

WASHINGTON CONSERVATION DISTRICT

FEBRUARY 13, 2024 BOARD MINUTES

APPROVED

CALL TO ORDER

The regular Board Meeting was called to order at 3:00p.m. by Chair, John Rheinberger.

Members Present: John Rheinberger, Chair
Tim Behrends, Vice Chair (attended virtually due to illness)
Diane Blake, Treasurer
David Nuccio, Public Relations and Information

Staff Present: Jay Riggs
Shari Larkin
Aaron DeRusha

Other Agencies: Matt Lundberg, NRCS
Aidan Read, CLFLWD

ADDITIONS OR DELETIONS TO AGENDA

One item was added under New Business for Changing of the March Meeting Date. A motion to approve the revised Agenda was made by Tim Behrends, seconded by David Nuccio. Motion carried.

PUBLIC COMMENTS

None.

APPROVAL OF CONSENT AGENDA

Items to approve this month are the 2024 Washington County PHE AIS Agreement in the amount of \$75,560; the 2024 SWWD Technical Services Agreement Amendment in the amount of +\$2,500; the 2024 City of Bayport Technical Services Agreement in the amount of \$5,000; the 2024 City of Afton EMWREP Agreement in the amount of \$742.85; the 2024 MDA Noxious Weed Grant Agreement in the amount of \$15,000; the 2024 VBWD AIS Agreement in the amount of \$9,000; the 2024 Washington County AIS Agreement in the amount of \$75,560; the 2024 Bayport BMP Maintenance Agreement in the amount of \$2,500; the 2024 Lake Elmo BMP Maintenance Agreement in the amount of \$2,500; the 2024 Marine on St. Croix BMP Maintenance Agreement in the amount of \$3,716; and the 2024 Stillwater Schools BMP Maintenance Agreement in the amount of \$3,000. A motion to approve the Consent Agenda was made by Diane Blake, seconded by Tim Behrends. Motion carried.

APPROVAL OF JANUARY 9, 2024 BOARD MEETING MINUTES

A motion to approve the January 9, 2024 minutes was made by Tim Behrends and seconded by David Nuccio. Motion carried.

TREASURER'S REPORT

Items to note are Kathy Drinkwine in the amount of \$897.08 for a grant expense; Washington County Public Works in the amount of \$3,997.60 for a grant expense; Metro Watershed Partners in the amount of \$500.00 for an EMWREP expense; Bolton & Menk in the amount of \$2,000.00 for Smart Salting training; University of Minnesota in the amount of \$3,324.35 for the Agronomist position; MASWCD in the amount of \$7,077.92 for 2024 dues; Minnesota Counties Intergovernmental Trust in the amount

of \$30,902.00 for 2024 insurance; HP Payment Processing Center in the amount of \$1,410.98 for an EMWREP expense; and Summit Fire Protection in the amount of \$516.00 for the annual sprinkler inspection. A motion to approve the Treasurer's Report, subject to audit, was made by David Nuccio, seconded by Diane Blake. Motion carried.

BOARD COMMITTEE REPORTS

Personnel – Approval was requested for the 2024 salary increases. Diane Blake made a motion to approve the increases. No second is required. Motion carried.

Budget and Finance – A meeting may be convened if the Soil Health Grant application is approved.

Cost-Share – There is one item under New Business.

Communications and Outreach – Nothing to report.

AGENCY / PARTNER REPORTS

County – Jay Riggs and Tara Kelly met with the County today to discuss the Land and Water Legacy Program and our participation.

NRCS – Matt mentioned the Soil Health Education Grant, which can be used for outreach or education. The requests range from \$500 - \$2,000. EQIP pre-approvals are going out.

BWSR – Nothing to report.

MCD/Area IV – The next MCD meeting will be February 28th. The next Area IV meeting will be March 26th.

Watersheds – Nothing to report.

MASWCD – Nothing to report.

EMPLOYEE REPORTS/PRESENTATIONS/INFORMATIONAL ITEMS

- a. **WCD and EMWREP Outreach** – *See Attached and Newspaper Article Binder.*
- b. **Presentation** – Erosion Control Inspection Communication – *Aaron DeRusha*

OLD BUSINESS

- a. **Facilities and Equipment** – We have received an email from MASWCD about a solar grant program, and will be checking into it. We will be picking up the 2nd new truck soon.
- b. **Program Updates** – Nothing to report.
- c. **Position Announcements Updates** – Position announcements have been posted.
- d. **2024 DATC Planning** – The Legislative Briefing is March 12th, and the Day at the Capitol will be March 13th.

NEW BUSINESS

- a. **Open Meeting Law Review** – The presentation from MCIT regarding Open Meeting Law and Remote Participation was included in the packet.
- b. **2023 Audit Proposal** – The proposal for the 2023 audit from Peterson Company was included in the packet. The fee is \$6,000. We are currently seeking a second proposal.
- c. **Office Security Panel Proposal** – The circuit board in our main panel will not allow us to change our door code, so our security panels need to be replaced. The proposal from our security company is \$5,087.12. A motion to approve the purchase of new security/access panels was made by David Nuccio, seconded by Diane Blake. Motion carried.
- d. **Plan Update and Modelling Support Services** – An Agreement from Urban Ecosystems to provide modeling support for the Battle Creek SWA and assistance with the MSCWMO Watershed Plan update was included in the packet. Costs for services shall not exceed \$3,000. A motion to approve entering into the Agreement was made by Diane Blake, seconded by Tim Behrends. Motion carried.

- e. **Metro Area Envirothon Support Request** – The MASWCD Area IV 2024 budget includes expenses for the Envirothon totaling \$4,200. The Envirothon Committee is seeking donations to help offset the cost of the event. Tim Behrends made a motion to approve a donation of \$200. David Nuccio seconded the motion. Motion carried.
- f. **2024 Cost-Share Policy** – A summary of the 2024 Cost-Share Policy was included in the packet. Approval is requested for the policy. David Nuccio made a motion to approve the 2024 Cost-Share Policy. Diane Blake seconded the motion. Motion carried.
- g. **FY23 BWSR HELP Grant Partial Payment Request – Cottage Grove Prairie - WCD** encumbered \$18,000 for Washington County Park enhancement from the FY2023 BWSR HELP Grant; of which \$4,000 was dedicated to enhance 10 acres of recently seeded prairie at Cottage Grove Ravine Park. The site has large pockets of Canada thistle and the seed mix was tailored to accommodate this challenge with milestone/transline resistant forbs and a larger percentage of coreopsis; studies have shown it has the ability to outcompete thistle since it has a similar growth cycle. The prairie was interseeded in November 2023 with purchased seed from MNL. WCD staff have determined the project seeding meets the intent and approve of the request for partial payment. WCD staff are requesting partial payment of \$3,997.60 from the FY2023 BWSR HELP grant to Washington County Parks (11660 Myeron Road N Stillwater, MN 55082). A motion was made by Tim Behrends, seconded by Diane Blake, to approve a Partial Payment of \$3,997.60 for contract BWSR HELP FY23-01 to Washington County Parks for the Cottage Grove Ravine Park Prairie Enhancement. The district technical representative (Elissa Thompson) has approved partial payment. Applicant will be notified of Board’s decision within 15 days. All members voting yes. Motion carried.
- h. **FY21 BWSR East Metro WBIF Encumbrance Request - Tulgren - WCD** staff requests encumbrance of up to \$3,000 from the FY2021 BWSR East Mississippi Watershed Based Implementation Funding (EM WBIF) grant to install .25 acres of riparian forest buffer at the Tulgren property (18640 Harrow Avenue N, Forest Lake). This property was identified in the RCWD Rural Groundwater and Surface Water SWA as a priority parcel to implement soil health practices to protect groundwater and surface water (direct drainage to Hardwood Creek). The total project cost estimate is \$4,000. The remaining cost will be covered by the landowner/possible Rice Creek Watershed District cost share. WCD staff requests approval to enter into the contract for FY2021 BWSR EM WBIF, Contract #21-01 BWSR EM WBIF. A motion was made by Tim Behrends to approve an encumbrance of up to \$3,000 and enter into the contract for FY2021 BWSR EM WBIF, Contract #21-01 BWSR EM WBIF. No second to the motion is required. The district technical representative (Elissa Thompson) has performed a site inspection, concept plans, and cost estimate. Applicant will be notified of Board’s decision within 15 days. All members voting yes. Motion carried.
- i. **Change of the March Meeting Date** – Due to the Legislative Briefing on March 12th, Chair Rheinberger is requesting that the Board meeting date be changed. After discussion, it was decided the March Board meeting will be held on March 11th at 3:00p.m. David Nuccio made a motion to approve the meeting date change. Diane Blake seconded the motion. Motion carried.

AGENDA ITEMS FOR NEXT MEETING

None.

David Nuccio moved to adjourn the public meeting. Tim Behrends seconded the motion. Meeting adjourned at 4:18 p.m. The next scheduled meeting is March 11, 2024 at 3:00p.m.

Secretary

Approved Date