



Approved May 9, 2016

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Minutes of the **Board of Supervisors Regular Board Meeting** held April 11, 2016.

1. Meeting called to order by Chair Humphrey at 3:04 p.m.

Roll of Attendance

**Supervisors present:**

**Others present:**

Margaret Behrens	Joe Lochner, RCD Staff
Paul Gardner	Michael Schumann, RCD Staff
Mara Humphrey	Ann WhiteEagle, RCD Staff
Carrie Wasley	Ashley Bennett, RCD Staff
Gwen Willems	Seitu Jones, CRWD Board Manager

- A. Approval of Agenda: **Motion by Supervisor Wasley and Supervisor Willems seconded** to approve the final agenda. Ann WhiteEagle requested to add Action Item H: AIS MOA. Supervisor Willems requested to add Action Item I: 2016 MASWCD Dues. Motion carried unanimously.
- B. Announcements: The Board was sent a list of upcoming meetings in the board packets. **Motion by Supervisor Willems and Supervisor Behrens seconded** to approve the Meeting with the Ramsey County Manager and finance staff on April 28, 2016 (time TBD) at the Ramsey County Courthouse, room 220 at 15 Kellogg Ave, St. Paul, as a Special Meeting. Motion carried unanimously.

Supervisor Gardner arrived at 3:10pm.

2. Staff / NRCS Reports: The staff updated the board on recent projects and activities. No report from NRCS.

3. Approval of Standing Reports:

A. Secretary’s Report – Minutes of March 14, 2016

**Motion by Supervisor Wasley and Supervisor Behrens seconded** to approve the minutes.  
Motion carried unanimously.

B. Treasury Report– 1<sup>st</sup> Quarter, 2016

**Motion by Supervisor Wasley and Supervisor Behrens seconded** to approve the Treasury Report.  
Motion carried unanimously.

#### 4. Action Items

- A. Approval of March, 2016 Supervisor and Staff Expense Claims: **Resolution 16-04-01**. Supervisor Wasley moved and Supervisor Behrens seconded. Resolved, the Board approved the expense reports as submitted by Supervisors Behrens \$254.16, Gardner \$77.16, Humphrey \$87.96, Wasley \$352.00, and Willems \$220.52 and staff member WhiteEagle \$37.49.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Wasley, and Willems– Voting against: none – Abstaining: none

- B. Supervisor Willems reported on the MACD (Area IV) meeting on April 6, 2016. Ann WhiteEagle reported on the legislative visits staff and board members made on March 22, 2016 and April 5, 2016.

- C. FY 14/15 Community Partners Grant Project Encumbrance: Capitol Region Watershed District Board Manager, Seitu Jones gave a brief history of the Frogtown Farm project, which is a nearly 13 acre parcel of land in St. Paul that is being transformed into an urban farm. **Resolution 16-04-02**. Supervisor Wasley moved and Supervisor Behrens seconded. Resolved the Board approved the following:

Whereas, The MN BWSR has provided \$150,000 in FY2014 and FY2015 Clean Water Funds through the Community Partners Conservation Program Grant to the RCD for water quality projects installed on Faith Organizations, Schools, and Business properties;

Whereas, the BWSR cost-share shall not exceed 75% of the total construction cost; and

Whereas, the RCD Board of Supervisors designates, Joe Lochner, Ramsey Conservation District Staff as the technical representative for these projects.

Now therefore Be It Resolved, the RCD Board agrees to enter into BWSR cost-share agreements with the following:

Frogtown Gardens DBA Frogtown Farm: Spokesperson: Soyini Guyton; 941 Lafond Ave. Ste. 200, St. Paul, MN 55104 for infiltration basins and educational signage.

Contract #CP 14-08, Conservation Practice 570; Total Project Cost: \$76,880; BWSR Cost Share for eligible components: 32%/\$24,304. Local Watershed (Capitol Region Watershed District) Cost Share for eligible components: 44%/\$34,031. Landowner Contribution: 24%/\$18,545. Technical and Administrative amount to be consistent with percentages outlined in grant work plan.

The project must be started by June 1st, 2016 and completed by December 31st, 2016, unless otherwise amended by mutual consent and agreement by both parties.

Bang Brewing Company, LLC: Spokesperson Jay Boss Febo: 2320 Capp Rd, St. Paul, MN 55114 for infiltration basins and educational signage.

Contract #CP 15-04, Conservation Practice 570; Total Project Cost: \$16,537.48; BWSR Cost Share for eligible components: 32%/\$5,306.00. Local Watershed (Capitol Region Watershed District) Cost Share for eligible components: 32%/\$5,306.00. Landowner Contribution: 36%/\$5,925.48. Technical and Administrative amount to be consistent with percentages outlined in grant work plan.

The project must be started by July 1st, 2016 and completed by July 1st, 2017, unless otherwise amended by mutual consent and agreement by both parties.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Wasley, and Willems– Voting against: none – Abstaining: none

- D. FY2018-19 Biennial Budget Request: Ann distributed a list of potential water quality projects and activities that the RCD may pursue in FY2018-19. She explained that BWSR requested this information every two years from LGUs and uses the information in planning and to assist with the

State budget and appropriations process. **Resolution 16-04-03.** Supervisor Behrens moved and Supervisor Willems seconded. Resolved the Board approved staff submitting the Biennial Budget Request to the Board of Water and Soil Resources.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Wasley, and Willems– Voting against: none – Abstaining: none

- E. 2017 Ramsey County Budget Update: Ann distributed the 2017 budget packet for board review. **Resolution 16-04-04.** Supervisor Behrens moved and Supervisor Willems seconded. Resolved the Board approved submitting the 2017 Budget to Ramsey County.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Wasley and Willems- Voting against: none- Abstaining: none.

- F. 2015 Audit: The 2015 budget exceeded \$500,000. Ann sent a request for proposal for the 2015 audit. The Peterson Company was the lowest bid. **Resolution 16-04-05.** Supervisor Wasley moved and Supervisor Behrens seconded. Resolved, the Board approved the Peterson Company performing the 2015 audit for \$2,300.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Wasley, and Willems– Voting against: none – Abstaining: none

- G. Personal Committee: **Resolution 16-04-06.** Supervisor Wasley moved and Supervisor Behrens seconded. Resolved the Board approved the staff interviewing for the new position and authorized staff to offer employment to the selected applicant, within the pay range.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Wasley, and Willems– Voting against: none – Abstaining: none

**Resolution 16-04-07.** Supervisor Wasley moved and Supervisor Behrens seconded. Resolved, the Board approved hiring up to two interns for three to five month terms with salaries not to exceed \$5,000 each.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Wasley, and Willems– Voting against: none – Abstaining: none

- H. Approval of Aquatic Invasive Species MOA: Ramsey County Parks and Recreation has approved the RCD proposal for inspection and education and outreach funding for the Aquatic Invasive Species Prevention Plan for Ramsey County. The total budget is approved for \$11,615.87. **Resolution 16-04-08.** Supervisor Behrens moved and Supervisor Willems seconded. Resolved the Board authorized the RCD Chair to sign the MOA with Ramsey County Parks and Recreation.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Wasley, and Willems– Voting against: none – Abstaining: none

- I. MASWCD Dues: **Resolution 16-04-09.** Supervisor Willems moved and Supervisor Gardner seconded. Resolved, the Board approved payment of the balance of the 2016 MASWCD dues of \$1,529.08.

Voting in favor of the resolution: Gardner, Humphrey, and Willems- Voting against: Wasley and Behrens- Abstaining: none.

6. Standing Committee Reports- The Board Reported on the committee meetings they attended.
  - A. Metro Conservation Districts- No Report
  - B. Rice Creek Advisory Committee- Supervisor Gardner
  - C. Ramsey- Washington Metro Watershed District Citizen Advisory Committee and Board- Supervisor Gardner
  - D. Capitol Region Watershed District Citizen Advisory Committee and Board Meeting- Supervisor Wasley and Supervisory Willems, No Report for Citizens Advisory Committee
  - E. Ramsey County League of Local Governments- Supervisor Behrens
  - F. VLAWMO Tech and Advisory Committee- Supervisor Behrens- No Report
  - G. White Bear Lake CD Lake Level Committee – Supervisor Behrens- No Report
  - H. Metro MAWD- Supervisor Willems – No Report
  - I. Other Meetings-No additional meetings
7. Next Regular Meeting Date– Monday, May 9, 2016 at 3:00pm.
8. Adjournment: **Motion by Supervisor Wasley, Supervisor Behrens seconded** to adjourn at.4:54 pm.

These minutes are respectfully submitted by Ashley Bennett.