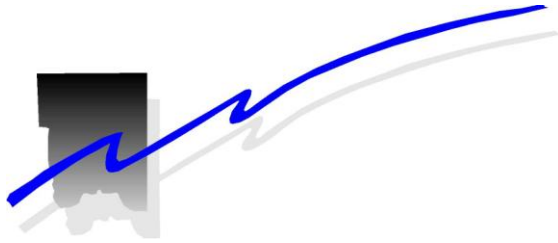


Approved July 13, 2009

Ramsey Conservation District



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Minutes of the **Board of Supervisors Regular Board Meeting** held June 1, 2009.

I. Meeting called to order by Chair Eckman at 10:00 a.m.

A. Roll of Attendance

Supervisors present:

Karen Eckman
Margaret Behrens
Mara Humphrey
Carrie Wasley
Nick Quade, absent without notice

Others present:

Tom Petersen, RCD Staff
Ann Heyer, RCD Staff
Craig Peterson, NRCS
Michelle Wohlers, NRCS

Melissa Lewis, BWSR

B. Review of Agenda: **Resolution 09-06-01.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board approves the agenda.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley

Voting against: none

Abstaining: none

II. Approval of Standing Reports – Secretary’s Report: **Resolution 09-06-02.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approves the Minutes of the Regular Board Meeting on May 11, 2009.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley

Voting against: none

Abstaining: none

10:05 am Craig Peterson arrives.

III. Melissa Lewis, Board Conservationist for the Board of Water & Soil Resources (BWSR): Ms. Lewis explained the five-county territory she covers as Metro BWSR Board Conservationist, assisting SWCDs, Watershed Districts, Water Management Organizations, and county water planners. She gave an overview of the different grants available from BWSR, including many that the RCD have received. She further explained that the accountability and oversight for these grant programs will only increase in the future.

10:20 am Michelle Wohlers arrives.

IV. Natural Resource Conservation Service Report (NRCS): Michelle Wohlers introduced Craig Peterson the NRCS Area Engineer. He explained his role in assisting SWCDs, which included technical assistance and training, though it is usually on agricultural land. When asked if it would be within the scope of the NRCS to offer soil education to the public, Mr. Peterson suggested that the NRCS could assist with training on use of the general soils survey, soil descriptions, and land use capabilities, though

soil testing for nutrients is something typically covered by the Extension Service. Ms. Wohlers suggested the Master Gardeners as a soil's education resource.

V. Action Items

A. RCD 2010-2011 Budget: Manager Petersen handed out a draft of the RCD 2010-2011 budget for the Board to review and approve. The Board reviewed and compared the proposed budget with the 2009 budget and asked questions on the variance. Manager Petersen explained that he would be submitting this budget to the Ramsey County Budget & Accounting department by June 14, 2009 and then explained the process the budget goes through, ultimately getting approval from the Ramsey County Board of Commissioners. **Action Step: The RCD Board will draft a letter to the RC Board of Commissioners.** The Board discussed other possible revenue ideas and Ms. Lewis had several suggestions, including MS4 education. **Resolution 09-06-03.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board approves the RCD 2010-2011 budget as presented by Manager Petersen.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley
Voting against: none
Abstaining: none

B. Revised 2009 Annual Plan: Manager Petersen handed out the revised 2009 Annual Plan. Supervisor Eckman provided additional revision suggestions. **Action Step: Manager Petersen and Supervisor Eckman will provide a final draft of the 2009 Annual Plan for Board approval at the July 13, 2009 Board Meeting.**

C. Supervisor Orientation/Annual Meeting/Area IV Tour: **Resolution 09-06-04.** Supervisor Behrens moved and Supervisor Humphrey seconded. **Resolved the Board authorizes Supervisor Wasley, or an alternate supervisor, for attendance and reimbursement for the MASWCD New Supervisor Training on July 14-15, 2009 in St. Cloud.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley
Voting against: none
Abstaining: none

Resolution 09-06-05. Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board authorizes Supervisor Quade, or an alternate supervisor, for attendance and reimbursement for the MASWCD Annual Meeting on December 6-8, 2009 in Duluth.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley
Voting against: none
Abstaining: none

Resolution 09-06-06. Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board approves Supervisor Eckman, or an alternate supervisor, for attendance and reimbursement for the Area IV Tour and Meeting on June 18, 2009.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley
Voting against: none
Abstaining: none

D. City of Shoreview Erosion and Sediment Control Permit Inspection: Manager Petersen explained that the County Attorney reviewed and approved of the RCD signing the Professional Services Agreement with the City of Shoreview to provide erosion and sediment control permit inspections on city permitted construction projects. **Resolution 09-06-07.** Supervisor Behrens moved and Supervisor Humphrey seconded. **Resolved the Board approves Manager Petersen signing the Professional Services Agreement with the City of Shoreview.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley
Voting against: none
Abstaining: none

E. Amendment to Metro Wetland Conservation Act (WCA) Work Plan: **Resolution 09-06-08.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board approves the following work-plan revision for RCD's 2008 Metro WCA Enforcement Grant and expenditure policy for the grant:**

Whereas 1a., The MN Board of Water and Soil Resources (BWSR) has given the RCD \$20,000.00 in grant funding for WCA enforcement; and

Whereas 1b., Per BWSR rules, reimbursement can be for 100% of costs incurred; and

Whereas 1c., the grant period extends from January 2008 thru June 30, 2011; and

Whereas 2., the RCD has a BWSR approved work-plan for the use of this grant which includes: \$6,000.00 to cover the costs of RCD staff training for WCA technologies and enforcement, \$8,000.00 for the creation of Ortho-rectification of Ramsey County 2000 aerial photos, and \$6,000.00 for on-site soils exploration related to the Cottage Ave. site in St. Paul; and

Whereas 3., the need for the \$6,000.00 dedicated to on-site soils exploration at the cottage Ave. site is no longer needed, and BWSR has informed the RCD that BWSR's policy of the utilization of the grant funds should include aerial photo technologies as an expenditure of last resort; and

Whereas 4., BWSR staff member Lynda Peterson has approved of a proposed modification of the RCD's grant Work-Plan (see attached May 27th. 2009 E-mail to District Manager Tom Petersen) subject to RCD Board approval; and

Whereas 5., Manager Petersen proposes (Plan A) including the following revised Work-Plan for RCD Board approval: \$6,000.00 for the training of RCD staff for WCA technologies and enforcement and \$14,000.00 to reimburse RCD staff expenses for activities associated with WCA enforcement actions, e.g., Cease and Desist Order site assessments, Restoration Order development, other communications/activities with LGUs, DNR, and the regulated party, etc. and the RCD **may** also reimburse LGUs for "primary" staff costs associated with WCA enforcement activities. Attorney costs will not be eligible. The District will also set a limit of no more than \$1,000.00 per LGU per WCA enforcement case.

Now Therefore Be It Resolved, The RCD Board of Supervisors approves Plan A as contained in "Whereas number 5".

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley

Voting against: none

Abstaining: none

F. Friends of the Parks: **Resolution 09-06-09.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board approves payment of \$25 to "Friends of the Parks" for membership.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley

Voting against: none

Abstaining: none

G. WCA Admin. Cost-Share Reimbursement Resolution: **Resolution 09-06-10.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board approves the following resolution to expend funds (reimburse LGUs and the RCD for the period of November 26, 2008 through May 15, 2009) from two accounts associated with implementation of the WCA FY-08 WCA administration cost-share and the 2008 Metro WCA Enforcement Grant:**

Whereas, The MN BWSR has granted the RCD FY-08 WCA administrative cost-share funding to reimburse LGUs administrating the WCA in Ramsey County and the RCD for assistance in the administration and implementation of WCA; and

Whereas, \$10,780.61 remain in the FY-08 WCA Admin. fund and this fund must be expended by June 30, 2009 or returned to the State; and

Whereas, The RCD has sub-grant agreements with the Vadnais Lake Area Watershed Management Organization (VLAWMO), and Rice Creek Watershed District (RCWD) for the purpose of WCA administration reimbursement for the period of November 26, 2008 thru May 15, 2009; and

Whereas, BWSR rules require that recipients of WCA Administrative cost-share shall match BWSR cost-share funding on a 1:1 basis; and

Whereas, The RCD Board, pursuant to resolution 09-06-08, has approved reimbursement of RCD and LGU expenses at 100% for WCA enforcement activities.

Now There for Be It Resolved, The RCD Board of Supervisors approve reimbursement, from the FY-08 WCA Admin. funds, to the RCWD in the amount of \$ \$165.00, the VLAWMO in the amount of \$2,370.00, for the period of November 26, 2008 thru May 15, 2009; and \$1,210.00 to the RCD for the period of November 26, 2008 thru May 15, 2009; and

Be It further Resolved, The RCD Board of Supervisors approve reimbursement from the 2008 Metro WCA Enforcement Grant to the VLAWMO in the amount of \$540.00 for the period of November 26, 2008 thru May 15, 2009, and the RCD in the amount of \$3,445.00 for the period of November 26, 2008 thru May 15, 2009.

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley

Voting against: none

Abstaining: none

VI. Standing Committee Reports

- A. Association of Metro SWCDs – Eckman/Humphrey
- B. Rice Creek Advisory Committee – Quade
- C. Watershed Advisory Commission (RWMWD Advisory Committee) – Wasley/Behrens
- D. Capitol Region Watershed District Citizen Advisory Committee – Humphrey/Quade
- E. Legislative Committee – Quade
- F. RCLLG – Behrens/Eckman
- G. WMO-WD Reports – Supervisors

A. Association of Metro SWCDs: **Resolution 09-06-11**. Supervisor Humphrey moved and Supervisor Behrens seconded. **Resolved the Board authorizes Chair Eckman and Manager Petersen to sign the Amended Joint Powers Agreement establishing the newly named “Metropolitan Soil and Water Conservation Districts TSA JPB”, pending changes by other 11 metro SWCDs.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley

Voting against: none

Abstaining: none

Manager Petersen and Supervisor Eckman both commended Chris Lord, District Manager for the Anoka Soil & Water Conservation District, for successfully lobbying for funds to support the Landscape Restoration Program for the Association of Metro SWCDs. **Resolution 09-06-12**. Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board approves sending a letter of commendation to the Board of Supervisors for the Anoka Soil & Water Conservation District recognizing the successful efforts of Chris Lord.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley

Voting against: none

Abstaining: none

VII. Staff Reports: The Board was mailed a report detailing the major activities of the staff, prior to the meeting. Manager Petersen submitted his report with a new format, for his mid-year activities.

Action Step: Paul Erdman will present his position activities at the July Board Meeting.

VIII. Unfinished Business

A. Supervisor Handbook Revision: Supervisor Wasley provided a draft revision of the Supervisor Handbook to the Board. **Action Step: The Board will review the revised Supervisor Handbook for discussion at the July Board Meeting.**

IX. New Business

A. MASWCD 2009 Resolutions: The Board did not have any resolutions to submit to the MASWCD for 2009.

X. Next Regular Meeting Date – Monday, July 13, 2009 for the Regular Board Meeting. **Resolution 09-06-13.** Supervisor Humphrey moved and Supervisor Behrens seconded. **Resolved the Board moves the Regular Board Meetings to 3:00pm, subject to Supervisor Quade's approval and effective with the July Board Meeting.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley

Voting against: none

Abstaining: none

Action Step: Manager Petersen will discuss the Board Meeting time change with Supervisor Quade and secure his approval.

XI. Adjournment: **Resolution 09-06-14.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board adjourns the meeting at 12:00 p.m.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley

Voting against: none

Abstaining: none

These minutes are respectfully submitted by

Ann Heyer

Office Manager