

# HWASHINGTON CONSERVATION DISTRICT

## DECEMBER 11, 2019 BOARD MINUTES

**APPROVED**

### **CALL TO ORDER**

Meeting called to order at 2:00 p.m. by Chair, John Rheinberger.

Members Present: John Rheinberger, Chair  
Jim Levitt, Vice-Chair  
Bob Rosenquist, Secretary  
Diane Blake, Treasurer  
Tim Behrends, Public Relations and Information

Staff Present: Jay Riggs  
Shari Larkin  
Matt Downing

Other Agencies: Chris Schmidt, NRCS  
Steve Schmaltz, CLFLWD

### **ADDITIONS OR DELETIONS TO AGENDA**

One item was added under New Business, Item G, Soil Health Tour. A motion to approve the revised agenda was made by Tim Behrends. Seconded by Jim Levitt. Motion carried.

### **APPROVAL OF CONSENT AGENDA**

Items to approve this month are the 2020 Washington County Core Services Agreement in the amount of \$260,000; the 2020 Washington County WCA Services Agreement in the amount of \$59,551; the 2020-2021 MCD SWA Host Services Agreement in the amount of \$10,000; the 2020 SWWD TA and Monitoring Services Agreement in the amount of \$169,685; the 2020 MPCA 3M Settlement Operational Support Agreement Extension in the amount of \$25,000; and the BWSR Master Water Stewards Extension Agreement in the amount of \$81,000. A motion to approve the Consent Agenda was made by Jim Levitt. Seconded by Diane Blake. Motion carried.

### **APPROVAL OF NOVEMBER 13, 2019 BOARD MEETING MINUTES**

One correction was noted under the Consent Agenda section. A motion to approve the amended November 13, 2019 minutes was made by Bob Rosenquist and seconded by Jim Levitt. Motion carried.

### **TREASURER'S REPORT**

Items to note are \$7,013.50 payable to Conservation Corps for an MDA grant expense; \$589.19 payable to Minnesota Native Landscapes for a Soil Microbial Restoration program expense; \$537.29 payable to NCL for a WCD Water Monitoring expense; \$1,832.00 payable to Source Molecular for a City of Bayport eColi testing expense; and \$500.00 to add postage to our in-house meter. A motion to approve the Treasurer's Report, subject to audit, was made by Diane Blake, seconded by Tim Behrends. Motion carried.

## **BOARD COMMITTEE REPORTS**

**Personnel** – Tara Kline has submitted her resignation, after 10 years with the WCD. Her last day will be January 7<sup>th</sup>. It is recommended that the position be filled with a licensed Landscape Architect. Bob Rosenquist made a motion to approve the job posting. Tim Behrends seconded the motion. Motion carried.

**Budget and Finance** – The 2020 budget will be discussed later in the agenda.

**Cost-Share** – Nothing to report.

**Communications and Outreach** – The Fall newsletter has gone out.

## **AGENCY / PARTNER REPORTS**

**County** – Nothing to report.

**NRCS** – Still have not received dates for EQIP or CSP funding for 2020. The new Farm Bill is still being reviewed. The RCPP Agreement was coming to an end, but has been extended for another five years. Minnesota has not received all of their CSP funds for 2019, which is delaying payments. Conservation Desktop is being released in 2020, as the new NRCS program. Nicole Sternquist is the new Area Engineer.

**BWSR** – Nothing to report.

**MCD/Area IV** – The annual workplan and budget was included in the packet. There is a new committee within Area IV, the Legislative Committee.

**Watersheds** – Nothing to report.

**MASWCD** – Jay attended a session at the conference regarding new employees, and notifying existing employees about changes to their status. The convention was also discussed.

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

- a. **WCD and EMWREP Outreach** – *See Attached and Newspaper Article Binder.*
- b. **Presentation** – *2019 AIS Program Overview* – Matt Downing

## **OLD BUSINESS**

- a. **Building Operations and Vehicles** – The security cameras outside the building have been installed.
- b. **BWSR WCD Annual Workplan and Metro Watershed Based Funding** – There will be two informational meetings coming up on the process, one on the 17<sup>th</sup> and the other on the 19<sup>th</sup>.
- c. **2018 Final Audit** – A copy of the final audit was included in the packet. A motion to approve the final audit was made by Bob Rosenquist, seconded by Diane Blake. Motion carried.
- d. **2020 Workplan and Budget** – The workplan estimator and the 2020 budget was included in the packet.

## **NEW BUSINESS**

- a. **2020 Seasonal Employees** – We are requesting the posting and hiring of up to 15 seasonal positions (two in water monitoring, two-three in BMP, and ten AIS Watercraft Inspectors). A motion to approve the posting and hiring of the seasonal positions was made by Jim Levitt. Seconded by Diane Blake. Motion carried.
- b. **1W1P Implementation Strategies** – Steve Schmaltz from CLFLWD addressed the Board regarding 1W1P, as did Angie Hong from the WCD.
- c. **Washington County Natural Resource System Framework** – Jay Riggs updated the Board with the latest on the Natural Resource System Framework. A 2020 planning spreadsheet was also included in the packet.

- d. **MPCA MS4 Toolkit Payment Request** – Approval is requested to pay Erik Sundheimer an additional \$750 to place translated text into our MS4 videos and to create a how-to guide to help users customize their videos with logos and local contact information. A motion to approve the new contract with Erik Sundheimer to provide assistance for video translation was made by Tim Behrends, seconded by Bob Rosenquist. Motion carried.
- e. **FY17 CWF Master Water Stewards Project Payment Request** – Last month, BWSR approved an 8-month extension for our Master Water Stewards grant to allow stewards time to install their capstone projects next summer. The work plan has been amended and approved. As part of this project, we contracted with Freshwater to train, certify and help to manage up to 20 Master Water Steward volunteers. We have now received invoices from Freshwater in the amounts of \$7,500 (3 stewards) and \$25,000 (10 stewards) for support during the 2018-19 and 2019-20 program years. This expense is covered under our Clean Water grant. Payment is requested of invoices from Freshwater. A motion to approve the two payments to Freshwater, in the amount of \$32,500, was made by Diane Blake, seconded by Jim Levitt. Motion carried.
- f. **MDA NRCS Groundwater Regional Conservation Partnership Program Grant Support** – Our participation has been requested with this project. Jay submitted a letter of support to MDA. A motion to approve our participation was made by Jim Levitt, seconded by Tim Behrends. Motion carried.
- g. **Soil Health Tour** – Tim Behrends made a motion that we should attend a soil health workshop in Rochester, and invite other farmers in our area. Diane Blake seconded the motion. Motion carried.

**AGENDA ITEMS FOR NEXT MEETING**

None.

Tim Behrends moved to adjourn the public meeting. Jim Levitt seconded the motion. Meeting adjourned at 3:30 p.m. The next scheduled meeting is January 8, 2020 at **2:00p.m.**

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Secretary

Approved Date