



MEETING MINUTES

Wednesday, May 31, 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 Laitinen	
Carver SWCD	Mark Zabel	Mike Wanous
Chisago SWCD		
Dakota SWCD	Laura Zanmiller	
Isanti SWCD	Al Koczur	
Ramsey CD	Gwen Willems	Ann White Eagle
Scott SWCD	Doug Schoenecker	Shelly Tietz
Sherburne SWCD	Michael Schroeder	Francine Larson
Washington CD	John Rheinberger	Jay Riggs
Wright SWCD	Mary Wetter	

1. Call to Order

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

2. Open Floor

None

3. Approval of Agenda – Additions/Corrections/Deletions

Motion 17.010 Motion by Rheinberger, second by Schoenecker to approve the agenda as presented.
 Motion Carried

4. Approve Minutes

Motion 17.011 Motion by Koczur, second by Zanmiller to approve the February 22, 2017 board minutes as presented with a correction Steve Laitinen’s name. Motion carried.

5. Manager’s Meeting Notes

Riggs referred to the Metro Managers Meeting Notes included in the board packets. Tom Gile from BWSR provided clarification of the new technical guidance document on Alternative Practices. Discussion held on sharing technical skills and expertise among Metro Conservation District members.

6. Treasurer’s Report – Scott SWCD Reporting

6.1 Treasurer’s Report – May 31, 2017

Tietz read the Treasurer's Report. She reported a cash balance of \$551,798.16 and the following funds balances:

Children's Water Festival:	\$34,579.70
MCD:	\$61,081.76
SWA:	(\$14,097.75)
Total Fund Balance is:	\$81,563.71

Motion 17.012 Motion by Rheinberger, second by Wetter, to approve the Treasurer's Report subject to audit. Motion carried

6.2 Checking Account Transaction Report

Report included in packet. No discussion

7. Engineering and Technical Assistance (ETA)

7.1 ETA Engineering & Technical Assistance Report as of March 31, 2017

Tietz read from ETA program report down by district and quarter, prepared and submitted by Dakota County SWCD, program Host.

7.2 ETA Equipment, Software & Training Report as of March 31, 2017

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

8. Subwatershed Analysis Program (SWA)

8.1 Program Update

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

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

9.1 Program Updates

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

9.2 MOU Agreement with Anoka County for Financial Donation

Anoka County requested a Memorandum of Understanding to provide a donation for the Children's Water Festival.

Motion 17.013 Motion by Rheinberger, second by Schoenecker, to approve the Memorandum of Understanding from Anoka County for financial donation for the Children's Water Festival. Motion carried.

9.3 2017 Program Expansion & 2017 Budget

Wanous reviewed the plan to expand and reach out to 600 additional students for the 2017 Children's Water Festival. A request was made to increase the 2017 budget by \$1,360, for additional costs for the facility, to host additional students.

Motion 17.014 Motion by Schoenecker, second by Isanti, to approve an additional \$1,360 for the 2017 Children's Water Festival budget, due to an increase in costs for the facility to host additional students.

10. Campus Groundwater Conservation Planning (CGCP)

10.1 Program Updates

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

11. Minnesota Ag Water Quality Certification Program (MAWQCP)

11.1 Program Updates

None provided.

11.2 MAWQCP Joint Powers Agreement Amendment

Motion 17.015 Motion by Rheinberger, second by Wetter, to approve the MAWQCP Joint Powers Agreement Amendment. Motion carried.

12. Other Business

12.1 Joint Powers Agreement Terms

Motion 17.016 Motion by Wetter, second by Zanmiller, to amend the terms of the following Joint Powers Agreement to 12/31/2019.

- Dakota SWCD for Engineering & Technical Assistance (ETA)
- Scott SWCD for Administrative Services
- Scott SWCD for Fiscal Services for Special Programs

Motion carried

12.2 Vectorworks Licenses Ownership Change Request

Riggs initiated discussion on the Memorandum from Washington Conservation District requesting Vectorworks Licenses Ownership be changed to the end-users of the software. Vectorworks issues have arisen for end-users when the software needs to be updated; usually four updates per year.

Motion 17.017 Motion by Rheinberger, second by Schoenecker, to change the ownership of the Vectorworks licenses to each district contingent on Vectorworks approval to change ownership. Motion carried.

12.3 Bid for 2016 Financial Audit

Motion 17.018 Motion by Wetter, second by Willems, to accept Peterson Company LTD's bid of \$2,300 to complete the 2016 audit. Motion carried.

13. Member District Updates

Discussion held from many districts on the Resolution for "Other Waters". Riggs from Washington CD announced that Washington Conservation District approved a resolution to not include additional "Other Waters". BWSR also approved the resolution. Zabel from Carver SWCD discussed what to include for "Other Waters". Scott indicated the "Other Waters" map is one for Scott County. Ramsey announced they will not have additional "Other Waters".

Washington Conservation District is celebrating their 75th anniversary and the summer tour will be part of their celebration.

14. Agenda Items for Next Board Meeting

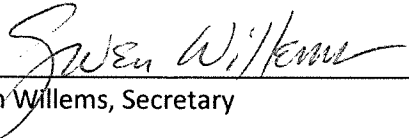
Admin host to provide update on the status of transferring Vectorworks license ownership from MCD to end users.

The next board meeting will be held on Wednesday, August 30, 2017.

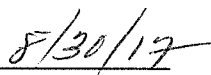
15. Adjourn

Motion 17.019 Motion by Schoenecker, second by Laitinen, to adjourn the meeting. Motion carried.

Respectfully submitted,



Gwen Willems, Secretary



Date