



MEETING MINUTES

Wednesday, August 28, 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	Glenda Meixell	Chris Lord
Carver SWCD	Mark Zabel, Marcus Zbinden	Mike Wanous
Chisago SWCD		
Dakota SWCD	Laura Zanmiller	Brian Watson
Hennepin County		
Isanti SWCD		
Ramsey County		Joe Lochner
Scott SWCD	Doug Schoenecker	Troy Kuphal, Shelly Tietz, Kristin Weinandt
Sherburne SWCD	Michael Schroeder	
Washington CD	John Rheinberger	
Wright SWCD	Mary Wetter	

1. Call to Order

Laura Zanmiller called the meeting to order at 4:07 pm. A quorum was present.

2. Open Floor

None

3. Approve of Agenda

Motion 19.019 Motion by Rheinberger, second by Schoenecker, to approve the agenda as presented. Motion carried.

4. Approval of Minutes

Motion 19.020 Motion by Wetter, second by Zanmiller to approve the May 29, 2019, Regular Board Meeting minutes. Motion carried.

5. Manager's Meeting Notes – July 24, 2019

Watson reported the Managers met on July 24, noting the following:

- Watson provided an updated on Engineering Technical Assistance Program.
- The SWA work plan was approved and the grant agreement was executed.
- Groundwater Conservation Program has five reports completed.

6. Treasurer's Report – Scott SWCD Reporting

6.1 Treasurer's Report – August 20, 2019

Tietz read the Treasurer's Report, reporting a cash balance of \$552,844.50 and the following fund balances:

Children's Water Festival:	\$48,399.42
MCD:	\$63,498.17
Total Fund Balance:	\$111,897.59

The May 2019 Treasurer's Report was reviewed and accepted, subject to audit.

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 June 30, 2019

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

7.2 Grant Status Report as of June 30, 2019

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

7.3 FY2020 NPEA and ESTA Grant

Motion 19.021 Motion by Meixell, second by Rheinberger, to approve the FY2020 State of Minnesota Nonpoint Engineering and Enhanced Technical Assistant Grant Agreement. Motion carried.

8. Subwatershed Analysis Program (SWA)

8.1 Program Updates

Kuphal provided the update on the SWA grant, noting the grant was executed and the work plan has been approved, and that Jay Riggs is working on an application for individual districts to apply for funds.

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

9.1 Program Updates

Wanous reported on the MACWF

9.2 2019 Budget Amendment

Staff is recommending an increase in the budget to \$23,000 with the increased costs to cover additional building space and police services.

Madeline Severland is stepping down as MACWF Chair and the CWF is looking for someone to take it over.

Discussion held on whether the MCD should continue to administer the MACWF, with there being general consensus that MCD should be reimbursed for staff time associated with administering the program if they do.

Motion 19.022 Motion by Rheinberger, second by Schoenecker to approve the budget amendment. Motion carried.

10. Campus Groundwater Conservation Planning (CGCP)

10.1 Program Updates

Lord provided an update on Campus Groundwater Conservation Planning. Fifteen (15) projects will be completed by the end of the year and any funds that are not spent by Dec 31, 2019 would need to be returned unless the grant was extended. Discussion ensued.

Motion 19.023 Motion by Rheinberger, second by Maxwell, to direct staff to request an extension to the grant. Motion carried.

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 Set policy for fund balance

Kuphal presented four possible options for maintaining the fund balance. Discussion ensued.

Motion 19.024 Motion by Rheinberger, second by Schoenecker, to draw down and maintain the fund balance at \$30,000 and to increase dues incrementally each year. Motion carried.

12.2 2020-2022 Work Plan

Watson indicated that a draft work plan will be presented at the November board meeting, noting Fiscal and Host agents will be identified for each special program.

Lord requested the Board provide direction on how to proceed with the MACWF, so that staff know whether or not to include in the work plan. Discussion ensued with consensus being reached that MCD should charge for staff time to provide host and fiscal responsibilities, assuming MACWF decides to continue its relationship with MCD.

Motion 19.025 Motion by Rheinberger, second by Zanmiller, to include the MACWF in the work plan subject to MACWF agreeing to reimburse MCD for its services up to \$4,000 and providing MCD with notice by November 1 as to whether or not it wishes to have MCD continue to provide such support. Motion carried.

12.3 Joint Powers Agreement

Kuphal noted there are several Joint Powers Agreements between the MCD and member districts for administrative and special program services, all of which terminate on December 31, 2019. Renewed JPA's will be presented at the November board meeting. Discussion ensued on whether JPA's should include a provision to ensure participating members, not the MCD, are liable for grant repayment and that the Host has authority to require documentation from members to the extent required to perform their Host duties in accordance with funding agency requirements.

13. Member District Updates

Lord noted he contacted BWSR indicating that Statue 103C indicates that BWSR needs to approve the SWCD comp or annual plan.

14. Agenda Items for Next Board Meeting

Agenda items for November, 2019 meeting:

- Draft Work Plan
- Joint Power Agreements

15. Adjourn

Motion 19.026 Motion by Rheinberger, second by Schoenecker, to adjourn the meeting at 5:43.
Motion carried.

Respectfully submitted,



Michael Schroeder, Secretary

11.20.19
Date