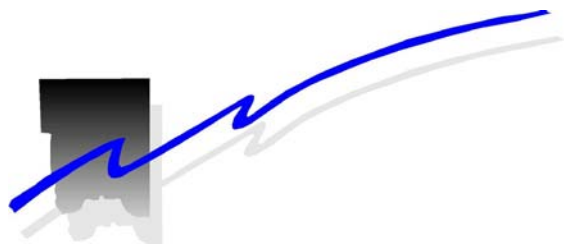


Ramsey Conservation District



1425 Paul Kirkwold Drive
Highway 96 & Hamline Avenue
Arden Hills, MN 55112
Telephone 651-266-7270
Fax 651-266-7276
www.ramseyconservation.org

Minutes of the **Board of Supervisors Regular Board Meeting** held December 14, 2009.

I. Meeting called to order by Chair Eckman at 10:20 a.m.

A. Roll of Attendance

Supervisors present:

Karen Eckman
Margaret Behrens
Carrie Wasley
Mara Humphrey
Nick Quade, absent with notice

Others present:

Tom Petersen, RCD Staff
Ann WhiteEagle, RCD Staff
Geoff Nash, RCD Staff
Sharon Kroening, MPCA

Michelle Wohlers, NRCS
Paul Gardner,
State Representative

B. Review of Agenda: The following additions were made to the agenda: Action Item E: Native Buffer FY08 Cost Share Project Close-out and adding "Time and Date of Board Meetings" to the Action Item D. The following items were moved to the January Board Meeting: Revised Supervisor Handbook and MASWCD Annual Convention Report. **Supervisor Wasley moved and Supervisor Behrens seconded to approve the revised agenda. Motion carried unanimously.**

II. Approval of Standing Reports – Secretary's Report

Minutes of Regular Board Meeting November 9, 2009

Motion by Supervisor Wasley, Supervisor Behrens seconded to approve the Minutes of November 9, 2009, with NRCS revision. Motion carried unanimously.

Supervisor Humphrey arrived at 10:30am.

III. Action Items

A. Supervisor 2010 Per Diem: Manager Petersen confirmed that the 2010-2011 budgets have a per diem budget of \$9,000, which is a \$2,000 increase from 2009 and reminded the Board of their decision to limit per diem to \$100 per month expires at the end of 2009. Supervisor Eckman motioned to increase the maximum per diem to \$150 per month for 2010. Supervisor Wasley requested a review of per diem budget status at the August 2010 Board Meeting. **Resolution 09-12-01.** Supervisor Eckman moved and Supervisor Wasley seconded. **Resolved the Board approved limiting 2010 Supervisor per Diem to \$150 per month, with a review at the August 2010 Board Meeting.**

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

Voting against: none

Abstaining: none

B. Blue Thumb 2010 Partnership Approval: Ms. WhiteEagle gave a brief explanation of the Blue Thumb program, including that it was started by the Rice Creek Watershed District as an outreach program. The RCD has been a Blue Thumb partner since the beginning and the requirement to remain an active member is either a \$1500 annual contribution or 30 hours in-kind volunteer work to promote Blue Thumb. It is assumed that the RCD's contribution for this program will be provided by volunteer hours of

RCD staff and board members. **Resolution 09-12-02.** Supervisor Humphrey moved and Supervisor Behrens seconded. **Resolved the Board approved the RCD entering into the 2010 partnership with Blue Thumb.** Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley
Voting against: none
Abstaining: none

C. Amendments to 2008 Comprehensive Plan: Manager Petersen requested that the Board hold a special meeting/workshop to begin discussion and drafting for the 2010 Comprehensive Plan. Supervisor Wasley requested that all RCD staff be present at the planning workshop. **Action Step:** Manager Petersen will provide a month-to-month work plan timeline from January to June for the 2010 Comprehensive Plan. **Resolution 09-12-03.** Supervisor Behrens moved and Supervisor Humphrey seconded. **Resolved the Board designates January 14, 2010 from noon to 2:00pm, as a special meeting to discuss the 2010 Comprehensive Plan.**

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

D. Board Meeting Dates for 2010: Supervisor Wasley provided a handout with her availability for meetings in 2010. The Board discussed different days and times that would work best for the group. **Resolution 09-12-04.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board designates the Regular Board Meeting to the second Friday of the month from 11:30am to 2:00pm, beginning January 8, 2010.**

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

E. Native Buffer FY08 Cost Share Project Close-outs: Manager Petersen explained that he was just notified prior to the meeting that Mr. Johnson signed the close-out documentation for the Sanders lakeshore restoration on McCarron's Lake. **Resolution 09-12-05.** Supervisor Humphrey moved and Supervisor Wasley seconded. **Resolved the Board approved the following resolution:**

The RCD received \$55,000 for the FY08 Native Buffer Grant from BWSR;
Whereas, the RCD Board has approved shoreline restoration cost-share funding for the following shoreline owner on McCarron's Lake; and
Whereas, the cost-share funding is derived from FY-08 BWSR Native Buffer Cost Share and CRWD cost-share funds,
Whereas, the aforementioned have submitted the required Payment Voucher, invoice, and itemized receipts per requirements, and
Whereas, the RCD Board authorized Technical Approval authority (Ryan Johnson) and the RCD Board authorized Administrative authority (Tom Petersen) have certified that the projects have been completed according to the required technical standards and specifications and that the sufficient and accurate documentation of project costs has been submitted to support reimbursement, and
Whereas, the RCD Board of Supervisors has reviewed the Payment Voucher and finds the requests for reimbursement acceptable and consistent with the cost-share Agreements.
Now Therefore Be It Resolved, the RCD Board of Supervisors authorizes the District Chair to sign the Payment Voucher for the Sanders shoreline cost share project.
Be It Further Resolved, the RCD Board approves reimbursement payment in the following amounts:

- Rick and Sherry Sanders- 363 McCarrons Blvd South, Roseville MN 55113; Contract# FY-08-05
Total project cost is \$44,097.25; \$22,048.63 (50% total project cost) in BWSR FY-08 NPBR cost share, and \$11,024.31 (25% total project cost) in CRWD cost share. Total amount to be reimbursed to Rick and Sherry Sanders is \$33,072.94 (75% total project cost). Technical and Administrative reimbursement to the RCD shall be \$5,512.16 (20% BWSR Grant amount).

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

Abstaining: none

F. RCD Supervisor Elections: Joseph Mansky, Manager of the Ramsey County Elections presented information on the necessary changes in the possibility that the RCD Board moves from five members to seven members, one elected from each of the County Commissioner districts. He handed out a map of Ramsey County with the Commissioner districts and the Board noticed that the new boundaries would not adversely affect the current RCD Board and they would all continue to be in different districts. Mr. Mansky also stated that making the change would be at no cost to the RCD. If the Board decides to change to seven members, he suggested getting feedback from the Ramsey County Board of Commissioners and he offered to be present at the meeting. He also requested that the RCD inform him by mid-March, if they decide to make this change for the 2010 elections. **Action Step:** Manager Petersen will make a timeline for steps to accomplish, including holding a Public Hearing, in order to facilitate the possible change. This timeline will be sent to the Board prior to the January 8, 2010 Board Meeting for possible action.

IV. Standing Committee Reports

- A. Metro Conservation District – Eckman/Humphrey
Supervisor Eckman gave a brief history of the MCD and the Landscape Restoration Program in particular. Manager Petersen informed the Board that there would be a meeting in two days with the 11 District managers/administrators of the MCD and that he expected that each SWCD in the association would receive \$50,000 for conservation practice projects in 2010 from the grant the Anoka Conservation District received on behalf of the MCD.
- 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

V. Natural Resource Conservation Service Report (NRCS): Michelle Wohlers announced that William Hunt, State Conservationist for the last 14 years, will be retiring at end of the year. She also received approval to use the RCD Annual Plan as the NRCS work plan for 2010.

VI. Staff Reports and updates on Clean Water Legacy Act grant requests: The Board was mailed a report detailing the major activities of the staff, prior to the meeting. Supervisor Eckman requested a summary reporting all the activities completed in 2009, including site inspections completed, lineal feet impacted with shoreline restorations, and other data. **Action Step:** Staff and Manager Petersen will have a 2009 summary report completed for the Board by mid-February 2010, including completed BWSR projects posted on the website. Manager Petersen will complete a one page groundwater update to the Board for the January 2010 Board Meeting.

VII. Unfinished Business

- A. Grant Progress Update: Manager Petersen presented a comprehensive spreadsheet, detailing the grant activity, mailed to the Board prior to the meeting. He explained that he was not able to apply for the Lessard Sams Grant in October 2009, but hoped to apply for funding in the future. **Action Step:** Manager Petersen will list all past grant applications and resubmit spreadsheet.
- B. Supervisor Handbook: Moved to January Board Meeting
- C. RCD Supervisor Elections: Covered previously in meeting, under Action Item F.
- D. MASWCD Annual Convention Report: Due to absence of Supervisor Quade, report was not given. He will be asked to provide a written report, prior to the next Board Meeting.
- E. Date/Content for RCD Supervisor Orientation Q&A Workshop: Discussed previously in the meeting, under Action Item C.

VIII. New Business

A. Joint RCD/HCD Meeting Update: Supervisor Eckman gave highlights of the joint meeting that was held October 26, 2009 with staff and supervisors from both organizations present. She explained that the Hennepin Conservation District does not have staff, so the Board has a focus on policy and educational forums.

B. Services RFP to Grass Lake Water Management Organization: Manager Petersen handed out a proposal for the Grass Lake Water Management Organization for assisting with their administrative/professional service needs in 2010. He will be available to the GLAWMO Board to answer questions at the December 15th GLAWMO meeting.

C. Sub-watershed BMP Analysis Workshop: Manager Petersen expects the workshop to be held at the RCD location on February 11, 2010 with Ryan Johnson and Shawn Tracy presenting.

D. 2010 Master Work Plan: : Manager Petersen presented a “master list” of tasks that RCD staff will be working on in 2010. This list will serve as the basis for the 2010 Annual Work Plan.

E. Date for Special Meeting in January, 2010 for Personnel Reviews: The Personnel Committee will meet January 8, 2010 at 3:00pm to discuss with Manager Petersen his review and requested that part of the February Board Meeting be closed for Manager Petersen to discuss his review with the whole RCD Board.

F. Other: Supervisor Behrens presented the Board with the December newsletter from the City of Maplewood. She also discussed a recent meeting with Senator Franken, in which procuring stimulus funds for groundwater protection was discussed.

IX. Next Regular Meeting Date – Friday, January 8, 2010 at 11:30a.m.

X. Adjournment: **Motion by Supervisor Wasley, Supervisor Behrens seconded to adjourn the meeting at 12:30pm. Motion carried unanimously.**

These minutes are respectfully submitted by
Ann WhiteEagle
Office Manager