

# DAKOTA COUNTY



## SOIL & WATER CONSERVATION DISTRICT

### MEETING MINUTES

### BOARD OF SUPERVISORS MEETING

### DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, September 12, 2024

9:00 a.m.

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

**Board Members Present:**

Kevin Chamberlain, Chair  
Laura Zanmiller, Vice Chair  
Jayne Dee Hager, Treasurer  
Bruce Johnson, Secretary and Information Officer  
Brian Raney

**SWCD Staff Present:**

Ashley Gallagher  
Pam LaValle  
Curt Coudron  
Todd Matzke  
Chris Houston

**Others Present:**

Nikki Stewart, Dakota County  
Travis Thiel, VRW  
Matt Lundberg, NRCS  
Chip and Micki Callister

**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. Recognition of 2024 Outstanding Conservationist – Chip and Micki Callister of Callister Farms**

Todd Matzke introduced Chip and Micki Callister of Callister Farms who were in attendance and highlighted some of the conservation projects they have installed over the years as well as their service on the Nitrogen Fertilizer Management Plan Local Advisory Team. A plaque was presented by Chair Chamberlain recognizing Chip and Micki Callister as the Dakota SWCD Outstanding Conservationist for 2024.

**5. Approval of Agenda**

**24.084** Motion by Dee second by Zanmiller to approve the agenda. All members voting in favor. Motion carried.

**CONSENT AGENDA**

**6. Approval of August 8, 2024 Meeting Minutes**

The August 8, 2024 meeting minutes were presented.

**7. Approval of September 12, 2024 Accounts Payable**

The September 2024 accounts payable were presented.

**8. Acceptance of the August 2024 Finance Report.**

The August Finance Report was presented.

**9. Approval of the 2023 Financial Audit and Authorization to Submit to the Office of State Auditor.**

The draft 2023 Financial Audit was presented.

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

**REGULAR AGENDA**

**10. Authorization to Execute Contract with Russell Mamer for Establishing Cover Crop (1 year).**

Russell Mamer is proposing to establish a cover crop on a 76-acre field located in Nininger Township, Vermillion River Watershed. Project funds are available through our FY24 Conservation Contracts Program with the Minnesota Board of Water and Soil Resources (formerly State Cost Share Program) and the Dakota County Capital Improvement Program (CIP).

**24.086** Motion by Johnson, second by Zanmiller to execute contract with Russell Mamer (24-IPP-64) not to exceed \$2,660 for establishment of cover crops. Members voting in favor: Chamberlain, Dee, Johnson, Raney, and Zanmiller. Motion carried.

**11. Authorization to Execute Contract with Randy Volkert for Implementing Soil Health Practices.**

Randall (Randy) Volkert is proposing to implement soil health practices on a 21-acre field located in Sciota Township, Cannon River Watershed. Project funds are available through our FY24 Conservation Contracts Program with the Minnesota Board of Water and Soil Resources (formerly State Cost Share Program) and the Dakota County Capital Improvement Program (CIP).

**24.087** Motion by Dee, second by Raney to execute contract with Randy Volkert (24-IPP-63) not to exceed \$1,050 for implementing soil health practices. Members voting in favor: Dee, Johnson, Raney, Zanmiller and Chamberlain. Motion carried.

**12. Authorization to Execute Grant Agreement with Board of Water and Soil Resources for Soil Health Delivery Grant.**

This grant is phase 2 of Soil Health funding from the Board of Water and Soil Resources. This non-competitive funding is allocated based upon the amount of agricultural land within each SWCD boundary. Dakota SWCD is allocated \$60,000. Phase 2 is primarily intended for projects and practices.

**24.088** Motion by Raney, second by Zanmiller to execute grant agreement with Board of Water and Soil Resources for Soil Health Delivery Grant. All members voting in favor. Motion carried.

**13. Adopt 2025 Fee Schedule.**

A fee schedule for the calendar year 2025 was presented.

**24.089** Motion by Dee, second by Zanmiller to adopt the 2025 Fee Schedule. All members voting in favor. Motion carried.

**14. Adopt Organization Chart.**

An Organization Chart was presented.

**24.090** Motion by Zanmiller, second by Raney to adopt Organization Chart. All members voting in favor. Motion carried.

**15. Announcements and Reports**

**Natural Resources Conservation Service**

The Natural Resources Conservation Service report was provided by Matt Lundberg. Lundberg provided updates on the Conservation Reserve Program, field training, personnel, and their upcoming career day.

**Dakota County**

The Dakota County report was provided by Nikki Stewart. Stewart acknowledged the success of the partnerships and innovative programming the county is able to provide with the SWCD due to our roles in the community.

**Cannon River Watershed Joint Powers Board**

No report provided.

**Vermillion River Watershed Joint Powers Organization**

The Vermillion River Watershed Joint Powers Organization report was provided by Travis Thiel. Thiel provided an update on establishing a 5-year agreement that would start in 2025.

**Metropolitan Conservation Districts Joint Power Board**

The Metropolitan Conservation Districts Joint Power Board was provided by Supervisor Zanmiller. Zanmiller reported an application was submitted thru the Anoka County District for enhanced street sweeping. The next meeting will be in November.

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

No report provided. Zanmiller stated there will be a board meeting and strategy session September 23<sup>rd</sup> & 24<sup>th</sup>.

**District Managers Report**

Gallagher provided a recap of the events this past month, the upcoming outdoor education days and a staffing update. Gallagher reported staff has requested the December board meeting be moved to Thursday, December 19<sup>th</sup>; the board will confirm at the October board meeting.

**Board of Supervisors Announcements**

Supervisor Dee reported she attended, along with Brian, Bruce and Ashley, the Lower Minnesota River educational event on September 10<sup>th</sup>. Dee reported she serves on the resolutions committee for the MASWCD and the committee will be meeting September 20<sup>th</sup>; resolutions will be presented to membership in October for voting, then presented at the annual meeting in December.

**Minnesota Board of Water and Soil Resources**

No report provided.

**16. Upcoming Events**

The upcoming events were reviewed.

**17. Adjourn**

24.091 Motion by Zanmiller, second by Raney to adjourn. Motion carried.  
The meeting was adjourned at 9:50 a.m.

Respectfully submitted,



Bruce Johnson  
Secretary