

11360 Highway 212 STE 6  
Cologne, MN 55322  
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<https://www.carvercountymn.gov/swcd>

## Minutes of the February 15, 2024, Carver SWCD Board Meeting Held in Conference Room 1 at the Public Works Facility in Cologne, MN

### Board Members Present:

Chair, Marcus Zbinden  
Secretary/Treasurer, Jeffrey Sons  
Member, Mark Zabel

### Board Members Absent:

Vice Chair, Stanley Wendland  
Member, Robert Burandt

### SWCD Staff Present:

District Manager, Mike Wanous  
Admin. & Finance Specialist, Felicia Brockoff

### Other Attendees:

Carver County Water Resources Supervisor, Tim Sundby  
NRCS Soil Conservationist, Cindy Hoffmann

*Since there was not a quorum at 8:00 a.m., the Carver County report was given before the meeting was officially called to order. Tim Sundby reported the WMO is getting ready to set up the first convene meetings for the WBIF funding, approximately \$721,000. He mentioned some of the potential projects that may be funded by the WBIF. He also reported that letters have been sent out to Carver County Cities, informing them of the cost-share funding available from the WMO for capital improvement projects the City may have. Applications are due in March and will be included in the 2025 budget.*

### 1. Call to Order.

Chair Zbinden called the meeting to order at 8:46 a.m.

### 2. Public Comments – None.

### 3. Agenda review and adoption.

Resolution 007-2024: Zabel moved, Sons seconded, to approve the February 15, 2024, board meeting agenda as printed. Roll call vote: Burandt-absent; Sons-aye; Wendland-absent; Zabel-aye; Zbinden-aye. Motion carried.

### 4. Agency Reports

- a. Carver County report – completed before meeting.
- b. NRCS – Cindy reported there are 8 EQIP applications that have been pre-approved for Carver County, as well as 5 CSP applications that include a lot of land units. FSA has announced that the continuous signup is open. There is a new 'batching' period being utilized, with March 15 as the first batch deadline. Cindy also reported that NRCS will have a summer intern from May 20-August 23.
- c. FSA report – Jennifer King submitted a written report that was reviewed.

## 5. Consent Agenda Items

Sons noticed an error on page 1 of the draft January Minutes, under item 2, nominations for Secretary/Treasurer. 'Wendland' should be changed to 'Zbinden nominated Sons...'

*Resolution 008-2024:* Zabel moved, Sons seconded to approve the following consent agenda items:

- a. Approval of the January 18, 2024, Board meeting minutes as corrected.
- b. Acceptance of the January 2024 Treasurer's Report.

Roll call vote: Burandt-absent; Sons-aye; Wendland-absent; Zabel-aye; Zbinden-aye. Motion carried.

## 6. Regular Agenda Items

- a. Review 2023 annual report. Mike reviewed the annual report with the Board at this time.
- b. After the annual report presentation, the Board discussed a strategic planning meeting and offered ideas on topics that could be covered in the meeting, such as sub-watershed assessments, soil health grant funding, and breaking down the staff time spent on construction site erosion control inspections and work on programs including the pollinator and shoreline habitat programs.
- c. Peterson Company Ltd. has sent the SWCD an engagement letter to perform the SWCD audit for the year ended 2023. The price has gone up significantly, but Felicia explained their letter included there is additional staffing time and adopting new audit standards and procedures.

*Resolution 009-2024:* Zabel moved, Sons seconded to approve the engagement letter and authorize both the SWCD Chair and Manager to sign and return to Peterson Company Ltd. to conduct the 2023 audit. Roll call vote: Burandt-absent; Sons-aye; Wendland-absent; Zabel-aye; Zbinden-aye. Motion carried.

- d. The MASWCD legislative briefing has been scheduled for March 12-13. It was decided that the Carver SWCD would not partake in the 2024 legislative briefing. Mike informed the Board at this time, that the Anoka Soil and Water Conservation District (ACD) requesting a change to MN Statute 103C, where the ACD would have taxing authority. The bill has been authored by 3 Anoka County legislators.
- e. The MASWCD Area 4 spring meeting will be held on March 26, at the Ramsey Public Works building in Arden Hills. An agenda has not been received yet. This item will be placed on the March Agenda.

## 7. SWCD Board Committee & SWCD Staff Monthly Reports

- a. Personnel Committee (Zabel, Zbinden) – nothing to report.
- b. Metro Conservation District's (MCD) Committee (Zbinden; Wendland alt.) – February 28 is the next meeting date in Washington County. Mike will send Chair Zbinden the open meeting law requirements to attend virtually.
- c. Education & Outreach Committee (Sons, Wendland) – nothing to report.
- d. Budget Committee (Burandt, Sons) – nothing to report.
- e. WMO Advisory Committee (Wendland; Zbinden alt.) – Mike reported the WMO went over their annual report. Supervisor Wendland is planning to attend the March 5 meeting.
- f. Carver County Leaders (CCL) Committee (Burandt; Sons alt.) – nothing to report.

- g. South Fork Crow River 1W1P (Zabel; Wendland alt.) – The next meeting will be March 8, where the group will get an update on the plan, and governance options will be acted on.
- h. The SWCD staff monthly progress report was presented and discussed.

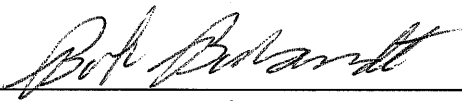
**8. Board of Supervisors Announcements**

- a. Zabel reported that our new BWSR Board Conservationist will be Jennifer Dillum. Zabel reported that he worked with her both at the MDA, and at the Vermillion Watershed District.
- b. Upcoming meetings/events:
  - February 19 – President’s Day observed, SWCD office closed
  - March 12-13 – MASWCD Legislative briefing and SWCD Day at the Capitol
  - March 21 – SWCD Board meeting
  - March 26 – MASWCD Area 4 meeting

**9. Adjourn**

Resolution 010-2024: Zabel moved, Sons seconded to adjourn the meeting at 10:40 a.m. Roll call vote: Burandt-absent; Sons-aye; Wendland-absent; Zabel-aye; Zbinden-aye. Motion carried.

**Next Board Meeting:** Thursday, March 21, 2024, at 8:00 AM  
**Location:** Public Works Headquarters, Conference Room 1  
11360 Highway 212, Cologne, MN 55322

Approved:  Date signed: March 21, 2024  
Secretary/Treasurer