

NORTH CANNON RIVER



WATERSHED MANAGEMENT ORGANIZATION

BOARD OF MANAGERS MEETING
Wednesday, January 19, 2022
7:00 pm

EUREKA TOWN HALL
25043 Cedar Avenue, Farmington, Minnesota 55024

1. Call to Order

* Indicates that support materials are included within the packet

2. Approval of Agenda

3. Election of Officers

4. Audience

Anyone in the audience wishing to address the Board regarding an item that is not on the agenda may come forward at this time.

5. Consent Agenda

5.1 October 6, 2021 Meeting Minutes*

5.2 Invoices for Payment*

5.3 Year-end Financial Summary*

6. New Business

6.1 NCRWMO Watershed Plan Update

6.1.1 Planning kick-off presentation and public comment opportunity

6.1.2 Review and approve priority issues, concerns, and resources*

6.2 Performance Review and Assessment Program (PRAP) Report Comments*

6.3 Convene Process for Watershed Based Funding BWSR Grant*

6.4 Landscaping for Clean Water Summary*


6.5 Wetland Health Evaluation Program (WHEP) Joint Powers Agreement *

6.6 Draft 2021 Annual Report*

7. Agenda Items and Location for April 20, 2022 Meeting

8. Member Community Reports

9. Adjournment



Serving the Communities of: Castle Rock Township, Douglas Township, Eureka Township, Greenvale Township, Hampton Township, Randolph Township, Sciota Township, Waterford Township, City of Miesville, City of New Trier, and the City of Randolph



North Cannon River Watershed Management Organization

Serving the Townships of: Castle Rock | Douglas | Eureka | Greenvale | Hampton | Randolph | Sciota | Waterford
And the Cities of: Miesville | New Trier | Randolph

DRAFT MINUTES

BOARD OF MANAGERS

October 7, 2021
7:00 p.m.
Eureka Townhall

NCRWMO Managers Present:

Sandy Weber	Castle Rock Township
Frank Wergin	Waterford Township
Greg Langer	Greenvale Township
Dan Peine	Hampton Township
Harlan Lichty	City of Randolph
Tony Van De Steeg	Sciota Township
Don Dinesen	Randolph Township
Nancy Sauber	Eureka Township
Jeff Reed	Douglas Township

Others Present:

Ashley Gallagher, Dakota County SWCD Staff
Jayne Hager Dee, Dakota County SWCD Board
Melissa King, Board of Water & Soil Resources
Brett Arne(Virtual), Board of Water & Soil Resources
Julie Larson, Eureka Township Resident
Valerie Grover, Dakota County Groundwater

1. Call to Order

Chair Weber called the meeting to order at 7:02 p.m.

2. Approval of Agenda

Motion by Langer, second by Wergin to approve the agenda. Motion carried.

3. Audience

Chair Weber asked if there was anyone in the audience that wished to address the Board on an item that is not on the agenda. No one appeared.

4. Consent Agenda

4.1 July 21, 2021 Meeting Minutes

4.2 Invoices for Payment

4.3 Year-to-Date Financial Summary

Motion by Peine, second by Dinesen to approve the consent agenda. Motion carried.

5. New Business

5.1 Presentation on Dakota County Agricultural Chemical Reduction Effort (ACRE)

Valerie Grover presented on the ACRE plan and process. Factsheet was included in the Board materials. ACRE is an action item within the County Groundwater Plan which was approved in 2020. Agricultural chemicals are the focus of ACRE however the County Groundwater Plan has action items related to other contaminants and groundwater concerns. The process includes a survey of residents with cropland, multiple opportunities for stakeholder engagement and meetings with advisory committees. Members are encouraged to think about their LGU and submit comments. The next townhall meeting will be in early 2022 and information will be distributed via existing networks including the WMOs, townships, ag organizations etc. Valerie also provided a handout on potential shallow well locations. The shallow well monitoring network

will be outside the Hastings Drinking Water Supply Management Area (DWSMA) since Minnesota Department of Agriculture is installing wells within the DWSMA as part of the Groundwater Protection Rule. Most wells are located in County road rights-of-way however a few are within township road rights-of-way and the County will be coordinating with these townships. Installation of the first round of wells is to occur in 2021.

5.2 Approve the Stakeholder Engagement Plan for NCRWMO Watershed Plan

The consultant hired for the Watershed Plan update, ISG, created a Stakeholder Engagement Plan that was included in the Board materials. This is a required element prior to beginning the planning process. The Administrator reviewed the plan with Board of Water and Soil Resources (BWSR) to ensure it met the required planning components. There will be a public open house to gather input on priorities. ISG has virtual open house technology in which they can replicate the in-person open house. There will be a Technical Committee and Advisory Committee meeting throughout the planning process. Proposed date for open house was November 10th, Board suggested 4:00-6:00 pm.

Motion by Reed, second by Langer to adopt the Stakeholder Engagement Plan. Motion carried.

5.3 Review the Performance Review and Assistance Program (PRAP) Report

Brett Arne with Board of Water and Soil Resources presented on the PRAP process and report. The report was handed out at the meeting. The review is a regular review that is required to be completed on organizations at least every 10 years. Review included discussions with staff (Administrator), surveys of partners and review of watershed plan implementation. The report has three action items that require follow-up and three recommendations. The report is still in draft form and the NCRWMO has the opportunity to comment. Board members should direct comments to the Administrator and comments will be reviewed at the January Board meeting. There was a question as to whether these items could be addressed during the watershed plan update process. Most of them could be and will be address with a new plan. Some actions/recommendations will take time and money to complete outside the new watershed plan process.

5.4 Request Extension on BWSR FY19 Watershed Based Funding Grant

The NCRWMO has a grant that is set to expire at the end of 2021. The work is being completed through a JPA with the SWCD. The project funds are encumbered towards a project however construction timelines may go late. Other organizations will delegate to staff the authority to manage state grants. Since NCRWMO does not meeting again in 2021 this would allow grant management to still occur.

Motion by Wergin, second by Reed to delegate to staff the signing authority and management of State grants. Motion carried.

5.5 Approve 2022 Budget and Dues

Draft budget and dues were presented at the July NCRWMO meeting. There were minor changes to the budget including more hours for administration related to the watershed plan update in expenses and using another \$5,000 in reserves in revenues. There was a question on how dues are calculated. The spreadsheet shows what goes into the calculation. The dues formula was established in the JPA when the organization first formed. The Administrator will provide the language in the JPA related to dues to the Board for reference.

Motion by Dinesen second by Wergin to approve the 2022 budget and dues. Motion carried.

5.6 Approve Workplan with SWCD for 2022

Workplan is tied to the budget. Changes in workplan from last year include the SWCD rate increase from \$80 to \$85 and administrative time for the Plan update. All other items (monitoring, LCW, cost-share) remain the same.

Motion by Langer second by Sauber to approve the workplan with the SWCD. Motion carried.

5.7 Select Legal Services Agreement

RFP was posted after the July meeting, only one proposal was received. Campbell Knutson is the current legal counsel for the NCRWMO. Soliciting for services is required every two years.

Motion by Reed, second by Van de Steeg to select Campbell Knutson for legal services and authorize the Administrator to sign a contract. Motion carried.

5.8 Approve 2022 Meeting Schedule

- January 19, 2022
- April 20, 2022
- July 20, 2022
- November 16, 2022

Motion by Sauber second by Langer to adopted to meeting schedule as presented. Motion carried.

6. Agenda Items and Location for January 19, 2022 Meeting

Eureka Township will host next meeting.

7. Member Community Reports

Hager Dee announced she saw that Dakota County had purchased and protected an area around Lake Byllesby, which is good for the Cannon River.

8. Adjournment - Motion by Sauber, second by Van de Steeg to adjourn the meeting. Motion carried. Meeting adjourned at 8:02 p.m.



I & S Group, Inc.
 115 E. Hickory St. Suite 300
 Mankato, MN 56001
 507-387-6651
 www.ISGInc.com

North Cannon River WMO
 4100 220th Street West
 Suite 102
 Farmington, MN 55024

Invoice Number 78223
 Date 12/31/2021

**Project 21-25618 North Cannon
 River WMO Mgmt Plan - Farmington,
 MN**

Progress billing for professional services provided through date of invoice

Description	Contract Amount	Prior Billed	Current Billed
Task 1: Gaps Analysis	\$2,620.00	\$2,620.00	
Task 2: Stakeholder Engagement	\$3,718.00	\$3,718.00	
Task 3: Issue Prioritization	\$3,538.00		\$3,538.00
Task 4: Goals, Strategies, Policies	\$7,308.00		
Task 5: Plan Prep + Review	\$14,928.00		
Reimbursables			
	\$32,112.00	\$6,338.00	\$3,538.00

Invoice Amount **\$3,538.00**

*Payment Terms: Net 30 days from invoice date. Thank you.
 Past due balances are subject to late fees in the amount of 1.5% per month.
 If you have a question regarding your invoice, please e-mail ar@ISGInc.com*

Aging Summary

Invoice Number	Invoice Date	0 - 30	31 - 60	61-90	Over 90	Balance
75976	9/30/2021	\$0.00	\$0.00	\$0.00	\$6,043.00	\$6,043.00
77317	11/30/2021	\$0.00	\$295.00	\$0.00	\$0.00	\$295.00
78223	12/31/2021	\$3,538.00				\$3,538.00
Total Outstanding		\$3,538.00	\$295.00	\$0.00	\$6,043.00	\$9,876.00



**Dakota County Soil & Water
Conservation District**

**4100 220th Street West, Ste 102
651-480-7777
Farmington, MN 55024**

Invoice

DATE	INVOICE #
10/28/2021	3135

BILL TO

North Cannon River WMO
Frank Wergin, Treasurer
30468 Canada Avenue
Northfield, MN 55057

Reference

TERMS

ITEM CODE	DESCRIPTION	HOURS	RATE	AMOUNT
	July - September 2021			
NCR WMO	Administrative Assistance: General Administration, Financial Tasks, Board Meeting Coordination July 21 Mtg/Tour, October 6). ACRE public sector meeting. BWSR WBIF comments and committee meeting, policy review, webinar. Water Plan proposals and consultant coordination, planning kick-off meeting, DNR & MPCA 60-day comment period coordination. Drainage/Wetlands coordination with County. BWSR PRAP coordination. Request for Proposals for legal services, distribute proposals. Website re-design content check, updates.	87.5	80.00	7,000.00
NCR WMO	Paper, Printing and Postage		25.00	25.00
NCR WMO	Web Site Updates and Maintenance	2.5	80.00	200.00
NCR WMO	Web Site ReDesign		4,225.00	4,225.00
NCR WMO	Advocacy, Education and Outreach:		0.00	0.00
NCR WMO	Cost Share Program:		0.00	0.00
NCR WMO	Water Monitoring:			
NCR WMO	Water Monitoring	4	80.00	320.00
NCR WMO	Data Analysis	4.5	80.00	360.00
NCR WMO	Water Monitoring Supplies - 100' Tape, PH Buffers and Calibration Solutions		29.55	29.55

Thank you.

Total \$12,159.55



**Dakota County Soil & Water
Conservation District**

**4100 220th Street West, Ste 102
651-480-7777
Farmington, MN 55024**

Invoice

DATE	INVOICE #
10/28/2021	3136

BILL TO

North Cannon River WMO WBF Grant
Frank Wergin, Treasurer
30468 Canada Avenue
Northfield, MN 55057

Reference

TERMS

ITEM CODE	DESCRIPTION	HOURS	RATE	AMOUNT
	FY19 Watershed Based Funding Grant Tasks June 27, 2021 to October 2, 2021			
NCR WMO 19	Administration (4.00 Hours)		330.98	330.98
NCR WMO 19	Project Development (117.00 Hours)		9,958.48	9,958.48
NCR WMO 19	Agricultural Practices			
NCR WMO 19	Non-Structural Practices		0.00	0.00
NCR WMO 19	Structural Practices		0.00	0.00
NCR WMO 19	Technical Engineering		0.00	0.00
NCR WMO 19	Subwatershed Analysis (100.00 Hours)		8,251.03	8,251.03
NCR WMO 19	Drainage Water Management (2.00 Hours)		155.33	155.33
	(223.00 Hours at Billable Rate)			
Thank you.			Total	\$18,695.82



**Dakota County Soil & Water
Conservation District**

**4100 220th Street West, Ste 102
651-480-7777
Farmington, MN 55024**

Invoice

DATE	INVOICE #
12/31/2021	3166

BILL TO

North Cannon River WMO
Frank Wergin, Treasurer
30468 Canada Avenue
Northfield, MN 55057

Reference

TERMS

ITEM CODE	DESCRIPTION	HOURS	RATE	AMOUNT
	October - December 2021			
NCR WMO	ADMINISTRATIVE ASSISTANCE: General Administration, Financial Tasks, Board Meeting Coordination (October 16, January 19). Open House preparations and attendance (November 10). ISG coordination on stakeholder engagement, committee emails, website updates. Watershed Based Funding convene process. Draft 2022 Budget prepared, review member dues formula and tax values. Advisory Committee meeting planning, hosting, follow-up. Watershed Plan update, powerpoint presentation prepared. New Logo prepared. Waterford mining, wells, ordinance review. BWSR PRAP review.	71	80.00	5,680.00
NCR WMO	Paper, Printing and Postage		25.00	25.00
NCR WMO	Request for Proposals for Legal Services		51.00	51.00
NCR WMO	Web Site Updates and Maintenance	3.5	80.00	280.00
NCR WMO	Website Hosting (Annual)		965.00	965.00
NCR WMO	ADVOCACY, EDUCATION AND OUTREACH:		0.00	0.00
	COST SHARE PROGRAM:			
NCR WMO CS	B. Bruhler Native Garden		250.00	250.00
NCR WMO	B. Bruhler Technical Assistance		500.00	500.00
NCR WMO CS	B. Kimmes Cover Crop - 97 Acres, 1 Year		500.00	500.00
NCR WMO	B. Kimmes Technical Assistance		166.67	166.67
NCR WMO CS	Square Deal Dairy Water and Sediment Control Basins 3		750.00	750.00
NCR WMO	Square Deal Dairy Technical Assistance		250.00	250.00
NCR WMO CS	Dave Stein Cover Crop - 40 Acres, 1 Year		500.00	500.00
NCR WMO	Dave Stein Technical Assistance		166.67	166.67

Thank you.

Total



**Dakota County Soil & Water
Conservation District**

**4100 220th Street West, Ste 102
651-480-7777
Farmington, MN 55024**

Invoice

DATE	INVOICE #
12/31/2021	3166

BILL TO

North Cannon River WMO
Frank Wergin, Treasurer
30468 Canada Avenue
Northfield, MN 55057

Reference

TERMS

ITEM CODE	DESCRIPTION	HOURS	RATE	AMOUNT
NCR WMO CS	R. Weber Water and Sediment Control Basins 2		1,000.00	1,000.00
NCR WMO	R Weber Technical Assistance		333.33	333.33
NCR WMO CS	N. Freeman Restoration of Declining Habitat		750.00	750.00
NCR WMO	N. Freeman Technical Assistance		1,083.33	1,083.33
	WATER MONITORING:			
NCR WMO	Water Monitoring	2.5	80.00	200.00
NCR WMO	Data Analysis	3.5	80.00	280.00
NCR WMO	Water Monitoring Supplies		13.10	13.10
NCR WMO	Lab Analysis 04/01/2021 - 09/30/2021		565.50	565.50
NCR WMO	Lab Analysis Accrual 10/01/2021 - 12/31/2021 Accrual		94.25	94.25

Thank you.

Total **\$14,403.85**



**Dakota County Soil & Water
Conservation District**

**4100 220th Street West, Ste 102
651-480-7777
Farmington, MN 55024**

Invoice

DATE	INVOICE #
12/31/2021	3167

BILL TO

North Cannon River WMO WBF Grant
Frank Wergin, Treasurer
30468 Canada Avenue
Northfield, MN 55057

Reference

TERMS

ITEM CODE	DESCRIPTION	HOURS	RATE	AMOUNT
	FY19 Watershed Based Funding Grant Tasks October 3, 2021 to December 31, 2021			
NCR WMO 19	ADMINISTRATION: (16.00 Hours)		1,293.24	1,293.24
NCR WMO 19	PROJECT DEVELOPMENT:		0.00	0.00
NCR WMO W...	AGRICULTURAL PRACTICES - STRUCTURAL PRACTICES: Square Deal Dairy Water and Sediment Control Basins 3		30,375.00	30,375.00
NCR WMO 19	SUBWATERSHED ANALYSIS: (25.00 Hours)		2,081.75	2,081.75
NCR WMO 19	DRAINAGE WATER MANAGEMENT: (9.00 Hours)		648.54	648.54
NCR WMO 19	DRAINAGE WATER MANAGEMENT EXPENSES: Postage Expense for Mailing (50.00 Hours at Billable Rate)		28.56	28.56

Thank you.

Total **\$34,427.09**



Invoice

1810 NW 30th Street
Faribault MN 55021

Phone # 507-332-5408

North Cannon River WMO
attn: Ashley Gallagher
4100 220th Street West
Farmington MN 55024

Description	Quantity	Rate	Amount
2022 CRWJPB Member Dues - \$500	1	500.00	500.00

Total	\$500.00
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North Cannon River Watershed Management Organization

January 1, 2021 to December 31, 2021

Watershed Based Funding Grant

WBF Grant	2018 Activity	2019 Activity	2020 Activity	2021 1st Qtr	2021 2nd Qtr	2021 3rd Qtr	2021 4th Qtr	Final Entries	Annual Total	Cumulative Total	Budget
Grant Funds Received	\$68,260.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,260.00	\$136,520.00
Expenses											
Grant Administration	\$88.31	\$246.95	\$449.44	\$290.02	\$0.00	\$0.00	\$0.00	\$1,624.22	\$1,914.24	\$2,698.94	\$6,826.00
Project Development	\$0.00	\$475.26	\$1,082.04	\$0.00	\$3,562.85	\$0.00	\$0.00	\$9,958.48	\$13,521.33	\$15,078.63	\$4,085.00
Agricultural Practices											
Not-Structural Practices	\$0.00	\$38,325.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,325.00	\$32,490.00
Structural Practices	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,375.00	\$30,375.00	\$30,375.00	\$37,364.00
Technical Engineering	\$0.00	\$2,396.80	\$0.00	\$0.00	\$747.96	\$0.00	\$0.00	\$8,588.57	\$9,336.53	\$11,733.33	\$7,761.00
Subwatershed Analysis	\$465.90	\$3,432.74	\$2,531.48	\$2,452.83	\$3,435.40	\$0.00	\$0.00	\$10,332.78	\$16,221.01	\$22,651.13	\$33,250.00
Drainage Water Management	\$294.35	\$313.25	\$446.22	\$331.29	\$940.50	\$0.00	\$0.00	\$803.87	\$2,075.66	\$3,129.48	\$14,744.00
Drainage Water Management Exp	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$28.56</u>	<u>\$28.56</u>	<u>\$28.56</u>	<u>\$0.00</u>
Total Expenses:	\$848.56	\$45,190.00	\$4,509.18	\$3,074.14	\$8,686.71	\$0.00	\$0.00	\$61,711.48	\$73,472.33	\$124,020.07	\$136,520.00
Grant Balance:	<u>\$67,411.44</u>	<u>\$22,221.44</u>	<u>\$17,712.26</u>	<u>\$14,638.12</u>	<u>\$5,951.41</u>	<u>\$5,951.41</u>	<u>\$5,951.41</u>	<u>-\$55,760.07</u>		<u>-\$55,760.07</u>	

North Cannon River Watershed Management Organization

January 1, 2021 to December 31, 2021

Revenue and Expense Summary

General Fund	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final Entries	Annual Total	2021 Budget
<u>Revenues</u>							
Member Allocations	\$0.00	\$28,139.77	\$6,860.23	\$0.00	\$0.00	\$35,000.00	\$35,000.00
Interest - Savings Account	\$19.12	\$15.09	\$14.67	\$14.52	\$0.00	\$63.40	\$50.00
Interest - CD	<u>\$15.72</u>	<u>\$15.22</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$31.52</u>	<u>\$62.46</u>	<u>\$250.00</u>
Total Revenues:	\$34.84	\$28,170.08	\$6,874.90	\$14.52	\$31.52	\$35,125.86	\$35,300.00
<u>Expenses</u>							
Administrative Services	\$0.00	\$2,905.00	\$3,625.00	\$224.00	\$14,226.00	\$20,980.00	\$18,025.00
Website Redesign	\$0.00	\$0.00	\$0.00	\$0.00	\$4,225.00	\$4,225.00	\$0.00
Organizational Dues	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
Advocacy, Education, Outreach	\$0.00	\$240.00	\$0.00	\$2,700.00	\$0.00	\$2,940.00	\$2,000.00
Education and Outreach GF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,700.00
CS-Agricultural Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$5,500.00	\$5,500.00	\$4,000.00
CS-Landscaping for Wtr Quality	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$750.00	\$2,250.00
Water Quality Monitoring	\$0.00	\$80.00	\$744.34	\$0.00	\$1,862.40	\$2,686.74	\$8,500.00
4th Generation WM Plan	\$0.00	\$0.00	\$0.00	\$0.00	\$6,338.00	\$6,338.00	\$1,500.00
Total Expenses:	\$0.00	\$3,725.00	\$4,369.34	\$2,924.00	\$32,901.40	\$43,919.74	\$39,475.00
Net Surplus / (-) Deficit	<u>\$34.84</u>	<u>\$24,445.08</u>	<u>\$2,505.56</u>	<u>-\$2,909.48</u>	<u>-\$32,869.88</u>	<u>-\$8,793.88</u>	<u>-\$4,175.00</u>

* Board Approved 2021 Budget with use of \$4,175.00 Fund Balance

North Cannon River Watershed Management Organization

January 1, 2021 to December 31, 2021

Balance Sheet

Assets

Cash in Checking	\$11,769.34
Cash in Savings	\$58,243.15
Certificate of Deposit 11236	<u>\$12,532.57</u>
Total Cash:	\$82,545.06

Accounts Receivable	\$138.66
Accounts Receivable WBF Grant	\$55,760.07
Total Assets:	<u>\$138,443.79</u>

Liabilities and Equity

Accounts Payable	\$32,901.40
Accounts Payable WBF Grant	<u>\$61,711.48</u>
	\$94,612.88

Grant Funds Deferred	\$0.00
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Equity

General Fund Balance January 1	\$39,124.79
Fund Balance Reserved for WP	\$13,500.00
Net Surplus / (-) Deficit	<u>-\$8,793.88</u>
Total Equity:	\$43,830.91

Total Liabilities and Equity:	<u>\$138,443.79</u>
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Memorandum

North Cannon River Watershed Management Organization's 4th Generation Watershed Plan Update



To: North Cannon River Watershed Management Organization's Board Members
 From: ISG
 Date: January 19th, 2022
 Subject: Initial Planning Meeting

INTRODUCTION

The North Cannon River Watershed Management Organization has gathered input on priority issues, priority resources, and concerns from watershed residents, local partners, and state and regional agencies. This included an opportunity to attend an Open House in the fall, either virtually or in person. Following the Open House the planning team has held meetings with both a Technical Committee and Advisory Committee to review and discuss input and identify initial planning priorities. There will be a presentation and discussion on the planning process, issues identified during the initial comment period, potential goals and priorities, and future public input opportunities. This meeting is an opportunity for the public to receive, review, and discuss the committee recommendations.

The following memo outlines the planning process, partners, and outcomes that will be presented to the board for approval.

PLANNING PROCESS

The planning process is laid out into 5 major tasks which consists of Gaps Analysis, Stakeholder Engagement, Prioritization, Goals/Strategies, and Policies and Plan Preparation/Review. These tasks outline critical steps in the planning process that ensure the updated watershed plan addresses priority issues that reflect the most current data and public concerns. So far, the planning team has completed the gap analysis, stakeholder engagement, and prioritization tasks from this process.

Gaps Analysis

The gap analysis reviewed all current management plans to develop a list of the issues and priorities that have been targeted in previous plans. The plans that were reviewed during this task were:

- Cannon River Comprehensive Watershed Management Plan (CWMP) - 2020
- North Cannon River Watershed Management Plan (NCRWMP) - 2013
- Dakota County Ground Water Plan – 2020
- Land Conservation Plan for Dakota County – 2020

In addition to the existing plans listed above, the gaps analysis reviewed the 60-day comment letters from state and regional agencies. The outcomes of the gaps analysis was used to develop the content for the stakeholder engagement open house and following committee meetings.

Key topics that were identified in the gaps analysis that are not addressed in the existing plan include:

- Specifics for strategies
 - Measurable Outcomes
 - Costs and potential funding sources
 - Targeted locations
- Impacts from potential future development

Memorandum

North Cannon River Watershed Management Organization's 4th Generation Watershed Plan Update

ISG

- Terrestrial habitat
- Emerging concerns (chlorides, climate change, "forever chemicals" such as PFAS)

Stakeholder Engagement

The planning team developed and held 2 styles of public engagement opportunities, a virtual as well as in-person Open House. Both styles received equal attraction to the public open house that was held. The in-person open house attracted 12 attendees with 6 members of the public completing the survey while the virtual open house provided 5 responses to the survey questions. There was a total of 90 unique devices that accessed to the virtual open house, but it is difficult to track exactly how many members of the public engaged since one person could visit the site on multiple devices or a visitor could be unaffiliated with the area. Overall, the planning team thought the stakeholder engagement was well attended and provided the necessary feedback required to develop the priorities issues and resources within the watershed.

Prioritization

After the stakeholder open houses were held, the planning team synthesized the results of the survey that was developed for the public to provide input on. This data synthesis developed the initial priorities used for the Technical Committee to provide comments to. The planning team developed a tier-based priority ranking system that reflected the clear divide between top priority issues and lower ranking issues. Tier 1 priorities are listed as issues that will be the primary focus to receive funding to accomplish measurable goals. Tier 2 priorities/issues will be incorporated as secondary benefits to Tier 1 priorities/issues where applicable and will be addressed as opportunities arise or when funding becomes available.

PLANNING COMMITTEES

The planning process established two committees to review stakeholder input and drive the planning process. First was the Technical Committee (TC), which is comprised of members from the following organizations:

- | | | |
|-----------------------------------|--------------------------------------|--------------------------------------|
| • Department of Natural Resources | • Met Council | • Board of Water and Soil Resources. |
| • Department of Health | • Minnesota Pollution Control Agency | • Dakota County |
| • Department of Agricultural | • Department of Transportation | • Dakota SWCD |

The TC is responsible to drive planning content decisions based on the best available science and data as well as provide input on funding and policy and programs that will help the plan achieve the goals that are developed. The second committee established was the Advisory Committee (AC) which consists of members of the public that are apart of the following organizations:

- | | | |
|---|--|--------------------------------------|
| • University of Minnesota Extension | • Southern DC Sportsman's Club | • Southeast Irrigators |
| • Clean River Partners | • Trout Unlimited | • Freshwater |
| • Lake Byllesby Improvement Association | • Minnesota Rural Water | • Minnesota Corn and Soybean Growers |
| | • Cannon River Watershed Joint Powers Organization | • USDA-FSA |
| | | • Mining |

These members provide comments on the TC recommendations based on their review of the content. The content is then shared back to the TC members for additional input/adjustment based on the AC's comments. The TC then advises the planning team on the content that should be presented to the board for approval.

PRIORITY ISSUES AND RESOURCES

Based on the stakeholder engagement open house responses and committee input, priority issues and resources were developed. The issues reflect different resource categories that will be addressed through specific strategies. The issues were set up in a way that allows the planning team to understand the key concerns of the stakeholders. Ultimately these issues are very interconnected but categorizing them in this way establishes what the outcomes of specific strategies should address. This process resulted in the following issue ranking with 1 is the top priority.

- | | | |
|-----------------------------------|---------------------------------------|-----------------------------|
| 1. Surface Water (Tier 1) | 4. Outreach and Education (Tier 1) | 7. Emerging Issues (Tier 2) |
| 2. Groundwater (Tier 1) | 5. Habitat (Tier 2) | |
| 3. Policy and Regulation (Tier 1) | 6. Data, Studies, Monitoring (Tier 2) | |

In addition to identifying priority issues, input from the stakeholder engagement and committee meetings was used to identify priority resources within the watershed. These resources reflect lakes or streams that are the highest priority to achieve measurable results through implementation actions in this plan. During committee meetings it was identified that implementation opportunity and potential for achieving measurable outcomes did not necessarily align with the priority of a given waterbody. Therefore, a second ranking was developed that reflects the priority for targeting implementation activities. This second ranking, shown in parentheses following the name of the resource, is a generalization and will be refined in the next steps of the planning process. The top two priority resources highlight the difference between identifying a resource that is a priority and a resource that can be addressed through this plan. Lake Byllesby is a top priority resource but most of the drainage area is outside of the North Cannon River WMO's boundary which limits the overall potential to make measurable change. Trout Brook was also identified as a top priority resource, but concern was expressed that there may be less opportunity to achieve results due to the amount of work that has already been completed in the drainage area. Ultimately, these targeting rankings will be refined in the next steps of the planning process when specific strategies are developed to address known stressors impacting the resources. The following list presents the resources ranked by priority with 1 as the top priority.

1. Lake Byllesby/Cannon River (6)
2. Trout Brook (5)
3. Chub Creek (1)
4. Chub Lake (2)
5. Mud Creek (3)
6. Pine Creek (4)

NORTH CANNON RIVER



WATERSHED MANAGEMENT ORGANIZATION

To: Performance Review and Assistance Program (PRAP), Board of Water and Soil Resources

From: NCRWMO Board of Managers and Administrator

Subject: Comments on the Draft NCRWMO PRAP Report

Date: January 19, 2022


NCRWMO Board of Managers and Administrator would like to thank BWSR for the PRAP review. It will be useful to ensure the continued success of the organization. It was also a timely review as many items will be address in the 4th Generation Comprehensive Watershed Management Plan, which is currently in development. Overall, NCRWMO does not have concerns with the action items and recommendations. This is a summary of how NCRWMO intends to address these items.

Action Items

- Non-current data practices policy.
 - NCRWMO has a data practices policy but it has not been reviewed in the last 2 years. The data practices policy will be reviewed in the first half of 2022.
- No regular review of Capital Improvement Program.
 - NCRWMO is currently updating their Comprehensive Watershed Management Plan, and CIP will be addressed during the planning process. NCRWMO will develop a CIP review process for incorporation in the Plan. Until the 4th Generation Plan is adopted, the NCRWMO will annually solicit capital projects.
- No functioning advisory committee.
 - An Advisory Committee and Technical Committee have been re-established because they were needed for the Plan update process. Upon completion of the Plan a regular schedule for the AC and/or TC may be established or at least a process will be established in the Plan for what would trigger the need for an AC or TC meeting during Plan implementation.

Recommendations

- Develop clear prioritized, targeted, and measurable actions for future watershed management plans.
 - The definitions of prioritized, targeted and measurable have evolved since the last Plan. The NCRWMO and consultant hired to write the Plan are aware of BWSR's current guidance on PTM and will incorporate PTM into the 4th Generation Plan.
- Combine utilization of an Advisory Committee with a periodic review of the Capital Improvement Program (CIP).
 - This could be written into the 4th Generation Plan. NCRWMO has a larger 14-member Board representing the townships and cities within the watershed. The Board may be best suited for review of the CIP, then validated by the AC prior to coming back to the Board for approval.
- Conduct a strategic planning exercise to analyze organizational needs for future operations.
 - This may not be an immediate priority for the NCRWMO due to the current workload of updating the Comprehensive Watershed Management Plan. However, NCRWMO will evaluate the need to conduct a strategic planning exercise in the future.



Serving the Communities of: Castle Rock Township, Douglas Township, Eureka Township, Greenvale Township, Hampton Township, Randolph Township, Sciota Township, Waterford Township, City of Miesville, City of New Trier, and the City of Randolph

11/19/21

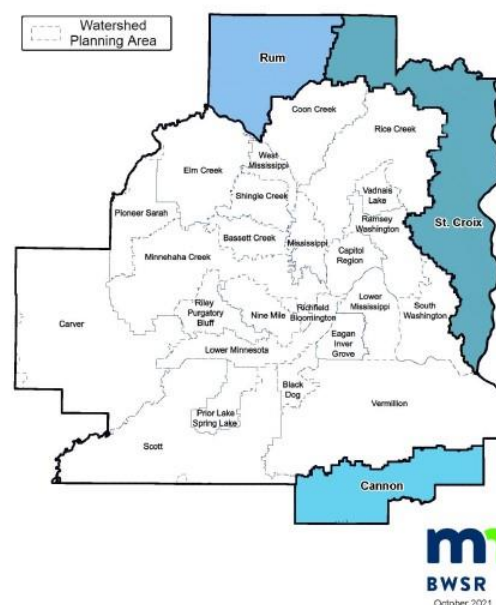
Metro Area Watershed-Based Implementation Funding (WBIF) Program FY22-23 Convene Process Guidance

The purpose of WBIF is to supplement existing funding to accelerate clean water activities (practices, projects, and programs) toward advancing Minnesota's water resources goals through prioritized and targeted cost-effective actions with measurable water quality results.

In the seven-county Metropolitan Area (Metro), only activities identified in the *implementation* section of a state approved and locally adopted comprehensive watershed management plan developed under Minnesota statutes §103B.101, Subd. 14 or §103B.801, watershed management plan required under §103B.231, county groundwater plan authorized under §103B.255, or a Metro soil and water conservation district enhanced plan as described in the “*Metro SWCD Enhanced Comprehensive Plan Options Guidance Document*” (<https://bwsr.state.mn.us/watershed-based-implementation-funding-program>) and authorized under §103C.331 are eligible to be funded. Activities must also have a primary benefit towards water quality.

For purposes of this document, the group of participants in each watershed allocation area (see map) will be called a partnership (e.g., Rice Creek partnership or Rum partnership) and meetings will be referred to as convene meetings.

Twin Cities Metro Area Allocation Map for the Watershed-based Implementation Funding Program



Convene Meeting Process

The convene meeting process allows the partnership to jointly coordinate on the development of a WBIF budget request for submittal to BWSR that is prioritized, targeted and measurable. Each partnership will include one decision-making representative (participant) from each watershed district and/or watershed management organization, soil and water conservation district, county with a current groundwater plan, and up to two decision-making representatives from municipalities within the allocation area.

Prior to the initial meeting, individual organizations must select one decision-making representative to the partnership. Municipalities in each allocation area must coordinate prior to the start of the convene process to self-select up to two decision-making representatives. Municipal representatives are expected to communicate with other municipalities on the solicitation and selection of projects and

activities during the process. The partnership can then either select a local government entity (or entities) to coordinate and facilitate the convene meeting(s) or request assistance from BWSR by contacting the Board Conservationist (BC). The BWSR BC and Clean Water Specialist (CWS) must be invited to convene meetings. Meeting notes that document the general discussion, decisions, and attendees will be taken by the facilitating entity and shared with the partnership soon after each meeting and be made available upon request.

Each partnership must meet at a minimum of one time prior to submitting a budget request. Ideally, partnerships will develop a shared understanding of proposed activities during the convene meeting process. In order to improve the efficiency of the convene meeting process, BWSR recommends the following meeting objectives.

Recommended Convene Meeting Objectives:

1. Choose a decision-making process.
2. Decide how to select activities for funding. Note that partnerships may also want to choose funding targets for different categories (e.g., projects, studies, education).
Partnerships may select activities by:
 - Developing a list of potential activities from eligible plans,
 - Dividing funding among eligible entities in an equitable manner,
 - Selecting a few priority waterbodies (lake, streams) and/or groundwater areas to prioritize activities,
 - Using agreed upon criteria to select activities, or
 - Using a process approved by the BWSR Central Region Manager.
3. Select the highest priority, targeted, measurable, and eligible activities to be submitted to BWSR as a budget request (see submittal process below).
4. Confirm which entity will serve as grantee and/or fiscal agent for each selected activity and decide on the source of the 10% required match.

Eligibility

To better understand the eligibility of proposed activities, BWSR recommends that you first refer to the FY22-23 WBIF Policy at <https://bwsr.state.mn.us/grant-program-policies>. If there are questions regarding eligibility, it is recommended that the BWSR BC be consulted as early as possible.

The partnership must send the BWSR BC a list of partnership-approved activities prior to submittal of an eLINK budget request when there will be multiple grantees per watershed allocation area to ensure funds are not being overextended. This list should include the project title and description, water resource(s), proposed measurable outcome(s), grant funds requested, plan reference(s), entity requesting funding (grantee), and fiscal agent (if different from grantee).

Even if your partnership will not have multiple grantees, it is still recommended that partnerships provide the BWSR BC this same list of project details prior to completion of a budget request in eLINK in order to accelerate the eligibility screening process. This step could reduce the need for additional meetings or the number of times an eLINK budget request is completed.

A template can be provided if requested. For plan references, please provide the title(s) to the eligible water management plan(s), page number where these are found in the *implementation section* of the

eligible plan(s), and weblink to the referenced plan(s).

Submittal of the Budget Request

Once the activities have been agreed upon by the partnership, each grantee will then be responsible for submitting an eLINK (<https://bwsr.state.mn.us/elink>) budget request to BWSR. BWSR may deny the budget request for reasons such as activities are ineligible according to the WBIF Policy, activities are not identified in the implementation section of an eligible plan, requested amount is inaccurate, the request is incomplete, etc. Please save the budget request information outside of eLINK as this information is not retained in eLINK if a budget request is denied and a new budget request would need to be submitted.

Once the eLINK budget request is approved by BWSR, each grantee will be responsible for completing an eLINK work plan, which needs to be approved by BWSR **no later than March 30, 2023**. Note that if a work plan cannot be approved by this date, BWSR will reallocate these funds through the WBIF Program. Therefore, we highly recommend that eLINK budget requests are submitted no later than November 30, 2022 and the eLINK work plan is submitted by December 30, 2022. The work plan must be approved by BWSR prior to funds being distributed.

Guidance on the eLINK budget request and work plan can be found at <https://bwsr.state.mn.us/grant-profile-watershed-based-implementation-funding> under “Resources”.

Timeline (hard deadlines are in bold font)

- BWSR holds informational meeting(s) (Jan. – Feb. 2022)
- Organizations select decision-making representatives for convene meetings (Jan. – March 2022)
- Partnerships select meeting coordinator/facilitator (Spring 2022)
- 1-2 convene meetings held (Spring 2022)
- Funding available (**July 1, 2022**)
- Send list of partnership-approved activities to BWSR – this is required for areas with multiple grantees and recommended for other areas (prior to the submittal of the eLINK budget request)
- Submit eLINK budget requests (July 2022 – Nov. 2022)
- eLINK Work Plan submittal deadline (Aug. 2022 – Dec. 2022)
- eLINK Work Plan approval deadline (**March 30, 2023**). Note that if a work plan cannot be approved by this date, BWSR will reallocate these funds through the WBIF Program.
- Grant expiration date (**Dec. 31, 2025**)

Additional Information

- Please see the WBIF Policy, Allocation Table, FAQs and other guidance documents on our website at <https://bwsr.state.mn.us/watershed-based-implementation-funding-program>.
- More information about the terms “prioritize, target, and measure” can be found at https://bwsr.state.mn.us/sites/default/files/2021-11/WP_1W1P_guidebook.pdf.
- Partnerships should consider the high-level priorities of the Nonpoint Priority Funding Plan (<https://bwsr.state.mn.us/reports>).

Approved Plans and Funding Amounts

Table 1: FY2022 and FY2023 Watershed-based Implementation Funding Grant Statewide Allocations

1W1P Planning Area #	1W1P Planning Grant Year*	1W1P Name	FY22/23 Allocation	Fiscal Year Funding
1	Pilot (approved)	Lake Superior North	\$599,767	2022
12	Pilot (approved)	North Fork Crow River	\$1,120,477	2022
32	Pilot (approved)	Root River	\$1,469,595	2022
41	Pilot (approved)	Red Lake River	\$1,071,149	2022
19	Pilot (approved)	Yellow Medicine River	\$814,603	2022
4	2016 (approved)	Leech Lake River	\$598,115	2022
51	2016 (approved)	Lake of the Woods	\$621,173	2022
42	2016 (approved)	Thief River	\$529,892	2022
17	2016 (approved)	Pomme de Terre River	\$717,428	2023
54	2016 (approved)	Cannon River (non-metro)	\$1,028,658	2023

33	2016 (approved)	Cedar River	\$593,987	2022
52	2016 (approved)	Missouri River Basin	\$1,320,445	2022
35	2016 (approved)	Mustinka/Bois de Sioux	\$1,064,522	2023
6	2017 (approved)	Pine River	\$482,142	2022
10	2017 (approved)	Sauk River	\$832,550	2022
37	2017 (approved)	Buffalo-Red River	\$1,296,838	2023
29	2017 (approved)	Lower St. Croix River (non-metro)	\$471,070	2023
25	2017 (approved)	Watonwan River	\$700,477	2023
38	2018 (approved)	Wild Rice - Marsh River	\$1,371,259	2023
45	2018 (approved)	Two Rivers Plus	\$1,062,253	2022
8	2018 (approved)	Leaf, Wing, Redeye River	\$706,488	2023
64	2018 (approved)	Nemadji River	\$250,000	2023
30	2018 (Approved)	Greater Zumbro River	\$1,216,243	2022
3	2018 (approved)	Mississippi River Headwaters	\$861,581	2022
53	2018	Hawk Creek – Middle Minnesota	\$942,433	2022

63	2018	Shell Rock River/Winnebago	\$322,128	2022
15	2018	Rum River (non-metro)	\$1,011,327	2022
55	2019	Lower Minnesota River West	\$596,617	2023
28	2019	Snake River	\$636,684	2022
2	2019	St. Louis River	\$1,475,535	2023
44	2020	Middle Snake Tamarac Rivers	\$1,099,173	2023
43	2020	Clearwater River	\$974,726	2023
36	2020	Ottertail	\$1,265,049	2023
9	2020	Long Prairie River	\$714,854	2023
18	2020	Lac qui Parle/Yellow Bank	\$623,429	2022
34	2020	Des Moines River	\$1,414,031	2022
26	2020	Le Sueur River	\$860,588	2023
31	2020	Winona/ La Crescent	\$577,696	2022
Statewide Subtotal			\$33,314,982	

Table 2: FY2022 and FY2023 Watershed-based Implementation Funding Grant Metro Allocations

1W1P Planning Area #	1W1P Planning Grant Year*	1W1P Name or Metro Watershed Planning Area (WPA)	FY22/23 Allocation	Fiscal Year Funding
15	2018	Rum River (Metro)	\$371,157	FY23
29	2017 (approved)	Lower St. Croix River (Metro)	\$807,509	FY23
54	2016 (approved)	Cannon River (Metro)	\$304,886	FY23
Metro	NA	Richfield-Bloomington WPA	\$75,000	FY23
Metro	NA	West Mississippi WPA	\$75,000	FY23
Metro	NA	Black Dog WPA	\$75,000	FY23
Metro	NA	Vadnais Lake Area WPA	\$75,000	FY23
Metro	NA	Eagan-Inver Grove WPA	\$75,000	FY23
Metro	NA	Mississippi WPA	\$75,504	FY23
Metro	NA	Capitol Region WPA	\$77,618	FY23
Metro	NA	Prior Lake-Spring WPA	\$82,806	FY23
Metro	NA	Bassett Creek WPA	\$87,887	FY23
Metro	NA	Shingle Creek WPA	\$95,501	FY23
Metro	NA	Nine Mile Creek WPA	\$101,582	FY23

Metro	NA	Riley-Purgatory-Bluff Creek WPA	\$104,576	FY23
Metro	NA	Lower Mississippi River WPA	\$118,385	FY23
Metro	NA	Lower Minnesota River WPA	\$127,068	FY23
Metro	NA	Ramsey-Washington Metro WPA	\$140,295	FY23
Metro	NA	Pioneer-Sarah Creek WPA	\$159,223	FY23
Metro	NA	Coon Creek WPA	\$216,377	FY23
Metro	NA	Elm Creek WPA	\$297,774	FY23
Metro	NA	Rice Creek WPA	\$407,796	FY23
Metro	NA	Minnehaha Creek WPA	\$418,140	FY23
Metro	NA	Scott County WPA	\$601,647	FY23
Metro	NA	Vermillion River WPA	\$673,331	FY23
Metro	NA	Carver County WPA	\$691,991	FY23
Metro	MA	South Washington WPA	\$163,947	FY23
Metro Subtotal			\$6,500,000	
Total FY22-23 Allocation			\$39,814,982	

2021 LANDSCAPING FOR CLEAN WATER PROGRAM SUMMARY

**ENGAGING LANDOWNERS
 TO PROVIDE THEM THE SKILLS
 AND RESOURCES NEEDED TO
 IMPROVE WATER QUALITY
 IN THEIR COMMUNITIES.**

LANDSCAPING FOR CLEAN WATER



“Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it is the only thing that ever has.”

—Margaret Mead



LAYOUT



MIDPOINT



FINAL PROJECT



2021 BY THE NUMBERS

- 3** GRANT ROUNDS
- 371** INDIVIDUALS PARTICIPATED IN INTRODUCTION CLASSES
- 96** INDIVIDUALS PARTICIPATED IN MAINTENANCE WORKSHOPS
- 52** PEOPLE PARTICIPATED IN THE OFFICE HOURS PROGRAM
- 142** PROJECTS DESIGNED AS PART OF VIRTUAL DESIGN WORKSHOPS
- 41** RAINGARDENS & NATIVE GARDENS & SHORELINES INSTALLED



The Landscaping for Clean Water program - Introduction class, Design course, and Maintenance workshop - was offered remotely again in 2021. Four Introduction classes were held live via Zoom during the spring. Staff with partner cities joined each class to host breakout sessions for the participants.

New this year, the Maintenance workshop was offered as a series of three virtual classes held live via Zoom, providing participants with season specific information on how to maintain and promote the health, performance, and beauty of their garden!

2021 FINANCIAL CONTRIBUTORS



2021 LANDSCAPING FOR CLEAN WATER PROGRAM SUMMARY

Thank you to everyone who joined the cause to reduce pollution, improve water quality, and increase pollinator habitat on your property this year! Participation at any level - watching the Introduction to Clean Water video, installing a project with the Design Course, or learning some tips and tricks on how to properly maintain your garden with the Maintenance Workshop series - helps to spread interest and know-how to all corners of Dakota County.

Below is a summary of the 2021 participants by City.

Apple Valley

Introduction class registrants	43
Projects designed	20
Installed raingardens	2
Installed native gardens	3

Burnsville

Introduction class registrants	100
Projects designed	34
Installed raingardens	7
Installed native gardens	2
Installed shoreline planting	1

Eagan

Introduction class registrants	44
Projects designed	24
Installed raingardens	2
Installed native gardens	3
Installed shoreline planting	1

Hastings

Introduction class registrants	10
Projects designed	2
Installed native gardens	1

Inver Grove Heights

Introduction class registrants	9
Projects designed	7
Installed raingardens	2
Installed native gardens	2

Lakeville

Introduction class registrants	47
Projects designed	26
Installed raingardens	1
Installed native gardens	4

Mendota Heights

Introduction class registrants	35
Projects designed	21
Installed raingardens	5
Installed native gardens	4

Northfield

Introduction class registrants	2
Projects designed	1
Installed native gardens	1

Randolph

Introduction class registrants	1
Projects designed	1
Installed native gardens	1

Rosemount

Introduction class registrants	30
Projects designed	7
Installed raingardens	2
Installed native gardens	2

South Saint Paul

Introduction class registrants	8
Projects designed	3
Installed raingardens	1

West Saint Paul

Introduction class registrants	8
Projects designed	7
Installed raingardens	1
Installed shoreline planting	1

Installed in partnership with Ramsey County

Raingardens—St. Paul	1
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Non-Dakota County Introduction Participant Cities

Aitkin, Bloomington, Columbia Heights, Minneapolis, Minnetonka, Prescott, Prior Lake, Richfield, Savage, Shakopee, St Paul, Verndale



2021 PARTNERS

Cities

- Apple Valley
- Burnsville
- Eagan
- Lakeville
- Mendota Heights
- Rosemount

Dakota County

Ramsey County



FIFTEEN YEARS OF CLEAN WATER ACCOMPLISHMENTS

Workshop Participants
 2007-2021 **5,136**

Projects Completed
 2007-2021 **667**

**JOINT POWERS AGREEMENT
BETWEEN DAKOTA COUNTY AND THE NORTH CANNON RIVER MANAGEMENT ORGANIZATION
FOR THE WETLAND HEALTH EVALUATION PROGRAM**

The parties to this Agreement are the County of Dakota, a political subdivision of the State of Minnesota (County) and the North Cannon River Watershed Management Organization (NCRWMO), a governmental and political subdivision of the State of Minnesota. This Agreement is made pursuant to the authority conferred upon the parties by Minn. Stat. § 471.59.

NOW, THEREFORE, in consideration of the mutual promises and benefits that the County and the NCRWMO shall derive from this Agreement, the County and the NCRWMO hereby enter into this Agreement for the purposes stated herein.

**SECTION 1
PURPOSE**

The purpose of this Agreement is to facilitate the analysis of wetlands located with the NCRWMO through the Dakota County Wetland Health Evaluation Program (WHEP), which is coordinated and managed by the County, to obtain data and other information to assist both parties in performing their responsibilities under the Minnesota Wetland Conservation Act.

**SECTION 2
TERM**

Notwithstanding the date of the signatures of the parties, the term of this Agreement shall commence on January 1, 2022, and shall continue in full force and effect until December 31, 2026, unless earlier terminated by law or according to the provisions of this Agreement.

**SECTION 3
COOPERATION**

The parties agree to cooperate and use their reasonable efforts to ensure prompt implementation of the various provisions of this Agreement and to, in good faith, undertake resolution of any dispute in an equitable and timely manner.

**SECTION 4
EXERCISE OF POWERS**

The parties to this Agreement agree that the County shall administer the funds collected hereunder and disburse these funds for expenses incurred by WHEP.

**SECTION 5
POWERS AND DUTIES OF THE COUNTY**

- 5.1 The County shall administer the WHEP funds on behalf of the NCRWMO.
- 5.2 The County shall serve as fiscal agent for the funds collected hereunder. The County shall establish and maintain such funds and accounts as may be required by generally accepted accounting practices.
- 5.3 The County may apply for and accept gifts, grants, loans and money, other property or assistance from federal or state agencies, or any other person to carry out the WHEP in Dakota County.
- 5.4 The County may use funds to hire and retain a monitoring coordinator, a non-profit agency, consulting firms and such other personnel as may be needed to provide the services contemplated under this Agreement. Notwithstanding the foregoing, the parties agree that WHEP is a volunteer-based program and that data collection shall be performed solely by volunteers trained by the County. All volunteers participating in the WHEP shall be considered agents of the County and not agents of the NCRWMO.

SECTION 6 FUNDING

On or before March 31 each year of the term of this Agreement, the County shall provide to the NCRWMO a complete WHEP fee schedule for that calendar year, including an itemization of the fee for analyzing each wetland and the fee for performing a quality assurance recheck to enable the NCRWMO to evaluate whether to participate in the WHEP for that year. If the NCRWMO elects to participate in the WHEP for that year, the NCRWMO shall notify the County and the County shall provide the services described herein. On or about July 1 of each year that the NCRWMO elects to participate, the County shall submit an invoice to the NCRWMO for the WHEP fees for that year and the NCRWMO shall remit payment to the County within 30 days after receipt of such invoice.

SECTION 7 WHEP TIMELINE

The parties agree to the following timeline for each year of the term of this Agreement:

Spring	The County shall provide a WHEP fee schedule to the NCRWMO and the NCRWMO shall notify the County if the NCRWMO elects to participate in the WHEP for that calendar year and identify the specific wetlands to be analyzed.
Late Spring and Summer	Trained volunteers shall collect data regarding the quantity and variety of plants and insects within each NCRWMO designated wetland. A consultant hired by the County shall conduct a quality assurance recheck on one of the wetlands.
Fall	The consultant hired by the County shall compile and analyze the data collected for all wetlands within the NCRWMO under the WHEP and prepare a written report on the same.
Winter	The County shall deliver to the NCRWMO the consultant's written report and the data collected for all wetlands analyzed within the NCRWMO.

SECTION 8 INDEMNIFICATION

Each party to this Agreement shall be liable for the acts of its officers, employees or agents and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party, its officers, employees or agents. The provisions of the Municipal Tort Claims Act, Minn. Stat. ch. 466 and other applicable laws govern liability of the County and the NCRWMO. The provisions of this section shall survive the expiration or termination of this Agreement.

SECTION 9 AUTHORIZED REPRESENTATIVES AND LIAISONS

- 9.1 Authorized Representatives. The following named persons are designated the Authorized Representatives of the parties for purposes of this Agreement. These persons have authority to bind the party they represent and to consent to modifications, except that the authorized representative shall have only the authority specifically or generally granted by their respective governing boards. Notice required to be provided pursuant to this Agreement shall be provided to the following named persons and addresses unless otherwise stated in this Agreement, or in a modification of this Agreement:

TO THE COUNTY: Georg Fischer or successor, Director
Environmental Resources Department
14955 Galaxie Avenue
Apple Valley, MN 55124

TO THE NCRWMO: Sandy Weber or successor, Chair
24650 Akron Ave
Farmington, MN 55024
651-463-4725

In addition, notification to the County regarding termination of this Agreement by the other party shall be provided to the Office of the Dakota County Attorney, Civil Division, 1560 Highway 55, Hastings, Minnesota 55033.

- 9.2 Liaisons. To assist the parties in the day-to-day performance of this Agreement and to ensure compliance and provide ongoing consultation, a liaison shall be designated by the County and the NCRWMO. The parties shall keep each other continually informed, in writing, of any change in the designated liaison. At the time of execution of this Agreement, the following persons are the designated liaisons:

County Liaison
Paula Liepold, or successor
Telephone: (952) 891-7117
Email: paula.liepold@co.dakota.mn.us

NCRWMO Liaison
Ashley Gallagher, or successor
Telephone: 651-246-0205
Email: ashley.gallagher@co.dakota.mn.us

SECTION 10 TERMINATION

Either party may terminate this Agreement at any time upon 90 days written notice to the other party.

SECTION 11 GENERAL PROVISIONS

- 11.1 Compliance With Laws/Standards. The NCRWMO and the County agree to abide by all federal, state or local laws, statutes, ordinances, rules and regulations now in effect or hereafter adopted pertaining to this Agreement or to the facilities, programs and staff for which either party is responsible.
- 11.2 Excused Default – Force Majeure. Neither party shall be liable to the other party for any loss or damage resulting from a delay or failure to perform due to unforeseeable acts or events outside the defaulting party's reasonable control, providing the defaulting party gives notice to the other party as soon as possible. Acts and events may include acts of God, acts of terrorism, war, fire, flood, epidemic, acts of civil or military authority, and natural disasters.
- 11.3 Contract Rights Cumulative Not Exclusive.
- A. All remedies available to either party for breach of this Agreement are cumulative and may be exercised concurrently or separately, and the exercise of any one remedy shall not be deemed an election of such remedy to the exclusion of other remedies. The rights and remedies provided in this Agreement are not exclusive and are in addition to any other rights and remedies provided by law.
 - B. Waiver for any default shall not be deemed to be a waiver of any subsequent default. Waiver of breach of any provision of this Agreement shall not be construed to be modification for the terms of this Agreement unless stated to be such in writing and signed by authorized representatives of the County and the NCRWMO.
- 11.4 Records Retention and Audits. Each party's bonds, records, documents, papers, accounting procedures and practices, and other records relevant to this Agreement are subject to the examination, duplication, transcription and audit by the other party, the Legislative Auditor or State Auditor under Minn. Stat. § 16C.05, subd. 5. If any funds provided under this Agreement use federal funds these records are also subject to review by the Comptroller General of the United States and his or her

approved representative. Following termination of this Agreement, the parties must keep these records for at least six years or longer if any audit-in-progress needs a longer retention time.

- 11.5 Modifications. Any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing and signed by the authorized representatives of the County and the NCRWMO.
- 11.6 Assignment. Neither party may assign any of its rights under this Agreement without the prior written consent of the other party. Said consent may be subject to conditions.
- 11.7 Government Data Practices. For purposes of this Agreement, all data on individuals collected, created, received, maintained or disseminated shall be administered consistent with the Minnesota Government Data Practices Act, Minn. Stat. ch. 13.
- 11.8 Minnesota Law to Govern. This Agreement shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota, without giving effect to the principles of conflict of laws. All proceedings related to this Agreement shall be venued in Dakota County, Minnesota. The provisions of this section shall survive the expiration or termination of this Agreement.
- 11.9 Merger. This Agreement is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon and shall supersede all prior negotiations, understandings, or agreements.
- 11.10 Severability. The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement unless the part or parts that are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Agreement with respect to either party.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date(s) indicated below.

APPROVED AS TO FORM:

DAKOTA COUNTY

/s/ _____
Assistant County Attorney/Date
KS-21-438-010
County Board Res. No. 21-606

By _____
Georg Fischer or successor, Director
Environmental Resources Department
Date of Signature: _____

**NORTH CANNON RIVER WATERSHED
MANAGEMENT ORGANIZATION**

By _____
Sandy Weber or successor, Chair
Date of Signature: _____



NORTH CANNON RIVER

WATERSHED MANAGEMENT ORGANIZATION

2021 Annual Report

Mission Statement: *“Managing groundwater and surface water to prevent property damage, maintain hydrologic balance, and protect water quality for the safety and enjoyment of citizens and the preservation and enhancement of wildlife habitat through collaboration among member communities.”*

ABOUT US

The North Cannon River Watershed Management Organization (NCRWMO) is a government unit formed through a joint powers agreement signed by eight townships and three cities in southern Dakota County. Its jurisdiction covers approximately 150 square miles.

The sub-watersheds within its boundaries are Chub Creek, Trout Brook, Pine Creek, Mud Creek, and the Cannon River from Northfield to Lake Byllesby. The NCRWMO is predominantly rural in nature with agriculture as its primary landuse.

The NCRWMO was created in 1983 as a result of the State of Minnesota’s Surface Water Management Act. Minnesota Statute 103B.201 states that the purposes of a Watershed Management Organization shall be to:

1. Protect, preserve, and use natural surface and groundwater storage and retention systems.
2. Minimize public capital expenditures needed to correct flooding and water quality problems.
3. Identify and plan for means to effectively protect and improve surface and groundwater quality.
4. Establish more uniform local policies and official controls for surface and groundwater management.
5. Prevent erosion of soil into surface water systems.
6. Promote groundwater recharge.
7. Protect and enhance fish and wildlife habitat and water recreational facilities.
8. Secure the other benefits associated with the proper management of surface and groundwater.

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Moving soil for a Water and Sediment Control Basin at Square Deal Dairy



One week of Winter Cereal Rye cover crop growth at Peine Cattle Co after corn silage

2021 ACTIVITIES

The NCRWMO Watershed Management Plan identifies the following projects and tasks:

- ◆ Monitor water quality and water quantity in Chub Creek.
Status: Water quality and quantity monitoring in Chub Creek was completed in 2021 through a Joint Powers Agreement with the SWCD. Partners, including Dakota County Parks, provided additional funding for water quality monitoring at sites through the entire NCRWMO watershed. A summary is available on the NCRWMO website.
- ◆ Conduct nitrate monitoring at springs in Trout Brook Watershed.
Status: Partnerships with Dakota County SWCD and Parks, as well as the University of Minnesota and Minnesota Geological Survey have allowed for the continued and expanded monitoring of springs. Springs monitored are Fox, LeDuc, Beaver and Swede. Results are analyzed in the Annual Water Quality Monitoring Report.
- ◆ Cooperate with agencies to update nitrogen fertilizer rates; disseminate nitrogen fertilizer management recommendations.
Status: Through partnerships with Dakota County SWCD and the Minnesota Department of Agriculture (MDA), efforts have been made. Dakota County consulted the agricultural community for input on their Agricultural Chemical Reduction Effort (ACRE) which includes reducing nitrate levels in drinking water.
- ◆ Collaborate with communities to help identify buffer priorities.
Status: Efforts were completed by Dakota County SWCD and Dakota County due to the State Buffer Law.
- ◆ Provide grant match for water quality BMPs, BMPs that reduce rate and volume of runoff, nutrient management practices, wetland restoration projects, and shoreline BMPs.
Status: The NCRWMO annually provides \$4,000 to be used for projects or as grant match to leverage grant funding. The NCRWMO also provides \$3,000 annually for raingardens, shoreline restorations or native plantings through the Dakota SWCD Landscaping for Clean Water Program.
- ◆ Promote and encourage volunteer water monitoring.
Status: The NCRWMO continues to sponsor the Wetland Health Evaluation Program (WHEP). Furthermore, through partnerships with Dakota County SWCD and the Minnesota Pollution Control Agency, monitoring of streams is promoted and multiple streams within the watershed have been monitored by volunteers.
- ◆ Provide education and partner with others; find funding to educate and engage agricultural producers.
Status: The Watershed Based Funding grant through the Board of Water and Soil Resources (BWSR) has helped the NCRWMO accomplish this task. Through a partnership with Dakota County SWCD outreach was provided on a number of BMPs.

2021 PROJECTS

STRUCTURAL

Molitor Farms
Grassed Waterway Trout Brook

Dan Duncomb
Basin Trout Brook

Leonard Brochman
Basins Mud Creek
Grassed Waterway Mud Creek

Fasbender Trust
Grade Stabilization Trout Brook

Rodney Weber
Basins Trout Brook

Caroline Leifeld Trust
Basins Trout Brook

Square Deal Dairy
Basins Lake Byllesby

COVER CROPS

Peine Farms
3 Contracts x 3 yrs Trout Brook

DST LLP
1 yr Trout Brook

Peine Cattle Company
3 yrs Trout Brook

Bryce Kimmes
1 yr Trout Brook

Dave Stein
1 yr Trout Brook

NATIVE PRAIRIE

Nolie Freeman Trout Brook



An interactive map of projects is available on the Dakota County SWCD website



Beaver Spring in Miesville Ravine Park is one of four natural springs in the **Trout Brook** Watershed that are monitored for **Nitrates**

The **Department of Natural Resources** maintains an online **spring inventory** that allows users to submit locations of springs they have **located**

CANNON RIVER WATERSHED JOINT POWERS BOARD (CRWJPB)

The NCRWMO is a member of the CRWJPB along with thirteen other Local Government Units within the Cannon River Watershed for implementing the Cannon River Comprehensive Watershed Management Plan.

The **mission** of the CRWJPB is to:

*“Work collaboratively to improve and protect the natural resources within the **Cannon River Watershed** to ensure prosperity of our urban and agricultural communities.”*

2022 WORK PLAN

The NCRWMO Watershed Management Plan identifies the following projects and tasks scheduled for 2022:

- ◆ Monitor water quality and water quantity throughout the watershed.
- ◆ Cooperate with agencies to update nitrogen fertilizer rates; disseminate nitrogen fertilizer management recommendations.
- ◆ Provide grant match for water quality BMPs, BMPs that reduce rate and volume of runoff, nutrient management practices, wetland restoration projects, and shoreline BMPs.
- ◆ Track groundwater quantity and quality through reports by others.
- ◆ Promote and encourage volunteer water monitoring.
- ◆ Provide education and partner with others; find funding to educate and engage agricultural producers.
- ◆ Update NCRWMO website in coordination with other Dakota County WMOs

The following tasks are not identified in the NCRWMO Watershed Management Plan but are needed in order to address State strategies:

- ◆ Participate as a member of the Cannon River Watershed Joint Powers Board.
- ◆ Participate in the Watershed Based Funding grant process through the Board of Water and Soil Resources (BWSR).

The NCRWMO started the process of updating their Comprehensive Watershed Management Plan in 2021 and will continue this work in 2022. The updated Plan should be complete by August 2023.

WETLAND HEALTH EVALUATION PROGRAM

The NCRWMO sponsored a Wetland Health Evaluation Program (WHEP) team and two wetlands were monitored for the fifth consecutive year. Water levels were low which made monitoring difficult. For the second year in a row, NC-2 was not monitored.

WHEP helps the NCRWMO reach their Watershed Plan goals for Education and Outreach. A team of approximately 5 volunteers learned about wetland health and how to monitor macroinvertebrates and vegetation. The monitoring results are then used to look at the health of a wetland over time. Most importantly, the program familiarizes watershed residents with their local water resources and the benefits they provide.

We thank all of our WHEP volunteers and extend a special thanks to the team leads, Katie Hoffman and Nicole Ruppert.

Below is a summary of results from 2021 based on the Index of Biotic Integrity. A full report of the WHEP program can be viewed on the program website at www.mnwhep.org.

Wetland Code	Description	Vegetation Score	Invertebrate Score
NC-1	A 0.5 acre restoration completed in 1996	Moderate (17)	Moderate (16)
NC-2	Not monitored in 2020 due to water level conditions	—	—
NC-3	A 36 acre restoration completed in 2019	Moderate (21)	Poor (14)



WATERSHED BASED FUNDING

Clean Water Land and Legacy funding through the Board of Water and Soil Resources (BWSR) is shifting from competitive to Watershed Based Funding (WBF). Watershed Based means that Watershed Plans are referenced in order to prioritize and target funding for measurable results. NCRWMO has participated in two WBF funding rounds. Partners came together and are funding activities throughout the watershed. Dakota SWCD manages both grants either directly or through a Joint Powers Agreement (JPA) with NCRWMO.

Below is a list of some activities in these grants, a brief description, and an update on progress:

◆ Structural Erosion Control Practices

Description: Funds will be prioritized for projects in areas where a Sub-watershed Analysis (SWA) is complete and according to their cost-benefit ratio.

Progress: Trout Brook was the first SWA focus area. Since then additional SWAs have been completed. In Pine Creek, North Lake Byllesby, Cannon Direct and North Branch Chub Creek. SWAs for Mud Creek and Headwaters Chub Creek are in progress. Structural practices have been installed in some priority locations in all completed SWAs.

◆ Non-Structural Erosion Control Practices

Description: Funds will be used primarily for cover crops, and may include perennial cover or perennial crops. Priority is based on location (i.e. groundwater susceptibility) and project details (i.e. other pollutant concerns addressed).

Progress: Initial round of funding has been spent or encumbered. This funding is leveraged with local county dollars and competitive CWF grants.

◆ Irrigation Water Management

Description: Provide tools and assistance for producers to schedule irrigation which can reduce groundwater demand and reduce the potential of nitrate leaching.

Progress: Entered into a contract for developing the Irrigation Management Assistant (IMA) tool. Tool halfway complete and will be available and promoted prior to the 2022 growing season.

◆ Drainage Water Management Outreach

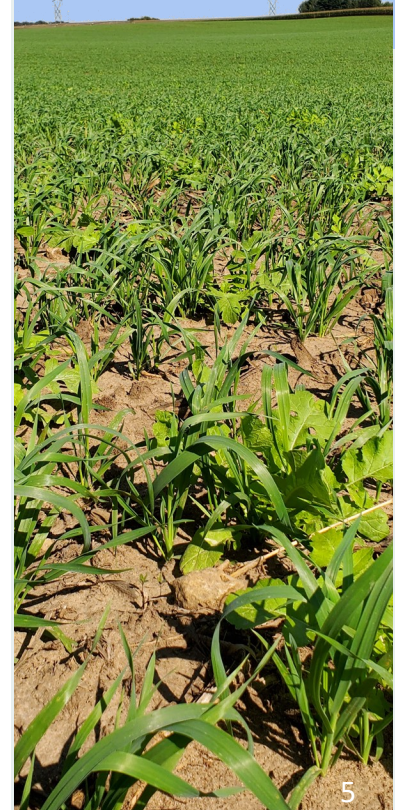
Description: Provide education and outreach on suitable drainage water management (DWM) practices in the NCRWMO area.

Progress: Targeted outreach to landowners along North Branch Chub Creek. This sub-watershed has conditions that are conducive to DWM practices.

◆ Wetland Restorations

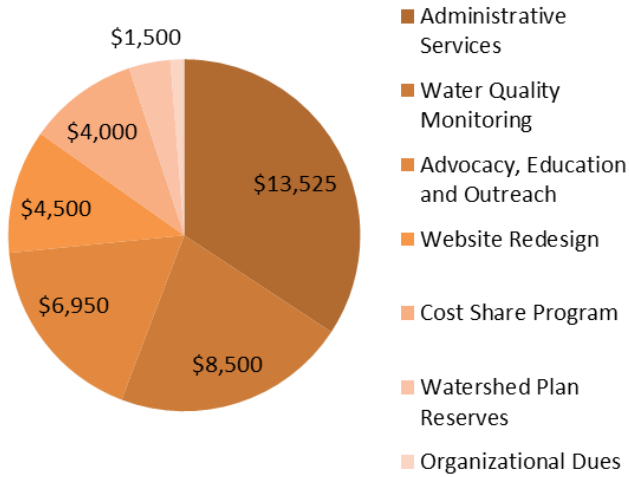
Description: Target areas in the Chub Creek sub-watershed for wetland restorations.

Progress: Modeling tools used to show priority locations. Tracked progress on private wetland banks and developed strategies for outreach and new restorations.

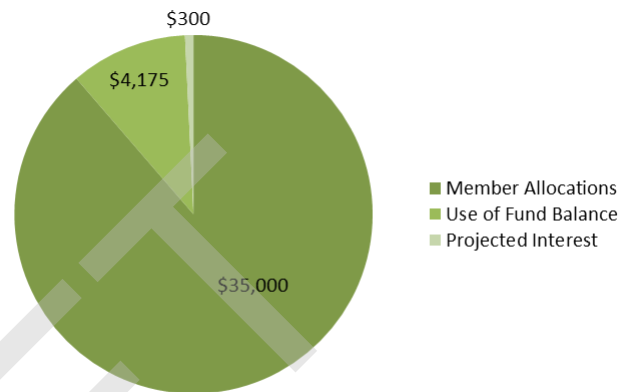


2021 BUDGET

EXPENSES



REVENUE



2021 MEMBER DUES

Community	% of Watershed	Tax Capacity in Watershed	% Tax Capacity	50/50 Share	Member Dues
Castle Rock Township	10.31	1.09	11.21	10.76	\$3,778.60
Douglas Township	17.78	1.19	12.24	15.01	\$5,088.66
Eurkea Township	7.43	0.61	6.28	6.85	\$2,366.76
Greenvale Township	19.97	1.55	15.95	17.96	\$6,289.52
Hampton Township	15.68	1.17	12.04	13.86	\$4,891.28
Randolph Township	6.98	1.66	17.08	12.03	\$4,262.54
Sciota Township	9.99	0.88	9.05	9.52	\$3,229.58
Waterford Township	9.90	0.99	10.19	10.04	\$3,557.80
Miesville	1.17	0.20	2.06	1.61	\$570.71
New Trier	0.12	0.06	0.62	0.37	\$138.66
Randolph	0.67	0.32	3.29	1.98	\$825.89
Total Dues					\$35,000.00

2020 REVENUES AND EXPENDITURES

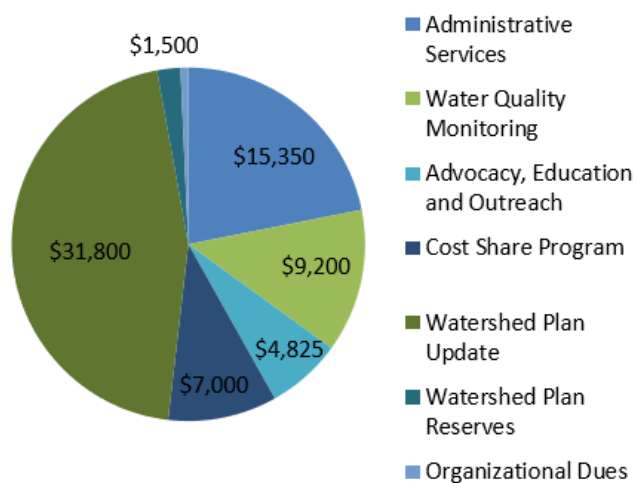
Revenues	
Member City Assessments	\$35,000.00
Interest Income	\$282.95
Total Revenues:	\$35,282.95
Expenses	
Administrative Services	\$18,426.88
Financial Audit	\$3,200.00
Water Quality Monitoring	\$5,841.19
Advocacy, Education, Outreach	\$2,520.00
Agricultural Conservation	\$4,000.00
Landscaping for Clean Water	\$2,250.00
Organizational Dues	\$500.00
Total Expenses:	\$36,738.37
Net Surplus/Deficit	-\$1,455.42
Watershed Based Funding Grant	
Total Grant Funds Received	\$68,260.00
Grant Expenses	
Grant Administration	\$449.44
Project Development	\$1,082.04
Agricultural Practices	\$0.00
Subwatershed Analysis	\$2,531.48
Drainage Water Management	\$446.22
Total Expenses:	\$4,509.18
Previous Grant Expenses	\$45,190.00
Grant Balance	\$17,712.26

2020 YEAR END FINANCIALS

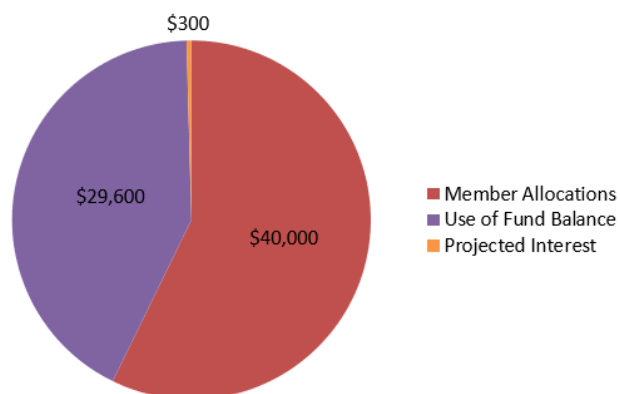
Assets	
Cash in Checking	\$68.26
Cash in Savings	\$76,679.75
Certificate of Deposit 11236	\$12,470.11
Total Cash:	\$89,218.12
Accounts Receivable	
Total Assets	\$89,356.78
Liabilities	
Accounts Payable	\$16,376.50
Accounts Payable WBF Grant	\$643.23
Total Liabilities:	\$19,019.73
Grant Funds Deferred	
	\$17,712.26
Equity	
General Fund Balance January 1	\$43,580.21
Reserve for Watershed Plan	\$12,000.00
Net Surplus / (-) Deficit	-\$2,955.42
Total Equity:	\$52,624.79
Total Liabilities and Equity:	\$89,356.78

2022 BUDGET

EXPENSES



REVENUE



ADMINISTRATION

The Dakota County Soil and Water Conservation District (SWCD) provides administrative and technical support to the NCRWMO through an annual Joint Powers Agreement. The Dakota County SWCD can be contacted at :

**4100 220th St West, Suite 102,
Farmington, MN 55024**

(651) 480-7777

2022 MEETING SCHEDULE

January 19th

April 20th

July 20th

November 16th

Locations to be Determined

****NEW WEBSITE****

www.northcannonriverwmo.org

BOARD OF MANAGERS

Member	Appointee
Castle Rock Township	Primary: Sandy Weber (Chair) Alternate: Vacant
Douglas Township	Primary: Jeff Reed Alternate: Vacant
Eureka Township	Primary: Nancy Sauber Alternate: Vacant
Greenvale Township	Primary: Greg Langer Alternate: Wayne Peterson
Hampton Township	Primary: Dan Peine Alternate: Doug Wille
City of Miesville	Primary: Vacant Alternate: Vacant
City of New Trier	Primary: Vacant Alternate: Vacant
City of Randolph	Primary: Harlan Lichty Alternate: Vacant
Randolph Township	Primary: Mark Elliott Alternate: Don Dinesen
Sciota Township	Primary: Tony VanDeSteege Alternate: Vacant
Waterford Township	Primary: Frank Wergin (Treasurer) Alternate: Vacant

