1. **Call to Order**
   Chair Zanmiller called the meeting to order at 9:00 a.m. A quorum was present.

2. **Pledge of Allegiance**
   Chair Zanmiller led the Board of Supervisors in the Pledge of Allegiance.

3. **Audience**
   Chair Zanmiller asked if there was anyone in the audience that wished to address the board on an item that is not on the agenda. No one appeared.

4. **Introduction of New Staff**
   Watson introduced Mollie Annen, recently hired as a temporary, full time Conservation Technician. She provided information on her education background and work experiences.

   Watson then introduced Chris Schmidt, District Conservationist Customer Service Team Lead for the Natural Resources Conservation Service (NRCS) Faribault office. He provided information on his roles and responsibilities and the NRCS reorganization.

5. **Approval of Agenda**
   **19.089 Motion** by Chamberlain, second by Johnson to approve the agenda as presented. All members voting in favor. Motion carried.
6. **Secretary’s Report – July 3, 2019 Board Meeting Minutes**
   19.090 Motion by Skog, second by Johnson to approve the July 3, 2019 Meeting Minutes. All members voting in favor. Motion carried.

7. **Treasurer’s Report**
   6.1 **August 1, 2019 Accounts Payable**
   19.091 Motion by Dee, second by Johnson to approve the August 1, 2019 Accounts Payable. Members voting in favor: Chamberlain, Zanmiller, Skog, Johnson, Dee. Motion carried.

   6.2 **July 2019 Financial Report**
   19.092 Motion by Dee, second by Johnson to accept the July 2019 Financial Report. All members voting in favor. Motion carried.

8. **Rural Lands Committee**
   Watson noted that BWSR staff has requested our meeting minutes include additional information to be compliant with their Grants Administration Manual. Namely, the amount and source of State funding provided for landowner contracts is required in Board meeting minutes under the BWSRs grant administration manual. The Dakota SWCD, through coordination with BWSR staff in 2014, moved away from identifying the amount and source of State funding. Watson indicated that he is seeking additional information from BWSR staff on the overall purpose of this policy, the consistency of how the policy is interpreted among local units of government, and the level of flexibility to this issue that would avoid changing Board meeting minutes each time changes are necessary to manage State grants and local agreements. Watson indicated that BWSR no longer requires copies of meeting minutes during grant reconciliations or grant close outs.

8.1 **Authorization to Provide Final Payment to Kathleen Budin Trust for Installation of Grassed Waterway**
   Coudron stated that Sara Venem, on behalf of Kathleen Budin Trust, has completed the installation of a 1,050-foot grassed waterway in Greenvale Township located in the Cannon River Watershed. The final project cost was $6,095.

   19.093 Motion by Dee, second by Johnson to approve final payment of $4,571.25 or 75% of eligible expenses, from FY19 State Cost Share Grant ($3,571.25) and from CY19 North Cannon River WMO agreement ($1,000) under contract 19-IPP-02 for installation of grassed waterway. Members voting in favor: Zanmiller, Skog, Johnson, Dee, Chamberlain. Motion carried.

8.2 **Authorization to Execute Contract with GDPP Land Holdings, LLC for Installation of Grassed Waterway**
   Coudron stated that Glen and Dave Peine of GDPP Land Holdings, LLC are proposing to construct 2,800 linear feet of grassed waterway in Hampton Township located in the Cannon River Watershed. Concentrated surface water runoff has caused field erosion along the existing grassed waterway that has exceeded its designed lifespan. The total cost of the project is estimated at $11,200.

   19.094 Motion by Chamberlain, second by Johnson to approve contract 19-IPP-07 with GDPP Land Holdings, LLC for installation of a grassed waterway and encumbering up to $8,400, or 75% of eligible expenses whichever is less, from the FY17 Clean Water Fund Trout Brook Grant. Members voting in favor: Skog, Johnson, Dee, Chamberlain, Zanmiller. Motion carried.
9. Community Development Committee

9.1 Authorization to Provide Final Payment to Anna Brenna for Installation of Native Prairie with Pollinators
Coudron stated that Anna Brenna has completed the installation of 2.8-acre native prairie with pollinators in Inver Grove Heights located in the Vermillion River Watershed (non-political watershed). The final project cost was $5,640.20.

19.095 Motion by Chamberlain, second by Johnson to approve final payment of $4,230.15, or 75% of eligible expenses, from CY19 Dakota County CIP agreement under contract 19-NPR-05 for installation of native prairie with pollinators. Members voting in favor: Chamberlain, Zanmiller, Skog, Johnson, Dee. Motion carried.

9.2 Authorization to Cancel Contract with Gopher Resources to allow Removal of Biofiltration Basin
Coudron stated that in 2010, Gopher Resource recycling facility located in Eagan constructed a biofiltration basin to capture and treat stormwater runoff from the material drop off site. The project filtered water before it was discharged to the storm sewer and ultimately to North Lake located in the Minnesota River Watershed. A 10-year contract for the project was established that will expire in December 2020.

Since the initial project installation, Gopher Resources has constructed a stormwater reuse pond which collects runoff from a large part of the facility, including runoff that goes through the biofilter, and reuses it for the recycling facility operations, ultimately discharging the water to the sanitary sewer. The reuse basin captures stormwater from a 100-year event, which is more than the biofilter was designed to capture.

Gopher Resources is in the process of completing site renovations and has requested to cancel the contract to allow for removal of the biofiltration basin without penalty. The stormwater reuse pond will remain and will continue to capture runoff for reuse within the facility. Gopher resources staff has provided documentation showing that the stormwater reuse pond is achieving the original purpose of the biofiltration basin.

19.096 Motion by Dee, second by Johnson to cancel contact 10-CIF-03 with Gopher Resources for installation of biofiltration basin. All members voting in favor. Motion carried.

9.3 Authorization to Cancel Contract with Tami Weber for Installation of Native Prairie with Pollinators
Coudron stated that Tami Weber has decided not to move forward with her native prairie installation project and is requesting cancellation of her contract.

19.097 Motion by Dee, second by Johnson to cancel Tami Weber contract 19-NPR-01 and re-encumber the $690 under CY19 Dakota County CIP agreement. All members voting in favor. Motion carried.

9.4 Authorization to Amend Contract with Sheila Kennelly for Installation of Native Prairie with Pollinators
Coudron stated that Sheila Kennelly is proposing to install a 2.6-acre native prairie with pollinators in Greenvale Township located in the Cannon River Watershed. The contractor for the project is proposing at least 1 year of site preparation to adequately control existing weeds prior to seeding native plants. SWCD staff support the increased site preparation time to better minimize future costs of weed management. The contract amendment would extend the contract completion date from December 15, 2019 to December 15, 2020. No other changes to the cost share contract are proposed.

19.098 Motion by Dee, second by Johnson to approve amending Sheila Kennelly contract 19-NPR-04 for Native Prairie installation by changing the completion date to December 14, 2020. All members voting in favor.
9.5 Authorization to Execute Contract with Mary, Mother of Church for Installation of Bioretention Basin
Coudron stated that Mary, Mother of the Church is proposing to construct a bioretention basin to treat stormwater runoff at their property in Burnsville, Minnesota River Watershed. Stormwater runoff is currently eroding a hillside and discharging sediment to the storm sewer. The project would capture and convey runoff through a pipe to reduce erosion on the hillside. The stormwater runoff would then be directed to the bioretention basin where it can infiltrate.

19.099 Motion by Chamberlain, second by Johnson to approve contract 19-CIF-02 with Mary, Mother of the Church for installation of a bioretention basin and encumbering up to $10,125, or 75% of eligible expenses whichever is less, from the FY15 Clean Water Fund Community Partners Grant. Members voting in favor: Dee, Chamberlain, Zanmiller, Skog, Johnson.

10. Committee of the Whole

10.1 Resolution Accepting Certain Wetland Conservation Act Authorities from the City of Northfield
Watson stated that the Northfield City Council passed a resolution at their July 2, 2019 meeting to delegate certain Wetland Conservation Act (WCA) decision and administrative authorities to the SWCD for that portion of the City of Northfield that lies within Dakota County.

19.100 Motion by Dee, second by Skog to accept the City of Northfield resolution delegating certain decision and administrative authorities under the Minnesota Wetland Conservation Act. All members voting in favor. Motion carried.

10.2 Authorization to submit FY20 Clean Water Fund Grant Application to the Minnesota Board of Water and Soil Resources to Implement Drinking Water Protection Practices
Watson stated that the Minnesota Board of Water and Soil Resources (BWSR) Clean Water Fund Grant Application deadline is September 9. Staff are proposing to submit one application under this competitive process. The application would request $75,000 in grant funds to implement drinking water protection practices that protect groundwater in vulnerable areas. The grant funds would be primarily used for cover crops and for establishment of perennial vegetation as identified practices that help to reduce nitrate in groundwater.

19.101 Motion by Chamberlain, second by Johnson authorizing staff to submit to the Minnesota Board of Water and Soil Resources a Clean Water Fund Grant Application to Implement Drinking Water Protection Practices and execute the grant agreement if awarded. All members voting yes. Motion carried.

10.3 Selection of 2019 Outstanding Conservation Cooperator Award
Coudron stated that each year a selection is made to identify a landowner or entity that has made a significant contribution to protecting our land and water resources. Staff identified a number of candidates for this award and details of each nominee’s accomplishments were presented.

19.102 Motion by Dee, second by Johnson to select Bryce and Rodney Kimmes of Hastings as the 2019 Outstanding Conservation Cooperator. All members voting in favor. Motion carried.

11. Personnel Committee

11.1 Adopt New Organizational Chart and Authorization to Fill Vacancies
Watson reported that the Personnel Committee met on July 3, 2019 to discuss our current vacancy, existing workload and staff accomplishments. The recommended organizational chart was reviewed. Upon adoption of the new organizational chart, coordination with Dakota County Employee Relations will occur to implement the changes and fill vacancies.

19.103 Motion by Chamberlain, second by Johnson to adopt the new organizational chart and provide authorization to fill vacancies. All members voting in favor.
12. Announcements and Reports

Natural Resources Conservation Service
Schmidt provided information regarding the reorganization, the recently formed NRCS areas, new customer service teams and office space needs. He also noted that certain staff with technical approval authority may be available to assist partners.

Dakota County
There was no Dakota County Report, however Watson noted that the Budget presentation to the County Manager is today at 11:30 a.m.

Minnesota Association of Soil and Water Conservation Districts
There was no Minnesota Association of Soil and Water Conservation Districts (MASWCD) report. However, Dee added that she is on the resolutions committee.

Metropolitan Conservation Districts Joint Powers Board
There was no Metropolitan Conservation Districts Joint Powers (MCD JPB) report. Zamiller added that the next MCD JPB meeting is scheduled for August 28, 2019.

Cannon River One Watershed, One Plan Policy Committee
Watson stated that there was nothing to report as the Cannon River One Watershed, One Plan Policy Committee did not meet. The presentation of the Plan to the BWSR South Region Committee has been scheduled for September 26.

District Managers Report
Watson reminded the Supervisors of the Strategic Planning session scheduled for August 15 at Camp Sacajawea in Lebanon Hills Regional Park. Watson stated that four contracts have been executed for cover crops on fallow or flood fields as authorized by the Board at the July 2019 meeting. Watson indicated that both the Board and staff will be participating or hosting two upcoming MASWCD events; MASWCD Governance 101 September 12-13 and the MASWCD Annual Convention December 8-10. It was recommended that the Board consider authorizing costs associated with overnight stays for both Board and staff participation with these two events.

19.104 Motion by Chamberlain, second by Johnson authorizing overnight lodging for those attending the MASWCD Governance 101 training session and for those assisting with hosting the MASWCD Annual Convention. All members voting in favor.

Board of Supervisors Reports
There were no Board of Supervisors reports.

11. Upcoming Meetings and Events
The upcoming events were reviewed. Zanmiller noted two events, the Strategic Planning session and the Dakota County Fair scheduled for August 5-11.

13. Adjourn
19.105 Motion by Dee, second by Johnson to adjourn the meeting. All members voting in favor. Motion carried.

The meeting was adjourned at 10:50 a.m.

Respectfully submitted,

Chelsea Skog, Secretary