

WASHINGTON CONSERVATION DISTRICT

MARCH 16, 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
Tim Behrends, Public Relations and Information
Diane Blake, Treasurer
Bob Rosenquist, Secretary

Staff Present: Jay Riggs
Shari Larkin
Cameron Blake

Other Agencies: Chris Schmidt, NRCS
Matt Lundberg, NRCS
Steve Schmaltz, CLFLWD Board President

ADDITIONS OR DELETIONS TO AGENDA

A motion to approve the agenda was made by Diane Blake, seconded by Bob Rosenquist. Motion carried.

APPROVAL OF CONSENT AGENDA

Items to approve this month are the 2022 Washington County AIS Agreement in the amount of \$76,764; the 2022 CMSCWD AIS Watercraft Inspections Agreement in the amount of \$33,000; the 2022 CMSCWD Technical Service Agreement Education Services Addition in the amount of \$13,477; the 2022 CMSCWD Technical Service Agreement Mill Stream Buffer Addition in the amount of \$6,960; the 2022 BCWD Chloride Monitoring Addition in the amount of \$2,268; the 2022 SWWD Task Order – Crestview Prep Installation in the amount of \$6,000; and the 2022 Minnesota Land Trust Hacker Management Plan in the amount of \$4,000. A motion to approve the Consent Agenda was made by Tim Behrends, seconded by Diane Blake. Motion carried.

APPROVAL OF FEBRUARY 9, 2022 BOARD MEETING MINUTES

A motion to approve the February 9, 2022 minutes was made by Bob Rosenquist and seconded by Diane Blake. Motion carried.

TREASURER’S REPORT

Items to note are \$1,600.00 payable to Metro Conservation District for 2022 dues; \$39,439.50 payable to Metropolitan Council for water monitoring charges; and \$54,206.00 payable to Tech Sales for a SWWD water monitoring charge. A motion to approve the Treasurer’s Report, subject to audit, was made by Tim Behrends, seconded by Diane Blake. Motion carried.

BOARD COMMITTEE REPORTS

Personnel – See updates below

Budget and Finance – Committee will meet to discuss County Budget Request

Cost-Share – None this month

Communications and Outreach – None this month

AGENCY / PARTNER REPORTS

County – County budget request. County discussions about WBF.

NRCS – The Local Workgroup meeting will be held immediately following the April Board meeting.

BWSR – See mailings and Board Packet.

MCD/Area IV – Chair Rheinberger provided update and discussed upcoming meeting.

Watersheds – Manager Riggs mentioned additional partnerships with WMOs are in the works.

MASWCD – See DATC below.

EMPLOYEE REPORTS/PRESENTATIONS/INFORMATIONAL ITEMS

- a. **WCD and EMWREP Outreach** – *See Attached and Newspaper Article Binder.*
- b. **Presentation** – BMP Maintenance Program – *Cameron Blake*

OLD BUSINESS

- a. **COVID-19 & Telework Policy** – Bob Rosenquist made a motion to approve staff returning to office per BWSR actions, Tim Behrends seconded the motion. Motion carried.
- b. **Building and Vehicles** – Manager Riggs provided update on Building maintenance activities.
- c. **Equity Follow-Up** – Manager Riggs and Supervisor Blake are attending an online Equity course.
- d. **LSCP Embedded Extension Agent** – Manager Riggs updated the Board on coordination activities with Partners.
- e. **Project and Program Updates** – Manager Riggs discussed WBF convening process.
- f. **2022 Budget and Workplan** – Manager Riggs noted workplan changes will be made per additional partner agreements and staffing changes noted below.
- g. **Salary Analysis** – Manager Riggs noted the consultant will be finalizing the process and bringing information to Board and Staff in April.
- h. **DATC Debriefing** – Chair Rheinberger provided update on DATC meetings. Additional meetings will be scheduled with remaining elected officials in coming weeks.

NEW BUSINESS

- a. **Pynn Resignation and Position Announcement** – Bryan Pynn has turned in his resignation. His last day will be March 11th. Board approval is requested to post for the open position. Bob Rosenquist made a motion to approve the position announcement and post for the position. Tim Behrends seconded the motion. Motion carried.
- b. **Urban Ecosystems Agreement** – Included in the packet was a contract from Urban Ecosystems, to provide technical support for several projects related to Subwatershed Retrofit Analyses (SWAs) and admin, design, and technical support for various projects as needed. Compensation shall not exceed the stipulated sum of \$15,000, plus the cost of reimbursable expenses defined in the contract. A motion to approve entering into the contract was made by Diane Blake, seconded by Tim Behrends. Motion carried.
- c. **WCD Comprehensive Plan and Revised LSC1W1P Resolution** – Bob Rosenquist made a motion to approve revised resolution; Diane Blake seconded and the motion carried. Diane Blake made a motion to submit the Plan to BWSR for approval; Tim Behrends seconded and the motion carried.
- d. **Training Request – Riggs – WCA Sedge Identification** – Approval is requested for Jay to attend the Sedges of Minnesota workshop on June 15-17, 2022. The cost is \$600.00. A motion to approve the training request was made by Tim Behrends. Seconded by Bob Rosenquist. Motion carried.

- e. **PC Force IT Services Agreement** – A copy of the 2022 Maintenance Agreement from PC Force was included in the packet. The total cost to WCD for the maintenance described in the Agreement is \$9,750.00, plus applicable sales tax, and trip charges. A motion to approve entering into the Agreement was made by Diane Blake, seconded by Bob Rosenquist. Motion carried.
- f. **Watershed Stewards Grant and Program Support** – North Woods and Waters of the St. Croix Heritage Area (NWW) and the St. Croix Watershed Stewards (SMWS) have received a Grinnell College Wall Award to support watershed projects in the St. Croix watershed. They are extending their grant program to our Minnesota Water Stewards in Washington County as well. The funds can be used for water steward projects that incorporate citizen science, ecological restoration, education, watershed advocacy, and/or using the arts to inspire and create awareness and will generally be \$2,000 or less. The intention of the grant is for projects to be completed in partnership with a host site, so North Woods and Waters would disburse funds to Washington Conservation District to pass-through for projects in our county. Ten-percent of the funds received by our office will be designated for administration and overhead. A motion was made by Tim Behrends, to approve entering into an agreement between WCD and North Woods and Waters of the St. Croix Heritage Area (NWW) to receive and disburse funds to water stewards in Washington County. Diane Blake seconded the motion. Motion carried.

AGENDA ITEMS FOR NEXT MEETING

None.

Bob Rosenquist moved to adjourn the public meeting. Tim Behrends seconded the motion. Meeting adjourned at 10:22 a.m. The next scheduled meeting is April 13, 2022 at **9:00a.m.**

Secretary

Approved Date