



**MEETING MINUTES**

**Wednesday, November 16, 2016 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	Jim Landahl	
Carver SWCD	Bob Burandt	Mike Wanous
Chisago SWCD	Roland Cleveland	
Dakota SWCD	Laura Zanmiller	
Isanti SWCD	Al Koczur	
Ramsey CD	Gwen Willems	
Scott SWCD	Doug Schoenecker	Troy Kuphal
Sherburne SWCD	Doug Hipsag	Francine Larson
Washington CD	John Rheinberger	Jay Riggs
Wright SWCD	Mary Wetter	

**1. Call to Order**

Chair Rheinberger called the meeting to order at 4:00 p.m. Roll call done. A quorum was present.

**2. Open Floor**

None

**3. Approval of Agenda – Additions/Corrections/Deletions**

**Motion 16.001** Motion by Willems, second by Koczur to approve the agenda with the following addition:

1. 11.2 Joint Powers Agreement for Minnesota Agricultural Water Quality Certification Program.

Motion carried.

**4. Approve Minutes**

**Motion 16.002** Motion by Schoenecker, second by Cleveland to approve the August 31, 2016 board minutes as presented. Motion carried.

**5. Manager's Meeting Notes**

Wanous noted the following items were discussed at the Manager's Meeting on October 26:

- Minnesota Ag Water Quality Certification Program (MAWQCP)
- Engineering and Technical Assistance (ETA) Special Program
- Subwatershed Analysis (SWA) Special Program
- MN Buffer Law
- Work Plan and Budget

No further discussion

**6. Treasurer's Report – Scott SWCD Reporting**

**6.1 Treasurer's Report – November 8, 2016**

Kuphal read the Treasurer's Report. He reported a cash balance of \$701,711.75 and the following funds balances:

MAWQCP:	\$1.93
Children's Water Festival:	\$24,512.48
MCD:	\$65,940.95
Total Fund Balance is:	\$90,453.43

**Motion 16.003** Motion by Lindahl, second by Burandt, to approve the Treasurer's Report subject to audit. Motion carried

**6.2 Checking Account Transaction Report**

Report included in packet. No discussion

**7. Non Point Engineering Assistance Program (NPEAP)**

**7.1 Open Projects** (approved prior to 12/19/2015)

Kuphal reported on the Open Projects approved prior to December 19, 2015.

**7.2 FY 2016 ETA Engineering & Technical Assistance Report as of 9/30/2016**

Kuphal reported on the FY 2016 ETA Report broken down by district and quarter.

**7.3 FY2016 ETA Equipment, Software & Training Report as of 9/30/2016**

Kuphal reported on the FY 2016 ETA Report broken down by district and quarter.

**8. Subwatershed Analysis Program (SWA)**

**8.1 Program Update**

Riggs reported that all SWA funds have been encumbered and it is the goal to have all funds spent by December 31, 2017.

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

**9.1 Program Updates**

Wanous reported that the Children's Water Festival was very successful. He stated that they are looking at expanding the event so more schools can be included.

**10. Campus Groundwater Conservation Planning (CGCP)**

**10.1 Program Updates**

None

**11. Minnesota Ag Water Quality Certification Program (MAWQCP)**

**11.1 Program Updates**

Kuphal reviewed the changes the Minnesota Department of Agriculture are making to the MAWQCP. The MAWQCP currently has certification specialists in three metro area districts, including Scott, Anoka and Wright SWCD's. The program will change where certification specialists are full time positions with MDA. The MDA's goal is to complete the assessments and certifications of landowners who applied during the promotional period.

## 11.2 Joint Powers Agreement

The Minnesota Department of Agriculture is extending the current JPA through December 31, 2017. The projected budget balance of \$45,000 will serve as the initial budget amount. Funds can be used to reimburse Districts for training, promotional activities, and to assist landowners with assessments and certification. The MDA has stated that they will assess quarterly the activity of the Metro Conservation District and will replenish the funds if/when needed.

**Motion 16.004** Motion by Cleveland, second by Koczur to approve signing the extension of the Minnesota Ag Water Quality Certification Program Joint Powers Agreement pending the final agreement does not have any substantive changes from what has been communicated. Motion carried.

## 12. Other Business

### 12.1 2017-2019 Workplan and Budget

Kuphal reviewed the changes that were indicated in red to the 2017-2019 Workplan and Budget that was included in the board packet.

**Motion 16.005** Motion by Schoenecker, second by Lindahl, to approve the 2017-2019 to approve the 2017-2019 Workplan and Budget. Motion carried.

### 12.2 Joint Powers Agreement extensions for host, fiscal and admin services

**Motion 16.006** Motion by Cleveland, second by Willems, to approve extensions to December 31, 2017 on Joint Power Agreements for host, fiscal and admin services. Motion carried.

**Motion 16.007** Motion by Burandt, second by Koczur to authorize signature of extension of JPA agreements for host, fiscal and admin services. Motion carried.

## 13. Member District Updates

Discussion held on the election results and the metro soil and water districts that will have changes in supervisor positions.

## 14. Agenda Items for Next Board Meeting

The next meeting is scheduled for February 22, 2017.

## 15. Adjourn

**Motion 16.008** Motion by Lindahl, second by Schoenecker, to adjourn the meeting. Motion carried.

Respectfully submitted,



Gwen Willems, MCD Secretary