



**MEETING MINUTES**

**Wednesday, February 22, 2017 4:00 p.m.**

5th Floor Conference Room

Earle Brown Tower, 6120 Earle Brown Drive

Brooklyn Center, MN.

**Attendance:**

<u>District</u>	<u>Supervisors</u>	<u>Staff</u>
Anoka CD	Steve Leitiner	
Carver SWCD	Mark Zabel	Mike Wanous
Chisago SWCD	Roland Cleveland	
Dakota SWCD	Laura Zanmiller	Brian Watson
Isanti SWCD	Al Koczur	
Ramsey CD	Gwen Willems	
Scott SWCD	Doug Schoenecker	Troy Kuphal
Sherburne SWCD	Michael Schroeder	Francine Larson
Washington CD	John Rheinberger	Jay Riggs
Wright SWCD	Mary Wetter	Luke Johnson

**1. Call to Order**

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

**2. Open Floor**

None

**3. Election of Officers**

Kuphal open floor for nominations for Chair.

Kuphal called for nominations for the Office of Chair.

Roland Cleveland nominated Doug Schoenecker as Chair. Doug Schoenecker declines nomination.

Mark Zabel nominated Gwen Willems as Chair. Gwen Willems declines nomination.

Roland Cleveland nominated Al Koczur as Chair. Al Koczur declines nomination.

John Rheinberger nominated Mark Zabel as Chair.

John Rheinberger nominates Laura Zanmiller as Chair. Laura Zanmiller declines nomination.

Mark Zabel accepts nomination for Chair. Kuphal called for nominations three times; no further nominations were made.

**Motion 17.001** Motion by Rheinberger, second by Cleveland to close nominations and cast an unanimous ballot for Zabel for Chair. Motion carried.

Chair Zabel called for nominations for Vice-Chair. Cleveland nominated Mary Wetter as Vice-Chair. Zabel called for nominations three times; no further nominations were made.

**Motion 17.002** Motion by Schoenecker, second by Willems, to close nominations and cast an unanimous ballot for Wetter for Vice-Chair. Motion carried.

Chair Zabel called for nominations for Secretary. Wetter nominated Gwen Willems as Secretary. Zabel called for nominations three times; no further nominations were made.

**Motion 17.003** Motion by Rheinberger, second by Willems, to close nominations and cast an unanimous ballot for Willems for Secretary. Motion carried.

Chair Zabel called for nominations for Treasurer. Cleveland nominated Doug Schoenecker as Treasurer. Zabel called for nominations three times; no further nominations were made.

**Motion 17.004** Motion by Rheinberger, second by Schroeder, to close nominations and cast an unanimous ballot for Schoenecker for Treasurer. Motion carried.

#### **4. Approval of Agenda – Additions/Corrections/Deletions**

**Motion 17.005** Motion by Cleveland, second by Rheinberger to approve the agenda as presented. Motion Carried

#### **5. Approve Minutes**

**Motion 17.006** Motion by Wetter, second by Willems to approve the November 16, 2016 board minutes as presented. Motion carried.

#### **6. Manager's Meeting Notes**

Watson referred to the Metro Managers Meeting Notes included in the board packets. Tom Gile from BWSR attended the meeting to discuss the Minnesota Buffer Law updates. Discussion held on "Other Waters" under the Minnesota Buffer Law. By July 1, 2017 SWCD Boards are requested to develop, adopt and submit to each local water management authority within their boundary a summary of watercourses for inclusion in the local water management authority's plan. Each district provided information on what their district is planning on doing.

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

##### **7.1 Treasurer's Report – February 15, 2017**

Kuphal read the Treasurer's Report. He reported a cash balance of \$616,815.94 and the following funds balances:

Children's Water Festival:	\$26,639.10
MCD:	\$60,443.32
Total Fund Balance is:	\$87,082.42

Discussion held on possibly investing funds into a certificate of deposit to earn additional funds. It was decided to continue investing the funds in a money market account. Since a large portion of the MCD's funds are allocated for specific grant expenses a short term Certificate of Deposit would be the alternative investment but the rate would not be much higher than currently earning in a money market account.

**Motion 17.006** Motion by Rheinberger, second by Schoenecker, to approve the Treasurer's Report subject to audit. Motion carried

## **7.2 Checking Account Transaction Report**

Report included in packet. No discussion

## **8. Non Point Engineering Assistance Program (NPEAP)**

### **8.1 FY2016 ETA Engineering & Technical Asst Report as of December 31, 2016**

Kuphal reported that there are no more open projects to report.

Watson reported on the FY2016 ETA Engineering & Technical Asst Report broken down by district and quarter.

### **8.2 FY2016 ETA Equipment, Software & Training Report as of December 31, 2016**

Watson reported on the FY2016 Equipment, Software & Training Report broken down by district and quarter.

The FY2015 NPEAP has been closed out and completed.

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

### **9.1 Program Update**

Riggs reported that one additional SWA is complete. All SWA's need to be complete by 2018 but the goal will be to get all SWA's complete by 2017.

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

### **10.1 Program Updates**

Wanous provided an overview of the Children's Water Festival for new incoming board members. He reported that the Children's Water Festival is Wednesday, September 27, 2017 at the State Fairgrounds.

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

### **11.1 Program Updates**

Riggs provided a memo drafted from Mitch Haustein, Anoka Conservation District, with an update of the program

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

### **12.1 Program Updates**

Kuphal provided an update and overview of the Minnesota Ag Water Quality Certificate Program. The grant agreement has been extended until 12/31/2017. Each district provided an update on how many applications have been certified.

## **13. Other Business**

Cleveland provided an update on two state wide committee meetings that he and Brian Watson have attended for Technical Service Area's. The meetings were held to discuss how TSA's are working and any way to improve them. Zabel indicated that the mission of TSA's were to develop and provide greater capacity to member districts.

### **13.1 Regular Meeting Date Schedule and Location**

Discussion held on meeting dates for 2017.

**Motion 17.007** Motion by Rheinberger, second by Schoenecker, to approve the last Wednesday of the month in February, May, August and November for board meeting. The meetings will be held at 4:00 at the Earle Brown Tower.

**14. Member District Updates**

None

**15. Agenda Items for Next Board Meeting**

The next board meeting will be held on Wednesday, May 31, 2017.

**16. Adjourn**

**17.**

**Motion 17.008** Motion by Wetter, second by Cleveland, to adjourn the meeting. Motion carried.

Respectfully submitted,

  
\_\_\_\_\_  
Gwen Willems, MCD Secretary