

WASHINGTON CONSERVATION DISTRICT

JANUARY 11, 2023 BOARD MINUTES

APPROVED

CALL TO ORDER

The regular Board Meeting was called to order at 9:15a.m. by Chair, John Rheinberger.

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

Staff Present: Jay Riggs
Shari Larkin

Other Agencies: Matt Lundberg, NRCS
Jeffrey Peterson, University of Minnesota

ADDITIONS OR DELETIONS TO AGENDA

An addition of a Public Health and Environment Agreement in the amount of \$18,500 was added to the Consent Agenda. A motion to approve the revised Consent Agenda was made by Tim Behrends, seconded by Bob Rosenquist. Motion carried.

NEWLY ELECTED SUPERVISORS OATH OF OFFICE

Diane Blake, Tim Behrends and David Nuccio were sworn-in.

2023 BOARD OFFICERS AND COMMITTEE MEMBERSHIPS

Board Officers were decided for 2023. A motion to approve the officer assignments was made by Tim Behrends, seconded by Diane Blake. Motion carried. WCD Committee memberships were also decided for 2023. A motion to approve the committee membership assignments was made by Bob Rosenquist, seconded by Diane Blake. Motion carried. The appointments for Other Committees/Boards was also decided. A motion to approve those appointments was made by David Nuccio, seconded by Tim Behrends. Motion carried.

PUBLIC COMMENTS

None

APPROVAL OF CONSENT AGENDA

Items to approve this month are the 2023 Maintenance Agreements for Carnelian Heights Association (\$480.00), City of Lake St. Croix Beach (\$2,640.00), City of Bayport (\$2,750.00), City of Lake Elmo (\$2,500.00), City of Lakeland (\$1,872.00), City of Marine on St. Croix (\$3,588.00), City of Oakdale (\$924.00), City of St. Mary's Point (\$507.00), City of Stillwater (\$6,500.00) and Stillwater Area Public Schools Independent School District 834 (\$3,000.00); the 2023 Chisago SWCD 1W1P Soil Health Incentives Grant Amendment in the amount of \$30,000.00; the 2023 Chisago SWCD 1W1P A10 Services Amendment in the amount of \$5,948.29; the 2023-2024 BCWD Technical and Administrative Services Agreement in the amount of \$789,070.00; and the Public Health and

Environment Agreement in the amount of \$18,500.00. A motion to approve the Consent Agenda was made by Tim Behrends, seconded by Diane Blake. Motion carried.

APPROVAL OF DECEMBER 8, 2022 BOARD MEETING MINUTES

A motion to approve the December 8, 2022 minutes was made by Diane Blake and seconded by Tim Behrends. Motion carried.

TREASURER'S REPORT

Items to note are Center for Policy, Planning & Performance in the amount of \$2,000.00 for equity assistance; HP Payment Processing Center in the amount of \$2,667.20 for newsletter printing; John Neenan in the amount of \$4,117.50 for a FY20 CWF #20-04 grant expense; University of Minnesota in the amount of \$8,571.12 for the agronomist position; MASWCD in the amount of \$6,244.30 for 2023 dues; and Clean Cut Outdoor Services in the amount of \$2,100.00 for a water stewards grant expense. A motion to approve the Treasurer's Report, subject to audit, was made by David Nuccio, seconded by Bob Rosenquist. Motion carried.

BOARD COMMITTEE REPORTS

Personnel – The Personnel Committee met yesterday to review annual reviews. The proposed salary adjustments will be brought to the Board in February for approval.

Budget and Finance – The updated budget is under Old Business, Item D.

Cost-Share – Nothing to report.

Communications and Outreach – Nothing to report.

AGENCY / PARTNER REPORTS

County – Nothing to report.

NRCS – EQIP applications are being ranked and assessed. The applications will be approved for funding by March 24th, with the contracts being signed by May 5th. There are nine EQIP applications in Washington County.

BWSR – Nothing to report.

MCD/Area IV – The next MCD meeting will be February 22nd. The next Area IV meeting will be in March.

Watersheds – All of the 2023 Agreements have been approved, except for the VBWD Water Monitoring Agreement, which should be approved in March.

MASWCD – There will be a Zoom meeting in two weeks regarding the legislative agenda.

EMPLOYEE REPORTS/PRESENTATIONS/INFORMATIONAL ITEMS

- a. **WCD and EMWREP Outreach** – *See Attached and Newspaper Article Binder.*
- b. **Presentation** – None this month

OLD BUSINESS

- a. **Office and Vehicles** – We are still researching an additional vehicle for the 2023 field season. The new thermostats have been installed in the office.
- b. **Equity Initiatives Update** – We are continuing to pursue our equity goals.
- c. **Program Updates** – Grant reporting is underway. There are two items in the Consent Agenda for LSC initiatives. A request was submitted to the LSC Steering Committee for increasing our budget for providing administrative services for the program, and it was approved.
- d. **2023 Budget and Workplan** – An updated 2023 budget was included in the packet.
- e. **DATC Planning** – Day at the Capitol will be held on March 8th, with the Legislative Briefing and Reception on the 7th. Diane will try to set up another meet and greet with our legislators the week of February 6th.

NEW BUSINESS

- a. **2022 Campaign Finance Disclosure Reporting** – Board members should have received their finance disclosure information in the mail.
- b. **FY2023 BWSR Capacity Cost Share Policy** – WCD received \$137,425 under the FY2023 BWSR SWCD Local Capacity Services grant. WCD has allocated \$25,000 to provide cost share to Washington County landowners; \$12,500 for structural agricultural practices and \$12,500 for urban stormwater management practices. WCD staff would like to use this cost share to supplement prioritized projects going through watershed district/watershed management organization cost share programs in Washington County. Each year, WCD will aim to distribute the supplemental cost share throughout the County by focusing on different watershed districts/watershed management organizations. BWSR requires a locally-adopted cost share policy to implement the funding. WCD staff recommend setting FY2023 BWSR Capacity Cost Share Policy as follows:
 - Cost share payments may be up to 50% of the total practice cost (materials and installation). The WCD Cost Share Subcommittee will consider cost share payments up to 75% of the total practice cost (materials and installation) if the project is high priority and/or implementation is limited by funding.
 - Cost share funding will be targeted and implemented based on cost-benefit analysis, SWAs, resource priority, landowner interest, and other site-specific factors.
 - All cost share projects will be reviewed and ranked by the WCD Cost Share Subcommittee, and will follow BWSR State Cost Share policies for percent-based payments.

A motion to approve adopting the outlined 2023 cost-share policy was made by Bob Rosenquist, seconded by Diane Blake. Motion carried.

- c. **Staff Training Request – National Water Quality Monitoring Conference** – Approval was requested to send staff to the National Water Quality Monitoring Conference, which will be held April 24th-28th, 2023 in Virginia Beach, Virginia. The cost per attendee is \$495 (\$535 after February 15th). Flight prices at the time of this request were between \$400-550 per person. Room rates for hotels in the area vary from \$148-198 per night. Approval was requested for attendance of up to three staff to attend the conference, at a cost of \$2,100 per person. A motion was made by Tim Behrends, seconded by Diane Blake, to send two staff members to the conference. A motion was also made by David Nuccio to shift \$2,500 from the Tuition Reimbursement budget to Employee Training. Tim Behrends seconded the motion. Motion carried.
- d. **2023 MASWCD Dues** – The annual dues for 2023 are \$6,244.30.
- e. **State of MN Pay Equity Reporting** – Approval was requested to submit the Pay Equity Report that is required every three years. Bob Rosenquist made a motion to approve submitting the report. Tim Behrends seconded the motion. Motion carried.

AGENDA ITEMS FOR NEXT MEETING

The time of the monthly Board meeting was discussed. That item will be added to the February agenda.

David Nuccio moved to adjourn the public meeting. Tim Behrends seconded the motion. Meeting adjourned at 10:33 a.m. The next scheduled meeting is February 8, 2023 at **9:00a.m.**

Secretary

Approved Date