

SCOTT SOIL AND WATER CONSERVATION DISTRICT
June 11, 2008

Meeting convened at 8:00 a.m.

Members present: Jim Schwingler, Scott Tracy, Jim Fitzsimmons, Ewald Gruetzmacher and Paul Krueger.

Others present: Shelly Tietz, Pete Beckius, Katundra Shears

Motion by Jim Fitzsimmons second by Jim Schwinlger to approve the minutes of May 14th, 2008. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Schwingler second by Paul Krueger to approve the treasurer's report as read, subject to audit, pay the bills submitted totaling \$63,626.33 (ck#15675-15732). Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Staff report given by Pete Beckius.

A personnel committee meeting was held on May 20th, 2008 to interview six candidates. The position was offered to one of the candidates but she declined the position. On June 2nd, 2008 the personnel committee interviewed an additional two candidates. Motion by Jim Schwingler second by Jim Fitzsimmons to hire Diane Hrabe for a Regular Full-Time Secretary/Communication Specialist position at a Grade 7, Step 1 with full medical, dental, life and long term disability insurance coverage. Diane will start on June 30th, 2008. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Jim Schwingler to accept Jodi Worm's resignation as the Secretary/Communication Specialist effective July 11th, 2008. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Pete updated the Board of Supervisors on the Metro Meeting held on May 28th. Chris Lord, District Manager from Anoka Conservation District reviewed and rewrote parts of the JPA agreement that was presented by the Dakota County District Attorney. Once the JPA agreement is completed, two supplemental agreements will be developed for the Landscape Restoration Program and the NPEA Program. The Dakota County District Attorney will have the JPA agreement plus the two supplemental agreements on June 11th so the District Managers can meet to review the documents. A special AMSWCD meeting may be held if the agreements are ready to be presented for July's AMSWCD Board Meeting. The AMSWCD made motion to transfer \$20,000.00 from NPEAP operating funds to NPEAP project funds.

Motion by Jim Fitzsimmons second by Jim Schwingler to approve the following NPEAP projects: Carver SWCD: Crane Creek North RR Pond Project for \$9,100.00, Crane Creek-Yancy Pond Project for \$9,500.00, Larry Wellens Grade Stabilization Project for \$1,860.00, Jim Abraham Grade Stabilization project for \$1,160.00 and Jim Abraham Grade Stabilization Project for \$1,160.00. Also approved was Hennepin Conservation District project for Skyrock Farm Feedlot for \$4,180.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

The MASWCD Area IV Meeting and Tour has been changed from Thursday, June 26th to Friday, June 27th.

Motion by Paul Krueger second by Jim Schwingler to approve Quickbooks Annual Payroll Subscription for approximately \$260.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Peter Butler was hired to do a Watershed Management Assessment for Dakota and Scott counties. Mr. Butler interviewed Pete Beckius and Scott Tracy to review Scott SWCD programs and accomplishments. On June 13th a meeting is set up to review the preliminary results of the assessment.

Shelly reviewed with the Board of Supervisors the 2008 Election Information. Individuals located in District's I, II and III need to file between July 1st-15th at the Scott County Courthouse.

Motion by Scott Tracy second by Jim Fitzsimmons to schedule an Education Committee Meeting to include Jodi Worm, Shelly Tietz, Jim Schwingler, Andy Porupsky NRSC, Derrick Harmon, NRCS and Willie Peters to select a 2008 Conservation Cooperator. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0 The entire committee does not need to attend this meeting as we will be selecting a Conservation Cooperator and the additional committee members are Outdoor Education Day Station Coordinators.

Motion by Jim Fitzsimmons second by Paul Krueger to approve Conservation Partners Training Request for Fiscal Year 2008 for Emily Javens. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Paul Krueger second by Jim Schwingler to approve Jaime Rockney's training request to attend Campbell Scientific CR1000 Training Course for approximately \$1,200.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Paul Krueger for supervisors to attend the Scott WMO Summer Tour on July 28th, 2008. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Scott Tracy second by Paul Krueger to approve the proposed FY09 Scott SWCD Budget presented by the Finance Committee. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Schwingler second by Paul Krueger to approve the cancellation of State Cost Share contract #07-04 for Chris Kubes and return 3,239.00 into the FY07 State Cost Share account to be re-encumbered. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Jim Schwingler to approve final payment for Wendy Dillion, FY 07 State Cost Share contract #07-06 for 2,815.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Jim Schwingler to approve State Cost Share contract for Menke Family Partnership, contract #07-14 for a Streambank Stabilization Project with a cost estimate of \$44,650.00 and FY07 State Cost Share funds not to exceed \$20,000.00. The project will begin by 12/1/08 and be completed by 12/31/08 and the District Technical Representative is Emily Javens. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Paul Krueger second by Jim Schwingler to approve Deb Atchison State Cost Share #07-05 Amendment #1 to change the start date of the contract from 12/1/07 to 7/15/08 and change the completion date from 12/1/07 to 12/31/08. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Paul Krueger second by Jim Schwingler to approve to following transfer of funds for Jill Leonard State Cost Share contract #07-12: un-encumber \$348.00 from FY08 State Cost Share funds and encumber FY07 State Cost Share of \$348.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Scott Tracy second by Paul Krueger to approve final payment for Jill Leonard, State Cost Share contract #07-12 for \$937.50 with State Cost Share FY07 distribution of \$692.58 and State Cost Share FY08 distribution of \$244.92. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Scott Tracy second by Jim Fitzsimmons to approve final payment for Wendy Dillion, Scott WMO contract #WMO 07-18 for \$1,610.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion Jim Fitzsimmons second by Jim Schwingler to approve Scott WMO Amendment #1 for Mark Simcox/Sally Stier for contract FS08-18 to provide \$134.00 of additional funds due to the filter strip increasing by .1 acres. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Paul Krueger second by Scott Tracy to approve Scott WMO Amendment #1 for Deb Atchison contract #WMO 07-13 to change the start date from 12/1/07 to 7/15/08 and the completion date from 12/31/07 to 12/31/08. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Jim Schwingler to approve Scott WMO final payment for Lowell Schmitz, contract #WMO 07-08 for \$2,300.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Schwingler second by Scott Tracy to approve Scott WMO 1st half filter strip payment for Lowell Schmitz, contract # FS07-10 for \$162.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Paul Krueger second by Jim Schwingler to approve Scott WMO filter strip payment for Roland Menke, contract FS08-05 for \$5,550.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Schwingler second by Paul Krueger to approve Scott WMO one time filter strip payments for Joe Menke, contract FS08-10 for \$1,600.00 and John Theis, contract #FS08-03 for \$10,700.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Schwingler second by Scott Tracy to approve Scott WMO contract cancellation for David Minar, contract # WMO 07-06 for \$290.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Scott Tracy second by Jim Fitzsimmons to approve Scott WMO final payment for Jim Schwingler, contract #WMO 07-04 for \$5,095.00. Ayes: Tracy, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Paul Krueger to approve Scott WMO final payment for Lowell Schmitz, contract #WMO 07-07 for \$6,221.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

The Scott SWCD is on the Scott County's replacement schedule to upgrade six desktop computers and two laptop computers. Motion by Jim Fitzsimmons second by Paul Krueger to approve the replacement of six desktops and two laptops for a total of approximately \$6,932.00 plus upgrading the graphics video card for three computers for an additional cost of \$345.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Discussion held on the FY2008 Native Buffer Cost Share Program for \$57,500.00 that was previously approved. Motion by Paul Krueger second by Jim Schwingler to approve setting aside 20% for technical and administrative services for the FY2008 Native Buffer Cost Share Program. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

The Scott SWCD received and signed the Cooperative Agreement No 301818J035 from U.S. Fish and Wildlife Service for \$6,000.00.

Motion by Jim Fitzsimmons second by Jim Schwingler to approve FY08 Agreement for Ground Water Level Monitoring Program for \$630.00 from the Minnesota Department of Natural Resources. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Scott Tracy second by Jim Fitzsimmons to sign the Scott County Fair Commercial Space Agreement 2008 for \$220.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Jim Schwingler to approve Prior Lake Fall Community Fest for 2008 at a cost of \$15.00 on September 15th, 2008. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Jim Fitzsimmons second by Paul Krueger to approve MASWCD Leadership Institute for Emily Javens for 2008-2009 for \$1,700.00. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Motion by Scott Tracy second by Jim Schwingler to approve Conservation Plans for the following: Willard Wormer, Ronald Schmitz, LeRoy Justen, Clinton Olson, Melvin Gregory, Diana Johnson, Lowell Schmitz, Mary Miller, Carrol Amundson, David Roach, Mary Kern, Cheryl Hotzler, Richard Schmitz, Richard Latterell. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

Land Steward of the Month was Lynn Albrecht.

Jodi Worm presented the Tree Program to the Board of Supervisors.

Shelly presented the Board of Supervisors the Final Financial Report for the Tree Program for 2007-2008. The tree program profit was \$16,824.00.

Motion by Paul Krueger second by Jim Schwingler to adjourn the meeting at 9:55 a.m. Ayes: Tracy, Schwingler, Fitzsimmons, Krueger and Gruetzmacher. Nays: 0

The next meeting will be held Wednesday, July 9th, 2008.