	
Family	\$40	

23.104 Motion by Dee, second by Johnson to adopt 2024 Medical and Dental Benefits. Members voting in favor: Chamberlain, Zanmiller, Johnson and Dee. Motion carried.

21. Announcements and Reports

Natural Resources Conservation Service

The Natural Resources Conservation Services (NRCS) report was provided by Lizzy Dawson. Dawson provided an Environmental Quality Incentives Program (EQIP), Conservation Security Program (CSP) and Soil Health Programming grant updates. Watson noted that information regarding the Minnesota Board of Water and Soil Resources (BWSR) Soil Health grants was recently released and grant funding will be available to fund new staff for soil health related activities. This effort will tie into NRCS program funding later in 2024 or 2025.

Dakota County

The Dakota County report was provided by Brad Becker. Becker provided updates on the Joint Powers Agreement (JPA) and budget process, aquatic invasive species program, City of Randolph wastewater treatment facility and Byllesby Dam project.

Cannon River Watershed Joint Powers Board

The Cannon River Watershed Joint Powers Board report was provided by Kevin Chamberlain. Chamberlain reported they met November 1st and adopted a 2024 budget with membership dues remaining the same as previous year. A contract with Clean River Partners was approved for 2024 services and there was a presentation from the Circle Lake Improvement District.

Vermillion River Watershed Joint Powers Organization

The Vermillion River Watershed Joint Powers Organization report was provided by Travis Thiel. Thiel reported they are working on the 2024 joint powers agreement with the SWCD and it will likely be on their December Board meeting agenda for approval. Thiel added they are in the early stages of watershed plan development and they have a survey available online that utilizes an interactive map for gathering feedback on updating the watershed management plan. This interactive map allows you to designate and comment on specific areas of interest or areas of concern in the watershed.

Metropolitan Conservation Districts Joint Power Board

The Metropolitan Conservation District Joint Power Board was provided by Brian Watson. Watson reported there was a meeting on November 15th and work plans and execution of the FY24 and FY25 Non-Point Engineering Assistance (NPEA) grant and Enhanced Shared Technical Services grant (ESTS) were approved. The 2023-2024 Capital Equipment Plan was also approved.

Minnesota Association of Soil and Water Conservation Districts

The MASWCD report was provided by Brian Watson. Watson reported that convention information was included in the board packet and requested board members coordinate with Diane to register for the event to be held December 11-13.

District Managers Report

Watson reported the next board meeting will be December 21st and a holiday gathering will follow. Watson asked for scheduling of a Personnel Committee meeting the first week of December.

Board of Supervisors Announcements

No reports were provided.

22. Upcoming Events

The upcoming events were reviewed.

23. Adjourn

23.105 Motion by Chamberlain, second by Johnson to adjourn. Zannmiller, Johnson, Dee and Chamberlain. Motion carried.

The meeting was adjourned at 10:15 a.m.

Respectfully submitted,

Laura Zannmiller, Chair

Chelsea Skog
Secretary

for