



## AGENDA

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

Thursday, March 14, 2024 - 9:00 a.m.

Meeting Room 1 – 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. 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*

5. Approval of February 8, 2024 Meeting Minutes
6. Approval of March 14, 2024 Accounts Payable
7. Acceptance of the December 2023 Finance Report
8. Acceptance of the January 2024 Finance Report
9. Acceptance of the February 2024 Finance Report

### REGULAR AGENDA

- |   |             |
|---|-------------|
| 10. Authorization to Execute Contract with Carol Leifeld for Installation of Grassed Waterway                   | Action      |
| 11. Authorization to Execute Contract with John Strohfus Stock Farm LLC for Installation of a Harvestable Cover | Action      |
| 12. Appoint District 3 Board Supervisor   | Action      |
| 13. Adopt 2023 Annual Report  | Action      |
| 14. Cannon River Watershed Joint Powers Organization 2023 Annual Report   | Information |
| 15. Legislative Updates   | Information |
| 16. Announcements and Reports   |             |
| Natural Resources Conservation Service  |             |
| Dakota County   |             |
| Vermillion River Watershed Joint Powers Board   |             |
| 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   |             |

16. Upcoming Events

- March 14, 2024      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.
- March 20, 2024      Black Dog Watershed Management Organization Meeting  
Burnsville Maintenance Facility, 13713 Frontier Court, Burnsville – 5:00 p.m.
- March 20, 2024      Lower Minnesota River Watershed District Meeting  
Chaska City Hall, Once City Hall Plaza 2<sup>nd</sup> Floor – 7:00 p.m.
- March 21, 2024      Vermillion River Watershed Joint Powers Board Meeting  
Dakota County Western Service Center Rm 106, Apple Valley - 12:00 p.m.
- March 23, 2024      Spring Township Officers Meeting  
Extension and Conservation Center, 4100 220<sup>th</sup> Street West, Farmington - 9:00 a.m.
- March 26, 2024      Minnesota Association of Soil and Water Conservation Districts – Metro Area Meeting  
Ramsey County Public Works, 1425 Paul Kirkwood Drive, Arden Hills – 9:00 a.m.
- April 10, 2024      Lower Mississippi River Watershed Management Organization Meeting  
Lilydale City Hall, 1011 Sibley Memorial Hwy, West St. Paul – 3:00 p.m.
- April 11, 2024      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.

17. Adjourn



## MEETING MINUTES

### BOARD OF SUPERVISORS MEETING

#### DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, February 8, 2024

9:00 a.m.

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

**Board Members Present:**

Kevin Chamberlain, Chair  
Jayne Dee Hager, Treasurer  
Bruce Johnson, Secretary and Information Officer

**SWCD Staff Present:**

Brian Watson  
Pam LaValle  
Curt Coudron  
Ashley Gallagher  
Todd Matzke  
Lindsey Albright  
John Stelzner

**Others Present:**

Dain Olson, DCAO  
Valerie Neppl, Dakota County  
Travis Thiel, Vermillion River Watershed  
Joaquin Guerrero, Student ISD 196

**1. Call to Order and Roll Call**

Chair Chamberlain called the meeting to order at 9:00 a.m. A quorum was present.

**2. Pledge of Allegiance**

Chair Chamberlain led the Board of Supervisors in the Pledge of Allegiance.

**3. Audience**

Chair Chamberlain 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. Presentation**

Joaquin Guerrero, a student of ISD 196 and the School of Environmental Studies, presented on his mentoring experience with the Dakota County Soil and Water Conservation District (SWCD).

**5. Approval of Agenda**

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

**CONSENT AGENDA**

**6. Approval of January 11, 2024 Meeting Minutes**

The January 11, 2024 meeting minutes were presented.

**7. Approval of February 8, 2024 Accounts Payable**

The February 2024 accounts payable were presented.

**8. Authorization to Enter into Engagement Letter with Peterson Company LTD for conducting 2023 Financial Audit.**

Engagement letter with Peterson Company LTD for 2023 Financial Audit was presented.

**9. Ratify Approval of Master Joint Powers Agreement with the Minnesota Board of Water and Soil Resources for providing Technical Assistance to Implement the RIM Reserve Program.**

The Minnesota Board of Water and Soil Resources administers the Reinvest in Minnesota (RIM) easement program. The RIM is a voluntary program that provides state funds to landowners for establishing conservation easements. The State needs assistance at the local level from SWCDs to assist with program administration and landowner coordination. The role of the SWCD will be to provide easement delivery services, easement acquisition services, conservation plan development and implementation, and construction implementation.

**24.011** Motion by Dee, second by Johnson to approve the consent agenda with a change to the January 11, 2024 meeting minutes to add the Building Facility Committee to the list of standing committees and Dee and Johnson as being appointed to that Committee. Members voting in favor: Johnson, Chamberlain, and Dee. Motion carried.

**REGULAR AGENDA**

**10. Authorization to Provide Final Payment to Mark Malecha for Installation of Water and Sediment Control Basins.**

Mark Malecha has completed the construction of two water and sediment control basins in Greenvale Township, Cannon River Watershed. The project was approved for funding at the April 13, 2023 Board meeting at 85% cost share not to exceed \$14,535.

**24.012** Motion by Dee, second by Johnson to provide final payment of \$14,535.00 to Mark Malecha (23-IPP-02) for the Installation of Water and Sediment Control Basins. Project funds are available through our FY22 State Cost Share Grant and our agreements with Dakota County and North Cannon River Watershed Management Organization. Members voting in favor: Johnson, Dee, and Chamberlain. Motion carried.

**11. Authorization to Provide Final Payment to Gerald Henry and Elaine Marie Swedin Trust for Installation of Water and Sediment Control Basins and a Grassed Waterway.**

Gerald Henry and Elaine Marie Swedin Trust (Gerry Swedin) has completed the construction of two water and sediment control basins and a grassed waterway in Eureka Township, Cannon River Watershed. The project was approved for funding at the October 12, 2023 Board meeting at 85% cost share not to exceed \$23,375.

**24.013** Motion by Johnson, second by Dee to provide final payment of \$18,093.00 to Gerald Henry and Elaine Marie Swedin Trust (23-IPP-45) for two water and sediment control basins and a grassed waterway. Project funds are available through our FY23 Cannon River WBIF Grant. Members voting in favor: Johnson, Dee, and Chamberlain. Motion carried.

**12. Authorization to Provide Final Payment to Janelle and Jim Cikanek for the Installation of Native Prairie with Pollinator Habitat.**

Janelle and Jim Cikanek have completed the installation of a 0.6-acre native prairie with pollinator habitat in Sciota Township, Cannon River Watershed. The project was approved for funding at the June 8, 2023 Board meeting at 85% cost share not to exceed \$1,615.

**24.014** Motion by Dee, second by Johnson to provide final payment of \$1,615.00 to Jim Cikanek (23-IPP-24) for native prairie with pollinator habitat. Project funds are available through our FY22 Drinking Water

Protection Project grant and our agreement with Dakota County. Members voting in favor: Dee, Chamberlain, and Johnson. Motion carried.

**13. Authorization to Execute Joint Powers Agreement with the Lower Minnesota River Watershed District for 2024 Services.**

Staff has drafted a 2024 work plan and budget for services to the Lower Minnesota River Watershed District (LMRWD). The work plan and budget include a total amount not to exceed \$20,750 for education and community engagement through our Landscaping for Clean Water (LCW) program, technical assistance with fen well monitoring and project installations, and LCW cost share.

**24.015** Motion by Johnson, second by Dee to execute joint powers agreement with the Lower Minnesota River Watershed District for 2024 Services. All members voting in favor. Motion carried.

**14. ADOPT 2024 COST SHARE POLICY**

The 2024 cost share policies were presented. Highlights of the proposed cost share policy changes for 2024 include:

Adding a new “pilot” program, “Lawns Reimagined”, focused on assisting homeowners wishing to convert traditional turf lawns into fescue lawns which require less water, fertilizer, and maintenance.

Adding new soil health incentives under the Incentive Payment Practices Program to include:

- No-till/strip-till of \$15/acre for a single year contract or \$20/acre/year for a multiple year contract
- Incentives for implementing secondary practices (must implement cover crops, harvestable cover, or reduced tillage to qualify):
  - Nitrogen Inhibitors (\$5/acre)
  - Planting Green (\$10/acre)
  - Split Rate Nitrogen Application (\$5/acre)
  - Irrigation Management (\$5/acre)

Allowing extensions to cover crop planting dates based on current and forecasted weather conditions.

Increase in the native prairie restoration funding to \$4,000 per acre for native prairies that include pollinator habitat.

**24.016** Motion by Dee, second by Johnson to adopt the 2024 Cost Share Policies. All members voting in favor. Motion carried.

**15. ADOPT AMENDMENTS TO EMPLOYEE POLICY MANUAL**

Updates to the Employee Policy Manual were presented. The Personnel Committee reviewed the draft policy changes at their meeting on December 7, 2023. Subsequently and in accordance with our 5-year joint powers agreement with Dakota County, the updated policies were coordinated with Dakota County Employee Relations.

Several minor changes were made to correct grammar errors, improve formatting, and provide clarity. The more significant changes include:

Improve language under Remote Work and reference to County Policy 3182

Further clarify differences between County Policy 3241 under Flex Leave

New language under the Insurance, Workers Compensation and Retirement section that summarizes employee benefits including a new Health Savings Plan

**24.017** Motion by Dee, second by Johnson to adopt the Employee Policy Manual Amendments. All members voting in favor. Motion carried.

**16. UPDATE ON 2024 LANDSCAPING FOR CLEAN WATER PROGRAM**

An update on the 2024 Landscaping for Clean Water (LCW) Program was provided. Classes will be held in-person and virtually beginning in late February. There will be three rounds for submitting LCW grant

applications - residents must attend an Introduction and Design Course before submitting a grant application. Grant awards will be up to \$250 per project installed. The LCW program is funded through our annual agreements with watershed management organizations.

**17. Announcements and Reports**

**Natural Resources Conservation Service**

The Natural Resources Conservation Services (NRCS) report was submitted via email and presented by Brian Watson. The report included opportunity for an education outreach grant and that EQIP preliminary ranking assessments will be completed by Friday.

**Dakota County**

The Dakota County report was provided by Valerie Nepl. Nepl provided an update to a Safe Drinking Water for Private Well Owners grant, the Groundwater Protection and Implementation grant, and chloride reduction efforts.

**Cannon River Watershed Joint Powers Board**

The Cannon River Watershed Joint Powers Board report was provided by Kevin Chamberlain. Chamberlain reported the Board met February 7, 2024. At the meeting, the 2024 Officers were elected; Cost Share Policy adopted; a well grant update was provided, and the annual report was presented.

**Vermillion River Watershed Joint Powers Organization**

The Vermillion River Watershed Joint Powers Organization report was provided by Travis Thiel. Thiel provided an update on the next generation watershed management plan.

**Metropolitan Conservation Districts Joint Power Board**

No report provided. The next meeting is February 28, 2024.

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

The Minnesota Association of Soil and Water Conservation District report was provided by Brian Watson. Watson reported the Day at the Capital will be March 13, 2024. The briefing will be held March 12, 2024. Please let Brian Watson know if you plan to attend; registration is due March 5, 2024.

**District Managers Report**

Watson reported he has currently received three qualified letters of interest for the District 3 Board vacancy. The deadline for submitting letters of interest is February 16, 2024.

**Board of Supervisors Announcements**

No report provided.

**18. Upcoming Events**

The upcoming events were reviewed.

**19. Adjourn**

**24.018** Motion by Dee, second by Johnson to adjourn. Motion carried.

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

Respectfully submitted,

Bruce Johnson  
Secretary

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Consent Agenda**

Request for Board Action

Roll Call Vote

---

Meeting Date: 3/14/2024

Prepared by: Brian Watson

**PURPOSE/ACTION REQUESTED:**

Acceptance of December 31, 2023 Finance Report

**SUMMARY:**

Staff have completed financial transactions for calendar year 2023 including submittal of invoices under our charges for service agreements with other local units of government and submitting financial reports under State grant agreements.

For calendar year 2023 we adopted a balanced budget of \$1,907,479. Our actual revenue for 2023 was \$1,895,363 and our net expenses was \$1,761,813 leaving a \$133,550 surplus.

Our fund balance as of December 31, 2023 is \$846,126. Of that amount we have an unrestricted fund balance of \$753,156. The Board established policy in 2019 to retain an unrestricted fund balance that would support operations for 6 to 10 months. We began 2023 with an unrestricted fund balance of 5.5 months. Our fund balance to begin 2024 has now increased to 6.4 months and is within Board policy.

**EXPLANATION OF FISCAL/FTE IMPACT:**

None at this time.

---

**Supporting Documents:**

Balance Sheet – December 2023

Income and Expense Summary – December 2023

---

**Previous Board Action:**

N/A

**Dakota County SWCD  
Balance Sheet  
December 2023**

**ASSETS:**

Checking , Savings, CD	\$	1,319,565.27	
<b>Total Cash:</b>			\$1,319,565.27

**Accounts Receivable:**

Black Dog WMO	2023 Q4 Services	\$	4,815.00
BWSR	FY21 Vermillion River WBF	\$	8,491.00
BWSR	FY21 Cannon River WBF	\$	19,871.86
BWSR	FY21 MN River South WBF	\$	5,000.00
Cannon River Watershed JPO	2023 Q4 Services	\$	3,810.50
City of Burnsville	2023 Q4 Services	\$	720.00
Dakota County Environmental Services	2023 Q4 Services	\$	109,075.17
Dakota County Parks	2023 Q4 Services	\$	6,437.35
Dakota County Transportation	2023 Q4 Services	\$	405.00
DC - Vermillion River JPO	2023 Q4 Services	\$	80,081.46
Eagan Inver Grove Heights WMO	2023 Q4 Services	\$	198,019.14
Lower Mississippi River WMO	2023 Q4 Services	\$	13,713.97
Lower Mississippi River WMO	CPLG FY22 Seidl Lake	\$	9,175.00
Lower Mississippi River WMO	FY21 Lower Mississippi WBF	\$	1,245.00
Lower MN Watershed District	2023 Q4 Services	\$	1,440.00
MCD - Hosting	2023 Q4 Services	\$	2,761.00
MCD - ETA	2023 Q4 Services	\$	2,952.50
MDA - NFMP 135364	2023 Q4 Services	\$	1,935.50
Met Council	2023 Q4 Services	\$	735.49
North Cannon River WMO	2023 Q4 Services	\$	9,353.78
<b>Total Accounts Receivable:</b>			\$ 480,038.72

Prepaid Items			\$ 350.00
---------------	--	--	-----------

<b>TOTAL ASSETS:</b>			<b>\$ 1,799,953.99</b>
----------------------	--	--	------------------------

**LIABILITIES AND EQUITY:**

**Current Liabilities**

Deposits on Tree Sales	\$	23,630.68	
Due to Other Governments	\$	10,303.46	
Payroll Liabilities	\$	79,409.18	
Sales Tax Payable	\$	3,853.36	
			\$ 117,196.68

**Unearned Revenue:**

MN State Aid	\$	167,954.87	
Buffer Law Funds 2023	\$	10,361.00	
Buffer Law Funds 2024	\$	20,000.00	
Conservation Contracts 2024	\$	24,843.00	
Conservation Contracts 2025	\$	24,843.00	
Conservation Delivery 2023	\$	11,891.51	
Conservation Delivery 2024	\$	21,240.00	
Conservation Delivery 2025	\$	21,240.00	
DC Drinking Water PP 2022	\$	3,736.02	
Soil Health Care	\$	12,917.50	
State Cost Share 2022	\$	7,763.20	
State Cost Share 2023	\$	22,054.00	
WBIF 2022 Cannon River	\$	137,701.77	
WBIF 2021 Miss River East	\$	520.00	
WBIF 2023 Vermillion River	\$	37,437.00	
WBIF 2022 Black Dog	\$	24,716.00	
WBIF 2023 Eagan - IGH	\$	37,421.00	
DC Natural Resources Block Grant	\$	55,921.50	
DC Operating Allocation	\$	-	
<b>Total Unearned Revenue</b>			\$ 642,561.37

<b>Total Liabilities:</b>			<b>\$ 759,758.05</b>
---------------------------	--	--	----------------------

Fund Balance Beginning of Year	\$	712,576.02	
YTD Net Income/loss	\$	133,550.13	
Fund Balance End of Current Period	\$	846,126.15	

<b>TOTAL LIABILITIES AND EQUITY:</b>			<b>\$ 1,605,884.20</b>
--------------------------------------	--	--	------------------------



**Dakota County SWCD  
Income and Expense Summary  
December 2023**

---

---

	<b>Current Month</b>	<b>Year to Date</b>
<b>Income</b>		
County Revenues	\$168,024.89	\$745,432.76
State Revenues	\$175,702.26	\$598,791.79
Local Revenues	\$137,332.07	\$479,282.25
Interest Earnings	\$4,292.69	\$23,145.59
Charges for Services	\$600.00	\$18,757.00
Tree Program Revenues	\$0.00	\$29,954.07
	<hr/>	<hr/>
<b>Total Income</b>	<b>\$485,951.91</b>	<b>\$1,895,363.46</b>
<b>Expense</b>		
County Expenses	\$55,026.82	\$81,346.26
State Expenses	\$38,979.29	\$133,875.14
Local Expenses	\$44,409.33	\$111,238.59
Operating Expenses	\$6,176.51	\$53,451.74
Payroll/Personnel Expenses	\$198,019.14	\$1,359,986.02
Project Expenses	\$335.92	\$2,266.39
Tree Program Expenses	\$0.87	\$19,649.19
	<hr/>	<hr/>
<b>Total Expense</b>	<b>\$342,947.88</b>	<b>\$1,761,813.33</b>
<b>Net Income</b>	<b><u>\$143,004.03</u></b>	<b><u>\$133,550.13</u></b>

**Dakota County SWCD  
Balance Sheet  
January 2024**

**8.0 January 2024 Finance Report**

**ASSETS:**

Checking , Savings, CD	\$	1,722,892.53	
<b>Total Cash:</b>			\$ 1,722,892.53

**Accounts Receivable:**

BWSR	FY21 Cannon River WBF	\$	19,871.86
BWSR	FY21 MN River South WBF	\$	5,000.00
City of Burnsville	Q4 Invoices for Services	\$	720.00
DC Env Resources	Q4 Invoices for Services	\$	39,050.32
DC Parks, Facilities & Fleet	Q4 Invoices for Services	\$	6,437.35
Egan-Inver Grove Heights WMO	Q4 Invoices for Services	\$	7,167.98
Lower MN WD	Q4 Invoices for Services	\$	1,440.00
MCD - Hosting	Q4 Invoices for Services	\$	2,761.00
MCD - Eng & Tech Assistance	Q4 Invoices for Services	\$	2,952.50
MDA	Q4 Invoices for Services	\$	1,935.50
Met Council	Q4 Invoices for Services	\$	735.49
<b>Total Accounts Receivable:</b>			\$ 88,072.00

Prepaid Items			\$ -
---------------	--	--	------

<b>TOTAL ASSETS:</b>			<b>\$ 1,810,964.53</b>
----------------------	--	--	------------------------

**LIABILITIES AND EQUITY:**

**Current Liabilities**

Accounts Payable	\$	-	
Payroll Liabilities	\$	-	
Sales Tax Payable	\$	476.81	
			\$ 476.81

**Unearned Revenue:**

MN State Aid	\$	167,954.87	
Buffer Law Funds 2023	\$	10,361.00	
Buffer Law Funds 2024	\$	20,000.00	
Conservation Contracts 2024	\$	24,843.00	
Conservation Contracts 2025	\$	24,843.00	
Conservation Delivery 2023	\$	11,891.51	
Conservation Delivery 2024	\$	21,240.00	
Conservation Delivery 2025	\$	21,240.00	
DC Drinking Water PP 2022	\$	236.02	
Soil Health Care	\$	12,917.50	
State Cost Share 2022	\$	7,763.20	
State Cost Share 2023	\$	22,054.00	
WBIF 2022 Cannon River	\$	137,701.77	
WBIF 2021 Miss River East	\$	520.00	
WBIF 2023 Vermillion River	\$	35,507.00	
WBIF 2022 Black Dog	\$	24,716.00	
WBIF 2023 Egan - IGH	\$	37,421.00	
DC Natural Resources Block Grant	\$	55,921.50	
DC Operating Allocation	\$	349,526.84	
<b>Total Unearned Revenue</b>			\$ 986,658.21

<b>Total Liabilities:</b>			<b>\$ 987,135.02</b>
---------------------------	--	--	----------------------

Fund Balance Beginning of Year			\$ 846,126.15
YTD Net Income/loss			\$ (22,296.64)
Fund Balance End of Current Period			\$ 823,829.51

<b>TOTAL LIABILITIES AND EQUITY:</b>			<b>\$ 1,810,964.53</b>
--------------------------------------	--	--	------------------------

**Dakota County SWCD  
Income and Expense Summary  
January 2024**

---

	<b>Current Month</b>	<b>Year to Date</b>
<b>Income</b>		
County Revenues	\$ 31,775.16	\$ 31,775.16
State Revenues	\$ 5,430.00	\$ 5,430.00
Local Revenues	\$ -	\$ -
Tree Program Revenues	\$ 143.70	\$ 143.70
Charges for Services	\$ 600.00	\$ 600.00
Tree Program Revenues	<u>\$ 29,457.73</u>	<u>\$ 29,457.73</u>
<b>Total Income</b>	<b>\$ 67,406.59</b>	<b>\$ 67,406.59</b>
<b>Expense</b>		
County Expenses	\$ -	\$ -
State Expenses	\$ 5,430.00	\$ 5,430.00
Local Expenses	\$ 25,045.00	\$ 25,045.00
Operating Expenses	\$ 14,587.26	\$ 14,587.26
Payroll/Personnel Expenses	\$ 44,057.09	\$ 44,057.09
Project Expenses	\$ -	\$ -
Tree Program Expenses	<u>\$ 583.88</u>	<u>\$ 583.88</u>
<b>Total Expense</b>	<b>\$ 89,703.23</b>	<b>\$ 89,703.23</b>
<b>Net Income</b>	<b><u>\$ (22,296.64)</u></b>	<b><u>\$ (22,296.64)</u></b>

**Dakota County SWCD  
Income and Expense Summary  
February 2024**

	Current Month	Year to Date
<b>Income</b>		
County Revenues	\$ 31,775.16	\$ 63,550.32
State Revenues	\$ 27,471.20	\$ 32,901.20
Local Revenues	\$ -	\$ -
Interest Earnings	\$ 131.97	\$ 275.67
Charges for Services	\$ 825.00	\$ 1,425.00
Tree Program Revenues	\$ 3,548.66	\$ 33,006.39
<b>Total Income</b>	<b>\$ 63,751.99</b>	<b>\$ 131,158.58</b>
<b>Expense</b>		
County Expenses	\$ 6,628.38	\$ 6,628.38
State Expenses	\$ 27,642.98	\$ 33,072.98
Local Expenses	\$ 5,254.41	\$ 30,299.41
Operating Expenses	\$ 891.05	\$ 15,478.31
Payroll/Personnel Expenses	\$ 162,348.97	\$ 206,406.06
Project Expenses	\$ -	\$ -
Tree Program Expenses	\$ 144.04	\$ 727.92
<b>Total Expense</b>	<b>\$ 202,909.83</b>	<b>\$ 292,613.06</b>
<b>Net Income</b>	<b><u>\$ (139,157.84)</u></b>	<b><u>\$ (161,454.48)</u></b>

**Dakota County SWCD  
Balance Sheet  
February 2024**

**ASSETS:**

Checking , Savings, CD	\$ 1,834,253.65	
<b>Total Cash:</b>		\$1,834,253.65

**Accounts Receivable:**

BWSR	FY21 Cannon River WBF	\$ 19,871.86	
BWSR	FY21 MN River South WBF	\$ 5,000.00	
DC Env Resources	Q4 Invoices for Services	\$ 39,050.32	
DC Parks, Facilities & Fleet	Q4 Invoices for Services	\$ 6,437.35	
Met Council	Q4 Invoices for Services	\$ 735.49	
		\$ -	
<b>Total Accounts Receivable:</b>			\$ 71,095.02

Prepaid Items		\$ -
---------------	--	------

<b>TOTAL ASSETS:</b>		<b>\$ 1,905,348.67</b>
----------------------	--	------------------------

**LIABILITIES AND EQUITY:**

**Current Liabilities**

Payroll Liabilities	\$ -	
Sales Tax Payable	\$ 765.15	
		\$ 765.15

**Unearned Revenue:**

MN State Aid	\$ 167,954.87	
Buffer Law Funds 2023	\$ 10,361.00	
Buffer Law Funds 2024	\$ 20,000.00	
Conservation Contracts 2024	\$ 24,843.00	
Conservation Contracts 2025	\$ 24,843.00	
Conservation Delivery 2023	\$ 11,891.51	
Conservation Delivery 2024	\$ 21,240.00	
Conservation Delivery 2025	\$ 21,240.00	
IVC Streambank Stabilization	\$ 292,500.00	
Soil Health Care FY23	\$ 12,917.50	
DC Drinking Water PP 2022	\$ (1,378.98)	
State Cost Share 2023	\$ 22,054.00	
WBIF 2022 Cannon River	\$ 119,608.77	
WBIF 2021 Miss River East	\$ 520.00	
WBIF 2023 Vermillion River	\$ 35,507.00	
WBF 2022 Black Dog	\$ 24,716.00	
WBF 2022 Eagan-IGH	\$ 37,421.00	
DC Natural Resources Block Grant	\$ 55,921.50	
DC Operating Allocation	\$ 317,751.68	
<b>Total Unearned Revenue</b>		<b>\$ 1,219,911.85</b>

<b>Total Liabilities:</b>		<b>\$ 1,220,677.00</b>
---------------------------	--	------------------------

Fund Balance Beginning of Year		\$ 846,126.15
YTD Net Income/loss		\$ (161,454.48)
Fund Balance End of Current Period		\$ 684,671.67

<b>TOTAL LIABILITIES AND EQUITY:</b>		<b>\$ 1,905,348.67</b>
--------------------------------------	--	------------------------

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Regular Agenda**

Request for Board Action

Roll Call Vote

---

Meeting Date: 3/14/2024

Prepared by: Curt Coudron

**PURPOSE/ACTION REQUESTED:**

Authorize execution of a contract with Carol Leifeld not to exceed \$12,070 for the installation of a grassed waterway.

**SUMMARY:**

Carol Leifeld is proposing to construct a grassed waterway in Hampton Township, Cannon River Watershed. The waterway will convey surface water runoff to reduce future erosion.

Total cost of the project is estimated at \$14,200. Staff is recommending approval at 85% cost share not to exceed \$12,070.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Project funds are available through our FY23 Cannon WBIF Grant.

---

**Supporting Documents:**

24-IPP-02 Leifeld, Carol Waterway Factsheet

**Previous Board Action:**

None



# CAROL LEIFELD

# GRASSED WATERWAY



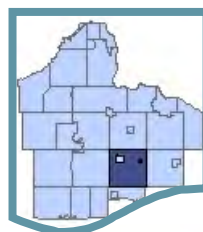
**PROJECT:** A 1,530 linear foot of grassed waterway will be reconstructed to proper capacity for surface water runoff. The reconstructed waterway will help reduce erosion in the field.

<b>FUNDING:</b>	<b>Estimated Project Cost:</b>	<b>\$14,200</b>
	<b>Cost Share Amount:</b>	<b>\$12,070</b>
	<b>Landowner Amount</b>	<b>\$2,130</b>



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

**LOCATION:**  
Hampton Township



### PRACTICE:

- Grassed Waterway

### BENEFITS:

- 5.8 tons of sediment per year prevented from traveling downstream
- 5.8 lbs. of phosphorous per year prevented from traveling downstream

### PARTNERS:

- Minnesota Board of Water and Soil Resources

### WATERSHED:

- Cannon River

### RECEIVING WATERS:

- Trout Brook

### INSTALLATION:

- Spring 2024

Meeting Date: 3/14/2024

Prepared by: Curt Coudron

**PURPOSE/ACTION REQUESTED:**

Authorize execution of a contract with Strohfus Stock Farm LLC not to exceed \$8,400 for a harvestable cover.

**SUMMARY:**

Strohfus Stock Farm LLC (John Strohfus) is proposing to plant 80 acres of harvestable cover in the City of Hastings in the Vermillion River Watershed. A combination of Kernza® and alfalfa will be planted and maintained for 3 years.

The harvestable cover is being planted on land leased from the City of Hastings and the Hastings Economic Development and Redevelopment Authority (HEDRA). Because the property could be sold for development in the future, lease terms include the option for the lease agreement between the landowners and renter to be terminated if the property is sold. The landowners did not want to be liable for any penalties if the harvestable cover contract is not fulfilled for 3 years, so the City and HEDRA requested language be added to the SWCD cost share contract: *“By signing this contract, both the land occupier and the Dakota County SWCD acknowledge that the City of Hastings and Hastings Economic Development and Redevelopment Authority (HEDRA) can terminate its farm lease with occupier at any time during the term of this agreement, which is considered to be a mutually agreed cause for termination of this contract without penalty to the City of Hastings or HEDRA.”* Because SWCD payments are made annually after verifying the harvestable cover meets requirements, it is not anticipated to affect the cost share payments to the applicant and the language was added to the contract.

A seeding plan has been prepared and accepted for the field. Based on our adopted cost share policy, harvestable covers are eligible for up to \$35 per acre per year on a three-year contract. Payment for the first year will be made upon certification of the installation and Board approval. Payments for additional years will be made annually after staff has verified harvestable cover meets operations and management requirements.

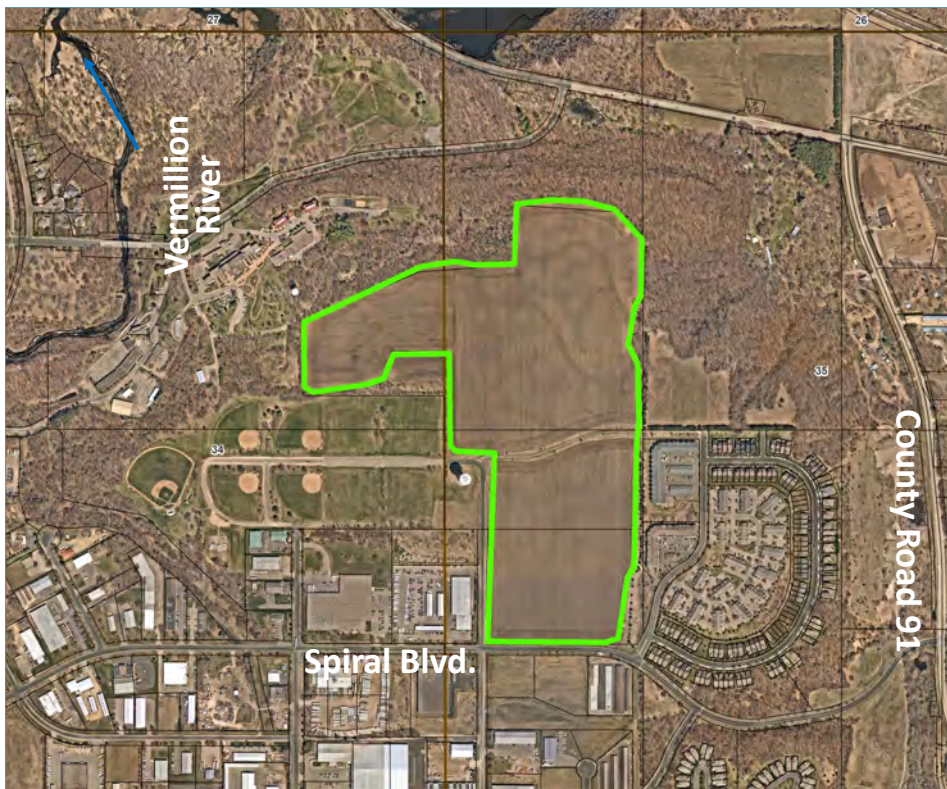
**EXPLANATION OF FISCAL/FTE IMPACT:**

Project funds to install the project are available through our agreements with Dakota County and the Vermillion River Watershed Joint Powers Organization.



# STROFUS STOCK FARM LLC

## HARVESTABLE COVER



### PRACTICE:

- Harvestable Cover

### BENEFITS:

- 13 tons of sediment per year prevented from traveling downstream
- 29 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
- Vermillion River Watershed Joint Powers Organization

### WATERSHED:

- Vermillion River

### RECEIVING WATERS:

- Vermillion River

### INSTALLATION:

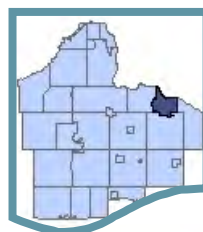
- Spring 2024

**PROJECT:** A harvestable perennial of Kernza® and alfalfa will be planted on 80 acres and remain there for 3 years. The perennial cover will provide over-winter protection of soils, erosion control, reduce weed pressure, and reduce nutrient leaching.

**FUNDING:** Incentive Amount: **\$8,400**  
(80 acres x \$35 per acre x 3 year)



**LOCATION:**  
Hastings



**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Regular Agenda**

Request for Board Action

Roll Call Vote

---

Meeting Date: 3/14/2024

Prepared by: Brian Watson

**PURPOSE/ACTION REQUESTED:**

Appoint District 3 Board Supervisor

**SUMMARY:**

Chelsea Skog the elected District 3 Board Supervisor submitted her resignation on December 21, 2023 due to a change in residence that moved her out of the District. The current term of the seat for the District 3 Supervisor will expire on December 31, 2024.

Under Minnesota Statute 103C.305, Subd.6, the Dakota County Soil and Water Conservation District (SWCD) Board of Supervisors is required to fill the vacancy in the District 3 seat by appointment and the Supervisor appointed will hold office until January 1, 2025.

The District 3 seat represents the City of Eagan and Precincts 5, 7, 8, 9 and 10 within the City of Apple Valley. Due to the resignation, the SWCD Board directed the District Manager on January 11, 2024 to advertise the vacancy and request letters of interest to allow for the SWCD Board to select and to appoint a person to the seat of District 3 Supervisor for the remainder of the term.

Four individuals submitted letters of interest which have been forwarded for review. Board action is requested to appoint a new Board Supervisor to hold the District 3 seat. Once the appointment is made, the selected person would take oath of office at the next regularly scheduled Board meeting which will be April 11, 2024.

**EXPLANATION OF FISCAL/FTE IMPACT:**

None`

---

**Supporting Documents:**

**Previous Board Action:**

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**

**Regular Agenda**

Request for Board Action

Voice Vote

---

Meeting Date: 3/14/2024

Prepared by: Brian Watson

**PURPOSE/ACTION REQUESTED:**

Adopt 2023 Annual Report

**SUMMARY:**

Staff has drafted a 2023 Annual Report to demonstrate the work, pollutant reductions and community engagement over the past year. The Annual Report will be available to partners and elected officials, posted and shared online through our website, linked through our social media, and available while tabling public events.

The purpose of this Annual Report is to market our programs and provide a snapshot of the past year. It is also necessary in order to meet performance standards of the Minnesota Board of Water and Soil Resources.

**EXPLANATION OF FISCAL/FTE IMPACT:**

Cost to complete the 2023 Annual Report is approximately \$2,500 and is funded through SWCD Aid received from the Minnesota Department of Revenue.

---

**Supporting Documents:**

Draft 2023 Annual Report

**Previous Board Action:**

None

# 2023 ANNUAL REPORT



Dakota County Soil and Water Conservation District

Conservation work kept the Dakota County Soil and Water Conservation District busy in 2023.


Working towards clean water and healthy soil, the Dakota County Soil & Water Conservation District (Dakota SWCD)'s focus is to **reduce soil and nutrient loss, improve water quality in lakes and streams, protect groundwater resources and enhance wildlife habitat.** This work is done in partnership with federal, state and local governments, nonprofit organizations and most importantly, **the people that live and work in Dakota County.**


Thank you for partnering with us on land and water conservation projects. We look forward to continued partnerships in 2024!





## HIGHLIGHTS

In 2023, the Dakota SWCD...

 Assisted landowners with land and water issues at **over 200 sites** around the county.

 Provided technical assistance and cost share funds to **install 116 conservation projects** resulting in the removal of **1,270 lbs of phosphorous, 1,015 tons of total suspended solids (sediment) and 11,403 lbs of nitrogen** from reaching our lakes, streams or groundwater resources annually.

 **Engaged over 2,000 individuals through a variety of education and outreach programs** regarding ways to benefit water quality, improve soil health, and enhance wildlife habitat including the use of pollinators and plants.

 Monitored water quality in **26 water bodies across 4 watersheds.**

# CONSERVATION IN ACTION ACROSS DAKOTA COUNTY

In 2023, Dakota SWCD worked with landowners, residents, cities, schools, churches, and businesses to reduce and control erosion, limit the impact of floods through stormwater management, ensure soil health and productivity, protect water quality, and create and preserve pollinator and wildlife habitat.

Dakota SWCD staff provided technical assistance on projects that included evaluating the appropriate conservation practice, topographic surveys, feasibility studies, design, and construction oversight.

**Along with providing technical assistance throughout the planning and installation process, over \$396,000 of funding was provided through cost share programs that included:**



Restored 8 acres of native prairie



Constructed 8,257 linear feet of grassed waterways



Established cover crops on 2,502 acres of cultivated land



Developed restoration plans for native plant communities



Assisted Cities and Townships by developing model ordinances to protect surface water and ground water



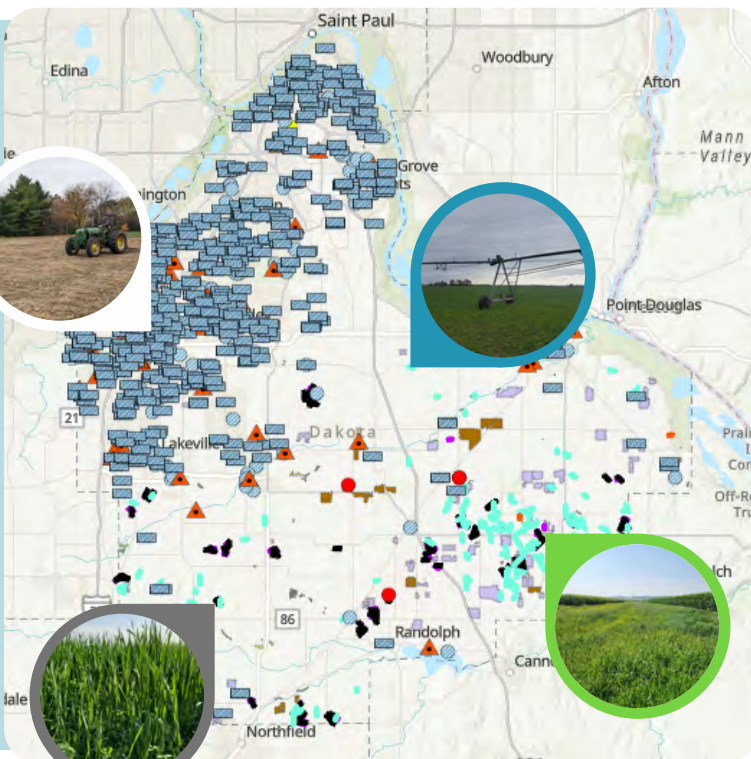
Stabilized shorelines in partnership with landowners, cities and watershed partners



Increased water storage capacity by restoring wetlands and installing water control basins



SCAN HERE TO CHECK OUT OUR CONSERVATION PROJECT MAP



**Conservation projects only happen because of partnerships big and small! The Dakota SWCD worked with partners on several projects this year, including:**

- Alimagnet Park Grade Stabilization
- **Burnsville Interlachen Park Native Prairie Restoration**
- Interstate Valley Creek Streambank Stabilization and Stormwater BMP Project
- **Fox Cover Crops**
- Kimmes Cover Crops
- **Winter Harvestable Covers**
- Swedin Trust Water and Sediment Control Basins and Grassed Waterway
- Nicollet Middle School Bioretention
- Victoria Curve Raingardens
- Blaha Native Prairie Restoration
- **Leifeld Grassed Waterway**
- Jordan and Braun Wetland Restoration Projects
- Vermillion River Watershed Joint Powers Organization and Conservation Corps - Vermillion River Stabilization



At the Minnesota Association of Soil and Water Conservation Districts' annual meeting in December 2023, the **Dakota SWCD was honored with the District of the Year award**. The award is given to one of 91 soil and water conservation districts statewide that has demonstrated leadership beyond the normal scope of services and provides increased conservation opportunities to landowners and residents.

“We are excited to receive this award from our peers and among the great conservation work occurring statewide” said Dakota SWCD Board Chair Laura Zanmiller, West St. Paul. “Dakota County has unique and diverse landscapes which encourages us to be creative in providing conservation opportunities – it’s a privilege to work with the landowners and residents of Dakota County to help protect soil health and water quality” said Zanmiller.

The Dakota SWCD was proud to announce Nancy Schumacher and Jim Sipe as the **2023 OUTSTANDING CONSERVATIONIST**

for being leaders in conservation and supporting water quality and soil health practices through the implementation of several land management practices including invasive species removal, establishing native prairie and oak savanna, and preserving and maintaining remnant prairie (less than 1% of remnant prairie remains across Minnesota).

Jim and Nancy have **restored agricultural land and areas overgrown by invasive trees to prairie and oak savanna**. To do this they have **implemented invasive species management, prescribed burns, and inner seeding**.



Establishing and managing native prairie and oak savanna has occurred over most of the property. Jim and Nancy can regularly be found outside managing these unique prairie and oak savannas they have worked so hard to establish. Over the years, they have allowed others to collect native seeds for establishing prairie in other locations and have been active with local native plant and pollinator organizations. Jim and Nancy have placed 42-acres of their native prairie and oak savanna into a Dakota County natural area easement that will protect this land and wildlife habitat for future generations.



**Native prairie restoration**

Congratulations to Nancy Schumacher and Jim Sipe and thank you for your continued partnership and being stewards of Dakota County’s natural resources!

# LANDSCAPING FOR CLEAN WATER

**2023 was the 17th year of our Landscaping for Clean Water program.** We partnered with watershed management organizations and cities to provide landowners with the skills and resources needed to protect local water quality and provide habitat for pollinators through the installation of raingardens, native gardens, and native shoreline plantings.

**252 individuals participated in an Introduction to Clean Water Class**, where participants learned about local water quality concerns and how residents can help improve water quality on their property. **158 individuals took part in the Design Course**, including 20 virtual consultations with SWCD staff. SWCD staff provided on-site project layout and installation guidance for participants installing a project on their property, resulting in **61 completed projects**.

**17 people participated in the Maintenance Workshop** and learned season-specific information on how to maintain and promote the health, performance, and beauty of their project. **29 residents attended the new Natural Shoreline Workshop** to hear how native plants provide shoreline protection, beauty, and pollinator and aquatic animal habitat.



## PARTNERS

This is a partial list of partners the Dakota SWCD worked with in 2023 (alphabetically):

- Black Dog Watershed Management Organization
- Cities and Townships of Dakota County
- Cannon River Watershed Joint Powers Board
- Clean River Partners
- Conservation Corps of Minnesota & Iowa
- Dakota County
- Egan-Inver Grove Heights Watershed Management Organization
- Lower Minnesota River Watershed District
- Lower Mississippi River Watershed Management Organization
- Metropolitan Council
- Metro Conservation Districts Joint Powers Board
- North Cannon River Watershed Management Organization
- State of MN: Board of Water & Soil Resources; Department of Agriculture; Department of Health; Department of Natural Resources; Pollution Control Agency
- USDA: Natural Resources Conservation Service
- Vermillion River Watershed Joint Powers Organization

## TREE SALE

The Dakota SWCD held an annual tree sale in 2023 offering high-quality deciduous shrub, tree, and conifer bare-root seedlings at a low cost for urban and rural conservation purposes.

The 13,000 seedlings sold through the tree sale were all species native to Dakota County and were available in late April for early spring planting.

## CONSERVATION CONNECTION

Need some information about the many different programs we offer? Head over to our website - [www.dakotaswcd.org](http://www.dakotaswcd.org) - to learn more! Connect with us on—Facebook or Instagram! Got conservation on your mind? Stop by our office, give us a call at 651-480-7777 or shoot us an email at [SWCD@co.dakota.mn.us](mailto:SWCD@co.dakota.mn.us) with your questions and we can discuss potential partnerships and cost share opportunities!



## DAKOTA SWCD BOARD OF SUPERVISORS & STAFF DECEMBER 2023

### Board

- District 1: Kevin Chamberlain, Vice Chair
- District 2: Laura Zanmiller, Chair
- District 3: Chelsea Skog, Secretary
- District 4: Bruce Johnson, Public Relations & Information Officer
- District 5: Jayne Hager Dee, Treasurer

### Staff

- Brian Watson, District Manager
- Curt Coudron, Project Management Supervisor
- Joe Barten, Sr. Resource Conservationist
- Ashley Gallagher, Sr. Resource Conservationist
- Dave Holmen, Sr. Resource Conservationist
- Todd Matzke, Resource Conservationist
- Matthew Sorvig, Resource Conservationist
- John Stelzner, Resource Conservationist
- Lindsey Albright, Water Resource Specialist
- Pam LaValle, Finance & Grants Coordinator
- Diane Schmidtke, Administrative Specialist



# Cannon River Watershed Joint Powers Organization

## 2023 Annual Report

Partners across the watershed are working together to address priorities within the Cannon River Comprehensive Watershed Management Plan. Activities in the Plan are split into three categories to include Resource Concerns, Landscape Concerns and Socioeconomic Concerns. Members are working on 11 activities related to Resource Concerns, 5 different Landscape Concerns and 1 Socioeconomic Concerns.

Within this Annual Report there are high level summaries of projects, events, studies, monitoring and funding.



### Mission Statement:

Work collaboratively to improve and protect the natural resources within the Cannon River Watershed to ensure prosperity of our urban and agricultural communities.

## Projects

- 58 agricultural structures including basins and grade stabilization structures
- 925 acres of agricultural management practices, primarily cover crops
- Prevented 2,336 tons of sediment from reaching priority streams each year
- Prevented 326 pounds of phosphorus from reaching priority lakes each year
- Sealed a large capacity well in Red Wing

## Education

- Started a virtual learning series that covers a wide variety of topics
- Developed a logo and created a new website for the CRWJPO
- Worked with partners to offer drinking water testing at 2 clinics
- Hosted a native shoreland workshop, presented to local schools and multiple lake associations



Thirty people attended the native shoreland workshop in August at Ray's Lake Park

## Contact Us

302 1st Ave NW  
Faribault, MN 55021  
(507) 332-5408  
[cannonriverwatershedmn.gov](http://cannonriverwatershedmn.gov)

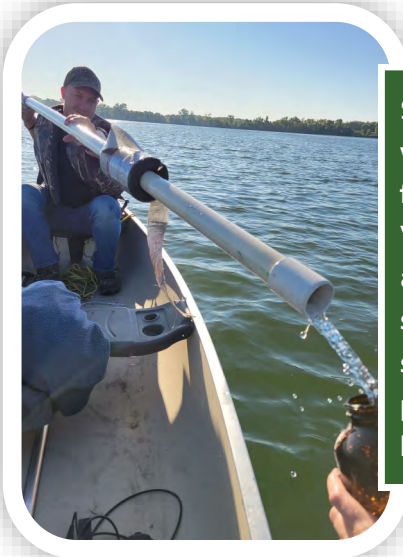


## Plans & Policies

- Six Lake Management Plans in progress which will help prioritize watershed work and in-lake treatments.
- Prioritize Target Measure Application (PTMapp) used for calculating pollutant reductions and project prioritization.
- Supported the Upper Cannon River Flood Study which received funding from Federal Emergency Management Agency.
- Updated funding policies to incorporate grazing, feedlots, native shoreland plantings, broaden soil health options, and provide incentives for Conservation Reserve Program.



A series of three basins installed to reduce soil erosion in the Little Cannon River Watershed in Goodhue County



Staff collect a water sample from Lake Volney to analyze suspended sediment and phosphorous levels

## Monitoring & Tracking

- Partnered with the Minnesota Pollution Control Agency (MPCA) for water monitoring on 18 streams and 1 lake in the watershed.
- Tracked progress towards plan goals by compiling individual project data and coordinated with partners to identify and record other water quality projects completed within the watershed.

## Grants & Funding

The CRWJPO has spent 93% of the first round (FY20-21) of Watershed Based Implementation Funding and 14% of the second round (FY22-23). Each Fiscal Year allocation was \$1,028,658. It is anticipated that funding levels will remain the same or increase in future years. CRWJPO also received \$30,000 to incentivize Conservation Reserve Program (CRP) enrollment.



An interactive map of the watershed with priority areas and completed projects is available online. Scan the QR code or visit [cannonriverwatershedmn.gov](http://cannonriverwatershedmn.gov)



Follow CRWJPO on Facebook and YouTube