



**Sherburne
SWCD**

AGENDA

Sherburne Soil & Water Conservation District Board of Supervisors Meeting

425 Jackson Ave NW, Elk River, MN 55330

Remote Access Available

Thursday, July 8, 2021 – 8:30 am

8:00 Workshop – None

Regular Business Meeting

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| 8:30 | 1. Call to Order | |
| | 2. Pledge of Allegiance | |
| | 3. Open Forum – <i>Comments are limited to five minutes</i> | |
| | 4. Approval of Agenda (<i>Additions/Corrections/Deletions</i>) | Action |
| | 5. Secretary’s Report – June 10, 2021 Board Meeting Minutes | Action |
| | 6. Treasurer’s Report – June 2021 Financial Reports | Action |
| | 7. Treasurer’s Report – July 2021 Accounts Payable – (<i>report presented at meeting</i>) | Action |
| 8:40 | 8. Supervisor Committee Reports & Vouchers | Action |
| 8:50 | 9. District Manager Report | Information |
| 8:55 | 10. NRCS Activity Report | Information |
| 9:00 | 11. District Staff Monthly Reports | Information |
| 9:10 | Old Business | |
| | 12. Authorization to amend cost share contract with J Audet for a Raingarden project, #2021-06-03, not to exceed \$2,636.84 | Action |
| | 13. Consider update to Fee Structure – Uniformity Testing | Action |
| | 14. Authorization to provide final payment to Big Eagle Lake Improvement Association, AIS-FY21-03 for \$115.31 | Action |
| | 15. Authorization to provide final payment to Big Eagle Lake Improvement Association, AIS-FY21-04 for \$115.31 | Action |
| | 16. Authorization to provide final payment to Big Eagle Lake Improvement Association, AIS-FY21-08 for \$500.00 | Action |
| | 17. Authorization to provide final payment to M Horton for a Lawns to Legumes demonstration project, #L2L-2021-05-01 for \$561.57 | Action |
| | 18. Authorization to provide final payment to T Esch for a Pollinator Planting project, #2021-05-05 for \$350.00 | Action |
| | 19. Authorization to provide final payment to E Larson for a Pollinator Planting project, #2021-06-05 for \$338.24 | Action |
| | 20. Authorization to provide final payment to H Warnke for a Pollinator Planting project, #2021-06-06 for \$276.49 | Action |
| | 21. Authorization to provide final payment to K Maruska for a Nitrate reduction project, #NR-FY19-08 for \$1,125.00 | Action |
| | 22. Authorization to provide final payment to Diamond A Farm, LLC for a Nitrate Reduction project, #NR-FY19-11 for \$1,304.61 | Action |
| | 23. Authorization to provide final payment to Sherburne County Parks for a Native Pollinator Planting project, #2020-08-02 for \$651.56 | Action |
| | 24. Authorization to provide final payment to T Carlson for a Native Pollinator Planting project, #2021-06-10 for \$1,087.17 | Action |
| | 25. Authorization to provide final payment to C Christian for a Native Pollinator Planting project, #2021-06-09 for \$1,449.56 | Action |

9:20 **New Business**

- 26. Authorization to execute cost share contract with T Takach for a Pollinator Planting project - #2021-07-01, not to exceed \$350.00 *Action*
- 27. Authorization to execute cost share contract with S Weber for a Raingarden project - #2021-07-02, not to exceed \$1,318.42 *Action*
- 28. Authorization to execute JPA with Sherburne County for Adopt a Drain Program *Action*
- 29. Authorization to execute JPA with Orrock Township for Adopt a Drain Program *Action*
- 30. Authorization to execute JPA with Blue Hill Township for Adopt a Drain Program *Action*
- 31. Authorization to submit Management Representation letter to Peterson Company, LTD *Action*
- 32. Authorization to execute Service Agreement with DNR for FY2022 Observation Well Monitoring *Action*
- 33. Consider 2021 Outstanding Conservation Cooperator Candidate *Action*

9:30 **34. Upcoming Meetings and Events** *Information*

July 8, 2021	Sherburne Soil & Water Conservation District Board Meeting 425 Jackson Ave NW, Elk River, MN – 8:30 a.m.
August 6, 2021	Budget Workshop – <i>Binsfeld, Selvog</i> Government Center, Elk River MN – 9:30 a.m.
August 12, 2021	Sherburne Soil & Water Conservation District Board Meeting 425 Jackson Ave NW, Elk River, MN – 8:30 a.m. (Workshop at 8:00 a.m.)
August 25, 2021	Metro Conservation District - <i>Binsfeld</i> TBD

9:35 **35. Adjourn** *Action*

Mission Statement

The Sherburne Soil & Water Conservation District (SWCD) is dedicated to working directly with landowners and agencies in order to promote the wise and sustainable use of our land and water related resources; to educate and inform the public about these uses; to help solve the resource problems within the District and to serve as a county wide natural resource information and referral center.

Notes to Agenda

12. *Contract Amendment - John Audet #2021-06-03: The original contract with John Audet for a raingarden project (712M) Section 24, City of Big Lake was approved in June. John requested an additional raingarden project on his property. The new estimated project cost is \$4,056.70. Request approval of 65% cost share, not to exceed \$2,636.84. Funding for this project will be allocated from FY20 Capacity – Structural.*
 13. *Fee Structure – Uniformity test – District Staff would like the Board to consider adding uniformity tests to our fee schedule. Due to staff time, drive time and mileage associated with uniformity testing, the staff is proposing a \$150 fee per pivot (beyond the initial pivot). Historically the District has offered this service for free by incorporating the staff time into various grant opportunities but with the recent increase in interest for Irrigation Water Management due to energy audits and VFD (variable frequency drive) for example the workload has increased. Staff is proposing offering the first pivot for free but operations needing multiple pivots tested will be charged for any additional pivots. Other Districts are charging for this service or considering charging for uniformity tests.*
 14. *– 16 - BELIA – AIS-FY21-03, AIS-FY21-04, AISFY21-08: the original grant with Big Eagle Lake Improvement Association for AIS Management Planning, Management and Control was approved on March 11, 2021. The total combined project cost is \$16,785.08 and total grant awarded is \$2,922.50. Funding for this project will be allocated from FY21 AIS.*
 17. *Marsha Horton #L2L-2021-05-01: the original contract with Marsha Horton for a Lawns to Legumes demonstration project was approved on June 10, 2021. The total project cost is \$1,425.57, and the project was approved at 90% cost share, not to exceed \$834.50. Funding for this project will be allocated from the FY20 Lawns to Legumes grant.*
 18. *Troy Esch #2021-05-05: the original contract with Troy Esch for a Pollinator Planting project was approved on May 13th, 2021. The total project cost is \$567.01, and the project was approved at 75% cost share, not to exceed \$350.00. Funding for this project will be allocated from the FY19 Local Capacity – Non-Structural.*
 19. *Eric Larson #2021-06-05: the original contract with Eric Larson for a Pollinator Planting project was approved on June 10, 2021. The total project cost is \$814.24, and the project was approved at 75% cost share, not to exceed \$350.00. Funding for this project will be allocated from the FY19 Local Capacity – Non-Structural.*
 20. *Tom & Heidi Warnke #2021-06-06: the original contract with Heidi Warnke for a Pollinator Planting project was approved on June 10, 2021. The total project cost is \$534.89, and the project was approved at 75% cost share, not to exceed \$318.00. Funding for this project will be allocated from the FY19 Local Capacity – Non-Structural.*
 21. *Keith Maruska #NR-FY19-08: the original contract with Keith Maruska for a Nitrate Reduction project was approved on August 13, 2020. The total project cost is \$1,125.00, and the project was approved at a flat rate cost share, not to exceed \$3,000.00. Funding for this project will be allocated from the FY19 CWF Nitrate grant.*
 22. *Diamond A Farm #NR-FY19-11: the original contract with Diamond A Farm, LLC for a Nitrate Reduction project was approved on June 10, 2021. The total project cost is \$1,739.48, and the project was approved at a flat rate cost share, not to exceed \$1,620.00. funding for this project will be allocated from the FY19 CWF Nitrate grant.*
 23. *Sherburne County Parks – Grams Park #2020-08-02: the original contract with Sherburne County Parks for a Native Pollinator Habitat Planting project was approved on August 13, 2020. The total project cost is \$868.75, and the project was approved at 75% cost share, not to exceed \$750.00. Funding for this project will be allocated from the FY19 Local Capacity – Non-Structural.*
 24. *Tyler Carlson #2021-06-10: the original contract with Tyler Carlson for a Native Pollinator Habitat Planting project was approved on June 10, 2021. The total project cost is \$1,449.56, and the project was approved at 75% cost share, not to exceed \$1,350.00. Funding for this project will be allocated from the FY19 Local Capacity – Non-Structural.*
 25. *Cash Christian #2021-06-09: the original contract with Cash Christian for a Native Pollinator Habitat Planting was approved on June 10, 2021. The total project cost is \$1,932.75, and the project was approved at a 75% cost share, not to exceed \$1,800.00. funding for this project will be allocated from the FY19 Local Capacity – Non-Structural.*
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26. *Tim Takach - #2021-07-01: The proposed contract with Tim Takach is for a Pollinator Planting project (327) Section 5, Big Lake Township. The estimated project cost is \$861.06. Request approval of 75% cost share, not to exceed \$350.00. Funding for this project will be allocated from FY19 Local Capacity – Non-Structural.*
27. *Shannon Weber - #2021-07-02: the proposed contract with Shannon weber is for a Raingarden project (712M) Section 24, City of Big Lake. The estimated project cost is \$2,028.35. Request approval of 65% cost share, not to exceed \$1,318.42. Funding for this project will be allocated from the FY20 Local Capacity – Structural.*
28. *– 30 – Adopt A Drain JPA’s – As lead agency on the program all JPA’s will be submitted to our Board for approval.*
31. *2020 Audit – As part of the audit process the Management Representation letter will need to be submitted to the accountant. Draft audit should be completed this month.*
32. *FY2022 – Obwell Contract – The District will continue to monitor the 24 obwells in our county. \$30 per reading not to exceed \$1,980.00.*
33. *2021 OCC – Staff unanimously agreed to submit Big Lake Township as the 2021 OCC. In addition to honoring them at the MASWCD Annual Convention we would anticipate highlighting their efforts and present them with a plaque on our Legislative Tour in September.*