

**WASHINGTON CONSERVATION DISTRICT**

**AUGUST 10, 2011 BOARD MINUTES**

**APPROVED**

**CALL TO ORDER**

Meeting called to order at 1:01 p.m. by Chair, Louise Smallidge.

Members Present: Louise Smallidge, Chair  
John Rheinberger, Vice Chair  
Sarah Heitpas, Treasurer  
Gary Baumann, Secretary  
Jim Levitt, Public Relations and Information

Staff Present: Jay Riggs  
Jyneen Thatcher  
Erik Anderson  
Wendy Griffin  
Amy Carolan

Other Agencies: Andrea Horsman, NRCS

**ADDITIONS OR DELETIONS TO AGENDA**

Staff requested adding approval of revised VBWD monitoring agreement to the agenda. A motion to approve the agenda as amended was made by John Rheinberger and seconded by Sarah Hietpas. Motion carried.

**APPROVAL OF CONSENT AGENDA**

None this month

**APPROVAL OF JULY 13, 2011 BOARD MEETING MINUTES**

A motion to approve the July 13, 2011 minutes was made by Gary Baumann and seconded by Jim Levitt. Motion carried.

**TREASURER'S REPORT**

Items to note were discussed and shown in the treasurer's report. A motion to approve the Treasurer's Report, subject to audit, was made by Gary Baumann and seconded by Sarah Hietpas. Motion carried.

**BOARD COMMITTEE REPORTS**

None this month.

**AGENCY PARTNER REPORTS**

**County Board** – Staff is working with the county to prepare for the annual budget meeting.  
**NRCS** – Andrea Horsman, SC from Goodhue field office. Local workgroup meeting discussed. Not just for EQIP – only one priority pool per county. Additional pools for area and statewide selection. Washington County priorities were reviewed. Contract amendments process was

reviewed – cancelation process is more strict now. Incentive practices cannot be rescheduled. Gary Baumann made a motion to approve the local workgroup priorities. John Rheinberger seconded the motion. Motion carried.

**MASWCD** – convention planning is underway.

### **EMPLOYEE REPORTS/PRESENTATIONS/INFORMATIONAL ITEMS**

- a. **Newspaper Articles and Other WCD Outreach** – A 3-ring binder of the past month's newspaper articles is available for the Board to look through if they wish.
- b. **2011 MCIT Dividend** – The MCIT dividend was distributed to the board.
- c. **Employee Report – Lake McKusick** – *Erik Anderson and Amy Carolan* gave an update on the water quality issues in the lake and recent very low oxygen levels.

### **OLD BUSINESS**

- a. **WCD Board Tour – September 14, 2011** – Wendy provided an update on the upcoming board tour. Wendy will keep us on schedule.
- b. **State Convention Planning – 75 Years of Conservation Leadership**. Event will be held in Bloomington. Area IV will be asking for \$500 from each District to fund the hospitality room. Sarah Hietpas is working with Wendy to reserve keynote speaker.
- c. **Community Conservationist Application – *See Attached*** – Our office will be nominating Paul Spilseth from the Stillwater Country Club for the Minnesota Community Conservationist Award. A copy of the nomination was included in the packet. The Outstanding Conservationist nomination was submitted online recently.
- d. **State Shutdown/Startup Implications** – the shutdown did not have much of an impact on our programs. All agreements are active again.
- e. **Computer Software and Hardware Update** – Previously, the Board approved the purchase of new computers and software. Software will be ordered soon. We will more than likely be purchasing eight new machines.
- f. **Conservation Center and Office Space** – HRA has requested that we look at an office building that they are interested in, which is located in Woodbury. There are implications with us relocating to Woodbury, which makes it undesirable.

### **NEW BUSINESS**

- a. **Building Appraisal Request** – A request was submitted to obtain an appraisal for a location in Lake Elmo as potential office space. We would be splitting the cost with the landowner. The building is not yet available, but the renter has found another space. The space is in fairly good condition, but does not have a garage or a shop. It is about 1,000 square feet more than we have presently. A motion was made by Gary Baumann and seconded by John Rheinberger of up to a \$2,500 appraisal, of which we will split 50/50. Motion carried.
- b. **County Fair Debriefing** – Board discussed the fair booth. Louise commented about missing the stormwater model. Kids liked the root model. Should have something to point out to the raingardens. John liked the booth – it was colorful and effective - smart we did the booth again. Sarah suggested we do more to promote the drawings. The big map went over well. Rain barrel raffle – won by Wayne Curtis from Marine. Seedling purchase – won by Lois Caray from Stillwater.
- c. **MCD Implementation Funds Final Payment Request – Beyer Raingarden** – On January 12, 2011, the WCD Board of Supervisors encumbered \$4,000.00 in MCD Subwatershed Stormwater Retrofit Implementation funds to the Tony Beyer project

(project #10-02MCD) in Stillwater. The project location was identified in the Lily Lake Subwatershed Assessment Report. Work at the site was completed in July 2011 and completion certified by the district technical representative. The total project cost (contracted labor) was \$4,000.00. It is requested that the WCD Board of Supervisors approve a final payment for \$4,000.00 to St. Croix Valley Landscaping. This payment represents 100% of the total project costs to date under the MCD program. A motion to approve the \$4,000 final payment was made by Jim Levitt and seconded by Sarah Hietpas. Motion carried.

- d. **VBWD Monitoring Services Contract Amendment** – The amendment is for stream monitoring in the amount of \$10,548 for the remainder of 2011. John Rheinberger made a motion to approve the amendment. Sarah Hietpas seconded the motion. Motion carried.

**AGENDA ITEMS FOR NEXT MEETING**

None.

Sarah Hietpas moved to adjourn the meeting and Jim Levitt seconded the motion. Meeting adjourned at 2:08 p.m. The next scheduled meeting is September 14, at **10:00a.m.** with Board Tour following the meeting.

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Secretary

Approved Date