



# SCOTT SOIL AND WATER CONSERVATION DISTRICT

*"Helping Scott County Citizens Protect and Preserve  
Natural Resources since 1941"*

## AGENDA

### BOARD OF SUPERVISORS MEETING

Wednesday, December 21, 2011

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

- |   |             |
|---|-------------|
| 1) Call to Order  |             |
| 2) Agenda Additions, Deletions & Approval                           | Action      |
| 3) Minutes  | Action      |
| 4) Treasurer's Report/Bills   | Information |
| 5) Staff Items  | Information |
| a. SWCD Activity Report   |             |
| b. NRCS Activity Report   |             |
| c. Announcements  |             |
| 6) Old Business   | Information |
| a. Fred Pryor Seminars  |             |
| 7) New Business Items   |             |
| a. <b>Cooperator Contracts, Payments and Agreements (EXHIBIT A)</b> | Action      |
| b. <b>Non-Point Engineering Assistance Program</b>                  | Action      |
| 1. Wes Herman, Innovative/Rural Stormwater Mgmt, Scott              |             |
| 2. Equipment Requests - Ramsey                                      |             |
| c. <b>Personnel Committee</b>                                       | Action      |
| 1. Report   |             |
| 2. Schedule Meeting - January                                       |             |
| 8) Other Business   |             |
| 9) Adjourn  | Action      |

\*Additional information included in the attached materials.





# Scott Soil and Water Conservation District

## REGULAR BOARD MEETING

Wednesday, November 16, 2011 – 8:00 A.M.  
7151 West 190<sup>th</sup> Street, Suite 125, Jordan, MN 55352

### MEETING MINUTES

#### SWCD Members Present

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

#### SWCD Staff Present

Troy Kuphal, Staff  
Shelly Tietz, Staff

#### Others Present

Paul Nelson, Scott County

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

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

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

No Additions

#### 3) **Minutes**

Motion by Gary Hartmann, second by Paul Krueger, to approve the minutes of September 21, 2011. Ayes: Fitzsimmons, Krueger, Brown and Hartmann.

#### 4) **Treasurer's Report/Bills**

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 \$146,782.55 (checks #17406-#17454). Ayes: Fitzsimmons, Krueger, Brown and Hartmann.

#### 5) **Reports and Announcements**

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

Troy Kuphal reviewed the October SWCD Activity Report.

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

Troy Kuphal reviewed the October NRCS Activity Report.

##### c. **Announcements**

Paul Nelson reported that Minnesota Pollution Control Agency (MPCA) highlighted Credit River as a success story as it will be removed from the 303d impaired waters list.

Kuphal updated the Board on the Data Management System currently being developed by Meritide, Inc. The project is 90% complete.

Kuphal updated the Board on the resignation letter from David Rickert. Dave's last day is December 2.

The opening for the Resource Conservationist II position will be extended until December 2.

Motion by Linda Brown, second by Jim Fitzsimmons to approve posting the Resource Conservation Technician position. Ayes: Fitzsimmons, Krueger, Brown and Hartmann.

Nelson reported to the Board on Scott County Association for Leadership and Efficiency (SCALE). This group was formed to encourage greater efficiencies and leadership in public service through enhanced communication, collaboration of services, and sharing of resources. SCALE will be hiring Management Analysis & Development (MAD) to look at government efficiencies and identify opportunities to collaborate and eliminate duplication within watersheds in Scott County. A scoping session will be held on Friday, November 18. Motion by Linda Brown, second by Gary Hartmann to appoint Jim Fitzsimmons as an alternate on the SCALE committee.

**6) Old Business**  
None

**7) New Business**

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

Motion Jim Fitzsimmons, second by Linda Brown, to approve the following Cooperator Contracts, Payments and Agreements:

**7.a.1. State Cost Share**

- Robert Adamek (#12-01), application for a Streambank Stabilization Project with a cost estimate of \$15,850, state cost share not to exceed \$6,662 or 75% of the total eligible costs, whichever is less. The project will start by 11/15/2012 and be completed by 11/30/2012 with Willie Peters as the Conservation District Representative.

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

- David Swanson (#11-53), final payment for a Raingarden for \$250.
- Jim Schwingler (#11-34), final payment for Rock Inlets for \$375.75.
- Todd Geisler (#11-12), 1<sup>st</sup> half filters strip payment for \$2,223.

**7.a.3. PLSLWD**

- Bruce Harries, final payment for lawn improvement for \$92.50.
- Jennifer Lebens, final payment for lawn improvement for \$35.
- Jennifer Lebens, final payment for rain barrel for \$92.
- Shery Newton, final payment for lawn improvement for \$99.46.

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

- Roger Weiers, cooperator agreement for property located in Belle Plaine.

Ayes: Fitzsimmons, Krueger, Brown and Hartmann.

**b. Agreements**

Motion by Jim Fitzsimmons, second by Linda Brown, to approve the NPEAP Base Grant Agreement as Fiscal Agent for the Non Point Engineering Assistance Program Grant Agreement, and to authorize the Chairman's signature. Ayes: Fitzsimmons, Krueger, Brown and Hartmann.

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

Motion by Jim Fitzsimmons, second by Gary Hartmann, to approve Scott's NPEAP request for Ridges of Sand Creek for \$3,690, LeRoy Chard for \$2,970, Ray Meierbachtol for \$3,150 and Ralph Woestehoff for \$2,970. Ayes: Fitzsimmons, Krueger, Brown and Hartmann.

**d. Training**

Motion by Gary Hartmann, second Linda Brown, to approve Jaime Rockney attending a Fred Pryor training on How to Deliver Presentations with Confidence and Ease. Ayes: Fitzsimmons, Krueger, Brown and Hartmann.

**8) Adjourn**

Motion by Jim Fitzsimmons, second by Linda Brown, to adjourn the meeting at 9:40 p.m. Ayes: Fitzsimmons, Krueger, Brown and Hartmann.



Scott Soil and Water Conservation District  
As of November, 2011

**ASSETS**

Checking/Savings	
Checking - Valley Bank MN	145,142.06
Investments - CD	250,000.00
Savings-Hometown Bank	819,236.14
Scott WMO Escrow Account	<u>6,550.15</u>
Total Checking/Savings	1,220,928.35
Accounts Receivable	22,264.18
<b>TOTAL ASSETS</b>	<u><u>1,135,333.40</u></u>

**LIABILITIES**

Accounts Payable	<u>6,447.20</u>
Deferred Revenue	
Scott WMO Cost Share	298,881.13
BWSR-State Cost Share	37,315.08
Native Buffer	22,500.00
PLSL Cost- Share Program	5,017.75
Water Quality Equipment Usage	1,600.00
Scott SWCD Cost Share	7,500.00
CWF Installation Funds	63,000.00
Running Contract	720.00
USFWS	1,742.50
NRBG	<u>60,770.00</u>
Total Deferred Revenue	\$499,046.46
Deposit on Tree Sales	13,838.84
Direct Deposit Liabilities	(\$12,852.73)
Payroll Liabilities	179.51
Escrow Funds	6,485.00
Sales Tax Payable	<u>744.57</u>
<b>TOTAL LIABILITIES</b>	<u><u>\$513,888.85</u></u>





**Scott Soil & Water Conservation District**  
As of November 30, 2011

Type	Date	Num	Name	Memo	Debit	Credit	Balance
							<b>24,679.36</b>
Check	11/01/2011	17455	MASWCD			1,105.00	23,574.36
Check	11/01/2011	17456	GS Direct, Inc.			344.15	23,230.21
Check	11/01/2011	17457	Wolf Motors			37.92	23,192.29
Check	11/01/2011	17458	Office Depot			111.64	23,080.65
Deposit	11/01/2011			Deposit	46,713.00		69,793.65
Deposit	11/01/2011			Deposit	1,428.00		71,221.65
Liability Check	11/02/2011		Quickbooks Payroll Service	Created by Payroll Services on 11/01/2011		12,839.90	58,381.75
Paycheck	11/03/2011	EFT	Daniel W Miller	Direct Deposit	0.00		58,381.75
Paycheck	11/03/2011	EFT	David L Rickert	Direct Deposit	0.00		58,381.75
Paycheck	11/03/2011	EFT	Diane Hrabe	Direct Deposit	0.00		58,381.75
Paycheck	11/03/2011	EFT	Jaime M Rockney	Direct Deposit	0.00		58,381.75
Paycheck	11/03/2011	EFT	Michele A Tietz	Direct Deposit	0.00		58,381.75
Paycheck	11/03/2011	EFT	Ryan J Holzer	Direct Deposit	0.00		58,381.75
Paycheck	11/03/2011	EFT	Scott F Schneider	Direct Deposit	0.00		58,381.75
Paycheck	11/03/2011	EFT	Troy P Kuphal	Direct Deposit	0.00		58,381.75
Paycheck	11/03/2011	EFT	William G. Peters	Direct Deposit	0.00		58,381.75
Transfer	11/03/2011			Funds Transfer	20,000.00		78,381.75
Liability Check	11/03/2011	EFT	ING	98995-01		150.00	78,231.75
Liability Check	11/03/2011	EFT	Internal Revenue Service	41-1312832		3,920.33	74,311.42
Liability Check	11/03/2011	EFT	Minnesota Department of Revenue	5555721		730.00	73,581.42
Liability Check	11/03/2011	EFT	Minnesota State Retirement System			121.74	73,459.68
Liability Check	11/03/2011	EFT	PERA	9445-00		2,507.43	70,952.25
Check	11/04/2011	17459	Board of Water & Soil Resources			5,775.00	65,177.25
Deposit	11/04/2011			Deposit	131,114.09		196,291.34
Check	11/04/2011	17460	Hometown Bank			125,000.00	71,291.34
Transfer	11/04/2011			Funds Transfer	2,015.50		73,306.84
Check	11/08/2011	17461	Maiser, James			2,500.00	70,806.84
Check	11/08/2011	17462	Postmaster			138.60	70,668.24
Deposit	11/14/2011			Deposit	12,478.16		83,146.40
Check	11/14/2011	17463	Ace Hardware 12084-W			34.47	83,111.93
Check	11/14/2011	17464	Wolf Motors			53.88	83,058.05
Check	11/14/2011	17465	Stearns DHIA Central Lab			27.00	83,031.05
Check	11/14/2011	17319	frontier			62.64	82,968.41
Check	11/14/2011	17467	Scott Schneider			13.02	82,955.39
Deposit	11/15/2011			Deposit	17,060.00		100,015.39
Liability Check	11/16/2011		Quickbooks Payroll Service	Created by Payroll Services on 11/15/2011		12,839.84	87,175.55
Deposit	11/16/2011			Deposit	2,039.66		89,215.21
Paycheck	11/17/2011		Daniel W Miller	Direct Deposit	0.00		89,215.21
Paycheck	11/17/2011		David L Rickert	Direct Deposit	0.00		89,215.21
Paycheck	11/17/2011		Diane Hrabe	Direct Deposit	0.00		89,215.21
Paycheck	11/17/2011		Jaime M Rockney	Direct Deposit	0.00		89,215.21
Paycheck	11/17/2011		Michele A Tietz	Direct Deposit	0.00		89,215.21
Paycheck	11/17/2011		Ryan J Holzer	Direct Deposit	0.00		89,215.21
Paycheck	11/17/2011		Scott F Schneider	Direct Deposit	0.00		89,215.21
Paycheck	11/17/2011		Troy P Kuphal	Direct Deposit	0.00		89,215.21
Paycheck	11/17/2011		William G. Peters	Direct Deposit	0.00		89,215.21
Liability Check	11/17/2011	17468	Delta Dental			496.25	88,718.96
Liability Check	11/17/2011	17469	Health Partners			4,452.20	84,266.76
Liability Check	11/17/2011	17470	Scott County Treasure			248.42	84,018.34
Check	11/17/2011	17471	Office Depot			54.82	83,963.52
Paycheck	11/17/2011	17472	Ewald W. Gruetzmacher			160.40	83,803.12
Paycheck	11/17/2011	17473	Gary A Hartmann			81.86	83,721.26
Paycheck	11/17/2011	17474	James Fitzsimmons			91.25	83,630.01
Paycheck	11/17/2011	17475	Linda K Brown			85.76	83,544.25
Paycheck	11/17/2011	17476	Paul Krueger			70.77	83,473.48
Check	11/17/2011	17477	Schwinger, J.			428.25	83,045.23
Check	11/17/2011	17478	Swanson, Linda			250.00	82,795.23
Check	11/17/2011	17479	Harries, Bruce			92.50	82,702.73
Check	11/17/2011	17480	Lebens, Peter			127.00	82,575.73



**Scott Soil & Water Conservation District**  
As of November 30, 2011

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Check	11/17/2011	17481	Newtson, Shery			99.46	82,476.27
Check	11/17/2011	17482	Geisler, Todd			2,223.00	80,253.27
Liability Check	11/17/2011	EFT	ING	98995-01		150.00	80,103.27
Liability Check	11/17/2011	EFT	Internal Revenue Service	41-1312832		3,972.47	76,130.80
Liability Check	11/17/2011	EFT	Minnesota Department of Revenue	5555721		730.00	75,400.80
Liability Check	11/17/2011	EFT	Minnesota State Retirement System			121.74	75,279.06
Liability Check	11/17/2011	EFT	PERA	9445-00		2,507.43	72,771.63
Deposit	11/17/2011		Deposit		7,931.00		80,702.63
Check	11/17/2011	17483	MASWCD			100.00	80,602.63
Liability Check	11/17/2011	EFT	HSA Bank			2,310.00	78,292.63
Check	11/17/2011	17492	Hometown Bank			30,000.00	48,292.63
Check	11/17/2011	17488	Fred Pryor Seminars			199.00	48,093.63
Check	11/17/2011	17489	Dakota County Soil & Water Conservation D			942.50	47,151.13
Check	11/17/2011	17490	Radermachers Super Valu			61.60	47,089.53
Deposit	11/18/2011		Deposit		60,770.00		107,859.53
Deposit	11/23/2011		Deposit		956.50		108,816.03
Deposit	11/23/2011		Deposit		19,288.00		128,104.03
Deposit	11/23/2011		Deposit		3,599.88		131,703.91
Check	11/23/2011	17484	MASWCD			370.00	131,333.91
Deposit	11/23/2011		Deposit		26,015.43		157,349.34
Check	11/28/2011	17486	Metro Sales Incorporated			563.07	156,786.27
Check	11/29/2011	17491	Coborns			47.01	156,739.26
Check	11/29/2011	17493	Scott County			396.70	156,342.56
Check	11/29/2011	17494	Holiday Fleet			325.03	156,017.53
Liability Check	11/30/2011		Quilckbooks Payroll Service	Created by Payroll Services on 11/29/2011		12,866.98	143,150.55
Deposit	11/30/2011		Deposit		1,991.51		145,142.06
<b>TOTALS</b>					<b>353,400.73</b>	<b>232,938.03</b>	<b>145,142.06</b>



# Scott Soil and Water Conservation District

## MONTHLY STAFF REPORT (for November)

DECEMBER, 2011

### MEETINGS ATTENDED

Name of Meeting	Employee Name(s)	Date
TEP Meeting	Ryan	11/22
MCD Managers Meeting	Troy	11/16
WPC	Willie	11/28
Monthly DC Teleconference	Katundra	11/2
NRCS Area IV Meeting	Katundra, Andy	11/16

### TRAINING ATTENDED

Name of Training	Employee Name(s)	Date
WREP Site Tour	Willie, Dave, Katundra, Andy	11/29
Business Writing for Results	Jaime	11/16
Copier Training	All	11/7
Delta Training for Feedlot Database in Owatonna	Scott	11/10
Completed online security awareness training for NRCS	Scott	11/29
EQIP Net Conference	Katundra, Andy	11/17
No Fear Refresher Training	Katundra	11/18

### FEDERAL PROGRAMS - NRCS

- **CRP**
  - Revised conservation plan of operations (CPO) for 2 contracts
  - Revised conservation plan for 2 contracts
- **CSP**
  - Sent 2011 payment letters to 11 contract holders
  - Follow-up calls made to set appointments for 2011 payments
  - Began preliminary administrative review on all contracts for 2011 payments
  - One contract holder in to sign paperwork for 2011 payment
- **WHIP**
  - Certification and submittal for final payment on 1 contract
  - Packets sent to 2 potential applicants
  - Follow-up on existing contract
  - Contact made for 2 potential applicants
    - Submitted names to DNR forester, Jim Wilson
- **EQIP**
  - News release/article in THE SCENE

Cooperator Name	Practice	Activity*	Other C/S	
			SCS	WMO
Allen Schmitz	Water & Sediment Basins (Eischens)	Construction		X
Robert Adamek	Streambank Stabilization	Construction	X	
Maynard Schmidt	Grade Stabilization	Site Inspection		X
Randy Oldenburg	Grade Stabilization	Survey		
Fran Barten	Ag Waste Pit Closure	Construction		
Mark Koepp	Pest Management	Final certification and submittal for payment		

Bill McCue	Water and Sediment Control Basin	Construction		X
Roger Weiers	Water and Sediment Control Basin	Construction		X
Colleen McNicoll	Heavy Use Area Protection, Fence	Construction		

(\*Application, site inspection, plan, survey, design/engineering, certification, etc)

- **Conservation Compliance (Plans, tract splits, 1026's)**
  - Completed 11 AD 1026 maintenance requests
  - Completed 23 Certified Wetland Determinations
  - Site visits for 4 sites for wetland review/determination
  - Wetland reviews (in-house) with 7 customers

**STATE PROGRAMS: BWSR**

- **Cost Share Projects**

Cooperator Name	Practice	Activity*	Other C/S	
			EQUIP	WMO
Robert Adamek	Streambank Stabilization	Construction	X	
John Francis	Streambank Stabilization	Staking		X
Dennis Wachal	Streambank Stabilization	Site Inspection		X

(\*Application, site inspection, proposal, plan, survey/stake, design, certification, etc)

**STATE PROGRAMS: County/SWCD administered**

- **WCA Program**
  - Mark Hergott application and decision notice for wetland perimeter excavation
  - Lori Whipps and Marvin Theis application and decision notice for ditch and tile maintenance along with wetland fill
  - Merriam Junction Sands Mine – Application Notice for Boundary and Type/No Loss
  - CSAH 8 Wetland Delineation
  - CSAH 17 Wetland Delineation
  - HWY 169/69 Intersection Wetland Delineation
  - Chart Industries Wetland Delineation
  - Willard Brandt Customer Assistance (wildlife pond excavation)
  - Jeffers Pond Replacement Plan Certification
  - Deerfield Dev't Replacement Plan Certification
  - Village Commons Application Notice for Replacement and No Loss
  -
- **Feedlot Program**
  - Began process for one producer with expansion planning and permitting; met onsite with YMCA operations manager to explore options and modeling to gain compliance with feedlot runoff rules; continued permitting process w/ County and MPCA for possible Horse Hospital in Spring Lake Twp; verified manure contaminated soil removal from two ag waste pits to insure compliance w/ closure procedures; completed 2012-13 Feedlot Workplan for Scott County/MPCA delegation agreement; registered 1 new feedlot; updated 3 feedlot registrations in delta resulting from inspections;
- **MPCA SWAG Grant**
  - Data entry for EQUIS

**STATE PROGRAMS: DNR**

- **Well Monitoring Program**
  - Monitored Wells

- **Rainfall Monitoring Program**
  - Sent letters to volunteers
  - Data entry
  - Send sheets to climatologist

**COUNTY PROGRAMS:**

- **Countywide Erosion Control Inspection Program**
  - Development Inspections: 6
  - Building Permit Inspections: 46
- **Alt ESC building permit reviews**
  - 8 permits reviewed and approved
- **Clean Water Education Program (SCWEP)**
  - PLSLWD Boudin’s Lake Friendly Program
    - Retrieve bids for identification and interpretive signs
    - Process lawn improvements for reimbursement
  - PLSLWD Watershed Boundary Signs
    - Retrieve guidance and permit info from County
    - Identify designers and fabricators
  - Develop articles about Blue Thumb workshop participants
    - Retrieve feedback from residents that created raingardens
  - Upper Prior Lake Retrofit Project
    - Education and Outreach with select residents for street side raingardens
    - Promote Lake Friendly Program
    - Door knocking on identified properties to promote conservation practices
  - Meet with residents from County Fair requests
    - Visit resident property and discuss possible conservation practices to implement
    - Promote Blue Thumb workshops
  - SCWEP 2012 Work Planning
    - Retrieve revised bids for lawn mower sticker
    - Develop Blue Thumb workshops fact sheet
    - Develop 2012 draft Work Plan and Activity Budget
  - Lakeshore Restoration Workshops
    - Retrieve lakeshore designs and cost estimates from LRP staff
    - Review designs and cost estimates with landowners
  - MASWCD Convention Planning
    - Develop Project Poster about WREP Grant
    - Retrieve Donations for Envirothon Auction ~ \$700 in donations from local businesses
    - Assist with employee learning session and Auction event
  - Conservation Leaders Program
    - Assist with signage fabrication details
    - Assist with award presentation
  - Develop SCWEP eNews
    - Write articles for eNewsletter article
  - PLSLWD Monthly Activity and Time Reporting

**WATERSHED ORGANIZATION PROGRAMS: Scott WMO**

- **Filter Strip Program**

Cooperator Name	Activity*	Other C/S		
		SCS	EQIP	CRP
Gary Powell	Certification			X

(\*Application, site inspection, proposal, plan, survey/stake, design, certification, etc)

• **Cost Share/Incentive Program Projects**

Cooperator Name	Practice	Activity*	Other C/S	
			SCS	EQIP
Jesse Theis	Rock Tile Inlets	Design/engineering & Application		
Ralph Woesteoff	Grade Stabilization	Survey		X
Wes Herman	Innovative grade control structure	Survey		
Richard McCracken	Well Decommissioning	Certification	X	
Jim Colling	Well Decommissioning	Certification		
Shirley Knutson	Well Decommissioning	Certification	X	
Mark Novak	Well Decommissioning	Certification	X	
Mark Lano	Wetland Restoration	Certification		
John Francis	Streambank Stabilization	Construction	X	
Randy Oldenburg	Grade Stabilization	Site Inspection/Survey		X
Maynard Schmidt	Grade Stabilization	Application		X
Ridges of Sand Creek	Critical Area Planting	Application		
Wes Herman	Stream Channel Stabilization	Survey		
Jackson Twp	Grade Stabilization	Site Inspection		
Rob Edberg	Grade Stabilization	Application		
City of Belle Plaine	Stream Channel Stabilization	Site Inspection		
Allen Schmitz (Eichens)	WASCB (2)	Construction/Certification		X
Allen Schmitz	WASCB	Construction/Certification	X	
Glen Schultz	Grade Stabilization	Design		X
Tim Stier	Waterway and diversion	Survey		X
Ryan Schmidt	Waterway and rock chute	Survey		
Robert Schultz	Rock Inlets (2)	Certification		
Mark Scheffler	Rock Tile Inlet (1)	Construction/Certification		
LNMV Catholic	Native Prairie Planting	Certification		
Roger Weiers	Water and Sediment Control Basin	Construction/Certification		X
Bill McCue	Water and Sediment Control Basin	Construction/Certification		X

(\*Application, site inspection, plan, survey, design/engineering, certification, etc)

• **Water Quality Monitoring Program**

- Equipment maintenance

**WATERSHED ORGANIZATION PROGRAMS: PLSLWD**

• **Cost-share/Incentive Program Projects**

Cooperator Name	Practice	Activity*	Other C/S	
			SCS	EQIP
John Noterman	Well Decommissioning	Certification	X	
Dan Johnson	Well Decommissioning	Certification	X	

(\*Application, site inspection, plan, survey, design/engineering, certification, etc)

• **Water Quality**

- Data entry
- Report writing

**WATERSHED ORGANIZATION PROGRAMS: LMRWD**

- **Water Quality Monitoring Program**
  - Take one base flow sample
- **Well Monitoring Program**
  - Monitor Wells
  - Data entry

**WATERSHED ORGANIZATION PROGRAMS: VRWJPO**

- **Water Quality Monitoring Program**
  - Equipment removal
  - Data entry/management

**LOCAL PROGRAMS: SWCD**

- **Tree Program**
  - Income: \$16,200
  - Sales: 11,800 seedlings, 29 seed mixes, 9 rain barrels
  - Remaining seedlings: 19,950 (ordered 4,850 more of short varieties)
  - Customer orders: 144
  - Second tree email list reminder distributed to customers
- **No-till Drill Program**
  - Great Plains: Delivered to 5 landowners for 63 acres
  - Finn Krimper: Delivered to one landowner for 1/3 acre construction project
  - All Drills and Krimper under roof for winter storage, replaced lift pin in Great Plains, modified John Deere platform railing for storage.
- **Conservation Leaders Program**
  - Ordered plaque
  - Four winning signs finalized, delivered
  - Photos, bios and presentation of winners
  - Correspondence/banquet details with winners
  - News release/website updates/county website
- **Children's Water Festival/Envirothon**
  - Sent out email notices/registration materials for 2012 event to Jr./Sr. Envirothon contacts
- **Newsletter/Articles**
  - Conservation Leaders, Hartmann conference, Road salt, EQIP, tree program ad/news release
- **Other i.e. Hallway display, Website, Fact sheets**
  - Conservation Leaders theme of hallway display
  - Website revisions – new 2012 Conservation Leaders nomination form added, native seed mix form updated, SCWEP changes

**LOCAL PROGRAMS: Credit River Township**

- **Storm Water Erosion and Sediment Control**
  - Development Inspections: 3
  - Building Permit Inspections: 47

**SPECIAL EVENTS (Conservation Cooperator, Tours, Workshops, Tillage Transect Survey etc.)**

- Minnesota Conservation Corps finished work with the SWCD





**REQUEST FOR BOARD ACTION**  
**REGULAR BOARD MEETING**  
 Wednesday, December 21, 2011 - 8:00 A.M.

**EXHIBIT A**  
**Cooperator Contracts, Payments and Agreements**

**Background:**

Under Chapter 103C.501, *Minn. Statutes*, the Board has authority to furnish financial assistance to landowners for implementation of soil and water conservation projects. In accordance with Chapters 8400.1400, 8400.1600 and 8400.3400, *Minn. Admin. Rules*, the Board is required to review and approve landowners cost share contracts and conservation plans, authorize landowner cost share payments, and develop and approve easement documents. The following plans, contracts, and payment vouchers are presented for Board Approval:

Item #	Name	Practice	Qty	Units	Location	Approval Type	Amount
<b>7a.1. State Cost Share</b>							
i.	Richard McCracken	Well Decommissioning	1	Each	City of Savage sec. 22	Final Payment	\$485.00
ii.	Mark Novak	Well Decommissioning	1	Each	Helena Twp. sec. 32	Final Payment	\$356.00
iii.	Shirley Knutson	Well Decommissioning	1	Each	City of Savage sec. 22	Final Payment	\$431.00
iv.	Dan Johnson	Well Decommissioning	1	Each	City of Prior Lake sec. 2	Final Payment	\$452.00
v.	John Noterman	Well Decommissioning	1	Each	City of Prior Lake sec. 30	Final Payment	\$521.00
vi.	Allen Schmitz	WASCB	1	Each	BK 21	Final Payment	\$2,400.00
vii.	John Francis	Streambank Stabilization	1	Each	Helena	Amendment	\$2,210.00
<b>7a.2. Scott WMO Cost Share</b>							
i.	Richard McCracken	Well Decommissioning	1	Each	City of Savage sec. 22	Final Payment	\$486.00
ii.	Jim Colling	Well Decommissioning	1	Each	City of Jordan sec. 30	Final Payment	\$724.00
iii.	Mark Novak	Well Decommissioning	1	Each	Helena Twp. sec. 32	Final Payment	\$356.00
iv.	Shirley Knutson	Well Decommissioning	1	Each	City of Savage sec. 22	Final Payment	\$431.00
v.	Gary Powell	Filter Strip	2.7	Acres	Belle Plaine sec. 22	First half payment	\$936.50
vi.	Mark Lano	Wetland Restoration	1.9	Acres	Helena sec. 20	Final Payment	\$3,800.00
vii.	Allen Schmitz	WASCB	1	Each	Blakeley 21	Final Payment	\$3,000.00
viii.	Allen Schmitz	WASCB	2	Each	Helena 30	Final Payment	\$2,426.00
ix.	Sherwood Peters	Streambank Stabilization	1	Each	Sand Creek 33	Date Amendment	N/A
x.	Robert Schultz	Rock Inlets	2	Each	Belle Plaine 27	Final Payment	\$825.00
xi.	LNMV Catholic	Native Prairie Restoration	3.8	Acres	New Market 8	Final Payment	\$5,193.00
xii.	Mark Scheffler	Rock Tile Inlet	1	Each	Helena 23	Final Payment	\$450.00
<b>7a.3. PLSLWD</b>							
i.	Dan Johnson	Well Decommissioning	1	Each	City of Prior Lake sec. 2	Final Payment	\$362.00
ii.	John Noterman	Well Decommissioning	1	Each	City of Prior Lake sec. 30	Final Payment	\$417.00

Scott SWCD Board Meeting  
 Wednesday, December 21, 2011  
 Cooperator Contracts, Payments and Agreements, cont.

Item #	Name	Practice	Qty	Units	Location	Approval Type	Amount
<b>7a.5. OTHER (ANOKA DIRECTED CLEAN WATER FUND GRANT)</b>							
i.	City of Prior Lake	Pond Modifications	6	No.	City of Prior Lake Sec. 4/34	Final Payment	\$69,813.02
<b>7a. 5. Cooperator Agreements</b>							
i.	Bill McCue	Water & Sediment Control	1	No.	Belle Plaine 8		

**Budget Impact:**

Sufficient funds are available in applicable C/S accounts

**Recommended Action:** Motion to **APPROVE** the above-listed plans, contracts, payments, and agreements