



**MEETING MINUTES**

**Wednesday, February 27, 2019 4:00 p.m.**

Ramsey County Public Works Facility – Marsden Room  
1425 Paul Kirkwold Drive, Arden Hills, MN

**Attendance:**

<u>Member</u>	<u>Supervisors</u>	<u>Staff</u>
Anoka CD	Glenda Meixell	Chris Lord
Carver SWCD	Mark Zabel	
Chisago SWCD	Roland Cleveland	
Dakota SWCD	Laura Zanmiller	
Hennepin County		
Isanti SWCD	Greg Swanson	
Ramsey County		Ann WhiteEagle
Scott SWCD	Doug Schoenecker	Troy Kuphal & Shelly Tietz
Sherburne SWCD	Michael Schroeder	Francine Larson
Washington CD	John Rheinberger	Jay Riggs
Wright SWCD	Mary Wetter	

**1. Call to Order**

Troy Kuphal called the meeting to order at 4:00 pm. A quorum was present.

**2. Open Floor**

None

**3. Election of Officers**

Kuphal opened the floor for nominations for Chair.

Kuphal called for nominations for the Office of Chair. Rheinberger nominated Wetter for Chair. Kuphal called for further nominations. Wetter nominated Zabel for Chair. Kuphal called for nominations a third and final time; no further nominations were made. Ballots were distributed and votes were tallied. Mark Zabel was elected Chair by majority vote.

Chair Zabel called for nominations for Vice-Chair. Reinberger nominated Zanmiller for Vice-Chair. Chair Zabel twice called for further nominations. There were no further nominations. Chair Zabel recognized Zanmiller as the only nominee and called for any objection to elect her as Vice-Chair by acclamation. There were no objections and Laura Zanmiller was elected by acclamation.

Chair Zabel called for nominations for Secretary. Cleveland nominated Schroeder for Secretary. Chair Zabel called for further nominations two more times. There were no further nominations. Chair Zabel recognized Schroeder as the only nominee and called for any objection to elect him as Secretary by acclamation. There were no objections and Michael Schroeder was elected Secretary by acclamation.

Chair Zabel called for nominations for Treasurer. Rheinberger nominated Schoenecker for Treasurer. Chair Zabel twice called for further nominations. There were no further nominations. Chair Zabel

recognized Schoenecker as the only nominee and called for any objection to elect him as Treasurer by acclamation. There were no objections and Doug Schoenecker was elected by acclamation.

#### 4. Approve of Agenda

**Motion 19.001** Motion by Cleveland, second by Rheinberger, to approve the agenda with the following additions:

**Add 13.4** MCD Legislative Reception

Motion carried.

#### 5. Approval of Minutes

**Motion 19.002** Motion by Rheinberger, second by Schoenecker to approve the November 28, 2018 Board minutes as presented. Motion carried.

#### 6. Manager's Meeting Notes – October 28, 2018

Troy Kuphal reported on the following programs discussed at the January 30 meeting:

- Watershed Based Funding Forum
- Sub-watershed Assessment grant received additional funding.
- Lessard-Sams Grant Application
- Campus Groundwater Conservation Planning Initiative
- BWSR Academy
- MASWCD Convention is hosted by Area IV

#### 7. Treasurer's Report – Scott SWCD Reporting

##### 7.1 Treasurer's Report – February 21, 2019

Kuphal read the Treasurer's Report. He reported a cash balance of \$722,081.24 and the following fund balances:

Children's Water Festival:	\$41,462.64
MCD:	\$65,454.53
Total Fund Balance is:	\$106,917.17

**Motion 19.003** Motion by Schoenecker, second by Meixell, to accept the Treasurer's Report subject to audit. Motion carried.

##### 7.2 Checking Account Transaction Report

Report included in packet. No discussion.

#### 8. Engineering and Technical Assistance (ETA)

##### 8.1 ETA Engineering & Technical Assistance Report as of December 31, 2018

Kuphal read from ETA program report by District and quarter, as prepared and submitted by Dakota County SWCD, program Host.

## **8.2 Grant Status Report as of December 31, 2018**

Kuphal reported on the Grant Status report which outlines the summary of each grant, also prepared and submitted by Dakota County SWCD.

## **9. Subwatershed Analysis Program (SWA)**

### **9.1 Program Updates**

Riggs provided the updated on the SWA grant.

### **9.2 FY2019 CWF Metro Sub-Watershed Analysis Grant Agreement**

Kuphal provided an overview of the grant agreement, noting the work plan and distribution of funds would be similar to that of previous like grants.

**Motion 19.004** Motion by Rheinberger, second by Meixell, to approve the Grant Agreement and authorize Jay Riggs to develop the Work Plan. Motion carried.

## **10. Metro Area Children's Water Festival (MACWF)**

No new information.

## **11. Campus Groundwater Conservation Planning (CGCP)**

### **11.1 Program Updates**

Lord provided an update on Campus Groundwater Conservation Planning. Most of the data collection is done and staff is working on the reports.

## **12. Minnesota Ag Water Quality Certification Program (MAWQCP)**

### **12.1 Program Updates**

Kuphal provided a program update on the MAWQCP, noting there is not a lot of new activity.

## **13. Other Business**

### **13.1 Bid for FY2018 Financial Audit**

Tietz reviewed the bid letter provided by Peterson Company LTD, and also noted their experience and competitive price.

**Motion 19.005** Motion by Schoenecker, second by Wetter, to approve the bid from Peterson Company LTD to complete the MCD's FY2018 Financial Audit. Motion carried.

Kuphal explained that BWSR policy requires authority for staff to sign grant financial statements must be granted by formal Board action.

**Motion 19.006** Motion by Cleveland, second by Schoenecker, to approve program host staff authorization to sign BWSR's Final Financial Statement. Motion carried.

### **13.2 Ecological Grant Application**

Lord reviewed the Ecological Grant Application. An inventory of interest was completed by all 11 metro districts. The interest was to pursue funding to complete and or update MLCCS Inventories.

**Motion 19.007** Motion by Rheinberger, second by Swanson, to approve the Resolution to authorize submittal of an application for MLCCS inventory creation and updates for the eleven county metro area to the Legislative-Citizen Commission on Minnesota Resources. Motion carried.

**Motion 19.008** Motion by Meixell, second by Cleveland, to authorize staff to prepare a letter on behalf of MCD to the Outdoor Heritage Council to develop a program to facilitate locally-led ecological planning and analysis that leads to prioritized, targeted and measurable outcomes. Motion carried.

### 13.3 Meeting Dates

**Motion 19.009** Motion by Cleveland, second by Schoenecker, to approve MCD Board Meetings in 2019 for the 4<sup>th</sup> Wednesday of May and August and the 3<sup>rd</sup> Wednesday in November. Motion carried.

### 13.4 Legislative Reception

Lord reviewed plans to host a MCD Legislative Reception at the capital March 22, 2019 at 9:00 am.

**Motion 19.010** Motion by Rheinberger, second by Schoenecker, to authorize expenses not to exceed \$2,000 for the MCD Legislative Reception being held on March 22, 2019. Ayes: Anoka, Carver, Chisago, Dakota, Isanti, Scott, Sherburne, Washington, Wright.

The Legislative Reception will be placed on the November, 2019 Board Agenda for future events.

### 14. Member District Updates

Chisago is hiring a new staff.

Wright reported a new supervisor was elected and they have filled their engineer position opening.

Anoka provided information regarding their comprehensive plan.

Washington CD wants to adopt St. Croix Watershed Water Plan but this will only take care of part of Washington County.

### 15. Agenda Items for Next Board Meeting

Contact Mark or Shelly to add any agenda items for the next board meeting

### 16. Adjourn

**Motion 19.011** Motion by Zanmiller, second by Schoenecker, to adjourn the meeting at 5:23. Motion carried.

Respectfully submitted,

  
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Michael Schroeder, Secretary

05.29.19  
Date