

WASHINGTON CONSERVATION DISTRICT

OCTOBER 12, 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
Diane Blake, Communications and Outreach

Staff Present: Jay Riggs
Shari Larkin
Elissa Thompson

Other Agencies: Matt Lundberg, NRCS
Lizzie Dawson, NRCS
Steve Schmaltz, CLFLWD Board President

ADDITIONS OR DELETIONS TO AGENDA

Item E was added under New Business for the 2021 Audit. A motion to approve the revised agenda was made by Jim Levitt, seconded by Diane Blake. Motion carried.

PUBLIC COMMENTS

None

APPROVAL OF CONSENT AGENDA

Items to approve this month are the 2022/23 Minnesota Land Trust – St. Croix River (Arnold) HMP in the amount of \$5,900; the 2022/23 Minnesota Land Trust – St. Croix River (Herreid) HMP in the amount of \$4,200; the 2022/23 City of Cottage Grove Water Monitoring Agreement in the amount of \$50,490; the 2022 RCWD Eureka Ave Clear Lake Shoreline Scoping in the amount of \$5,000; the 2023 BWSR Capacity and Buffer Law Agreement in the amount of \$145,925; and the 2023 Soil Health Cost Share Agreement in the amount of \$14,175. A motion to approve the Consent Agenda was made by Jim Levitt, seconded by Tim Behrends. Motion carried.

APPROVAL OF SEPTEMBER 14, 2022 BOARD MEETING MINUTES

A motion to approve the September 14, 2022 minutes was made by Jim Levitt and seconded by Diane Blake. Motion carried.

TREASURER’S REPORT

Items to note are Tech Sales Company in the amount of \$1,280.00 for a BCWD water monitoring expense; Metropolitan Council in the amount of \$5,731.50 for a water monitoring expense; Rhithron Associates, Inc. in the amount of \$5,855.00 for a water monitoring expense; and PC Force in the amount of \$20,102.80 for our new server and computer maintenance charges. 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 – Elissa Thompson was introduced to the Board.

Budget and Finance – The Committee met on September 30th to discuss the 2023 budget. Jay presented the notable changes for 2023, and requested approval for the draft budget. A motion to approve the draft budget was made by Tim Behrends, seconded by Diane Blake. Motion carried.

Cost-Share – Nothing to report.

Communications and Outreach – Nothing to report.

AGENCY / PARTNER REPORTS

County – Jay is finalizing the County Budget Presentation. Jay will be meeting with the new County Planner later in the week.

NRCS – CRP and EQIP are completed for the year. CSP deferral letters have been sent out.

BWSR – Nothing to report.

MCD/Area IV – The next MCD meeting will be November 16th. The next Area IV meeting will be November 18th.

Watersheds – Nothing to report.

MASWCD – Voting on the Resolutions will be under New Business.

EMPLOYEE REPORTS/PRESENTATIONS/INFORMATIONAL ITEMS

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

OLD BUSINESS

- a. **COVID-19 & Telework Policy** – A survey was sent out to staff regarding the telework policy. Staff has expressed satisfaction with the current policy. The subcommittee recommended that the policy be extended for another year. All members voted yes. Motion carried.
- b. **Office and Vehicles** – Nothing to report.
- c. **Equity Initiatives** – We will be having a Gender and Power Dynamics Workshop on November 3rd.
- d. **Program Updates** – A number of initiatives are underway with 1W1P. Jay is meeting with partners today to discuss outreach and promotion. Angela has finished the workplan for the Hardwood Creek Feedlot. We are working on the St. Croix Direct SWA with CMSCWD.
- e. **2023 Budget** – A draft copy of the 2023 budget was included in the packet.
- f. **Board Tour and Holiday Potluck** – The Board Tour will take place on November 14th at 10:00a.m. The December Board meeting will be moved to December 7th due to the MASWCD Convention. The time will be switched to 10:00a.m., with the holiday potluck immediately after.

NEW BUSINESS

- a. **Lower St. Croix Watershed Plan Amendment** – Approval was requested for an Amendment to the current Watershed Plan. A motion to approve the Watershed Plan Amendment was made by Jim Levitt, seconded by Tim Behrends. Motion carried.
- b. **Lower St. Croix Partnership FY23 Workplan** – Approval was requested for the FY23 Workplan. A motion to approve the FY23 Workplan was made by Tim Behrends, seconded by Jim Levitt. Motion carried.
- c. **Network Upgrade Request** – As part of the new server upgrade and proposed phone system change, further improvements necessary for the WCD network have been identified. Approval is requested of up to \$4,500 to support server and network upgrades. A motion to approve the requested purchases was made by Diane Blake. Seconded by Jim Levitt. Motion carried.

- d. **MASWCD Resolutions** – The votes were tallied for the 2022 Resolutions.
- e. **2021 Audit** – The 2021 Audit was forwarded to the Board for review. Approval is requested, so that it may be sent in to the state. A motion to approve the 2021 Audit was made by Jim Levitt, seconded by Diane Blake. Motion carried.

AGENDA ITEMS FOR NEXT MEETING

None.

Tim Behrends moved to adjourn the public meeting. Jim Levitt seconded the motion. Meeting adjourned at 9:59 a.m. The next scheduled meeting is November 9, 2022 at **9:00a.m.**

Secretary

Approved Date