



# Chisago Soil & Water Conservation District

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June 14, 2011

## REGULAR BOARD MEETING MINUTES

The June Board meeting of the Chisago Soil & Water Conservation District was convened at the USDA Service Center, North Branch, MN on June 14, 2011. Chair Jim Birkholz called the meeting to order at 8:00 a.m.

### ATTENDANCE

Board members present: Jim Birkholz, Roland Cleveland, and Justin Wilson

Board members absent: Craig Mold and David Tollberg

Staff present: Craig Mell and Susan Humble

Others present: Deb Hermel (NRCS)

### AGENDA

Motion by Wilson and seconded by Cleveland to approve the agenda as printed after adding Pending State Government Shutdown and 2012 Budget Discussion after the Consent Agenda. Motion carried.

### CONSENT AGENDA

Motion by Cleveland and seconded by Wilson to approve the Consent Agenda as listed. Motion carried.

**Pending State Government Shutdown:** District Administrator Mell gave the Board an overview of what he has been informed to date regarding the pending state government shutdown. Staff has been in discussions with several State Agencies (BWSR, MPCA & DNR) regarding the status of our current contracts. Currently our State partners are telling us that work on existing grants can continue and costs may be incurred under grants that have been paid in advance. However, in the event of a State government shutdown, all activity under grants that are paid in whole or in part on a State reimbursement basis must be suspended as of July 1, 2011. District Administrator Mell will keep the Board informed of any changes that occur in between SWCD Board meetings.

**2012 SWCD Budget Discussions:** The Chisago SWCD has been informed by Interim County Administrator Kristine Nelson Fuge that all non County Department partners may receive zero funding support from Chisago County in 2012. This would result in a reduction of approximately \$60,000 in funding to the SWCD by Chisago County. The SWCD should receive notifications from the County by July 8<sup>th</sup> with proposed budget numbers for 2012. District Administrator Mell will keep the Board updated of any changes that occur between SWCD Board meetings and a special meeting may be called before the July 12<sup>th</sup> SWCD Board meeting if staff and/or supervisors feel one is needed to discuss budgeting concerns.

### CORRESPONDENCE

The Board reviewed a calendar of upcoming meetings.

## **STAFF REPORTS**

Deb Hermel distributed and reviewed a written report of the past months NRCS activities (\*see attached).

Craig Mell distributed and reviewed a written report of the past months SWCD activities (\*see attached).

## **COST SHARE PROGRAMS**

Motion by Wilson and seconded by Cleveland to accept the bid from Water and Land Consultants for \$3,780.00 for survey and design of the Bob Janssen Feedlot Runoff Concern project in Rushseba Township, and to submit this project to the Metro Conservation Districts Non Point Engineering Assistance Program (NPEAP) for full funding. Motion carried.

Motion by Cleveland and seconded by Wilson to accept and sign the Final Financial Report for FY 2011 State Cost Share (see attached\*). Motion carried.

## **OLD BUSINESS**

District Administrator Mell gave the Board a brief update on the four FY11 Clean Water Fund Grants:

- Chain of Lakes Stormwater Retrofit Assessment Best Management Practices
- Implementation of Water-Smart Best Management Practices at Schools and Libraries
- St. Croix River escarpment gully stabilization inventory and outreach program
- Stabilization of erosion concerns adjacent to public roads and rivers

No Board action was taken at this time.

## **NEW BUSINESS**

Motion by Wilson and seconded by Cleveland to approve paying registration and expenses for Supervisors and Staff to attend the MACD Summer Tour and Meeting on June 23, 2011 in Farmington, MN. Motion carried.

Motion by Cleveland and seconded by Wilson to authorize District Administrator Mell and Supervisor Cleveland to draft a resolution regarding Districts recovering their costs related to the Rural Preserves Property Tax Program and to present the Resolution at the June 23<sup>rd</sup> MASWCD Area IV Metro Association of Conservation Districts summer meeting. Motion carried.

Motion by Wilson and seconded by Cleveland to approve the BWSR Phase XI Farm Bill Assistance Grant application in the amount of \$15,750.00 (see attached\*). Motion carried.

Motion by Wilson and seconded by Cleveland to certify the completion of probationary period, effective June 30, 2011, for Water Resource Technician Mary Jo Youngbauer. Motion carried.

The MPCA has requested the assistance of local SWCD's in the St. Croix Basin with the completion of the Lake St. Croix TMDL implementation work plan. The Washington Conservation District (WCD) has agreed to administer the contract between the MPCA and the local SWCD's. The WCD will develop Letters of Agreements with local SWCD's for their services related to the Lake St. Croix TMDL implementation plan. To date a contract has not been executed between the MPCA and the WCD, but one is expected shortly. Motion by Cleveland and seconded by Wilson to authorize District Administrator Mell to finalize a contract with the WCD for services provided by the Chisago SWCD related to Lake St. Croix TMDL Implementation Plan. Motion carried.

Motion by Wilson and seconded by Cleveland to authorize staff to pay bills received between regular Board meetings that are 100 % reimbursable to the District through a Local, State or Federal contract. Motion carried.

District Administrator Mell updated the Board on two potentially new Subwatershed Assessment programs.

- St. Croix River Association (SCRA) Legislative Citizen Commission on Minnesota Resources (LCCMR) project: The District is working with the SCRA and the Washington Conservation District (WCD) on a \$120,000 LCCMR funded project to complete rural subwatershed assessments in the St. Croix Basin. The SCRA has submitted the 2011 Work Plan Main Document to the LCCMR for this project. The time frame for this project is 2012 – 2014. This project is pending approval by the State Legislature before we can proceed to complete a contact with the SCRA.
- MN Department of Agriculture (MDA) Priority Management Zone (PMZ) Project: Barr Engineering Co. has received a grant from the MDA to identify PMZs for upland best management practice implementation in impaired waters. The Chisago SWCD, the Washington CD, and the Stearns SWCD have been requested to assist Barr Engineering with this project. An initial meeting of the advisory group and local partners is scheduled for June 27, 2011. Motion by Cleveland and seconded by Wilson to authorize District Administrator Mell to sign a Contract for Professional Services and Task Order Number 1 with Barr Engineering Co. Motion carried.

The Board reviewed potential candidates for the 2011 Chisago County Outstanding Conservationist. No action was taken at this time, discussion will continue at the July 12, 2011 Board meeting.

#### **COMMITTEE REPORTS**

No committee reports were given.

#### **UPCOMING BOARD MEETING**

The next regular Board meeting is scheduled for Tuesday, July 12, 2011 at 8:00 a.m. at the North Branch Ag Service Center, North Branch, MN.

#### **ADJOURNMENT**

Motion by Wilson and seconded by Cleveland to adjourn the meeting at 10:00 a.m. Motion carried.



Secretary

7-12-11

Date

\*Attachments available at SWCD office.

