MEETING MINUTES
BOARD OF SUPERVISORS MEETING
DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, June 11, 2020
9:00 a.m.
4100 220th Street, Suite 102
Farmington, Minnesota

Board Members Present:
Laura Zanmiller, Chair
Kevin Chamberlain, Vice Chair
Jayne Hager Dee, Treasurer
Chelsea Skog, Secretary
Bruce Johnson, Public Relations

SWCD Staff Present:
Brian Watson
Lana Rotty
Curt Coudron
Todd Matzke
David Holmen
Lindsey Albright

Others Present:
Michelle Wohlers, NRCS

Due to the local state of emergency and social distancing, the Board of Supervisors participated in the meeting via telephone and the Board meeting was conducted under Minn. Stat. § 13D.021.

1. Call to Order and Roll Call
Chair Zanmiller called the meeting to order at 9:00 a.m. Chair Zanmiller requested roll call. All Supervisors were present.

2. Audience
Chair Zanmiller asked if there was any audience on the call that wished to address the Board on an item that is not on the agenda. No one came forward.

3. Approval of Agenda
20.045 Motion by Chamberlain, second by Johnson to approve the agenda. Members voting in favor: Zanmiller, Skog, Johnson, Dee, Chamberlain. Motion carried

CONSENT AGENDA

4. Approval of May 14, 2020 Meeting Minutes
The May 14, 2020 Meeting Minutes were presented. Watson noted that under the Cannon River Watershed Joint Powers meeting, the date of the next meeting should be changed to July 1.

5. Approval of June 11, 2020 Accounts Payable
The June 11, 2020 Accounts Payable totaling $16,440.75 were presented.

6. Acceptance of May Treasurer’s Report
The May 2020 Treasurer’s Report was presented for acceptance.
7. **Authorization to Provide Final Payment to Michael Conzemius for Installation of Water and Sediment Control Basins**
   Final payment of contract 19-IPP-03 with Michael Conzemius for installation of four water and sediment control basins based on 75% cost share at $25,881.04 from the FY2017 Trout Brook Watershed Initiative Grant.

8. **Authorization to Provide Final Payment to Rodney Weber for Installation of Water and Sediment Control Basins**
   Final payment of contract 19-IPP-06 with Rodney Weber for installation of water and sediment control basins based on 90% cost share at $3,330 from the FY2017 Trout Brook Watershed Initiative Grant.

9. **Authorization to Provide Final Payment to Carol Leifeld for Installation of Grassed Waterway**
   Final payment of contract 19-IPP-08 with Carol Leifeld for installation of grassed waterway based on 75% cost share at $8,343.75 from the FY2017 Trout Brook Watershed Initiative Grant.

10. **Authorization to Provide Final Payment to Steve Meyers for Installation of Water and Sediment Control Basin**
    Final payment of contract 19-IPP-15 with Steve Meyers for the installation of water and sediment control basin based on 75% cost share at $3,171.88 from the CY20 agreement with the Vermillion River Watershed Joint Powers Organization.

11. **Authorization to Provide Final Payment to Peter Schweich for Installation of Water and Sediment Control Basins**
    Final payment of contract 19-IPP-24 with Peter Schweich for installation of two water and sediment control basins based on 75% cost share at $3,419.07 from the FY17 Trout Brook Watershed Initiative Grant.

12. **Authorization to Provide Final Payment to Harold Peine for Installation of Water and Sediment Control Basins**
    Final payment of contract 20-IPP-01 with Harold Peine for installation of two water and sediment control basins based on 75% cost share at $4,552.55 from the FY17 Trout Brook Watershed Initiative Grant.

13. **Authorization to Provide Final Payment to Jacob Marthaler for Installation of Water and Sediment Control Basin**
    Final payment of contract 20-IPP-03 with Jacob Marthaler for installation of water and sediment control basin based on 75% cost share at $11,100 from the CY20 agreement with the Vermillion River Watershed Joint Powers Organization agreement.

14. **Authorization to Execute Contract with Dennis Kimmes for Establishment of Cover Crop**
    Contract 20-IPP-04 with Dennis Kimmes for establishment of cover crop on 68 acres encumbering $1,700 based on $25 per acre on one-year contract from the CY20 agreement with Dakota County and the CY20 agreement with the Vermillion River Watershed Joint Powers Organization.

15. **Authorization to Submit Draft FY20-21 Annual Work Plan for Watershed Based Implementation**
    Adoption of FY20-21 Annual Work Plan for Watershed Based Implementation funding to the Minnesota Board of Water and Soil Resources.

**20.046** Motion by Chamberlain, second by Johnson to approve the consent agenda items. Members voting in favor: Skog, Johnson, Dee, Chamberlain, Zanmiller. Motion carried.
REGULAR AGENDA

16. Announcements and Reports

Natural Resources Conservation Service
Michelle Wohlers provided a Natural Resources Conservation Services (NRCS) report. She stated that Dakota County received 65 Environmental Quality Incentive Program (EQIP) applications. To date, staff have assessed and ranked 45 of those applications and they will find out if they are pre-approved next week. The office is currently managing 51 active contracts involving $2.1 million, $1.6 million has been paid out on those contracts. The office is currently managing 13 Conservation Stewardship Program (CSP) applications. Three landowners with existing CSP contracts set to expire are renewing. Matt and Lucas have been working with the Conservation Reserve Program, there are 12 landowners enrolled in Dakota county and 18 in Scott county. Wohlers added that their office is still closed to the public. The Farm Service Agency has requested to open, and the Farmington City Hall is open. Staff have been meeting with landowners, by appointment only, in the hallway.

Dakota County
There was no Dakota County report provided.

Metropolitan Conservation Districts Joint Power Board
There was no Metropolitan Conservation District Joint Powers Board report provided. The next meeting will be held in August.

Minnesota Association of Soil and Water Conservation Districts
Watson provided the Minnesota Association of Soil and Water Conservation District report. He stated that the Area meeting will be held by virtual format and is scheduled for June 25 at 9:00 a.m. Resolutions will be reviewed at this meeting. Watson also stated that the special legislative session will begin on Friday, June 12 (tomorrow).

Cannon River Watershed Joint Powers Organization
Watson and Chamberlain provided the Cannon River Watershed Joint Powers Organization (CRWJPO) report. Chamberlain stated that the next meeting is scheduled for July 1. Watson added staff met yesterday and the recommendation was to have Rice SWCD will be handling Administrative tasks effective with this meeting. The CRW Plan is on the agenda for the BWSR Board meeting in July.

Vermillion River Watershed Joint Powers Organization
There was no Vermillion River Watershed Joint Powers Organization report provided.

District Managers Report
Watson stated that the County building remains closed. After some discussion, it was decided that the July Board meeting will also be held in virtual format. Watson stated that the Finance Committee should plan to meet late July and after the second quarter billings are complete. Watson requested the Supervisors schedule iPad pickup when they have availability. Watson also stated that the building remodel has been placed on hold until more information on what the future looks like for office space. He noted, that with the pandemic, landowner contracts and checks have been signed by Supervisor Dee as she lives in close proximity to the office. He is reviewing this with the BWSR Board Conservationist, we may need a Board action allowing other Supervisors to sign landowner contracts and cost share documents.

Board of Supervisors Reports
Supervisor’s Chamberlain, Skog, and Zanmiller each stated that they filed for re-election as Board Supervisor. Supervisor Dee reported that she was appointed by the Governors office, as a SWCD representative, on the BWSR Board. An orientation was held and she is on the Water Management and Strategic Planning Committee and the Wetland Conservation Act Committee. She also stated that she informed that the BWSR per-diem is $55 per event day. It was suggested that she request the SWCD
Board to consider reimbursing mileage, meals, and per-diem in situations where local and state efforts overlap; she is representing SWCDs. The consensus of the Board was this was acceptable. The Board Supervisors and Watson congratulated Dee on her appointment to the BWSR Board.

Adjourn
20.047 Motion by Dee, second by Johnson to adjourn the meeting. Members voting in favor: Johnson, Dee, Chamberlain, Zanmiller, Skog. Motion carried.

The meeting was adjourned at 9:32 a.m.

Respectfully submitted,

Chelsea Skog
Secretary