



Minutes of the **Board of Supervisors Regular Board Meeting** held August 1, 2016.

- 1. Meeting called to order by Chair Humphrey at 3:00 p.m.

Roll of Attendance

Supervisors present:

Others present:

Margaret Behrens	Michael Schumann, RCD Staff
Paul Gardner	Ann WhiteEagle, RCD Staff
Mara Humphrey	Andrea Prichard, RCD Staff
Carrie Wasley	Brian Olsen, RCD Staff
Gwen Willems	Joe Lochner, RCD Staff
	Layne Warner, Conservation Corps
	Alicia Little, RCD Staff

- A. Approval of Agenda: **Motion by Supervisor Wasley and Supervisor Behrens seconded** to approve the final agenda. Motion carried unanimously.
 - B. Announcements: The Board was sent a list of upcoming meetings in the board packets. **Motion by Willems and seconded by Supervisor Wasley** to approve the Clean Water Summit on September 22, 2016 at the MN Landscape Arboretum as a special meeting. Motion carried unanimously.
- 2. Staff Reports: The staff updated the board on recent projects and activities, including the Isanti SWCD tour. AIS Inspector, Alicia Little, gave a summary of the AIS inspection process at boat launches. She also commented that she has worked at launches during the week without any boats to inspect, while the weekends are consistently busy.
- 3. Approval of Standing Reports:
 - A. Secretary’s Report – Minutes of June 13, 2016
Motion by Supervisor Willems and Supervisor Wasley seconded to approve the minutes. Motion carried unanimously.
 - B. Treasury Report – 2nd Quarter 2016 Detailed Report
Motion by Supervisor Wasley and Supervisor Willems seconded to approve the minutes. Motion carried unanimously.

4. Action Items

- A. Approval of June & July, 2016 Supervisor Expense Claims: **Resolution 16-08-01**. Supervisor Wasley moved and Supervisor Behrens seconded. Resolved, the Board approved the expense reports as submitted by Supervisors Behrens \$403.08, Gardner \$158.10, Humphrey \$87.96, Wasley \$368.36, and Willems \$324.84.

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

- B. FY14 CWF Community Partners Grant Amendment: Joe explained to the Board that one of the cost share applicants requested cancelling their project.
Resolution 16-08-02. Supervisor Gardner moved and Supervisor Behrens seconded. Resolved the Board approved unencumbering FY14 Community Partners cost share funding for contract CP14-02 for Wendy's Four Crown Inc, in the amount of \$24,517.41 and appropriated the funds to the following project:

Roseville Area Schools: Spokesperson Shari Thompson: 30 County Road B East for infiltration basins and educational signage.

Contract #CP 14-10, Conservation Practice 570; Total Project Cost: \$82,790.00; BWSR Cost Share for eligible components: 30%/FY14 \$25,000.00. Due to a project cancellation in FY14 all funds for this project will be taken from FY14. Therefore unencumber FY15 \$21,738.78.

Local Watershed (Capitol Region Watershed District) Cost Share for eligible components: 57%/ \$46,900.00. Landowner Contribution: 13%/ \$10,890.00. Technical and Administrative amount to be consistent with percentages outlined in grant work plan. The project must be started by September 1, 2016 and completed by November 30, 2016, unless otherwise amended by mutual consent and agreement by both parties.

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

- C. FY14/15 CWF Community Partners Grant Project Close-out: **Resolution 16-08-03**. Supervisor Wasley moved and Supervisor Behrens seconded. Resolved the Board approved reimbursing the following project:

The MN BWSR has provided \$150,000.00 in FY2015 Clean Water Funds through the Community Partners Conservation Program Grant to the RCD for water quality projects installed at Faith Organizations, Schools, Multi-family Housing Associations and Business properties;

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

Whereas, the RCD Board of Supervisors designated, Joe Lochner, Ramsey Conservation District Staff as the technical representative for this project.

Now Therefore Be It Resolved, the RCD Board agrees to approve reimbursement payment in the following amounts:

Bang Brewing Company LLC, 2320 Capp Rd, St. Paul, MN 55114

Contract #CP 15-04, Conservation Practice 570; Total Project Cost: \$18,703.38; BWSR Cost Share for eligible components: 28%/ \$5,306.00. Local Watershed (Capitol Region Watershed District) Cost Share for eligible components: 28%/ \$5,306.00. Landowner Contribution: 43%/ \$8,091.38. Technical and Administrative amount to be consistent with percentages outlined in grant work plan.

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

- D. 2016 Forum/Tour Update: Ann provided an update on upcoming forum topics and an overview of the RCD Tour on Wednesday, September 7, 2016 from 1:30-3pm.
- E. FY16 Local Capacity Grant Amendment & Letter: Ann explained that as part of the Clean Water Fund SWCD Local Capacity Grant funding, there was an additional \$4 million dollars available. For FY16, the \$2 million in funds will be available as a non-competitive formula basis using the current county allocation/levy as the match. Ann suggested using the increased funds for cost share for BMPs, including pollinator plantings. For the FY17 funds, the \$2 million will require a new county allocation/levy as the match. Also, the Board and staff went over the letter to the County Manager regarding the FY17 grant incentive, which will increase the RCD allocation by \$67,500, if the County is able to provide a \$30,000 increased allocation to the RCD in 2017.

Resolution 16-08-04. Supervisor Willems moved and Supervisor Wasley seconded. Resolved the Board approved the Chair signing the 2016 Clean Water Fund SWCD Local Capacity Services Grant Agreement Amendment for \$115,337 (amendment increase of \$15,337) and expires December 31, 2018.

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

Ann requested Board consideration for the increased funds of \$15,337 to be used for cost share, including providing pollinator plantings. **Resolution 16-08-05.** Supervisor Wasley moved and Supervisor Willems seconded. Resolved the Board approved the 2016 CWF SWCD Local Capacity Services grant workplan to include cost share opportunities.

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

- F. DNR Grant Agreement: **Resolution 16-08-06.** Supervisor Wasley moved and Supervisor Behrens seconded. Resolved the Board approved entering into the Professional and Technical Services contract with the DNR for technical assistance with field measurements for groundwater observation wells. The DNR will compensate the RCD up to \$2,400 for services rendered from July 1, 2016 to June 30, 2017.

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

- G. NACD Urban Ag Grant Agreement: Ann explained that the RCD was awarded a \$50,000 NACD Urban Agriculture Conservation Grant. There were 41 grant recipients for this national grant and the RCD was the only recipient in Minnesota to receive the funding. **Resolution 16-08-07.** Supervisor Wasley moved and Supervisor Behrens seconded. Resolved the Board approved the Chair signing the initial transaction agreement for \$5,000 and the formal agreement for \$50,000 once it is received.

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

- H. Strategic Planning: Ann presented a graph of the revenue collected from fee-for-services in 2015 and compared the graph from 2014. Overall revenue had increased by over 70% in 2015, with BMP design services accounting for most of the revenue. Ann reminded the Board that they approved staff hiring two temporary staff, if needed. She explained with the recent loss of the Assistant District Technician staff due to a family relocation that she would like to increase the AIS Inspector hours to assist with immediate needs. **Resolution 16-08-08.** Supervisor Willems moved and Supervisor Wasley seconded. Resolved the Board approved increasing the AIS Inspector hours up to 40 hours per week for the duration of the temporary position.

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

5. 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 – Supervisors Wasley and Supervisory Willems
 - E. Ramsey County League of Local Governments – Supervisor Behrens
 - F. VLAWMO Tech and Advisory Committee – Supervisor Behrens
 - G. White Bear Lake CD Lake Level Committee – no report
 - H. Metro MAWD – Willems
6. Next Regular Board Meeting – Monday, September 12, 2016 at 3:00pm.
7. Adjournment: **Motion by Supervisor Wasley, Supervisor Behrens seconded** to adjourn at 4:30 pm.

These minutes are respectfully submitted by Layne Warner.