

WASHINGTON CONSERVATION DISTRICT

JULY 11, 2023 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
 Diane Blake, Treasurer
 Bob Rosenquist, Secretary
 David Nuccio, Public Relations and Information

Staff Present: Jay Riggs
 Erik Anderson
 Becca Oldenburg

Other Agencies: Lizzie Dawson, NRCS
 Anna Barker

ADDITIONS OR DELETIONS TO AGENDA

There are no additions or deletions to the Agenda. A motion to approve the 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 2023 Washington County Community Development Agency BMP Maintenance Agreement in the amount of \$2,910; the 2023 City of Saint Paul Park BMP Maintenance Agreement in the amount of \$2,500; and the 2023 Washington County Public Health Agreement Amendment in the amount of \$6,888. A motion to approve the Consent Agenda was made by Tim Behrends, seconded by Bob Rosenquist. Motion carried.

APPROVAL OF JUNE 6, 2023 BOARD MEETING MINUTES

A motion to approve the June 6, 2023 minutes was made by Diane Blake and seconded by David Nuccio. Motion carried.

TREASURER'S REPORT

Items to note are Dragonfly Gardens in the amount of \$1,275.00 for a SWWD expense; HP Payment Processing Center in the amount of \$2,895.00 for newsletter printing; TV3 in the amount of \$2,500.00 for an AIS expense; Loffler Companies in the amount of \$920.26 for telephone/internet; Outback Nursery in the amount of \$1,767.15 for a Woodbury BMP expense; ROC Commercial Cleaning in the amount of \$539.38 for deep cleaning of the restroom floors; U.S. Bank in the amount of \$1,500.00 for an administrative fee for our bond; David Screaton in the amount of \$9,515.00 for a grant expense; Gary Rydeen in the amount of \$1,680.00 for a grant expense; John Heinbuch in the amount of \$2,700.00 for a grant expense; Mike Slater in the amount of \$6,060.00 for a grant expense; Outback Nursery in the amount of \$1,767.15 for a Woodbury BMP expense; Steve Radke in the amount of

\$10,000 for a grant expense; Gary Rydeen in the amount of \$1,500.00 for a grant expense; Steve Radke in the amount of \$10,800.00 for a grant expense; and More Belief in the amount of \$2,500.00 for the new stormwater model. 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 – Nothing to report.

Budget and Finance – Jay would like to schedule a committee meeting in the next couple weeks.

Cost-Share – Nothing to report.

Communications and Outreach – The Washington County Fair will be held August 2-6, 2023.

AGENCY / PARTNER REPORTS

County – Nothing to report.

NRCS – EQIP contracts are being finished up.

BWSR – Nothing to report.

MCD/Area IV – The next MCD meeting will be August 30th. The next Area IV meeting will be the end of October.

Watersheds – Budgeting for 2024 has started. SWWD has asked us to start doing their wetland services.

MASWCD – Nothing to report.

EMPLOYEE REPORTS/PRESENTATIONS/INFORMATIONAL ITEMS

- a. **WCD and EMWREP Outreach** – *See Attached and Newspaper Article Binder.*
- b. **Presentation** – *State of the Waters* – Becca Oldenburg and Erik Anderson

OLD BUSINESS

- a. **Office and Vehicles** – The Toyota Tacoma will need to be replaced soon, and we could use an additional vehicle in our fleet. We are looking at the Ford Maverick, as it will be easier to get the canoe onto the vehicle.
- b. **Equity Initiatives** – Nothing to report.
- c. **Program Updates** – The Workshop on the Water will be held on July 25th.
- d. **2024 County Budget and Workplan** – The 2024 workplan is being updated.
- e. **Legislator Tour** – We are attempting to set up a small tour with a couple Board members and Representative Ethan Cha.
- f. **County Fair Planning Update** – The sign-up sheet for shifts at the Washington County Fair was shared with the Board. Jay gave an update on the new stormwater model.

NEW BUSINESS

- a. **SWCD Aid Guidelines** – A memo regarding the FY2024-2025 SWCD Aid was included in the packet. This funding replaces the Capacity funding. The WCD will received \$175,871.01 in two disbursements annually for two years. We have not determined how the SWCD Aid will be utilized, but are required to post how we intend to use the funds on our website prior to receiving the funds. A motion to approve the guideline template as included in the packet was made by Tim Behrends, seconded by Bob Rosenquist. Motion carried.
- b. **FY22 Lawns to Legumes Grant Encumbrance Request - Gallandat** – WCD staff are requesting the encumbrance of up to \$1,000 for the installation of a native pollinator garden project (totaling 1,200 ft²) located at 16851 Upper 18th St S in Lake St. Croix Beach as a component of the WCD's FY22 Washington County Legumes Demonstration Neighborhood grant (C22-1300). The \$40,000 Lawns to Legumes Phase 2 Demonstration Neighborhood program provides funding to install pollinator-friendly practices at a neighborhood scale to

showcase ways of supporting Rusty-patched Bumblebee and other at-risk insects. The proposed project is located within one of the three Demonstration Neighborhoods selected by WCD staff based on habitat suitability and equity criteria, including proximity to Rusty-patched Bumblebee High Potential Zones (USFWS) and key wildlife habitat corridors identified in the Districts' Landscape Protection & Stewardship Framework (LPSF), and the potential to work in partnership with underserved or underfunded communities in the county. Additional projects will be completed in 2023. The projects to begin installation in 2023 include:

- 1. Gallandat Native Pollinator Pocket Planting – 16851 Upper 18th St S, Lake St. Croix Beach, MN 55043
 - a. 1,200 ft² native pollinator garden
 - b. \$1,000 L2L allocation with \$250 MSCWMO matching grant.

A motion was made by Tim Behrends, to approve an encumbrance of up to \$1,000.00 in grant funds for the project outlined above and for District Manager to sign cost share agreements. As Chair of the Committee, no second is required. All members voting yes. Motion carried.

- c. **FY22 Lawns to Legumes Grant Staff Approval Request** – WCD staff are requesting staff-level permission to approve small-scale pollinator habitat projects for utilization of remaining FY22 Lawns to Legumes Demonstration Neighborhood (C22-1300) funds in the cities of Lake St. Croix Beach and Landfall. Encumbrances shall not exceed \$1,500 for residential projects and \$5,000 for public projects in each demonstration neighborhood. The \$40,000 Lawns to Legumes Phase 2 Demonstration Neighborhood program provides funding to install pollinator-friendly practices at a neighborhood-scale to showcase ways of supporting Rusty-patched Bumblebee and other at-risk insects. Demonstration neighborhoods were selected by WCD staff based on habitat suitability and equity criteria, including proximity to Rusty-patched Bumblebee High Potential Zones (USFWS) and key wildlife habitat corridors identified in the Districts' Landscape Protection & Stewardship Framework (LPSF), and the potential to work in partnership with underserved or underfunded communities in the county. A motion was made by Tim Behrends to allow staff level approval of small-scale pollinator habitat projects associated with the FY22 Washington County Legumes Demonstration Neighborhood grant (C22- 1300) and for District Manager to sign cost share agreements. As Chair of the Committee, no second is required. All members voting yes. Motion carried.
- d. **FY23 BWSR Capacity Grant Encumbrance Request — Wessels** - WCD staff requests encumbrance of up to \$6,176 from the FY2023 BWSR Capacity cost share grant to install 1.7 acres of conservation cover (prairie) at the Wessels property (1675 Morgan Avenue N, West Lakeland). The total project cost estimate is \$12,352.93. Up to 50% (\$6,176) would come from FY2023 BWSR Capacity, and the remaining cost shared between Valley Branch Watershed District and the landowner. WCD staff requests approval to enter into the contract for FY2023 BWSR Capacity, Contract #23-01 BWSR Capacity. A motion was made by Tim Behrends to approve an encumbrance of \$6,176 and enter into the contract for FY2023 BWSR Capacity, Contract #23-01 BWSR Capacity. The district technical representative (Tara Kelly) has performed a site inspection, concept plans, and cost estimate. Applicant will be notified of Board's decision within 15 days. As Chair of the Committee, no second is required. All members voting yes. Motion carried.
- e. **FY22 CPL Grant Partial Payment Request - Afton Meadow Ridge** - 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 completed the tree editing in the pine grove. 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 \$1,312.58. A motion by David Nuccio, seconded by Bob Rosenquist, to approve partial payment of \$1,312.58 to Stantec Consulting Services, Inc. All members voting yes. Motion carried.

- f. FY23 LSCP Soil Health Final Payment Request – McManus Prairie -** WCD encumbered \$7,000 from the FY2023 LSC CWF Soil Health grant to convert 20 acres of agricultural land to prairie at the residence of Graham McManus in Scandia. The prairie was installed on May 26, 2023. WCD staff have determined the project meets the design intent and approve of the request for final payment. WCD staff are requesting final payment of \$7,000 from the FY2023 LSC CWF Soil Health grant to Graham McManus (15526 Oakhill Road N, Scandia, MN, 55073). A motion by Diane Blake, seconded by Tim Behrends, to approve a Final Payment of \$7,000 for contract CWF SH W 23- 07 to Graham McManus for the McManus Conservation Cover project. The district technical representative (Tara Kelly) has performed a final inspection. Applicant will be notified of Board’s decision within 15 days. All members voting yes. Motion carried.
- g. FY21 LSCP WBIF Final Payment Request – Terry Herman –** At the March 14, 2023 WCD Board Meeting, the WCD Board delegated authority to approve/deny/sign contracts with land occupiers to the WCD Administrator for WCD Board-approved non-structural agricultural BMPs. The WCD Administrator approved and signed a \$10,000 contract with Terry Herman for 3 years of conservation till on 333.3 acres of agricultural land in the Lower St. Croix Watershed, under the FY2021 BWSR LSC WBIF grant. Following the WCD’s approved Nonstructural Land Management Practices Implementation Plan, the WCD will make a one-time payment after successful completion of the first year of the installation of the non-structural practice, with yearly inspections for the rest of the contract length to ensure compliance with the individual’s Implementation Plan. Terry Herman has successfully completed the first year of conservation till according to his Implementation Plan. WCD staff have determined the project meets the design intent and approve of the request for final payment. WCD staff are requesting final payment of \$10,000 from the FY2021 BWSR LSC WBIF grant to Terry Herman (8636 St. Croix Trail S, Hastings, MN, 55033). A motion by Bob Rosenquist, seconded by David Nuccio, to approve a Final Payment of \$10,000 for contract 21-04 BWSR LSC WBIF to Terry Herman for the T. Herman Conservation Till project. The district technical representative (Angela Defenbaugh) has performed a final inspection. Applicant will be notified of Board’s decision within 15 days. All members voting yes. Motion carried.
- h. FY21 LSCP WBIF Final Payment Request – Steve Herman –** At the March 14, 2023 WCD Board Meeting, the WCD Board delegated authority to approve/deny/sign contracts with land occupiers to the WCD Administrator for WCD Board-approved non-structural agricultural BMPs. The WCD Administrator approved and signed a \$10,000 contract with Steve Herman for 3 years of conservation till on 333.3 acres of agricultural land in the Lower St. Croix Watershed, under the FY2021 BWSR LSC WBIF grant. Following the WCD’s approved Nonstructural Land Management Practices Implementation Plan, the WCD will make a one-time payment after successful completion of the first year of the installation of the non-structural practice, with yearly inspections for the rest of the contract length to ensure compliance with the individual’s Implementation Plan. Steve Herman has successfully completed the first year of conservation till according to his Implementation Plan. WCD staff

have determined the project meets the design intent and approve of the request for final payment. WCD staff are requesting final payment of \$10,000 from the FY2021 BWSR LSC WBIF grant to Steve Herman (8428 St. Croix Trail S, Hastings, MN, 55033). A motion by Diane Blake, seconded by David Nuccio, to approve a Final Payment of \$10,000 for contract 21-05 BWSR LSC WBIF to Steve Herman for the S. Herman Conservation Till project. The district technical representative (Angela Defenbaugh) has performed a final inspection. Applicant will be notified of Board's decision within 15 days. All members voting yes. Motion carried.

- i. **Heating and Cooling Unit Replacement** – One of our HVAC units has failed. A cost estimate to recharge the unit is \$2,440.00. The cost estimate to replace the unit is \$15,150.00. Jay will get a second cost estimate. David Nuccio and Tim Behrends will serve as a HVAC Subcommittee to review pricing. David Nuccio made a motion to approve up to \$16,500.00 for HVAC unit repair/replacement. Diane Blake seconded the motion. Motion carried.

AGENDA ITEMS FOR NEXT MEETING

None.

Diane Blake moved to adjourn the public meeting. Bob Rosenquist seconded the motion. Meeting adjourned at 4:41 p.m. The next scheduled meeting is August 8, 2023 at **3:00p.m.**

Secretary

Approved Date