

# Black Dog Watershed Management Commission

## **APPROVED** **Meeting Minutes** **June 17, 2020**

### **MEMBERS PRESENT**

Roger Baldwin, Chairman  
Greg Helms, Vice-Chairman  
Scott Thureen, Secretary/Treasurer  
Mike Hughes

### **MEMBERS ABSENT**

Tom Harmening  
Curt Enestvedt, Alternate  
Rollie Greeno, Alternate

### **OTHERS PRESENT**

Karen Chandler – Barr Engineering  
Greg Williams – Barr Engineering  
Roger Knutson – Campbell Knutson  
Samantha Berger – City of Apple Valley  
Ann Messerschmidt – City of Lakeville (*joined meeting at 5:15pm*)  
Lindsey Albright – Dakota County Soil and Water Conservation District  
Daryl Jacobson – BDWMO Administrator  
Tammi Carté – BDWMO Secretary

Roger Baldwin, Chairman, called the June 17, 2020, meeting to order at 5:03 p.m. via WebEx.

#### I. Approval of Agenda

**Motion by** Hughes, second by Helms, to approve the June 17, 2020 Agenda as presented.

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

**Motion Carried Unanimously**

#### II. Approval of Minutes from the May 20, 2020 Meeting

**Motion by** Thureen, second by Hughes, to approve the May 20, 2020 Minutes as presented.

Ayes – Baldwin, 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 \$4,443.15 for services from May 2, 2020 through May 29, 2020; and, to Campbell Knutson in the amount of \$323.00 for May 2020 general services.

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

**Motion Carried Unanimously**

IV. Review Budget Performance Reports

1. Daryl Jacobson, BDWMO Administrator – there aren't any significant budget updates to report.

**No Formal Action Required**

V. Acceptance of the 2019 Audit

The 2019 Audit documents were provided to the Commission for review prior to this meeting. An audit is required once every five years. There was one finding reported in the audit on segregation of duties. With the size of the Black Dog WMO Commission, this is a standard finding. The Commission has too few people to segregate duties.

**Motion by** Thureen, second by Helms, to accept the 2019 Audit as presented.

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

**Motion Carried Unanimously**

VI. Discussion of 10 Year Watershed Plan Update

A memo from Barr Engineering regarding scheduling items for the 10 year watershed plan update was provided to the Commission for review prior to this meeting. Karen Chandler and Greg Williams, Barr Engineering, reviewed the details of the memo. The Engagement Plan activities presented in the memo are a recommendation for the plan process. The survey process might be different than in previous year. With the Commission starting the 2022 plan update process early, some preliminary activities could be completed in 2020. The 2020 budget includes \$10,000 for preliminary action expenses. Recommended preliminary actions during 2020 include creating the plan update notification and interviewing city and SWCD staff.

**No Formal Action Required**

VII. Miscellaneous

1. The next meeting is scheduled for July 15, 2020.
2. Ground Water Plan – The plan was last updated ten years ago. Barr recommends having a discussion about reviewing this plan at the next meeting.
3. Apple Valley did an outreach to 104 residents on LaLavon about the Habitat Monitoring Report. Only one response has been received to date, but more responses are anticipated.

VIII. Adjournment

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

Ayes – Baldwin, Helms, Hughes, Thureen

Nays – None

**Motion Carried Unanimously**