



**MEETING MINUTES**

**Wednesday, February 24, 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	Karla Komec	Chris Lord
Carver SWCD	Mark Zabel	Mike Wanous
Chisago SWCD	Roland Cleveland	
Dakota SWCD	Laura Zanmiller	Brian Watson
Isanti SWCD	Al Koczur	
Ramsey CD	Gwen Willems	Ann White Eagle
Scott SWCD	Doug Schoenecker	Troy Kuphal
Sherburne SWCD	Shane Berg	Francine Larson
Washington CD	John Rheinberger	Jay Riggs
Wright SWCD	Mary Wetter	Kerry Saxton

**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. Election of Officers**

Rheinberger appointed Kuphal as a convener for nominations of Chair.

Kuphal open floor for nominations for Chair.

Wetter made a nomination to keep the same officers and cast a white ballot for them.

Current Officers are:

Chair:	John Rheinberger
Vice Chair:	Mary Wetter
Secretary:	Gwen Willems
Treasurer:	Doug Schoenecker

Hearing no objection, Kuphal closed nominations.

**Motion 16.001** Motion by Wetter, second by Koczur, to cast a white ballot to maintain all current seats. Motion Carried.

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

**Motion 16.002** Motion by Cleveland, second by Schoenecker to approve the agenda as presented.  
Motion Carried

**5. Approve Minutes**

**Motion 16.003** Motion by Willems, second by Koczur to approve the December 16, 2015 board minutes as presented. Motion carried.

**6. Manager's Meeting Notes**

Kuphal noted the following items were discussed at the Manager's Meeting:

- Minnesota Ag Water Quality Certification Program (MAWQCP)
- Engineering and Technical Assistance (ETA) Special Program
- Groundwater Conservation Special Program
- Envirothon
- Meetings schedule for 2016

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

**7.1 Treasurer's Report – February 17, 2016**

Kuphal read the Treasurer's Report. He reported a cash balance of \$572,407.56 and the following funds balances:

Children's Water Festival:	\$20,345.89
MCD:	\$64,890.64
Total Fund Balance is:	\$85,245.53

**Motion 16.004** Motion by Schoenecker, second by Zabel, 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 Open Projects through December, 2015**

Kuphal reported on the Open Projects through December February 17, 2016.

**8.2 Program Updates**

There are significant changes to the Non Point Engineering Assistance Program. Dakota SWCD will now host the Engineering and Technical Assistance special program, which combines new capacity (ESTS) funding with NPEAP under the ETA.

Watson reported that the Grant Agreement has been signed and the Work Plan has been completed. Districts can submit applications to request their equal portion of ETA funds at this time.

New survey equipment is being purchased, including two Total Stations to be housed in Washington and Anoka, and a new R10 housed in Dakota.

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

**9.1 Program Update**

Riggs indicated that there are no changes at this time.

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

### **10.1 Program Updates**

Wanous reported that the Children's Water Festival is Wednesday, September 28, 2016 at the State Fairgrounds. The committee is investigating possible expanding the festival in 2017 in hope of allowing more schools to attend the event.

## **11. Other Business**

### **11.1 Interim 2015-2016 Work Plan and Budget Amendments**

Kuphal reported an amendment to the 2015-2106 Work Plan and Budget is needed to incorporate the Campus Ground Water Conservation Planning Initiative as a Special Program. MCD was awarded a \$200,000 2016 CWF grant to support this \$250,000 initiative. Anoka Conservation District will be the program host. Pending approval of the interim amendment, several additional items that follow on the agenda will require action. Referring to the proposed interim work plan amendments included in board packet, Kuphal noted a budget increase of \$78,125, tied to the first year of the grant. Chris Lord explained the program focus is on groundwater conservation for large campuses such as hospitals, municipal facilities, schools, etc. There will be two levels of MCD member participation. The first year is building protocol or tool, the second year will focus on getting the projects on the ground.

**Motion 16.005** Motion by Wetter, second by Komec, to approve the Interim 2015-2016 Work Plan and Budget Amendment. Motion Carried.

### **11.2 FY16 Competitive Grants Program for Campus Ground Water Conservation Planning Program**

**Motion 16.006** Motion by Cleveland, second by Wetter to execute and sign the FY2016 Competitive Grants Program Grant Agreement for Campus Groundwater Conservation Planning Initiative. Motion Carried.

### **11.3 JPA for CGCP Special Program Host Services (new)**

**Motion 16.007** Motion by Schoenecker, second by Koczur, to approve the Joint Powers Agreement for the Campus Groundwater Conservation Planning for Host Services to be provided by Anoka Conservation District. Motion Carried.

### **11.4 2015-2016 JPA for Fiscal Services (amend existing)**

**Motion 16.008** Motion by Willems, second by Zanmiller, to approve amending the 2015-2016 Joint Powers Agreement for Fiscal Services to add the Campus Groundwater Conservation Planning for Fiscal Services. Motion carried.

### **11.5 2016 Regular meeting date schedule and location**

**Motion 16.009** Motion by Zabel, second by Wetter, to approve quarterly board meetings as presented. Motion carried.

## **12. Member District Updates**

Legislative Day at the Capital is March 21 and March 22.

Watson stated notice for the FY18-19 Biennial Budget Request (BBR) for was released by BWSR, noting BBR's are required for organizations that participate in their state-funded programs and are used to indicate program priorities and associated funding needs on a two year basis.

**Motion 16.010** Motion Cleveland, second by Zabel, to authorize Host staff to submit BBR for the Metro Conservation District. Motion carried

**13. Agenda Items for Next Meeting**

**14. Adjourn**

**Motion 16.011** Motion by Schoenecker, second by Koczur, to adjourn the meeting. Motion carried.

Respectfully submitted,

  
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Gwen Willems, MCD Secretary