

# Black Dog Watershed Management Commission

**APPROVED**

## Meeting Minutes January 15, 2020

### **MEMBERS PRESENT**

Roger Baldwin, Chairman  
Greg Helms, Vice-Chairman  
Scott Thureen, Secretary/Treasurer  
Mike Hughes  
Curt Enestvedt, Alternate  
Rollie Greeno, Alternate

### **MEMBERS ABSENT**

Tom Harmening

### **OTHERS PRESENT**

Karen Chandler – Barr Engineering  
Roger Knutson – Campbell Knutson  
Jessica Schaum – City of Apple Valley  
Samantha Berger – City of Apple Valley  
Curt Coudron – Dakota County Soil and Water Conservation District  
Melissa King – BWSR  
Daryl Jacobson – BDWMO Administrator  
Tammi Carté – BDWMO Secretary

Roger Baldwin, Chairman, called the January 15, 2020, meeting to order at 5:00pm at the Burnsville Maintenance Facility.

#### **I. Approval of Agenda**

**Motion by** Hughes, second by Helms, to approve the January 15, 2020 Agenda as presented.

Ayes – Baldwin, Helms, Hughes, Thureen  
Nays – None

**Motion Carried Unanimously**

#### **II. Approval of Minutes from the November 20, 2019 Meeting**

**Motion by** Thureen, second by Hughes, to approve the November 20, 2019 Minutes with the correction to section V. Miscellaneous, Item 1.

Ayes – Baldwin, Helms, Hughes, Thureen  
Nays – None

**Motion Carried Unanimously**

**III. Approval of Accounts Payable**

**Motion by** Helms, second by Hughes, to approve payments to Barr Engineering in the amount of \$2,283.50 for services from November 2, 2019 through December 27, 2019; and, to Campbell Knutson in the amount of \$224.00 for November 2019 general services; and, to the City of Burnsville in the amount of \$19,296.23 for 2019 support services.

Ayes – Baldwin, Helms, Hughes, Thureen  
Nays – None

**Motion Carried Unanimously**

**IV. Review Budget Performance Reports**

Daryl Jacobson, BDWMO Administrator, reports that we are wrapping up the 2019 accounts payable.  
**No Formal Action Required**

**V. Approve Official Depositories for Commission Funds**

The auditors recommend that the Commission designate official depositories for our funds on an annual basis. Current depositories are the US Bank in St. Paul and the League of MN Cities 4M Fund. These depositories have served the commission well and staff recommends continuing on with them.

**Motion by** Hughes, second by Thureen, to approve the US Bank in St. Paul and the League of MN Cities 4M Fund as the official depositories of the BDWMO.

Ayes – Baldwin, Helms, Hughes, Thureen  
Nays – None

**Motion Carried Unanimously**

**VI. Approve Official Newspaper for the Black Dog WMO**

The JPA requires that the Commission designate an official newspaper. In 2019 the BDWMO used the Sun Thisweek as the official newspaper. The BDWMO has historically adopted the same official newspaper as the City of Burnsville since that community represents a majority of the land area within the WMO. Staff recommends the BDWMO continues with the Sun Thisweek as the official newspaper. BDWMO items typically published in the official newspaper are public notices.

**Motion by** Helms, second by Hughes, to approve the Burnsville Sun Thisweek as the official BDWMO newspaper in 2020.

Ayes – Baldwin, Helms, Hughes, Thureen  
Nays – None

**Motion Carried Unanimously**

**VII. Approve Proposal for the 2019 Audit**

The Black Dog WMO is required to do a financial audit every five years. The next audit is due for 2019. MMKR has submitted a proposal to complete the work. MMKR will also be doing the City of Burnsville audit for 2019.

Daryl Jacobson reviewed the proposal with the Commission. MMKR has performed past Black Dog WMO Audits.

**Motion by** Hughes, second by Thureen, to approve MMKR to perform a Black Dog WMO audit for the year 2019.

Ayes – Baldwin, Helms, Hughes, Thureen

Nays – None

**Motion Carried Unanimously**

**VIII. Approve 2020 Joint Powers Agreement with Dakota County SWCD**

The Joint Powers Agreement with the SWCD was reviewed by the Black Dog WMO attorney prior to tonight's meeting. The 2020 SWCD work plan and budget were previously approved by the commission.

**Motion by** Thureen, second by Hughes, to approve the Joint Powers Agreement with Dakota County SWCD for 2020.

Ayes – Baldwin, Helms, Hughes, Thureen

Nays – None

**Motion Carried Unanimously**

**IX. Approve Soliciting Engineering and Legal Services**

Every two years the BDWMO is required to solicit for engineering and legal services. Staff will discuss how the commission would like to solicit for these services that will cover the years 2020 and 2021. The process is to post a public notice that Black Dog WMO is looking for these services.

**Motion by** Helms, second by Hughes, to approve the process of soliciting engineering and legal services for 2020 and 2021.

Ayes – Baldwin, Helms, Hughes, Thureen

Nays – None

**Motion Carried Unanimously**

**X. Election of Officers for 2020**

The Black Dog WMO Joint Powers Agreement requires that officers be elected each year for the positions of Chair, Vice Chair and Secretary/Treasurer. Currently the officers are:

Chair – Roger Baldwin

Vice Chair – Greg Helms

Secretary/Treasurer – Scott Thureen

Commissioners present were Roger Baldwin, Greg Helms, Scott Thureen, and Mike Hughes.

**Motion by** Hughes, second by Helms, to nominate all incumbent officers for another term.

Ayes – Baldwin, Helms, Hughes, Thureen

Nays – None

**Motion Carried Unanimously**

**XI. Miscellaneous**

1. Karen Chandler, Barr Engineering, asked the Commission for recommendations of items to include in the annual report. Suggestions were, celebrate successes of the rain garden projects, landscaping for clean water, update on the Keller Lake alum treatment project, and an update on LaLavon.
2. Commissioner Hughes represents the Black Dog WMO for the Burnsville Sustainability Planning Committee. If the Commission has topics for him to bring to the Committee, please get them in before the January 22, 2020 meeting.
3. Curt Coudron – Dakota County Soil and Water Conservation District – brought a summary of all 2019 clean water rain garden plans for the committee to review.
4. Melissa King – BWSR – The Watershed Based Implementation Funding Program is a non-competitive process. Submissions are due by March 2021. The program is statewide now for projects that accelerate clean water activities. Grant program policies and Twin Cities Metro allocation area maps were distributed at the meeting. Projects primary focus must be water quality improvement. The amount to be split between the entire metro area is \$6,000,000. Convene meetings will be different for each area and could take place February or March of 2020.

**Motion by** Hughes, second by Thureen, to appoint Daryl Jacobson to represent the Black Dog WMO at the Watershed Based Implementation Funding Program convene meeting.

Ayes – Baldwin, Helms, Hughes, Thureen

Nays – None

**Motion Carried Unanimously**

5. The next Black Dog WMO meeting is scheduled for February 19, 2020.

**XII. Adjournment**

**Motion by** Hughes, second by Thureen, to adjourn at 5:56pm.

Ayes – Baldwin, Helms, Hughes, Thureen

Nays – None

**Motion Carried Unanimously**