

**BOARD OF WATER AND SOIL RESOURCES  
520 LAFAYETTE ROAD N.  
LOWER LEVEL CONFERENCE ROOM  
ST. PAUL, MINNESOTA 55155  
WEDNESDAY, OCTOBER 22, 2014**

**BOARD MEMBERS PRESENT:**

Joe Collins, Jill Crafton, Jack Ditmore, Chris Elvrum, MDH; Doug Erickson, Christy Jo Fogarty, Kathryn Kelly, Tom Landwehr, DNR; Terry McDill, MPCA; Brian Napstad, Neil Peterson, Tom Schulz, Rob Sip, MDA; Faye Sleeper, MES; Steve Sunderland, Gene Tiedemann, Gerald Van Amburg

**BOARD MEMBERS ABSENT:**

Sandy Hooker  
Tom Loveall

**STAFF PRESENT:**

Mary Jo Anderson, Angie Becker Kudelka, Don Buckhout, Tim Dykstal, Travis Germundson, Celi Haga, John Jaschke, Al Kean, Dan Shaw, Sarah Strommen

**OTHERS PRESENT:**

Stacie Christensen, Department of Administration

**CALL MEETING TO ORDER** – Chair Napstad called the meeting to order at 9:05 a.m.

## **PLEDGE OF ALLEGIANCE**

**ADOPTION OF AGENDA** – Chair Napstad reported the revision to the agenda includes the addition of the Administrative Advisory Committee’s recommendation on SWCD Supervisor Districts-Delegation. Moved by Tom Schulz, seconded by Kathryn Kelly, to adopt the revised agenda as presented. **Motion passed on a voice vote.**

**MINUTES OF SEPTEMBER 24, 2014 BOARD MEETING** – Moved by Steve Sunderland, seconded by Doug Erickson, to approve the minutes of September 24, 2014 as circulated. **Motion passed on a voice vote.**

## **REPORTS**

**Audit & Oversight Committee** – Brian Napstad reported that the Audit & Oversight Committee met last night; the Committee recommendation is on the agenda later today. The Committee discussed the annual PRAP report that will be submitted to the legislature in February 2015; and the organizational risk assessment process that will be presented by Tim Dykstal at an upcoming meeting.

**Executive Director’s Report** – John Jaschke reviewed information in board members’ packets. John reported that he attended the Water Resources Conference on October 14-15. John stated that an assessment has been completed and is being reviewed regarding a systematic development of policies for Watershed Districts plans and program implementation. He will attend the MASWCD Area 1 meeting in Perham tomorrow with LeAnn Buck, MASWCD; and Don Baloun, NRCS; discussion will include technical assistance and capacity. John will attend the WCA Stakeholder meeting on October 27 in Sauk Rapids. John will also attend the BWSR Academy, October 28-30 at Breezy Point; registration is at the 400 person capacity.

**Dispute Resolution Committee** – Travis Germundson reported that there are presently 13 appeals pending. File #14-3, an appeal of a restoration order in Murray County, was affirmed and a request made to DNR to rescind the Restoration Order. Chair Napstad thanked Travis for his report.

**Water Management & Strategic Planning Committee** – Jack Ditmore reported that the Water Management & Strategic Planning Committee will meet on December 16 at 5:30 PM.

**Wetlands and Drainage Committee** – Gerald Van Amburg reported that the Wetlands and Drainage Committee met last night; discussion included the update of the drainage manual and drainage records modernization; the development of a federal exemption proposal, approved by the Committee, which will come before the Board in December; the 2015 legislative recommendations, and the WCA Stakeholder process. Gerald reported that the Wetlands and Drainage Committee will meet in December.

**Drainage Work Group (DWG)** – Al Kean provided a brief update of the Drainage Work Group meeting on October 9. The next meeting of the Drainage Work Group is November 13, 2014, 12:30 - 3:30 PM, at the AMC Building in St. Paul.

## **COMMITTEE RECOMMENDATION**

### ***Administrative Advisory Committee***

**SWCD Supervisor Districts – Delegation** – John Jaschke reported that SWCDs will be undertaking a supervisor re-districting process per 2014 legislation (Chapter 264 – H.F. 2390 which requires that SWCD supervisors in the seven-county metro area be elected by population-based districts). Although other SWCDs can at any time, metro SWCDs (except for Washington Co. which is already compliant) will be doing so in time to address 2016 Supervisor Elections and there may be some time-sensitive filings that this proposed delegation of “agreeable” decisions can help stay on schedule. John stated that this is an administrative efficiency process. Moved by Joe Collins, seconded by Christy Jo Fogarty, to authorize and direct the Executive Director to sign approvals of supervisor districts for SWCDs when all of the following conditions exist: 1) The supervisor districts are drawn consistent with the requirements of Minnesota Statutes section 103C.311, subdivision 2; and 2) There is no disagreement brought forth by the soil and water conservation district, the county Board or by the governing body of a municipality. Discussion followed. ***Motion passed on a voice vote.***

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## **NEW BUSINESS**

**2014 Grants Monitoring Report** –Tim Dykstal reported that the Board adopted the Grants Monitoring, Reconciliation and Verification Policy on June 22, 2011, to ensure its compliance with Office of Grants Management policies established by the Department of Administration. The policy calls for a report on grants monitoring activities to be delivered to the Board annually. This 2014 report includes data on the monitoring of 2013 grant activity that occurred by the February 3, 2014 reporting deadline. The report will also include data on the grant verification visits that are an important part of the overall policy, and a look ahead to the next steps in grants monitoring, reconciliation, and verification in BWSR. Discussion followed. Chair Napstad thanked Tim for his presentation.

Chair Napstad called for a break at 10:23 AM; the meeting reconvened at 10:34 AM. Tom Landwehr left the meeting at 10:23 AM to attend a special Cabinet meeting.

**Open Meeting Law Workshop** – Stacie Christensen , Department of Administration, lead a training session for BWSR Board members on Minnesota’s Open Meeting Law. The presentation covered general information on Open Meeting Law requirements customized to the Board’s operating procedures. It was noted that BWSR will include in its meeting notices, *“the public may be required to provide identification to enter a secured building”*. Discussion followed. Chair Napstad thanked Stacie for her informative presentation.

**BWSR Pollinator Initiative and Tools** – Dan Shaw reported that in 2013, BWSR Technical Services staff developed resources to assist local government partners in supporting pollinator habitat in their areas. A Pollinator Plan was developed in April of 2014 that detailed BWSR’s

efforts to date, and this month BWSR launched a pollinator initiative and webpage to provide additional pollinator resources for our conservation partners. Discussion followed. Chair Napstad thanked Dan for his presentation.

**2015 Proposed BWSR Board Meeting Schedule** – John Jaschke presented the proposed BWSR 2015 meeting schedule. Moved by Kathryn Kelly, seconded by Chris Elvrum, to approve the 2015 meeting dates as presented. **Motion passed on a voice vote.**

## **AGENCY REPORTS**

**Minnesota Department of Agriculture (MDA)** – Rob Sip distributed factsheets on the “Nitrogen Fertilizer Management Plan”; and the “Proposed Rule on Nitrogen Fertilizer Use” for board members’ information. Rob also distributed a brochure on “Minnesota Agricultural Water Quality Certification Program”. Rob announced a Nitrogen Conference to be held March 6, 2015, more information to come.

**Minnesota Department of Health (MDH)** – Chris Elvrum reported that Legislative Water Commission meets tomorrow; agencies have developed a joint presentation.

**Department of Natural Resources (DNR)** – John Jaschke reported that Tom Landwehr left to attend a Cabinet meeting on Ebola. Tom asked John to announce the Governor’s Pheasant Summit, December 13 in Marshall.

**Minnesota Extension Service (MES)** – Faye Sleeper thanked Brad Wozney for his co-chair role at the Water Resources Conference, over 600 in attendance. The North Central Water Network hosted a successful event. Faye encouraged board member attendance at the Climate Adaption Conference, November 6.

**Minnesota Pollution Control Agency (MPCA)** – Terry McDill distributed the draft Watershed Restoration and Protection Strategy (WRAPS) map for board members’ information. John thanked MPCA for the comprehensive approach resulting in long-term usefulness and practicality.

## **UPCOMING MEETINGS**

- Next BWSR Board Meeting, December 17, 2014, St. Paul
- BWSR Academy, October 28-30, 2014, Breezy Point, Brainerd
- MAWD Annual Convention, December 4-6, Alexandria
- MASWCD Annual Convention, December 7-9, Bloomington
- AMC Annual Convention, December 8-9, St. Cloud

Chair Napstad adjourned the meeting at 12:07 PM.

Respectfully submitted,



Brian Napstad, Chair