



MEETING MINUTES

Wednesday, May 29, 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	Jim Lindahl	
Carver SWCD	Mark Zabel	
Chisago SWCD	Roland Cleveland	
Dakota SWCD	Laura Zanmiller	Brian Watson
Hennepin County		
Isanti SWCD	Greg Swanson	
Ramsey County		Ann WhiteEagle
Scott SWCD	Doug Schoenecker	Troy Kuphal
Sherburne SWCD	Michael Schroeder	
Washington CD	John Rheinberger	Jay Riggs
Wright SWCD	Mary Wetter	

1. Call to Order

Laura Zanmiller called the meeting to order at 4:05 pm. A quorum was present.

2. Open Floor

None

3. Approve of Agenda

Motion 19.012 Motion by Rheinberger, second by Schoenecker, to approve the agenda as presented. Motion carried.

4. Approval of Minutes

Motion 19.013 Motion by Cleveland, second by Rheinberger to approve the February 27, 2019, Regular Board Meeting minutes and the April 3, 2019, Special Board Meeting minutes as presented with a correction under “Call to Order” changing Laura Mary Zanmiller to Laura Zanmiller. Motion carried.

5. Manager’s Meeting Notes – Mar 21 & Apr 30

Troy Kuphal reported on the following programs discussed at the Mar 21 & Apr 30 meetings:

- Discussion held on staff training for the ETA Program
- Jay Riggs reported that the FY19 SWA work plan is being finalized.
- Executive Committee to approve letter of support for U of M LCCMR Project proposal.
- Discussion on current legislative and outreach strategies.

- Watson provided an update on the Watershed Based Funding.
- MCD Work Plan and Budget draft will need to be completed.
- A grant application for LCCMR – MLCS was submitted.
- Formation of MACD New Committee

6. Treasurer’s Report – Scott SWCD Reporting

6.1 Treasurer’s Report – May 23, 2019

Kuphal read the Treasurer’s Report. He reported a cash balance of \$672,282.92 and the following fund balances:

Children’s Water Festival:	\$49,999.58
MCD:	\$66,317.46
Total Fund Balance:	\$116,317.04

Motion 19.014 Motion by Rheinberger, second by Schoenecker, to accept 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, 2019

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

7.2 Grant Status Report as of March 31, 2019

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

Mark Zabel arrived.

8. Subwatershed Analysis Program (SWA)

8.1 Program Updates

Riggs provided the updated on the SWA grant.

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

Zabel reported Madeline Severland is stepping down as MACWF Chair after the festival this September. The CWF will be looking for a new chair.

10. Campus Groundwater Conservation Planning (CGCP)

10.1 Program Updates

Lindhal provided an update on Campus Groundwater Conservation Planning.

11. Minnesota Ag Water Quality Certification Program (MAWQCP)

11.1 Program Updates

Kuphal provided a program update on the MAWQCP, noting activity by Members is very limited.

12. Other Business

12.1 Authorize Special Program Host to amend grant work plans and budget

Kuphal introduced the issue, explaining that approved grant work plan activities and budgets are frequently adjusted as a grant progresses to ensure funds are expended in the most efficient way. Discussion held on current protocol whereby work plans are approved by the Board. The timing and frequency of their meetings, however, doesn't always allow for making prudent work plan changes in a timely or efficient manner. Kuphal noted staff recommendation is to allow program hosts to amend the work plan and switch funds as needed to ensure funds are expended and outcomes are achieved.

Motion 19.015 Motion by Cleveland, second by Wetter, to approve authorizing Program Host Staff to amend work plan activities and budgets as they deem appropriate provided the type of work, outcomes, and overall budget aren't changed. Motion carried.

Staff clarified work plan changes of more than 10% of the grant amount still require BWSR approval.

12.2 Authorize staff to submit grant application(s) consistent with the approved MCD Work Plan

Motion 19.016 Motion by Rheinberger, second by Lindahl, authorizing staff to prepare and submit FY2020 Clean Water Fund Accelerated Implementation Grant applications based on availability. Motion carried.

12.3 Guiding principles and timeframe for post-2019 Work Plan and Budget

Kuphal reported the current work plan expires at the end of the year, noting staff preference is to simplify the next plan. One approach discussed is having it describe general overall guidelines for how grant-based programs will be designed and implemented rather than having specific details for each one. Also, it would not list specific grant-based program budgets but rather include a statement that budgets would be set according to grant requirements and BWSR-approved work plan. Discussion ensued regarding a plan timeframe, with general consensus on keeping it three years.

Motion 19.017 Motion by Schoenecker, second by Rheinberger to direct staff to develop a draft 2020-2022 work plan for review at the August Board meeting. Motion carried.

12.4 MCD cash reserves/fund balance policy

Discussion held on seeking policy on an amount that the Metro Conservation District would like to see maintained in cash reserves. The Supervisors would like additional information prior to setting a policy. Discussion ensued on whether to set a fund balance policy in the work plan or as an overall Board policy. Staff will look at the last three years and provide information to better guide the creation of the fund balance policy.

13. Member District Updates

Wetter discussed that Wright SWCD was part of a regional watercraft inspection grant for three lakes in Wright County. She indicated that the program has been shut down.

Laura Zanmiller discussed that Dakota SWCD, Dakota County and Mississippi Watershed District partnered to revamp a park in West St Paul.

Discussion on resolutions that will be presented at the Area 4 meeting. Anoka has three and Carver has one.

Discussion held on the MCD creating a new Public Relations and Outreach Committee. If anyone is interested in joining the committee, they should contact Troy Kuphal.

Cleveland discussed the legislative session. Capacity funding increased.

14. Agenda Items for Next Board Meeting

Agenda items for August, 2019 meeting:

- Draft Work Plan
- Fund Balance Policy

15. Adjourn

Motion 19.018 Motion by Rheinberger, second by Schoenecker, to adjourn the meeting at 5:43.
Motion carried.

Respectfully submitted,



Michael Schroeder, Secretary

08.28.19
Date