



# Scott Soil and Water Conservation District

## REGULAR BOARD MEETING

Wednesday, April 20, 2011 - 8:00 A.M.

7151 West 190<sup>th</sup> Street, Suite 125, Jordan, MN 55352

## MEETING MINUTES

### SWCD Members Present

Ewald Gruetzmacher, Chair  
Gary Hartmann, Secretary-Treasurer  
Paul Krueger, Vice-Chair  
Jim Fitzsimmons  
Linda Brown

### SWCD Staff Present

Troy Kuphal, Staff  
Shelly Tietz, Staff

### Others Present

Katundra Shears, NRCS  
Mike Kinney, PLSLWD

### 1) **Call to Order**

Chair Gruetzmacher called the meeting to order at 8:00 a.m. A quorum was present.

### 2) **Agenda Additions, Deletions & Approval**

- a. Hometown Bank/Entity Authority
- b. Rural Preserve Program
- c. WMO Screening Committee

William McCue addressed the board with concerns he had about NRCS/District policies. NRCS staff responded with the policies that are in place regarding 1026 tiling requests. SWCD staff responded to McCue regarding his RIM Riparian application.

### 3) **Minutes**

Motion by Jim Fitzsimmons, second by Linda Brown, to approve the minutes of March 16, 2011. Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann.

### 4) **Bills**

Bills reviewed.

### 5) **Treasurer**

Motion by Paul Krueger, second by Linda Brown, to approve the Treasurer's Report as read, subject to audit, and pay the bills submitted totaling \$122,750.29 (checks #17094-#17120). Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann.

### 6) **Reports and Announcements**

#### a. **SWCD Activity Report**

Troy Kuphal reviewed the March SWCD Activity Report.

#### b. **NRCS Activity Report**

Katundra Shears reviewed the March NRCS Activity Report.

#### c. **Announcements**

- The Conservation Corps apprentice will begin on May 24.
- New legislation was adopted by the State of Minnesota nullifying the requirement for conservation plans for the Rural Preserve Program.

- Shelly Tietz completed an Accident Report from an injury that occurred on Conservation Day.
- MASWCD Resolutions need to be submitted by mid-July.

d. **Area IV Meeting**

Jim Fitzsimmons attended the Area IV meeting. Area IV is considering discontinuing the Education Committee and only sponsoring the Envirothon.

7) **New Business Items**

a. **Cooperator Contracts, Payments and Agreements**

Motion by Gary Hartmann, second by Paul Krueger, to approve the following Cooperator Contracts, Payments and Agreements:

**7.a.2. Scott WMO Cost-Share**

- Kristin French, contract cancellation (SWMO #10-42) for a Lakeshore Stabilization Project for \$14,100
- Jim Sandin, technical assistance for Native Prairie Planting (SWMO #11-15) for \$2,843
- Ray Wittl, contract cancellation (SWMO #09-59) for a Streambank Stabilization Project for \$9,075
- Steve Johnson, technical assistance for Lined Waterway (SWMO #11-17) for \$2,800
- Allen Schmitz, technical assistance for Alternative Tile Intake (SWMO #11-18) for \$2,025
- Leon Zweber, technical assistance for Grassed Waterway (SWMO #11-16) for \$550
- R & R Farms, escrow agreement for Water & Sediment Basin project (SWMO #11-06) for \$550
- Robert Schultz, escrow agreement for Rock Inlet project (SWMO #11-11) for \$252
- Leon Zweber, escrow agreement for Grassed Waterway project (SWMO #11-16) for \$82.50
- Larry Malz, Amendment #1 contract (SWMO #10-17) to change the completion date to 6/30/11
- Kimberly Devine-Johnson contract (SWMO #11-19) approval for Prescribed Burning Project for \$707.50
- Tim O'Loughlin, final payment on contract (SWMO #10-05) for \$3,600

**7.a.3. Clean Water Fund**

- City of Savage, contract cancellation for Pond Modifications (#11-101) for \$25,000
- City of Prior Lake, contract for Pond Modifications (#11-103) for \$25,000

**7.a.4. Cooperator Agreements**

- Scott Pexa, cooperator agreement for property located in Helena and Cedar Lake Townships
- Gary Powell, cooperator agreement for property located in Belle Plaine Township
- Paul Radermacher, cooperator agreement for property located in Helena Township

Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann.

b. **Agreements**

Motion by Paul Krueger, second by Linda Brown, to approve the Conservation Corps Minnesota agreement. Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann.

c. **Non-Point Engineering Assistance Program**

Motion by Paul Krueger, second by Linda Brown, to approve Sheburne's NPEAP engineering request for Livonia Township for Shoreline Protection Project for \$6,500 and Washington's NPEAP engineering request for City of Stillwater for a Bioretention Basin Project for \$9,990. Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann.

d. **Equipment Rental Program – Weinandt application**

Motion by Paul Krueger, second by Gary Hartmann, to approve renting the No-Till Drill to Mike Weinandt only if a cash deposit of \$800 be made, which includes the equipment rental charge for the total number of acres and a deposit fee. Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann.

e. **FY2010 Audit Bid – James Maiser**

Motion by Linda Brown, second by Jim Fitzsimmons to approve contracting James Maiser, CPA & Consultant, to complete the District's FY2010 audit. Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann.

f. **2011 Staff Work Plans**

Motion by Linda Brown, second by Gary Hartmann, to approve the 2011 Employee Work and Professional Development Plans for each staff. Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann.

g. **Scott County Assoc. for Leadership & Efficiency (SCALE) Membership**

Kuphal attended a meeting with representatives from the Scott County Association for Leadership and Efficiency (SCALE). The main purpose of SCALE is to promote cooperation and collaboration with government entities throughout Scott County, to better address Scott County's needs and to develop more efficient and cost-effective ways to deliver government programs, projects and services. Discussion was held on the importance of having a Scott SWCD representative belong to this membership. Motion by Jim Fitzsimmons, second by Paul Krueger, to nominate Gary Hartmann to participate in SCALE. Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann.

h. **Prior Lake Spring Lake Watershed District Partnership**

Troy Kuphal, Scott SWCD Manager, requested that Mike Kinney, Prior Lake Spring Lake Watershed District Manager, attend the Scott SWCD Board meeting to review the PLSLWD partnership with the District. Kuphal addressed concerns about PLSLWD's participation in the Joint Storm Water Education Program, of PLSLWD hiring staff to complete work the Scott SWCD has done in the past and the process of PLSLWD outsourcing the 2011 monitoring plan. Kinney first addressed the Board regarding the bid process that occurred for the Monitoring Plan and stated another vendor presented a lower bid to complete the work. Kinney then addressed the Board regarding the JSWEP and the potential for PLSLWD hiring staff in the future. Discussion was held on the PLSLWD and Scott SWCD boards meeting to discuss the partnership. Kinney and Kuphal will meet to discuss a matrix with expectations and budget implications for 2012.

8) **Other Business**

- Motion by Linda Brown, second by Jim Fitzsimmons, to approve Hometown Bank's Entity Authorization. Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann
- Kuphal informed the Board that the District has completed 16 conservation plans for the Rural Preserve Program and collected fees for 13 of the plans. Motion by Paul Krueger, second by Linda Brown, to approve canceling certifications of the 16 conservation plans.
- Motion by Linda Brown, second by Gary Hartmann, to approve attendance of supervisors at the Scott WMO screening committee meeting. Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann.

9) **Adjourn**

Motion by Linda Brown, second by Gary Hartmann, to adjourn the meeting at 11:05 a.m. Ayes: Fitzsimmons, Krueger, Gruetzmacher, Brown and Hartmann.