

Black Dog Watershed Management Commission

Agenda

Wednesday, July 15, 2020

5:00 P.M.

COMMISSIONERS:

Roger Baldwin, Chairman

Greg Helms, Vice Chairman

Scott Thureen, Secretary/Treasurer

Tom Harmening

Mike Hughes

Curt Enestvedt, Alternate

Rollie Greeno, Alternate

- I. Approval of Agenda
- II. Approval of Minutes – June 17, 2020
- III. Approval of Accounts Payable
- IV. Review Budget Performance Reports
- V. Discuss Draft Dakota County Groundwater Plan
- VI. Discuss and Review Next Steps for the Watershed Plan Update
- VII. Miscellaneous
- VIII. Adjournment

The City of Burnsville and Black Dog Watershed Management Organization do not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in the admission or access to, or treatment or employment in, its programs, activities, or services.

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Black Dog Watershed Management Commission

Agenda Background July 15, 2020

I. Approval of Agenda

Agenda enclosed.

Action Requested: A motion be considered to approve the Agenda.

II. Approval of Minutes from the June 17, 2020 Meeting

Minutes enclosed.

Action Requested: A motion be considered to approve the Minutes from the June 17, 2020 meeting.

III. Approval of Accounts Payable

Accounts payable list enclosed.

Action Requested: A motion be considered to approve the accounts payable list as submitted by staff.

IV. Review of Budget Performance Reports

Current Budget Performance Reports enclosed.

Action Requested: No formal action required.

V. Discuss Draft Dakota County Groundwater Plan

BARR Engineering has reviewed the groundwater plan and prepared a memo that is included in the packet. BARR staff will go over the memo at the meeting and discuss options for the BDWMO to provide comment.

Action Requested: Provide feedback on potential comments on the Dakota County Groundwater Plan

VI. Discuss and Review Next Steps for the Watershed Plan Update

There are several items staff will discuss with the Commission. A memo is enclosed in the packet that outlines the items to discuss and action items related to them. Staff will go over the memo in the meeting and discuss the next steps to move forward with the watershed plan update.

Action requested: There are multiple action items and they are listed in the memo.

VII. Miscellaneous

VIII. Adjournment

Black Dog Watershed Management Commission

DRAFT
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

BLACK DOG WATERSHED MANAGEMENT COMMISSION
100 Civic Center Parkway
Burnsville, MN 55337

Accounts Payable - July 15, 2020 Meeting

Barr Engineering - Services from May 30, 2020 through June 26, 2020

Engineering	\$	1,689.00
Special Projects General Fund - Orchard Lk Water Quality Monitoring	\$	2,186.28
Special Projects General Fund Reserve - Watershed Mgmt Plan Update	\$	1,011.00
Public Education - Annual Activity Report	\$	54.00
	<hr/>	<hr/>
	\$	4,940.28

Campbell Knutson

June 2020 - General Services	\$	306.00
	<hr/>	<hr/>
	\$	306.00

League of MN Cities Insurance Trust

LMCIT Property/Casualty Insurance Coverage - Annual Premium - 07/15/20 to 07/15/21	\$	2,812.00
	<hr/>	<hr/>
	\$	2,812.00

Accounts Payable Total \$ 8,058.28

resourceful. naturally.
engineering and environmental consultants



July 6, 2020

Black Dog Watershed Management Commission
City of Burnsville
13713 Frontier Court
Burnsville, MN 55337-4720

Attn: Mr. Daryl Jacobson


RE: Engineering & Environmental Consulting Services

**Invoice of Account with
BARR ENGINEERING COMPANY**

For professional services during the period of May 30, 2020 through June 26, 2020

TOTAL PAYABLE THIS INVOICE:	\$ 4,940.28
Allocation:	
Engineering	\$ 1,689.00
Special Projects General Fund	
• Orchard Lk Water Quality Monitoring	\$ 2,186.28
Special Projects General Fund Reserve	
• Watershed Mgmt Plan Update	\$ 1,011.00
Public Education	
• Annual Activity Report	\$ 54.00

Barr declares under the penalties of law that this account, claim, or demand is just and that no part of it has been paid.

OK

7-7-20



Karen L. Chandler
Vice President

BUDGET SUMMARY - 2020 FY
Black Dog Watershed Management Commission
 through June 26, 2020

Work Description	Pre-2020 Costs	Barr Budget				Current Invoice	Spent This Year	Balance
		Brought Forward	Current Year	Total Barr Budget				
Engineering	-----	0.00	31,000.00	31,000.00	1,689.00	17,048.92	13,951.08	
Special Projects: General Fund								
Orchard Lk Water Quality Monitoring (2020)	-----	0.00	23,000.00	23,000.00	2,186.28	5,011.88	17,988.12	
Lac Lavon Mgmt Level Monitoring (2019)	17,449.62	8,250.38	0.00	8,250.38		4,113.50	4,136.88	
Subtotal -- Special Projects: General Fund	-----	8,250.38	23,000.00	31,250.38	2,186.28	9,125.38	22,125.00	
Special Projects: Capital Improvement Fund								
Keller Lake Alum Treatment Feas Study & Impl Planning			7,000.00	7,000.00	0.00	714.00	6,286.00	
Subtotal -- Special Projects: Capital Improvement Fund	-----	0.00	7,000.00	7,000.00	0.00	714.00	6,286.00	
Special Projects: General Fund Reserve								
Watershed Management Plan Update			10,000.00	10,000.00	1,011.00	2,021.50	7,978.50	
Subtotal -- Special Projects: General Fund Reserve	-----	0.00	10,000.00	10,000.00	1,011.00	2,021.50	7,978.50	
Water Quality Monitoring								
2020 Habitat Monitoring (Keller Lake)	-----	0.00	9,600.00	9,600.00	0.00	0.00	9,600.00	
2019 Habitat Monitoring (Lac Lavon)	2,023.40	6,476.60	0.00	6,476.60	0.00	6,367.50	109.10	
Update Trend Analyses	-----	0.00	2,000.00	2,000.00	0.00	1,620.00	380.00	
Subtotal -- W.Q. Monitoring	-----	6,476.60	11,600.00	18,076.60	0.00	7,987.50	10,089.10	
Public Education								
Watershed Annual Report	-----	0.00	4,000.00	4,000.00	0.00	3,852.00	148.00	
Annual Activity Report	-----	0.00	2,000.00	2,000.00	54.00	1,692.00	308.00	
Subtotal -- Public Education	-----	0.00	6,000.00	6,000.00	54.00	5,544.00	456.00	
Total Services	-----	14,726.98	88,600.00	103,326.98	4,940.28	42,441.30	60,885.68	



INVOICE

Barr Engineering Co.
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Phone: 952-832-2600; Fax: 952-832-2601
FEIN #: 41-0905995 Inc: 1966

Mr. Daryl Jacobson
 Black Dog WMO
 City of Burnsville
 13713 Frontier Court
 Burnsville, MN 55337-4720

July 6, 2020
 Invoice No: 23190374.20 - 6

Total this Invoice	\$2,754.00
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Regarding: BDWMO 2020 Engineering Services

Professional Services from May 30, 2020 to June 26, 2020

Job: 2020 2020 Engineering Services
 Task: 001 Attend BDWMO Meetings

Labor Charges

	Hours	Rate	Amount	
Principal				
Chandler, Karen	.70	180.00	126.00	
Engineer / Scientist / Specialist III				
Williams, Sterling	1.00	145.00	145.00	
	1.70		271.00	
Subtotal Labor				271.00
				Task Subtotal
				\$271.00

Task: 002 Miscellaneous Consulting

Labor Charges

	Hours	Rate	Amount	
Principal				
Chandler, Karen	6.60	180.00	1,188.00	
Support Personnel II				
Burt, Deborah	.40	100.00	40.00	
Nypan, Nyssa	2.00	95.00	190.00	
	9.00		1,418.00	
Subtotal Labor				1,418.00
				Task Subtotal
				\$1,418.00

Task: 003 Annual BWSR Activity Report

Labor Charges

	Hours	Rate	Amount	
Principal				
Chandler, Karen	.30	180.00	54.00	
	.30		54.00	
Subtotal Labor				54.00

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.
 Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

Task Subtotal \$54.00

Job Subtotal \$1,743.00

Job: PLAN Plan Update

Task: 001 Plan Update

Labor Charges

	Hours	Rate	Amount
Principal			
Chandler, Karen	3.20	180.00	576.00
Engineer / Scientist / Specialist III			
Williams, Sterling	3.00	145.00	435.00
	6.20		1,011.00

Subtotal Labor 1,011.00

Task Subtotal \$1,011.00

Job Subtotal \$1,011.00

Total this Invoice \$2,754.00

	Current	Prior	Total	Received	A/R Balance
Invoiced to Date	2,754.00	21,860.42	24,614.42	21,860.42	2,754.00

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Karen Chandler, your Barr project manager, at (952) 832-2813 or email at kchandler@barr.com.



INVOICE

Barr Engineering Co.
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Phone: 952-832-2600; Fax: 952-832-2601
FEIN #: 41-0905995 Inc: 1966

Mr. Daryl Jacobson
 Black Dog WMO
 City of Burnsville
 13713 Frontier Court
 Burnsville, MN 55337-4720

July 6, 2020
 Invoice No: 23190375.20 - 4

Total this Invoice	\$2,186.28
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Regarding: Orchard Lake 2020 Water Quality Monitoring

Professional Services from May 30, 2020 to June 26, 2020

Job:	ORCH	Orchard Lk 2020 Monitoring
Task:	100	Monitoring, Data Mgmt and Proj Mgmt

Labor Charges

	Hours	Rate	Amount
Principal			
Runke, Henry	.10	175.00	17.50
Engineer / Scientist / Specialist III			
Olson, Terri	.20	145.00	29.00
Technician II			
Novack, John	5.50	100.00	550.00
Technician I			
Melmer, David	8.30	90.00	747.00
Support Personnel II			
Trenor, Margaret	1.30	115.00	149.50
	15.40		1,493.00
Subtotal Labor			1,493.00

Subconsultant Charges

Subconsultants			
6/16/2020	Pace Analytical Services Inc		244.20
Subtotal Subconsultant			244.20

Unit Charges

Canoe	1.0 day @ 32.00	32.00
Kemmerer Vertical Bottle Sampler	2.0 use @ 33.50	67.00
Vehicle (Mileage)	161.0 miles @ 0.575	92.58
Vehicle - 2WD Field	1.0 day @ 72.50	72.50
Water Quality Meter (YSI 556 MPS)	1.0 day @ 85.00	85.00
Ice (per bag)	4.0 ea @ 2.50	10.00
Vehicle - 4WD / AWD Field	1.0 day @ 90.00	90.00
Subtotal Units		449.08

Task Subtotal \$2,186.28

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.


CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
(651) 452-5000

Black Dog Watershed Management Organization
 Attention: Daryl Jacobson
 City of Burnsville
 100 Civic Center Parkway
 Burnsville MN 55337-3817

Page: 1
 June 30, 2020
 Account # 602-0000G
 353

RE: GENERAL SERVICES
 RENDERED TO DATE:

			HOURS		
06/03/2020	RNK	Review Board agenda.	0.20		34.00
06/04/2020	RNK	Emails from and to auditor.	0.30		51.00
06/10/2020	RNK	Review Board agenda material.	0.50		85.00
06/17/2020	RNK	Board meeting.	<u>0.80</u>		<u>136.00</u>
		AMOUNT DUE	1.80		306.00
		TOTAL CURRENT WORK			306.00
		PREVIOUS BALANCE			\$323.00
06/26/2020		Payment - thank you			-323.00
		TOTAL AMOUNT DUE			<u>\$306.00</u>

OK

 7-8-20

Amounts due over 30 days will be subject to a finance charge of
 .5% per month (or an annual rate of 6%). Minimum charge - 50 cents.



OK
6-23-20

CONNECTING & INNOVATING
SINCE 1913

Invoice

Member Name and Address
Black Dog Watershed
Management Organization
C/O City Of Burnsville
13713 Frontier Court
Burnsville, MN 55337-4720

Invoice Date
06/18/2020

Agent
North Risk Partners LLC
2010 Centre Pointe Blvd
Mendota Heights, MN 55120-1200
(651)379-7800

Account Number: 40002394
Account Type: Property/Casualty Coverage Premium
Current Balance: \$ 2,812.00
Minimum Due: \$ 2,812.00
Due Date: 07/15/2020

Summary of activity since last Billing Invoice	Date	Activity	Account Balance	Minimum Due
See reverse side and attachments for additional information		Previous Invoice Balance	2,790.00	
		Payments Received	-2,790.00	
		Total of Transactions and Fees shown on reverse or attached	2,812.00	
		Current Balance	\$ 2,812.00	\$ 2,812.00

Detach and return this Payment Coupon with your payment	Account Number	Invoice Date	Due Date	Current Balance	Minimum Due	Amount Enclosed
	40002394	06/18/2020	07/15/2020	\$ 2,812.00	2,812.00	\$ _____

Member Name Black Dog Watershed Management Organization

BILLING INVOICE - Return stub with payment - make checks payable to:

Mail payment
7 days before
Due Date to
ensure timely
receipt

League of MN Cities Insurance Trust P&C
c/o Berkley Risk Administrators Company
222 South Ninth Street, Suite 2700
P.O. Box 581517
Minneapolis, MN 55458-1517



Invoice

Thank you for choosing us as your Coverage carrier. The following information is to assist you in reviewing your Billing Invoice.

Billing Inquiries: CONTACT YOUR AGENT FOR QUESTIONS ON YOUR AGREEMENT OR CHANGES IN COVERAGE. For billing inquiries, please call 1-612-766-3000

BILLING PROCEDURES

New Agreements and renewals: If your Agreement is issued after the date that coverage began, your first Billing Invoice for the agreement may include more than one installment payment due.

Application of Payments and Cancellation: If you pay more than the Minimum Due, the extra payment will be applied to your next installment proportionately to all agreements on your account. For Accounts owned on agreements with the same Due Date, the payment will be applied proportionately to all agreements with the same Due Date.

Minimum Due is the amount to pay to avoid any agreements on your account from going into a late pay status which could cause cancellation of coverage. If you fail to pay the Minimum Due by the Due Date, a Direct Notice of Cancellation for Non Payment may be issued for one or more agreements on your account. If your account has more than one agreement and you pay less than the Minimum Due, your payment will be applied first to amounts owed on agreements with the oldest balance due.

If we receive a payment after the cancellation effective date and we elect not to reinstate your agreement, the payment will be applied toward any unpaid earned premium on your account before any remainder is refunded.

After an agreement is cancelled, we will bill you for any unpaid earned premium. If you do not pay, the matter may be referred to collections.

Audit Premium: Any Audit Premium owed will be included in both Current Balance and Minimum Due balance shown on the Billing Invoice. Payment of Audit Premium is due in full by the Due Date. If Audit Premium is owed, your payment may be applied first to Audit Premium owed and then to amounts owed on agreements with the earliest Due Date. If special arrangements are needed for repayment of audit premium you MUST contact the Billing Unit at the number shown above for consideration of any such arrangements.

Refunds: Any refund due will be mailed from our office within 15 days after the Invoice date.

Payment address: ALL PAYMENTS SHOULD BE SENT TO OUR PAYMENT PROCESSING CENTER ALONG WITH THE PAYMENT COUPON. The address change from below is printed on the back of the payment coupon. If needed it may also be sent along with your payment to the Payment Processing Center at:

222 South Ninth Street, Suite 2700 Minneapolis, MN 55402 . Please do not send any other correspondence to the payment processing center.

CHANGE OF ADDRESS AND/OR NAME
PLEASE FILL IN THE NAME, AGREEMENT NUMBER AND CHECK APPROPRIATE BOX

- Name Change Only
- Name and Address Change
- Address Change Only

Name: _____

Address: _____

Former Name: _____

Address: _____

Agreement Number: _____

City: _____ State _____ Zip Code: _____

PLEASE REFER ALL OTHER CHANGES TO YOUR AGENT. THANK YOU.

BLACK DOG WATER MANAGEMENT COMMISSION

Budget Performance Report June 30, 2020

	CURRENT MONTH	YEAR TO DATE			VARIANCE FAVORABLE (UNFAVORABLE)
	ACTUAL	GENERAL FUND BUDGET	CAPITAL IMPROVEMENT FUND BUDGET	ACTUAL	
Opening Fund Balance		\$ 415,753	\$ 100,849	\$ 514,787	
REVENUES :					
Member Contributions:					
City of Apple Valley	\$ -	\$ 10,376	\$ 1,734	\$ -	\$ (12,110)
City of Burnsville	-	94,293	16,256	-	(110,549)
City of Eagan	-	568	-	-	(568)
City of Lakeville	-	25,763	4,010	-	(29,773)
Total Member Contributions	-	131,000	22,000	-	(153,000)
Other Revenues:					
Interest	\$ 12	\$ 40	\$ -	\$ 1,994	\$ 1,954
Grant (State of MN BWSR)	-	-	-	-	-
Total Other Revenue	12	40	-	1,994	1,954
Total Revenues	\$ 12	\$ 131,040	\$ 22,000	\$ 1,994	\$ (151,046)
EXPENDITURES :					
General Engineering Support	\$ 1,924	\$ 31,000	\$ -	\$ 15,360	\$ 15,640
Special Projects - General Fund	2,250	46,500	-	7,950	38,550
Special Projects - Capital Improvement Fund	-	-	-	714	(714)
Insurance	-	3,000	-	-	3,000
Legal and Audit	323	8,400	-	1,952	6,448
Administrative Support	-	18,000	-	-	18,000
Public Education	270	17,900	-	7,565	10,335
Water Quality Monitoring	-	15,400	-	7,988	7,413
Conference/Publications	-	500	-	-	500
Contingency	-	5,000	-	-	5,000
Total Expenditures	4,766	145,700	-	41,528	104,172
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(4,754)	(14,660)	22,000	(39,534)	
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES PLUS OPENING FUND BALANCE				<u>475,253</u>	
TOTAL CASH AVAILABLE 6/30/2020	475,253				
Fund Balance 6/30/2020	<u>\$ 475,253</u>				

**BLACK DOG WMO
CASH ACTIVITY REPORT 2020**

Date	Description	Deposits	Check #	Check Amount	Monthly Cash Balance	Expenditures:							Conf Public	Contingency
						General Engineering Support	Special Projects (General)	Special Projects (Capital)	Insurance	Legal & Audit	Admin Support	Public Education		
Balance as of 12/31/19					538,405.58									
15-Jan	Barr Engineering Co (2019)		1713	2,283.50		1,875.00	408.50	-						
15-Jan	Campbell Knutson (2019)		1714	224.00					224.00					
15-Jan	City of Burnsville (2019)		1715	19,296.23						19,296.23				
31-Jan	Interest Income	625.10												
01/31/20 Balance		625.10		21,803.73	517,226.95	1,875.00	408.50	-	-	224.00	19,296.23	-	-	-
19-Feb	Barr Engineering Co		1716	8,012.38		1,605.38	449.50	-				1,138.00	4,819.50	
19-Feb	Campbell Knutson		1717	666.40					666.40					
19-Feb	Dakota County Soil & Water (2019)		1718	1,815.00			1,500.00	-				315.00		
29-Feb	Interest Income	532.69												
02/28/20 Balance		532.69		10,493.78	507,265.86	1,605.38	1,949.50	-	-	666.40	-	1,453.00	4,819.50	-
31-Mar	Interest Income	494.67												
03/31/20 Balance		494.67		-	507,760.53	-	-	-	-	-	-	-	-	-
15-Apr	Barr Engineering		1719	6,698.00		2,380.00	1,016.00	629.00				765.00	1,908.00	
15-Apr	Campbell Knutson		1720	273.00					273.00					
15-Apr	Barr Engineering		1721	6,350.00		1,782.50	2,266.00	85.00				1,781.50	435.00	
15-Apr	Campbell Knutson		1722	95.00					95.00					
30-Apr	Interest Income	241.36												
04/30/20 Balance		241.36		13,416.00	494,585.89	4,162.50	3,282.00	714.00	-	368.00	-	2,546.50	2,343.00	-
20-May	Barr Engineering		1723	11,997.49		7,668.54	1,968.45	-				1,535.50	825.00	
20-May	Campbell Knutson		1724	595.00					595.00					
20-May	Dakota County Soil & Water Conservation		1725	2,075.00		-	-	-				2,075.00	-	
31-May	Interest Income	87.76												
05/31/20 Balance		87.76		14,667.49	480,006.16	7,668.54	1,968.45	-	-	595.00	-	3,610.50	825.00	-
17-Jun	Campbell Knutson		1727	323.00					323.00					
17-Jun	Void		1728	-										
17-Jun	Barr Engineering		1729	4,443.15		1,923.50	2,249.65	-				270.00	-	
30-Jun	Interest Income	12.49												
06/30/20 Balance		12.49		4,766.15	475,252.50	1,923.50	2,249.65	-	-	323.00	-	270.00	-	-
Total Revenue		1,994.07	Total Expense		65,147.15	17,234.92	9,858.10	714.00	-	2,176.40	19,296.23	7,880.00	7,987.50	-
Less: 2019 A/R		-	Less: 2019 A/P		(23,618.73)	(1,875.00)	(1,908.50)	-	-	(224.00)	(19,296.23)	(315.00)	-	-
December LMC insurance reclass		-			-									
Total YTD 2020 Revenue		1,994.07	Total YTD 2020 Exp		41,528.42	15,359.92	7,949.60	714.00	-	1,952.40	-	7,565.00	7,987.50	-
			2020 Budget		145,700.00	31,000.00	46,500.00	-	3,000.00	8,400.00	18,000.00	17,900.00	15,400.00	500.00
			Budget Remaining		104,172.00	15,640.00	38,550.40	(714.00)	3,000.00	6,447.60	18,000.00	10,335.00	7,412.50	500.00

Memorandum

To: Commissioners, Black Dog Watershed Management Organization (BDWMO)
From: Karen Chandler and Greg Williams
Subject: Draft 2020-2030 Dakota County Groundwater Plan
Date: July 7, 2020
Project: 23190374.20 2020

On May 20, 2020, Dakota County released the draft 2020-2030 Dakota County Groundwater Plan for 60-day public review and comment. The comment period ends on July 20, 2020 and any comments must be received by 4:30 pm that day. All comments will be shared with the County Board and become part of the public record. The Dakota County Board of Commissioners will hold a public hearing on September 1, 2020 to receive comments on the draft groundwater plan.

Although the BDWMO Plan does not explicitly call for the WMO to review any new county groundwater plan, the BDWMO Plan does state that it "will support all the policies in the Dakota County groundwater plan..." which implies that the WMO is familiar with the policies in the groundwater plan.

Requested BDWMO Commission action:

1. Consider the strategies and actions requested of WMOs (as a partner to the county) during the upcoming BDWMO Plan update process
2. Regarding commenting on the draft plan, the Commission could:
 - a. Do nothing – i.e., do not send comments
 - b. Send communication (letter or email) noting that BDWMO reviewed the draft groundwater plan, have no comments, and will consider the requested WMO actions during the BDWMO Plan update. Note: this will be treated as a comment letter.

Dakota County Draft Groundwater Plan

As noted in the draft groundwater plan, Dakota County adopted its first Groundwater Plan in 1993 in accordance with Minnesota Statute 103B.255, and approved an updated plan in July 2000. The County subsequently integrated all its water management objectives into a comprehensive Environment and Natural Resource Management Policy Plan, which the Board of Water and Soil Resources (BWSR) approved in October 2006. The Dakota County Board adopted a Groundwater Plan in May 2009 as a part of the 2030 Dakota County Comprehensive Plan, but it was not submitted to the State for approval. The previous approved plan expired in October 2016. The 2012 BDWMO Watershed Management Plan references Dakota County's 2000 groundwater plan.

The groundwater plan was written by the county staff, with input from the county board, county Planning Commission, and the Groundwater Plan Technical Advisory Group. The Groundwater Plan Technical Advisory Group (TAG) included the following members (participant member names of interest included in parentheses):

City of Apple Valley (Matt Saam)	Lower Mississippi River WMO
City of Burnsville (Linda Mullen)	Vermillion River JPO
City of Eagan (Jon Eaton)	Dakota County SWCD (Ashley Gallagher)
City of Hastings	Metropolitan Council
City of Inver Grove Heights (Scott Thureen)	Minnesota Department of Agriculture
City of Lakeville (Paul Oehme)	Minnesota Department of Health
City of Mendota Heights	Minnesota BWSR (Melissa King)
Minnesota Agricultural Water Resources Coalition	Minnesota DNR
Carlson Well Drilling	Ames Construction
Southeast Irrigators Association	

The executive summary notes the following proposed new activities to address issues and concerns (the activities that show WMOs as a partner and could to apply to the BDWMO are shown in **bold**):

- Assist private well owners with testing, understanding results, and treating drinking water through low-income grant programs.
- Develop a Dakota County Groundwater Agricultural Chemical Reduction Effort (ACRE) that goes beyond the Minnesota Department of Agriculture (MDA) Nitrogen Fertilizer Management Plan and Groundwater Rule.
- **Address chloride contamination by targeting de-icing salt practices and inefficient water softeners.**
- Work with the Department of Natural Resources (DNR) and take other measures to limit the exportation of groundwater resources from Dakota County.
- **Promote water conservation through a countywide conservation initiative, and cost-share for water-efficiency conservation projects.**
- **Support development of alternative water supplies to include water re-use and evaluation of surface water sources.**
- **Support protection of high-quality groundwater recharge areas through land preservation, natural recharge, or artificial recharge projects.**
- **Develop and provide education materials for the general public as well as targeted audiences on groundwater, water conservation, and pollution prevention.**
- **Establish a County Groundwater Collaborative.**

The groundwater plan recognizes that, “to a great extent, the responsibilities associated with safe drinking water and groundwater protection lie with local units of government (LGUs) within the county,” which means the county needs to partner with the LGUs to achieve many of its goals.

In Chapter 2, Implementation, the groundwater plan calls for WMOs to partner in number of activities, including the new activities above, along with ongoing, existing activities. Not all of the WMO partner activities apply to BDWMO – for example, they are geared towards implementing agriculture-related goals.

In Chapter 4, Groundwater Management Roles, Responsibilities, and Official Controls, Section E, Changes to Official Controls, the groundwater plan notes the following changes that may be needed to WMO plans, standards or policies (comments added by me in ***bold italics***):

- To implement Water Quality Goal, Strategy 1B1, "Reduce agricultural chemical contamination," changes to WMO plans, standards or policies may be needed to support implementation of the Agricultural Chemical Reduction Effort and any associated County Ordinances. ***Comment: unlikely to affect Black Dog WMO as there is very little agricultural land in the watershed.***
- To implement Water Quality Goal, Strategy 1B3, "Prevent groundwater pollution from stormwater," changes to WMO plans, standards or policies may be needed that include topsoil organic matter requirements for new developments to reduce compaction, promote soil health, and reduce runoff and potential impacts to groundwater. ***Comment: the BDWMO could consider such changes to its policies and/or standards during the 2022 plan update.***
- To implement Water Quality Goal, Strategy 1C4, "Prevent pollution by minimizing impacts of aggregate mining on groundwater quality," changes to WMO plans, standards or policies may be needed to align with the updated County's model Mining Ordinance and ensure adequate protection from mining operations. ***Comment: unlikely to affect Black Dog WMO as there are no active aggregate mines in the watershed.***
- To implement Water Quantity Goal, Strategy 2A3, "Support alternative water supplies," changes to WMO plans, standards or policies may be needed to support the development and implementation of water reuse projects. ***Comment: the BDWMO could consider such changes to its policies and/or standards during the 2022 plan update.***

Memorandum

To: Commissioners, Black Dog Watershed Management Organization (BDWMO)
From: Karen Chandler and Greg Williams
Subject: 2022 Watershed Management Plan Update
Date: July 7, 2020
Project: 23190374.20 PLAN

At the June 17, 2020 BDMWO Commission meeting, we presented and discussed the upcoming 2022 BDWMO Watershed Management Plan (Plan) update and our recommended early stakeholder engagement activities. Two of those recommended activities were to 1) prepare and send the required notification letter, and 2) conduct interviews with member city and SWCD staff. As we discussed at the June meeting, it's helpful to send the notification letter early, because the required response period is 60 days. The responses to the notification letter, combined with the interview results, will position the BDWMO well for the early Plan update work, especially issue identification.

We also request that the Commissioners think about this question before the meeting: "What do you want to get out of the plan update?" This is NOT a workshop to identify issues or goals, just a high-level question.

Requested BDWMO Commission action:

1. Approve distribution of notification letter (see Attachment 1 – draft letter)
2. Approve list of questions for member city and SWCD staff interviews (see Attachment 2 – draft document)
3. Discussion item only (brief): Commissioner responses to the question: "What do you want to get out of the plan update?"

**BLACK DOG WATERSHED MANAGEMENT COMMISSION
100 CIVIC CENTER PARKWAY
BURNSVILLE, MN 55337**

July XX, 2020

Watershed Management Plan Review Authorities and Local Stakeholders

Re: Notification of the Black Dog Watershed Management Organization's 2022 Watershed Management Plan Update

Dear Plan Reviewers and Stakeholders:

The Black Dog Watershed Management Organization Board of Commissioners (BDWMO or Commissioners) is in the early stages of updating its Watershed Management Plan (Plan). The Plan will establish the goals, policies, and activities for managing and protecting the lakes, ponds, creeks, streams, wetlands, drainages and groundwater in the BDWMO.

State law and rule govern the watershed planning process and require that watershed management plans be updated every 10 years. The BDWMO adopted its current Plan in 2012 and anticipates completing the updated Plan in 2022. The BDWMO will rely on input from cities and other local stakeholders in developing the 2022 Plan. With this letter, the Commissioners request your comments with respect to the following areas:

- Priority issues and your expectations for BDWMO involvement in these issues;
- Summaries of relevant water management goals; and
- Pertinent water resource information; and
- Official controls and programs (as applicable)

The information you provide will help the Commissioners identify the issues and goals that should be addressed in the 2022 Plan. The Commissioners respectfully request that you provide this information no later than **DAY, MONTH XX, 2020**. Information should be provided to Karen Chandler, the BDWMO Engineer, by email at kchandler@barr.com.

As part of 2022 Plan development, a representative from your organization may be invited to participate in a technical advisory committee (TAC). The TAC will meet periodically during the project to discuss issues, priorities, and implementation activities. In your response to this letter, please identify the individual(s) from your organization who should participate in the TAC.

Thank you for your time and assistance in providing this requested information. If you have any questions, please contact me at kchandler@barr.com.

Sincerely,

Karen Chandler
Barr Engineering Co., Engineers for the BDWMO

- c: City of Apple Valley
- City of Burnsville
- City of Eagan
- City of Lakeville
- Dakota County
- Dakota County Soil and Water Conservation District
- Lower Minnesota River Watershed District
- Vermillion River Watershed Joint Powers Organization
- Scott Watershed Management Organization
- Eagan-Inver Grove Heights Watershed Management Commission
- Metropolitan Council
- Minnesota Board of Water and Soil Resources
- Minnesota Department of Health
- Minnesota Department of Natural Resources
- Minnesota Department of Transportation
- Minnesota Pollution Control Agency

DRAFT

BDWMO Member City and SWCD Staff Interviews

Purpose: Interviews with member city and SWCD staff are intended to:

- Identify, confirm, and/or clarify current water resource, stormwater management, and related issues facing the Cities of Apple Valley, Burnsville, Eagan, and Lakeville and Dakota County SWCD
- Assess the value of the BDWMO roles and programs
- Identify possible ways to enhance cooperative relationships between the cities, SWCD, and BDWMO

The results of this survey will be summarized and presented at a BDWMO Board of Commissioners meeting. Any personal opinions expressed will remain anonymous. Information obtained from interviews will inform development of the 2022 Watershed Management Plan and subsequent stakeholder engagement activities (e.g., meetings of the Technical Advisory Committee).

Interview questions:

1. With regard to BDWMO programs and services (e.g., water quality monitoring, habitat monitoring, technical assistance):
 - Which services do you find the most helpful/useful (e.g., monitoring, education, capital improvements, cost-share grant assistance, or provide a forum for intercommunity issues)?
 - Overall, would you prefer the BDWMO to do more or less? What would you like to see the BDWMO do more or less of?
2. What **education and public engagement activities** performed by the BDWMO are the most beneficial? What additional or expanded education or public engagement services would you like to see the BDWMO perform?
3. Are there practices or programs implemented by other watershed management organizations/watershed districts that you think should be implemented in the BDWMO?
4. What are your organization's primary concerns regarding **water quality**, such as:
 - Water quality of specific water bodies
 - Pollutant loading hot spots
5. What are your organization's primary concerns regarding **water quantity or flooding**, such as:
 - Flooding at specific locations
 - Excessive flow rates and/or erosion
 - High or low water levels
 - Structures in the floodplain
6. What are your organization's primary concerns regarding **wetlands, habitat, or natural areas**? What are they, and what role, if any, would you like to see the BDWMO assume in managing, protecting, or restoring these resources"
7. What are your organization's primary concerns regarding **stormwater management**, such as:
 - Inspection, maintenance, and repair of your stormwater system
 - Future capacity issues resulting from growth or climate change
 - Implementation or enforcement of local stormwater controls

- Stormwater utility and/or other funding mechanisms
 - Regulatory compliance (e.g., MS4 permit)
8. What are your organization's primary concerns regarding **groundwater resources**, such as:
- High or low groundwater levels
 - Adequacy for drinking water supply
 - Groundwater/surface water interaction issues
 - Well-head protection and groundwater quality
 - Effects of infiltration practices on groundwater
9. How would you characterize your organization's working relationship with the BDWMO?
- Are there any barriers limiting the effectiveness of this relationship?
 - What changes would you recommend to improve the working relationship between the WMO and your organization?
10. Is there anything else you would like to share with the BDWMO or would like the BDWMO to consider during the planning process?