Minutes of the January 19, 2017 Board Meeting
for the Carver Soil & Water Conservation District
Held at the Public Works Facility in Cologne, MN

Meeting was called to order by Manager Mike Wanous, at 8:35 AM.

Members Present: Member, Robert Burandt
Member, Jeffrey Sons
Member, Stanley Wendland
Member, Marcus Zbinden
Member, Mark Zabel

The Oath of Office was taken by all five of the SWCD Board Members.

Mike Wanous opened the nominations for Chair at this time. Zabel nominated Stan Wendland as the Chair of the SWCD for 2017. Burandt seconded the nomination. There being no other nominations, motion passed by acclamation.

Manager Wanous turned the meeting over to Chair Wendland at this time. Chair Wendland opened the nominations for Vice Chair. Zabel nominated Bob Burandt as the Vice Chair of the SWCD for 2017. Sons seconded the nomination. There being no other nominations, motion passed by acclamation.

Chair Wendland opened the nominations for Secretary/Treasurer. Zabel nominated Jeff Sons as the Secretary/Treasurer for 2017. Zbinden seconded the nomination. There being no other nominations, motion passed by acclamation.

Zabel suggested tabling the Operating Rules discussion until the February Board meeting, after the newly elected Supervisors have had time to review them. Felicia commented that a welcome packet was sent out to the Supervisor elects in November, which included copies the Operating Rules. Sons, Wendland, and Zbinden commented they did review the Rules. Zabel withdrew his motion to table. The Operating Rules will stand as presented, with no changes for 2017.
Zbinden moved, Burandt seconded to keep the 2017 per diem rates the same as 2016 ($75 for Board meetings, and any meetings held outside of Carver County; and $15 per hour for committee meetings). Motion carried unanimously.

Zbinden moved, Sons seconded to set the SWCD mileage rate at $0.535 per mile, which is the current IRS rate. Motion carried unanimously.

Zbinden moved, Burandt seconded to name KleinBank, Citizens State Bank of NYA, and MidCountry Bank as the Carver Soil & Water Conservation District’s Depository designations. Motion carried unanimously.

Mike gave a brief description of the current SWCD Board committees at this time. Chair Wendland made the following appointments to these committees:

1. Personnel Committee – Zabel, Sons
2. Metro Conservation District’s (MCD) Committee – Zabel primary; Burandt alternate.
3. Education & Outreach Committee – The Education committee has not met in at least the past 3 years. Zabel commented it has been difficult to get in the schools, due to the current curriculum. Mike commented that SWCD staff is occasionally asked to give presentations for school or 4-H groups. Chair Wendland proposed keeping the committee for one more year, and meet to brainstorm about education and outreach programs the SWCD could provide. Zabel seconded the proposal. Zabel also stated that the newly elected Supervisors should be on the committee, as they may have fresh ideas. Chair Wendland appointed Sons and Zbinden to the Education & Outreach Committee.
4. Budget Committee – Sons, Zbinden
5. WMO Advisory Committee – Wendland primary; Zbinden alternate.
6. Carver County Leaders (CCL) Committee – Burandt primary; Zbinden alternate. At the request of former Supervisor Beise, Zabel stated that Supervisors should use their discretion on this committee, meaning if the Agenda topic is not relevant to SWCD business, the SWCD presence is probably not necessary.

Motion was made by Zabel, seconded by Burandt to approve the revised January Agenda as printed. Motion carried unanimously.

Motion was made by Burandt, seconded by Zbinden to approve the December 15, 2016 Regular Board meeting Minutes as read. Motion carried unanimously.

The December Treasurer’s Report was discussed and approved, subject to audit.

9:35 AM – Paul Moline arrived at this time.

Carver County Report – Paul Moline introduced himself to the Board at this time, and gave the SWCD Board a brief background on what his department is responsible for. Paul stated that he is the Carver County Water Management Organization (WMO) Administrator, with the County Board being the governing body of the WMO. He reported that SWCD technical staff is used to implement the water management plan, and that part of the WMO levy is distributed to the SWCD for the annual budget. Paul reported that he has recently gone to the County Board to discuss watershed boundary changes in the Minnehaha Creek and Riley-Purgatory-Bluff Creek Watershed District’s, since the current boundaries don’t necessarily follow the drainage pattern. He reported that approximately 500 parcels will be affected, and about 85% of those will now be under the Carver County WMO, rather than a specific Watershed District.
Paul also reported on the aquatic invasive species (AIS) program that his department manages. The program started 5 years ago in Carver County with the Parks department and has been transferred to the WMO. Funding for the program derives from the State, Carver County, City of Chanhassen, and Minnehaha Creek Watershed District. There will be a decontamination unit at Lake Waconia again in 2017.

Paul invited the Board to the WMO’s 20th anniversary event on February 8th at the Chaska Event Center. He also discussed the One Watershed, One Plan BWSR is implementing state wide, and commented they have been starting the process with the Crow River, but they have some governance questions that need to be clarified.

NRCS Report – Katundra emailed a written report which was handed out at this time. Mike explained to the Board that the lack of staffing in the Carver County NRCS office has caused a lack of communication as well.

Monthly progress report and construction projects list presented for:

**SWCD Staff:**
- District Manager, Mike Wanous
- Administrative Assistant, Felicia Brockoff
- Conservation Technician, Chip Hentges
- District Technician, Terry Meiller
- District Technician, Aaron Finke
- Resource Conservation Technician, Seth Ristow
- Farm Bill Technician, Ben Datres

**CORRESPONDENCE:**

MASWCD has sent out their 2016 accomplishments.

The MASWCD legislative briefing and SWCD day at the Capitol will be held March 20-21. Monday evening Supervisors can hear about activities affecting the SWCD’s throughout the state, while Tuesday is set aside for appointments with your individual legislators. More information will be coming from MASWCD as it gets closer.

MASWCD has sent out the January 18th legislative update.

**OLD BUSINESS:**

Mike gave the Board a brief presentation which was an overview of the new buffer law at this time. He reported that Ben is currently sending out letters to landowners with a map of their property of areas that may not be in compliance.

**NEW BUSINESS:**

Carver County has sent the SWCD a joint powers agreement (JPA) which allows the District to participate under Carver County’s group plan for health insurance. The District has been participating under the group plan, but there has never been a JPA in place. Zabel moved, Zbinden seconded to approve the JPA with Carver County, and authorize the Chair to sign on behalf of the SWCD. Motion carried unanimously.
MASWCD has sent the annual dues invoice for 2017 of $4,611.79. Burandt moved, Zabel seconded to pay the MASWCD Dues invoice totaling $4,611.79. Motion carried unanimously.

MACD has sent the annual dues invoice for 2017 of $300. Burandt moved, Zabel seconded to pay the MACD Dues invoice totaling $300. Motion carried unanimously.

NACD has sent a conservation investment form, previously called dues. Zabel explained his frustration with the NACD Board, and stated that the Midwestern SWCD’s pay approximately half of the NACD dues nationwide. Burandt moved, Sons seconded to contribute $100 to NACD for the 2017 conservation investment. Motion carried unanimously.

MCIT has sent the annual coverage document, along with an invoice totaling $8,810 for 2017 property, liability and workers compensation coverage. Motion was made by Zabel, seconded by Zbinden to pay the $8,810 invoice to MCIT for the 2017 insurance coverage. Motion carried unanimously.

OTHER:

MASWCD typically has a boot camp training for newly elected Supervisors, however nothing has been announced yet. Zabel explained at the Vermillion Watershed District where he is employed, staff will put on a formal orientation for a new staff or Board member, which takes about 2 hours. Sons, Wendland, and Zbinden were all interested in some type of orientation with the SWCD staff members, possibly before the next Board meeting. Mike will look into options, and get back to the Supervisors.

Burandt moved, Zbinden seconded to adjourn the meeting at 11:25 AM. Motion carried unanimously.

Next Board Meeting: Thursday, February 16, 2017 at 8:30 AM
Public Works Headquarters, Conference Room 3
11360 Highway 212, Cologne, MN 55322

Approved: [Signature]
Secretary/Treasurer

Date: February 16, 2017

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