



MEETING MINUTES

BOARD OF SUPERVISORS MEETING

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, January 9, 2025

9:00 a.m.

4100 220th Street W, Suite 102
Farmington, Minnesota

Board Members Present:

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

SWCD Staff Present:

Ashley Gallagher
Pam LaValle
Curt Coudron
Joe Barten
Alex Scurto

Others Present:

Brian Wisdorf, DCAO
Nikki Stewart, Dakota County
Travis Thiel, Vermillion River

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. Election of 2025 Officers

Chair Chamberlain opened the floor for nominations for Chair. Supervisor Dee nominated Supervisor Chamberlain as Chair. Chamberlain called for nominations three times.

25.001 Motion by Dee second by Zanmiller to elect Supervisor Chamberlain as Chair. All members voting in favor. Motion carried.

Chair Chamberlain opened the floor for nominations for Vice Chair. Supervisor Dee nominated Zanmiller as Vice Chair. Supervisor Chamberlain called for nominations three times.

25.002 Motion by Dee second by Johnson to elect Supervisor Zanmiller as Vice Chair. All members voting in favor. Motion carried.

Chair Chamberlain opened the floor for nominations for Treasurer. Supervisor Zanmiller nominated Dee as Treasurer. Supervisor Chamberlain called for nominations three times.

25.003 Motion by Zanmiller second by Johnson to elect Supervisor Dee as Treasurer. All members voting in favor. Motion carried.

Chair Chamberlain opened the floor for nominations for Secretary. Supervisor Dee nominated Supervisor Johnson as Secretary. Supervisor Chamberlain called for nominations three times.

25.004 Motion by Dee second by Zanmiller to elect Supervisor Johnson as Secretary. All members voting in favor. Motion carried.

Chair Chamberlain opened the floor for nominations for Public Relations Officer. Supervisor Dee nominated Supervisor Raney as Public Relations Officer. Supervisor Chamberlain called for nominations three times.

25.005 Motion by Zanmiller second by Johnson to elect Supervisor Raney as Public Relations Officer. All members voting in favor. Motion carried.

4. 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.

5. Approval of Agenda

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

6. Presentation – Landscaping for Clean Water 2024 Summary and 2025 Outreach Plan

CONSENT AGENDA

7. Approval of December 19, 2024 Meeting Minutes

The December 19, 2024 meeting minutes were presented.

8. Approval of January 9, 2025 Accounts Payable

The January 2025 accounts payable were presented.

9. Designate 2025 Financial Depositories as Vermillion State Bank and Castle Rock Bank

Designate Castle Rock Bank as our primary financial depository and the Vermillion State Bank as or secondary financial depository.

10. Designate 2025 Official Newspaper as the Dakota County Tribune

Designate the Dakota County Tribune as our official newspaper for 2025.

11. Adopt 2025 Board Operating Rules and Guidelines

Adopt Board Operating Rules and Guidelines as presented.

12. Approval of 2025 Membership Dues

12.1 Metropolitan Conservation Districts Joint Powers Board \$1,630

12.2 Cannon River Watershed Joint Powers Board \$2,625

12.3 Minnesota Association of Soil and Water Conservation Districts \$7,431.37

12.4 National Association of Conservation Districts \$775

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

REGULAR AGENDA

13. Authorization to Provide Final Payment to Sharing Our Roots for Installation of Native Prairie with Pollinator Habitat.

Sharing Our Roots has completed the installation of a 3.4 -acre native prairie with pollinator habitat in Greenvale Township, Cannon River Watershed and has been certified by staff. The project was approved for funding at the November 14, 2024 Board meeting with an incentive payment not to exceed \$6,035.

25.008 Motion by Dee, second by Raney to provide final payment of \$5,427.83 to Sharing Our Roots (24-IPP-66) for installation of native prairie with pollinator habitat. Project funds are available through the Dakota County Capital Improvement Program. Members voting in favor: Chamberlain, Dee, Johnson, Raney, and Zanmiller. Motion carried.

- 14. Authorization to Execute Contract with David Ray for Installation of Native Prairie with Pollinator Habitat.** David Ray is proposing to install a 1.5-acre native prairie with pollinator habitat in Inver Grove Heights, Mississippi River Watershed. Project funds are available through the Dakota County Capital Improvement Program (CIP).

25.009 Motion by Zanmiller, second by Johnson to execute contract with David Ray (25-IPP-01) not to exceed \$5,950 for installation of native prairie and pollinator habitat. Project funds are available through the Dakota County Capital Improvement Program (CIP). Members voting in favor: Dee, Johnson, Raney, Zanmiller, and Chamberlain. Motion carried.

- 15. Authorization to Execute Joint Powers Agreement with MN Department of Natural Resources for Walk-in Access Program.**

The DNR's Walk-In Access (WIA) program provides public recreational opportunities on private land. The SWCD will work directly with landowners for program enrollment and will be issued \$250 for each parcel/contract completed.

25.010 Motion by Dee, second by Raney to execute joint powers agreement with MN Department of Natural Resources for walk-in access program. All members voting in favor. Motion carried.

- 16. Authorization to Execute Joint Powers Agreement with Lower MN Watershed District for 2025 Services.**

Staff has drafted and presented a 2025 work plan and budget to the Lower MN Watershed District. The work plan and budget include fen well monitoring, education and outreach, technical assistance and support for the installation of projects under the Landscaping for Clean Water Program. The 2025 workplan and budget includes a total amount not to exceed \$22,000 which is an increase of \$1,250 from the previous year.

25.011 Motion by Raney, second by Dee to execute joint powers agreement with Lower MN Watershed District for 2025 services. All members voting in favor. Motion carried.

- 17. Authorization to Execute Joint Powers Agreement with Black Dog Watershed Management Organization for 2025 Services.**

Staff has drafted and presented a 2025 work plan and budget to the Black Dog Watershed Management Organization. The work plan and budget include website maintenance, education and outreach, and support for the installation of projects under the Landscaping for Clean Water Program. The 2025 workplan and budget includes a total amount not to exceed \$32,300 which is an increase of \$800 from the previous year.

25.012 Motion by Zanmiller, second by Johnson to execute joint powers agreement with Black Dog Watershed Management Organization for 2025 services. All members voting in favor. Motion carried.

- 18. Establish Board Committees and Appointments for 2025.**

Staff is recommending the renaming of our Rural Lands Committee to the Policy Committee because the cost-share funding policy covers both rural and urban projects. Gallagher reviewed the current list of committees and asked for comments and potential changes to the list.

<u>Committee</u>	<u>Member (Primary)</u>	<u>Member (Alternate)</u>
Watershed and Comprehensive Planning	Laura Zanmiller	Brian Raney
Finance	Jayne Hager Dee	Bruce Johnson
Personnel	Kevin Chamberlain	Laura Zanmiller
Policy Committee	Kevin Chamberlain	Jayne Hager Dee
Education and Outreach	Brian Raney	Laura Zanmiller
Building Facility	Jayne Hager Dee	Bruce Johnson

<u>Assignment</u>	<u>Primary</u>	<u>Alternate</u>
Metropolitan Conservation Districts JPB	Laura Zanmiller	Bruce Johnson
Legislative Assignment	Brian Raney	Laura Zanmiller
NRCS Local Work Group	Kevin Chamberlain	Jayne Hager Dee
Cannon River Watershed JPB	Kevin Chamberlain	Jayne Hager Dee

25.013 Motion by Dee, second by Johnson to establish committees and appointments. All members voting in favor. Motion carried.

19. Announcements and Reports

Natural Resources Conservation Service

The Natural Resources Conservation Service program report was provided by Matt Lundberg and presented by Ashley Gallagher.

Dakota County

The Dakota County report was provided by Nikki Stewart. Stewart reported the Board approved the 2025 CIP budget.

Cannon River Watershed Joint Powers Board

No report provided.

Vermillion River Watershed Joint Powers Organization

No report provided.

Metropolitan Conservation Districts Joint Power Board

No report provided.

Minnesota Association of Soil and Water Conservation Districts

No report provided.

District Managers Report

Gallagher requested a policy committee meeting.

Board of Supervisors Announcements

No report provided.


20. Upcoming Events

The upcoming events were reviewed.

21. Adjourn

25.014 Motion by Dee, second by Johnson to adjourn. All members voting in favor. Motion carried. The meeting was adjourned at 10:10 a.m.

Respectfully submitted,


Bruce Johnson
Secretary