



Minutes of the **Board of Supervisors Regular Board Meeting** held December 14, 2015.

1. Meeting called to order by Chair Humphrey at 4:00 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	Jenifer Sorensen, DNR Metro Hydrologist
Gwen Willems	

A. Approval of Agenda: Item F. Personnel Committee was moved to the end of the agenda and DNR Report will replace the NRCS Report. **Motion by Supervisor Willems and Supervisor Behrens seconded** to approve the revised agenda. Motion carried unanimously.

B. Announcements: The Board was sent a list of upcoming meetings in the board packets.

2. DNR Report: Jenifer Sorensen, East Metro Area Hydrologist for the MN Department of Natural Resources (DNR) was present to give an update. She gave an overview of her work with RCD staff, particularly on shoreline projects, a status report on the four phases and progress of the DNR’s work for the Buffer Initiative, and gave a brief report on the North & East Metro Groundwater Management Area.

3. Approval of Standing Reports: Secretary’s Report – Minutes of November 30, 2015

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

4. Action Items

A. Approval of November 2015 Supervisor & Staff Expense Claims: **Resolution 15-12-01**. Supervisor Wasley moved and Supervisor Behrens seconded. Resolved, the Board approved the expense reports as submitted by Supervisors Behrens \$181.90, Gardner \$77.30, Humphrey \$88.80, Wasley \$136.50, Willems \$136.50 and staff member WhiteEagle \$56.87.  
Voting in favor of the resolution: Humphrey, Wasley, Gardner and Willems – Voting against: none – Abstaining: none

B. FY16 BWSR Conservation Delivery & Cost Share Grant Agreement Approval: **Resolution 15-12-02**. Supervisor Behrens moved and Supervisor Willems seconded. Resolved the Board authorized the Chair to sign the FY16 BWSR Conservation Delivery & Cost Share Grant Agreement for \$29,506. The grant expiration date is December 31, 2018.

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

C. FY14/15 CWF Community Partners Grant Project Encumbrance: **Resolution 15-12-03**. Supervisor Willems moved and Supervisor Wasley seconded. Resolved the Board approved the following: Whereas, The MN BWSR has provided \$150,000 in FY2014 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:

1. Gloria Dei Lutheran Church: Spokesperson: Joanne Claussen; 700 Snelling Ave S, St. Paul, MN 55116 for infiltration basins and educational signage.

Contract #CP 14-06, Conservation Practice 570; Total Project Cost: \$60,191; BWSR Cost Share for eligible components: 13%/\$8,068.00. Local Watershed (Capitol Region Watershed District) Cost Share for eligible components: 13%/\$8,068.00. Landowner Contribution: 73%/\$44,055.00. Technical and Administrative amount to be consistent with percentages outlined in grant work plan. The project must be started by May 1st, 2016 and completed by May 1st, 2017, unless otherwise amended by mutual consent and agreement by both parties.

2. White Bear Montessori School: Spokesperson Marnie McPherson: 1201 East County Road E, Gem Lake, MN 55110 for infiltration basins and educational signage.

Contract #CP 14-07, Conservation Practice 570; Total Project Cost: \$65,200.00; BWSR Cost Share for eligible components: 18.0%/\$12,000.00. Local Watershed (Vadnais Lake Area WMO) Cost Share for eligible components: 0.0%/\$0,000.00. Landowner Contribution: 82%/\$53,200.00. Technical and Administrative amount to be consistent with percentages outlined in grant work plan. The project must be started by May 1st, 2016 and completed by May 1st, 2017, unless otherwise amended by mutual consent and agreement by both parties.

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

D. FY14/15 CWF Community Partners Grant Project Reimbursement: **Resolution 15-12-04**. Supervisor Behrens moved and Supervisor Wasley seconded. Resolved the Board approved the following: The MN BWSR has provided \$150,000.00 in FY14 and FY15 Clean Water Funds through the Community Partners Conservation Program Grant to the RCD for water quality projects installed on Faith Organization, School, Business properties and the FY15 grant includes Multi-unit Residential 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, 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:

Victoria Village Atrium Condominiums: Robert Hoffman, 4035 Victoria Street N, Shoreview, MN 55126 for bio-retention basins.

Contract #CP FY15-01, Conservation Practice 570; Total Project Cost: \$18,538.68; BWSR Cost Share for eligible components: 36%/6,677.68. Local Watershed Cost Share for eligible components: RCWD-27%/\$5,000.00. Landowner Contribution: 37%/\$6,861.00 Technical and Administrative amount to be consistent with percentages outlined in grant work plan.

Bang Brewing: 2320 Capp Road, St. Paul, MN 55114 for bio-retention basins.  
Contract #CP 14-05, Conservation Practice 570; Total Project Cost: \$19,525.98; BWSR Cost Share for eligible components: 33%/\$6,458.86. (NOTE: The encumbering resolution from 10/19/15 incorrectly stated BWSR Cost Share for eligible components as 36.13%/\$6,452.83. BWSR Contract #CP 14-05 states cost share for eligible components not to exceed 36.13%/\$6,458.86.) Local Watershed (Capitol Region Watershed District) Cost Share for eligible components: 33%/\$6,458.86. Landowner Contribution: 34%/\$6,608.27. Technical and Administrative amount to be consistent with percentages outlined in grant work plan.

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

- E. Approval of Conservation Corp Applications: Ann explained that the RCD submitted applications for a Conservation Corpmember and Crew for 2016 and requested approval if the RCD was awarded the grants. **Resolution 15-12-05.** Supervisor Behrens moved and Supervisor Wasley seconded. Resolved the Board approved entering agreements with the Conservation Corp for a Corpmember and Crew for 2016.

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

- F. Personnel Committee: Item moved to the end of the agenda.

- G. 2016 Professional Service Agreement Approvals: **Resolution 15-12-06.** Supervisor Behrens moved and Supervisor Willems seconded. Resolved the Board approved signing the Professional Service Agreements with Ramsey-Washington Metro Watershed District, city of Arden Hills, and city of Shoreview for 2016.

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

- H. Update on MASWCD Annual Meeting: Supervisor Willems is on the MASWCD Resolutions Committee and gave the board an update on the Business Meeting and the final outcome on some of the resolutions from the MASWCD annual meeting.

- I. 2016 Board Meeting Dates: **Resolution 15-12-07.** Supervisor Willems moved and Supervisor Wasley seconded. Resolved the Board approved the second Monday of the month at 4:00pm for Regular Board Meetings, except for one exception, October 17<sup>th</sup>.

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

- J. 2014 CWMA Reimbursement: **Resolution 15-12-08.** Supervisor Behrens moved and Supervisor Willems seconded. Resolved the Board approved the following:

The MN BWSR had provided \$15,000 in FY14 CWMA funding to the RCD for the cooperative control of invasive species within Ramsey County; and BWSR approved \$15,000 of the grant for administration and program expenses;

Now Therefore Be It Resolved, the RCD Board agreed to approve reimbursement payment to the RWMWD for \$8,620.11 for work completed for the CWMA.

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

- K. 2015 Cost Share Reimbursement: **Resolution 15-12-09.** Supervisor Wasley moved and Supervisor Behrens seconded. Resolved the Board approved the following:

The MN BWSR had provided \$10,163 in FY15 Cost Share funding to the RCD; and BWSR approved the technical assistance option for the RCD; and

Now Therefore Be It Resolved, the RCD Board agreed to reimburse the RCD for technical assistance provided

in the amount of \$10,163.

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

- L. 2016 Increased Capacity Funding: Ann explained that the \$100,000 Clean Water Fund SWCD Local Capacity Services Grant is expected to arrive before the end of the year. She further stated that she would have the adjusted line item budget available for the January board meeting. **Resolution 15-12-10.** Supervisor Willems moved and Supervisor Behrens seconded. Resolved the Board authorized the Chair to sign the Clean Water Fund SWCD Local Capacity Services Grant agreement and submitting it to BWSR.

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

- M. Blue Thumb Membership: **Resolution 15-12-11.** Supervisor Behrens moved and Supervisor Willems seconded. Resolved the Board approved membership with Blue Thumb for 2016 for \$500 (allowing for \$250 of the membership to come from in-kind contributions).

Voting in favor of the resolution: Behrens, Humphrey, Wasley, Gardner and 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 – Gardner
- D. Capitol Region Watershed District Citizen Advisory Committee – Supervisor 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 – Supervisor Behrens
- H. Metro MAWD – No Report
- I. Other Meetings – No additional meetings

6. Personnel Committee: **Resolution 15-12-12.** Supervisor Behrens moved and Supervisor Willems second. Resolved the Board approved a 2.5% COLA salary increases for all staff (Bennett, Lochner, Prichard, Schumann, and Triplett) effective January 1, 2016.

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

- Resolution 15-12-13.** Supervisor Wasley moved and Supervisor Behrens second. Resolved the Board approved an additional 2.5% salary increases for Lochner and Schumann, effective January 1, 2016.

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

7. Next Regular Meeting Date – Monday, January 11, 2016 at 4:00 pm.

8. Adjournment: **Motion by Supervisor Behrens, Supervisor Willems seconded** to adjourn at 5:46 pm. Motion carried unanimously.

These minutes are respectfully submitted by Ann WhiteEagle.