

WASHINGTON CONSERVATION DISTRICT

JULY 13, 2022 BOARD MINUTES

APPROVED

CALL TO ORDER

The regular Board Meeting was called to order at 9:00a.m. by Chair, John Rheinberger.

Members Present: John Rheinberger, Chair
Jim Levitt, Vice Chair
Tim Behrends, Public Relations and Information
Bob Rosenquist, Secretary (partial attendance due to technical difficulties)

Staff Present: Jay Riggs
Shari Larkin

Other Agencies: Matt Lundberg, NRCS
Lizzie Dawson, NRCS

David Nuccio, Board Candidate

ADDITIONS OR DELETIONS TO AGENDA

The date of the next meeting needs to be changed to August 10th. A motion to approve the revised agenda was made by Tim Behrends, seconded by Jim Levitt. Motion carried.

PUBLIC COMMENTS

None

APPROVAL OF CONSENT AGENDA

Items to approve this month are the 2022 MN Land Trust Krueger HMP in the amount of \$1,750; and the 2022-2023 DNR Well Monitoring Agreement in the amount of \$30/measurement. A motion to approve the Consent Agenda was made by Jim Levitt, seconded by Tim Behrends. Motion carried.

APPROVAL OF JUNE 15, 2022 BOARD MEETING MINUTES

A motion to approve the June 15, 2022 minutes was made by Jim Levitt and seconded by Tim Behrends. Motion carried.

TREASURER'S REPORT

Items to note are Metro Watershed Partners in the amount of \$500.00 an EMWREP expense; Silent Knight Security Systems in the amount of \$937.79 for security system maintenance; Stantec Consulting Services in the amount of \$7,520.50 for a FY22 CPL grant expense; University of Minnesota in the amount of \$8,346.75 for the agronomist position; Happy's Stillwater Automotive in the amount of \$1,918.71 for vehicle repairs; Metropolitan Council in the amount of \$1,120.75 for water monitoring lab charges; SiteOne Landscape Supply in the amount of \$1,765.63 for a SWWD BMP expense; and Urban Ecosystems in the amount of \$1,258.00 for contract work from Bryan Pynn. A motion to approve the Treasurer's Report, subject to audit, was made by Jim Levitt, seconded by Tim Behrends. Motion carried.

BOARD COMMITTEE REPORTS

Personnel – Alex Larson will be leaving at the end of July, so we will need to hire another Permit Inspector.

Budget and Finance – Jay is working with the County regarding budgeting.

Cost-Share – Nothing to report.

Communications and Outreach – We are currently planning for the 2022 fair booth.

AGENCY / PARTNER REPORTS

County – Nothing to report.

NRCS – CRP planning is beginning for producers. BWSR is accepting Clean Water Fund grant applications until August 22nd.

BWSR – Applications for Clean Water Fund will be brought to the Board.

MCD/Area IV – The next MCD meeting will be August 24th. The next Area IV meeting will be in November.

Watersheds – Budget conversations are beginning for 2023. Jay provided an update on the convening meetings.

MASWCD – Nothing to report.

EMPLOYEE REPORTS/PRESENTATIONS/INFORMATIONAL ITEMS

- a. **WCD and EMWREP Outreach** – *See Attached and Newspaper Article Binder.*
- b. **Presentation** – 2022 Tree Sale – *Shari Larkin*

OLD BUSINESS

- a. **COVID-19 & Telework Policy** – The telework policy took effect on July 1st.
- b. **Office and Vehicles** – There have been a number of vehicle repairs lately, and an increase in our monthly gasoline expenses. There have been issues with our voicemail system lately, so we are looking at replacement options.
- c. **Equity Follow-Up** – Staff has had their version of the BSWR equity training, and Jay has recruited a couple staff members to work with him on updating the employee handbook.
- d. **Program Updates** – Nothing to report.
- e. **2023 Budget and Workplan** – The budgeting process for 2023 has begun.
- f. **County Fair** – The County Fair is August 3-7 this year.

NEW BUSINESS

- a. **2023 Technical Services Schedule** – Approval is requested to have a 3.5-4% increase for the 2023 rate schedule. Jim Levitt made a motion to approve the 3.5-4% increase. Tim Behrends seconded the motion. Motion carried.
- b. **FY2022 Conservation Partners Legacy Grant** – The City of Afton and Washington Conservation District (WCD) applied for Conservation Partners Legacy Grants (CPL). The CPL Grant Program funds conservation projects that restore, enhance, or protect forests, wetlands, prairies, and habitat for fish, game, and wildlife in Minnesota. Funding for the CPL grant program is from the Outdoor Heritage Fund, created by the people of Minnesota. The Minnesota Department of Natural Resources manages the Expedited Grant Program which is a reimbursable program to provide competitive matching grants from \$5,000 to \$50,000 to local, regional state and national nonprofit organizations, including government entities. WCD applied for these funds on behalf of the City of Afton. The grant will cover \$50,000 of implementation costs. The City of Afton has agreed to cover \$5,000 of administrative and project management costs in an agreement with WCD. This will also be used as the 10% match to the grant. Stantec was hired to implement the restoration steps. They have continued tree editing in the red pine grove, conducted a prescribed burn, and one herbicide application. WCD

staff requests approval to process a partial payment to Stantec Consulting Services Inc., 13980 Collections Center Drive, Chicago, IL 60693 in the amount of \$13,406.33. Motion by Tim Behrends, seconded by Jim Levitt, to approve partial payment of 13,406.33 to Stantec Consulting Services, Inc. All members voting yes. Motion carried.

AGENDA ITEMS FOR NEXT MEETING

None.

Jim Levitt moved to adjourn the public meeting. Bob Rosenquist seconded the motion. Meeting adjourned at 9:45 a.m. The next scheduled meeting is August 10, 2022 at **9:00a.m.**

Secretary

Approved Date