

# Black Dog Watershed Management Commission

## **APPROVED** **Meeting Minutes** **May 20, 2020**

### **MEMBERS PRESENT**

Roger Baldwin, Chairman  
Greg Helms, Vice-Chairman  
Scott Thureen, Secretary/Treasurer (*left meeting @ 5:38*)  
Mike Hughes  
Tom Harmening (*left meeting @ 5:37*)  
Rollie Greeno, Alternate

### **MEMBERS ABSENT**

Curt Enestvedt, Alternate

### **OTHERS PRESENT**

Karen Chandler – Barr Engineering  
Roger Knutson – Campbell Knutson  
Samantha Berger – City of Apple Valley  
Lindsey Albright – Dakota County Soil and Water Conservation District  
Daryl Jacobson – BDWMO Administrator  
Tammi Carté – BDWMO Secretary

Roger Baldwin, Chairman, called the May 20, 2020, meeting to order at 5:03pm via WebEx.

#### I. Approval of Agenda

**Motion by** Helms, second by Hughes, to approve the May 20, 2020 Agenda as presented.

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

**Motion Carried Unanimously**

#### II. Approval of Minutes from the February 19, 2020 Meeting

**Motion by** Harmening, second by Hughes, to approve the April 15, 2020 Minutes as presented.

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

**Motion Carried Unanimously**

#### III. Approval of Accounts Payable

**Motion by** Hughes, second by Helms, to approve payments to Barr Engineering in the amount of \$11,997.49 for services from April 4, 2020 through May 1, 2020; and, to Campbell Knutson in the amount of \$595.00 for April 2020 general services; and, to Dakota County Soil & Water Conservation District in the amount of \$2,075.00 for services January 2020 through March 2020.

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

**Motion Carried Unanimously**

IV. Review Budget Performance Reports

Daryl Jacobson, BDWMO Administrator – the audit is behind schedule due to COVID-19. It should be completed before the next meeting.

**No Formal Action Required**

V. Approval of the Liability Coverage Waiver Form

Each year in conjunction with completing the Black Dog WMO's insurance application the Commission is required to complete a Liability Coverage Waiver Form. This form states whether the WMO wishes to waive the statutory tort liability limits. Historically, the Black Dog WMO has chosen not to waive the monetary limits on tort liability established by MN statutes.

**Motion by** Harmening, second by Thureen, to approve liability coverage waiver form not waiving the monetary limits on municipal tort liability established by MN Statutes 466.04.

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

**Motion Carried Unanimously**

VI. Approval the 2019 Annual Activity Report

The Commission is required by the Joint Powers Agreement to generate and distribute an Annual Activity Report. A "Draft" of the 2019 Annual Activity Report was provided to the Commission for review prior to this meeting.

Karen Chandler, Barr Engineering, reports the type of inclusions and format are the same as previous reports, minus the audit. If the audit is received prior to distribution, it will be included in the report.

**Motion by** Helms, second by Hughes, to approve the Annual Activity Report with requested changes and authorize staff to distribute to the appropriate parties.

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

**Motion Carried Unanimously**

VII. Approval of Draft 2021 Work Plan and Budget

A "Draft" Work Plan and Budget for 2021 was provided to the Commission for review prior to this meeting. Per the BDWMO Joint Powers Agreement, the Commission is to send out a proposed budget for 2021 by July 1, 2020.

Karen Chandler reviewed the Work Plan. The monitored lakes will be different from the previous report.

Dakota County, who maintains the Black Dog WMO website, will be redesigning their websites. They have asked if the Commission wants them to redesign the Black Dog website at the same time. It has not been redesigned since it was created. The project is quoted at \$4,000.00. The cost will be included as a budgeted expense and not paid from contingency funds. Staff recommends the redesign.

**Motion by** Helms, second by Harmening, to approve 2021 Budget and Work Plan with requested modifications to the Budget and authorize staff to distribute to the member communities.

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

**Motion Carried Unanimously**

VIII. Miscellaneous

1. Lindsey Albright – Landscaping for Clean Water has been transitioned to online access. Submissions for round one closes Wednesday, May 27, 2020. There are 115 eligible submissions.
2. The next Black Dog WMO meeting is scheduled for June 17, 2020.

IX. Adjournment

**Motion by** Hughes, second by Helms, to adjourn at 5:40 p.m.

Ayes – Baldwin, Helms, Hughes  
Nays – None

**Motion Carried Unanimously**