



Minutes of the **Board of Supervisors Regular Board Meeting** held December 15, 2014.

1. Meeting called to order by Chair Humphrey at 4:00 p.m.

Roll of Attendance

**Supervisors present:**

**Others present:**

Janelle Anderson	Paul Gardner, RCD Supervisor Elect
Margaret Behrens	Michael Schumann, RCD Staff
Mara Humphrey	Ann WhiteEagle, RCD Staff
Carrie Wasley	
Gwen Willems	

A. Approval of Agenda: **Motion by Supervisor Behrens and Supervisor Willems seconded** to approve the agenda. Motion carried unanimously.

B. Announcements: The Board was sent a list of upcoming meetings in the board packets. **Motion by Supervisor Behrens and Supervisor Wasley seconded** to approve the following as Special Meetings: RCLLG, January 15, 2015 from 6:30pm-8:30pm at Best Western Plus Capitol Ridge, 161 St. Anthony, St. Paul and MASWCD Day at the Capitol, January 26-27, 2015. Motion carried unanimously.

2. Staff / NRCS Reports: The staff updated the board on recent projects and activities. No report from NRCS.

3. Approval of Standing Reports:

A. Secretary’s Report – Minutes of October 20, 2014

**Motion by Supervisor Behrens and Supervisor Willems seconded** to approve the minutes. Motion carried unanimously.

B. Treasury Report – Detailed 3<sup>rd</sup> Quarter 2014 Report

**Motion by Supervisor Wasley and Supervisor Behrens seconded** to approve the 3<sup>rd</sup> Quarter 2014 Detailed Treasury Report. Motion carried unanimously.

4. Action Items

A. Approval of October and November, 2014 Supervisor Expense Claims: **Resolution 14-12-01**. Supervisor Wasley moved and Supervisor Behrens seconded. Resolved the Board approved reimbursement of the October and November expense claims as submitted by Supervisors Anderson, Behrens, Humphrey, Wasley, and Willems.

Voting in favor of the resolution: Anderson, Behrens, Humphrey, Wasley and Willems – Voting against: none – Abstaining: none

B. Approval of the CWF Well Sealing Reimbursement: **Resolution 14-12-02**. Supervisor Willems moved and Supervisor Wasley seconded. Resolved the Board approved the following reimbursements:

Owner	Address	Receipt Rec'd	Reimburse
Ronald Rosenquist	4244 Oakcrest Drive, Vadnais Heights, MN 55127	\$1,102.50	\$551.25
Margaret Magistad	3015 Albert St. N, Maplewood, MN 55113	\$1,187.00	\$593.50
Leslie Croswell	1622 Glenview Ct, Arden Hills, MN 55112	\$865.00	\$432.50
Renee Antonow	5934 Carlson St, Shoreview, MN 55126	\$1,143.75	\$571.88
Charles Ceronsky*	1573 Ash St, Lino Lakes, MN 55038	\$1,335.00	\$667.50
<b>* Well location if different than reimbursement address</b>			
Charles Ceronsky	1900 Stowe Ave, Arden Hills, MN 55112		

Voting in favor of the resolution: Anderson, Behrens, Humphrey, Wasley and Willems – Voting against: none – Abstaining: none

C. Recommendation of Map for Redistricting: The RCD received four public comments on the draft maps. The Supervisors discussed the two draft maps, with both maps splitting St. Paul between three districts, while map 1 also split the city of Roseville between two districts and map 2 also split the city of Maplewood between two districts.

**Resolution 14-12-03.** Supervisor Wasley moved and Supervisor Willems seconded.

Whereas, Soil and Water Conservation Districts were established under MN Statute 103C, with the formation of supervisor districts under MN Statute 103C.311;

Whereas, effective January 1, 2015, a district board in the seven-county metropolitan area shall by resolution provide that supervisors will be elected by supervisor districts;

Whereas, supervisor districts must be composed of precincts established by county and municipal governing bodies, the districts must be compact, include only contiguous territory, must be numbered in a regular series, and be substantially equal in population;

Whereas, the districts must be drawn by the county board of the county containing the largest area of the soil and water conservation district, in consultation with the district board and with approval of the state board.

Whereas, a certified copy of the resolution establishing supervisor districts must be filed by the chair of the district board with the county auditor of the counties where the soil and water conservation district is located, with the state board, and with the secretary of state, and the filings must occur within 80 days of the time when the legislature has been redistricted or at least 15 weeks before the state primary election in a year ending in two, whichever comes first.

Whereas, each supervisor district is entitled to elect one supervisor and the supervisor must be a resident of the district from which elected;

Whereas, the district board shall provide staggered terms for supervisors elected by district and shall determine by lot the seats to be filled for a two-year term, a four-year term, and a six-year term;

Whereas, the boundaries of the districts must be redrawn after each decennial federal census as provided in section 204B.135 in statute and after each redistricting, there shall be a new election of supervisors in

all the districts at the next general election, except that if the change made in the boundaries of a district is less than five percent of the average population of all the districts, the supervisor in office at the time of the redistricting shall serve for the full term for which elected.

Now Therefore, Be It Resolved, the Board authorized staff to submit the draft maps and straw vote results to Ramsey County, with Supervisors Anderson, Humphrey, and Willems voting for map 1 and Supervisors Behrens and Wasley voting for map 2.

Voting in favor of the resolution: Anderson, Behrens, Humphrey, Wasley and Willems – Voting against: none – Abstaining: none

D. Update on MASWCD Annual Meeting: Supervisor Willems commented that she was unable to attend the annual meeting, due to being called to Jury Duty. Ann commented that all of the RCD staff attended the annual meeting on Monday and listened to Jason Moeckel from the DNR speak on Groundwater Management in Minnesota. The DNR and MDH are planning to hold workshops across the state for SWCDs focusing on groundwater and wellhead protection, which will be similar to the workshop the RCD hosted last April.

E. 2012 CWMA Cost Share Reimbursement & Grant Close-out: **Resolution 14-12-04**. Supervisor Wasley moved and Supervisor Behrens second. Resolved the Board approved the following: The MN BWSR had provided \$15,000 in FY12 CWMA funding to the RCD for the cooperative control of invasive species within Ramsey County; and Whereas, the BWSR approved \$5,000 of the grant for administration and technical assistance and \$10,000 of the grant for cost share for the control of target species; Now Therefore Be It Resolved, the RCD Board agreed to approve reimbursement payment to the following organizations;

1. \$750 to the City of North St. Paul, 2400 Margaret St, No. ST. Paul, MN 55109  
Contract# CWMA-2, Total Project Cost: \$1,000; BWSR CWMA eligible components 75%, \$750; City of North St. Paul component 25%, \$250.
2. \$1,125 each for City of Maplewood, 1830 County Rd B East, Maplewood, MN 55109 and Ramsey County Parks, 2015 N. Van Dyke St, Maplewood, MN 55109  
Contract #CWMA-3, Total Project Cost: \$3,000; BWSR CWMA eligible components 75%, \$2,250 (1,125 each); City of Maplewood component \$375, Ramsey County component \$375.
3. \$577.50 to the City of St. Paul (Parks and Recreation), 25 West 4<sup>th</sup> St, Suite 400, St. Paul, MN 55102  
Contract#CWMA-1, Total Project Cost \$770; BWSR CWMA eligible components 75%, \$577.50; City of St. Paul component 25%, \$192.50.
4. The remaining \$1,832.10 will be returned to BWSR within 30 days from the board meeting.

Voting in favor of the resolution: Anderson, Behrens, Humphrey, Wasley and Willems – Voting against: none – Abstaining: none

F. 2013 CWF Community Partners Grant: **Resolution 14-12-05**. Supervisor Behrens moved and Supervisor Willems second. Resolved the Board approved the following: Whereas, The MN BWSR has provided \$150,000 in FY2013 Clean Water Funds through the Community Partners Conservation Program Grant to the RCD for water quality projects installed on Faith Organizations, Schools, and Business properties; Whereas, the BWSR cost-share shall not exceed 75% of the total construction cost; and Whereas, the RCD Board of Supervisors designates, James Landini, Washington Conservation District Staff as the technical representative for these projects. Now Therefore Be It Resolved, the RCD Board agrees to approve reimbursement payment in the following amounts:

Minnesota Association of Professional Employees: Spokesperson Paul Schweizer at 3460 Lexington Ave N, Ste. 300, Shoreview, MN 55126, for bio-retention basins.

Contract #CP 13-09, Conservation Practice 712; Total Project Cost: \$127,459.12; BWSR Cost Share for eligible components: 19.61%/\$25,000.00. Local Watershed (Rice Creek Watershed District) Cost Share for eligible components: 19.61%/\$25,000.00. Landowner Contribution: 60.78%/\$77,459.12. Technical and Administrative reimbursement for all 2013 CWF Community Partners projects \$19,320.

Voting in favor of the resolution: Anderson, Behrens, Humphrey, Wasley and Willems – Voting against: none – Abstaining: none

G. Conservation Corp and Crew Applications: **Resolution 14-12-06.** Supervisor Wasley moved and Supervisor Behrens second. Resolved the Board approved the staff submitting applications for a 2015 Conservation Corp member and Conservation Crew.

Voting in favor of the resolution: Anderson, Behrens, Humphrey, Wasley and Willems – Voting against: none – Abstaining: none

H. 2015 Board Meeting Dates: The Board discussed multiple options for 2015 board meeting dates and times and could not come to a consensus, but established the next board meeting for Monday, January 12, 2015.

I. 2015 Professional Service Agreement Approvals: **Resolution 14-12-07.** Supervisor Wasley moved and Supervisor Behrens second. Resolved the Board approved the 2015 PSAs from Ramsey-Washington Metro Watershed District, City of Shoreview, City of Arden Hills, Vadnais Lake Area Water Management Organization, and Valley Branch Watershed District.

Voting in favor of the resolution: Anderson, Behrens, Humphrey and Willems – Voting against: none – Abstaining: none

J. 2014 BWSR Cost Share Encumbrance: **Resolution 14-12-08.** Supervisor Wasley moved and Supervisor Behrens second. Resolved the Board approved the following:

Whereas, The MN BWSR has provided \$10,163 in FY2014 State Cost Share Grant to the RCD for assisting landowners with the installation of water quality and erosion control practices.

Whereas, the BWSR cost-share shall not exceed 50% of the total construction cost; and

Whereas, the RCD Board of Supervisors designates, Joe Lochner, Ramsey Conservation District Staff as the technical representative for these projects.

Now therefore Be It Resolved, the RCD Board agrees to enter into BWSR cost-share agreements with the following:

Kathy Ingulrsud-Stjern Lakeshore Property: Landowner/Spokesperson Kathy Ingulrsud-Stjern at 394 McCarrons Blvd S., Roseville, MN 55113 for a lakeshore protection project.

Contract CS14-01, Conservation Practice 580; Total Project Cost: \$18,112.66; BWSR Cost Share for eligible components: 9.45%/\$1,710.31. Local Watershed (Capitol Region Watershed District) Cost Share for eligible components: 43.55%/\$7,888.33. Landowner Contribution: 47%/\$8,514.02. The project must be started by May 3, 2015 and completed by June 30, 2016, unless otherwise amended by mutual consent and agreement by both parties.

Voting in favor of the resolution: Anderson, Behrens, Humphrey and Willems – Voting against: none – Abstaining: none

K. 2015 Natural Resource Block Grant (NRBG): The RCD had received delegation from the Ramsey County Board of Commissioners for the administration of the NRBG since 1993.

**Resolution 14-12-09.** Supervisor Willems moved and Supervisor Behrens seconded. Resolved the board authorized the staff to request authorization from Ramsey County for the delegation of the 2015 NRBG

from BWSR for a total of \$24,771, with \$16,677 for Wetland Conservation Act and \$8,094 for Local Water Management.

Voting in favor of the resolution: Anderson, Behrens, Humphrey and Willems – Voting against: none – Abstaining: none

Staff left the board meeting.

L. Personnel Committee: **Resolution 14-12-10.** Supervisor Anderson moved and Supervisor Willems second. Resolved the Board approved 3% salary increases for all staff (Lochner, Schumann, and WhiteEagle).

Voting in favor of the resolution: Anderson, Behrens, Humphrey, Wasley and Willems – Voting against: none – Abstaining: none

**Resolution 14-12-11.** Supervisor Wasley moved and Supervisor Willems seconded. Resolved the Board approved staff offering and hiring for a communications/marketing internship for a three-month term for up to twenty hours per week.

Voting in favor of the resolution: Anderson, Behrens, Humphrey, Wasley and Willems – Voting against: none – Abstaining: none

**Resolution 14-12-12.** Supervisor Wasley moved and Supervisor Behrens seconded. Resolved the Board changed Ann’s position title from Administrator to District Manager, pending legal review.

Voting in favor of the resolution: Anderson, Behrens, Humphrey, Wasley and Willems – Voting against: none – Abstaining: none

Ann returned to the meeting and thanked the Board, but requested not changing her job title to District Manager. Supervisor Anderson clarified that she voted no because she felt the Board should consult Ann first. The Supervisors suggested attorney review and would discuss this at the January board meeting.

5. Standing Committee Reports – The Board reported on the committee meetings they attended.

- A. Metro Conservation Districts – Supervisor Willems
- B. Rice Creek Advisory Committee – Supervisor Anderson
- C. Ramsey-Washington Metro Watershed District Citizen Advisory Committee — Supervisor Behrens
- D. Capitol Region Watershed District Citizen Advisory Committee – Supervisor Willems
- E. Ramsey County League of Local Governments – Supervisor Behrens
- F. VLAWMO Advisory Committee – Supervisor Behrens
- G. Metropolitan Parks and Open Space Commission – Supervisor Wasley
- H. White Bear Lake CD Lake Level Committee – Supervisor Behrens
- I. Metro MAWD – Supervisor Willems

6. Next Regular Meeting Date –Monday, January 12, 2015.

7. Adjournment: **Motion by Supervisor Anderson, Supervisor Willems seconded** to adjourn at 5:35 pm.

These minutes are respectfully submitted by Ann WhiteEagle.