

NORTH CANNON RIVER



WATERSHED MANAGEMENT ORGANIZATION


BOARD OF MANAGERS MEETING
Wednesday, January 17, 2024 at 7:00 pm

Castle Rock Town Hall
2537 240th St W
Farmington, Minnesota 55024

Regular Board Meeting

1. **Call to Order**
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 November 15, 2023 Meeting Minutes*
 - 5.2 Invoices for Payment*
 - 5.3 Year-end Financial Summary*
6. **New Business**
 - 6.1 Approve 2023 Annual Report*
 - 6.2 Review Annual Member Reporting Form*
 - 6.3 Review of Impaired Waters List
 - 6.4 Watershed Based Implementation Funding (WBIF) Discussion*
7. **Agenda Items and Location for April 17, 2024 Meeting**
8. **Member Community Reports**
9. **Adjournment**

* Indicates that support materials are included within the packet



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

DRAFT MINUTES

BOARD OF MANAGERS

November 15, 2023
7:00 p.m.
Castle Rock Townhall

NCRWMO Managers Present:

Frank Wergin	Waterford Township
Wayne Peterson	Greenvale Township
Dan Peine	Hampton Township
Tom Krauter	Randolph Township
Sandy Weber	Castle Rock Township
Tony Van De Steeg	Sciota Township
Nancy Sauber	Eureka Township
Todd Carlock	City of Randolph
Jeff Reed	Douglas Township

Others Present:

Ashley Gallagher, Dakota County SWCD Staff
Tom Wirtzfeld, Greenvale Twp Alternate
Greg Langer, Greenvale Twp Resident

1. Call to Order

Chair Weber called the meeting to order at 7:00 p.m.

2. Approval of Agenda

Motion by Peine, second by Sauber to approve the agenda. Motion carried.

3. Audience

Weber asked if there was anyone in the audience that wished to address the Board on an item that is not on the agenda. There were no comments.

4. Consent Agenda

4.1 July 19, 2023 Meeting Minutes

4.2 Invoices for Payment

4.3 Year-to-Date Financial Summary

Motion by Sauber, second by Wergin to approve the consent agenda. Motion carried.

5. New Business

5.1 Accept Proposal for Legal Services

Request for legal services was publicly noticed. Campbell Knutson was the only proposal received. They have represented the NCRWMO for a number of years now and represent other watersheds. Only bill when services are requested.

Motion by Sauber, second by Van De Steeg to accept the proposal and enter into an agreement with Campbell Knutson for Legal Services through 2025. Motion carried.

5.2 Approve 2024 Budget and Dues

Administrator reviewed changes from previous budget. Most items remain similar to last year. Watershed Plan work was removed as the Plan is now complete. SWCD rate increased slightly to \$95 and is reflected in the budget. Budget closely reflects the next agenda item for workplan with SWCD. Revenue from member dues to increase by \$1,000. This results in individual member dues increases reflected in the table, approximately \$100 increase each.

Motion by Reed, second by Wergin to approve the 2024 budget and member dues. Motion carried.

5.3 Approve 2024 Workplan with SWCD

Items were reviewed during budget discussion. Total is a not-to-exceed amount. NCRWMO only pays what is billed by the SWCD.

Motion by Reed, second by Wergin to approve the 2024 workplan with the SWCD as presented. Motion carried.

5.4 Update on Irrigation Programs

Administrator provided a brief update on irrigation programs in Dakota County. Conversations around irrigation are no longer just about water quantity but also water quality. Some irrigators are using the Irrigation Management Assistant tool however would like to see even more users. In a time when water use is being examined across the state, would be great to show that Dakota County irrigators are using tools to help make decisions.

Questions and discussion on nitrates in groundwater and relation to the recent EPA petition and response in SE Minnesota. Dakota County not included on the petition, but we do still have karst topography in our county. State response to EPA not likely to include Dakota County, but it is worth tracking progress. State agencies already working on nitrates in groundwater in Dakota County and Dakota County Groundwater unit is as well through the Agricultural Chemical Reduction Effort (ACRE).

5.5 Update on Waterford Quarry Proposal

Wergin stated he must remain neutral as a township officer but was able to provide an update on progress and timeline. The Environmental Assessment Worksheet (EAW) and scoping document are complete. Next step is the Environmental Impact Statement (EIS) which will take around 300 days. Anyone can request to be on distribution list for updates. All materials are also posted on Waterford Township website.

There was a comparison in size to the past application for a quarry in the same location by Kramer. This application is about half the acres. It was estimated back then that dewatering would be about 28 million gallons per day, and the drawdown of 10 feet would have a large impact area, and possibly cause 4 feet of subsidence in some areas.

Waterford currently has moratorium on mining. Reviewing model mining ordinance. Recommended that all members/townships review the model ordinance if they haven't already.

There was general direction from the Board that they would like to submit comments during the EIS process. Administrator will continue to track the process, will draft comments for NCRWMO Board to review, and call a special meeting if comment period and NCRWMO meetings do not align.

5.6 Information on Annual Member Reporting Forms

Administrator will be sending out a spreadsheet for all members to complete. This is important for tracking progress towards Watershed Plan goals. Since NCRWMO does not have land use authority, many questions relate to how many times a member has had to use certain ordinances, such as erosion and stormwater control. Please complete and send back in a timely manner.

5.7 Approve 2024 Meeting Schedule

- January 17, 2024
- April 17, 2024
- July 17, 2024
- November 20, 2024

Motion by Wergin, second by Sauber to approve the 2024 meeting schedule as presented.
Motion carried.

6. Agenda Items and Location for January 17, 2024 Meeting

Castle Rock volunteered to host, members like this location as it is central for everyone to get to.

7. Member Community Reports

Administrator and Carlock provided updates on the City of Randolph sewer project and wastewater treatment facility. Construction done for the season; Highway 86 has been temporarily paved for winter. The treatment facility is planned north of the city and will be treatment ponds, and the treated water will be land applied through irrigation spray field. Working through the MPCA permit process. Only failing septic systems are required to connect to the system. The project will be completed in phases, others will have opportunity to connect to the system but will not be required if septic is in working order and meeting maintenance requirements.

Administrator mentioned that Miesville Ravine Park is currently taking comments on the master plan for the park. Some members expressed frustration with county acquiring land for parks. They would like to see more land remain in private ownership. There was also frustration that current plans have the majority of Miesville Park remaining untouched and inaccessible. Administrator could provide an update on County Easement program at a future meeting, as this would tie into land remaining in private ownership discussion.

8. Adjournment - Motion by Wergin, second by Peterson to adjourn the meeting. Motion carried.
Meeting adjourned at 8:10 p.m.

\$500.00

DAKOTA COUNTY



— SOIL & WATER —
CONSERVATION DISTRICT

Dakota County Soil & Water Conservation District

4100 220th Street West, Ste 102
Farmington, MN 55024
(651) 480-7777
DakotaSWCD.Accounting@CO.Dakota.MN.US

Invoice

DATE	INVOICE #
12/31/2023	3351

BILL TO

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

AGREEMENT

2023 Agreement

BILLING PERIOD

Oct - Dec 2023

TERMS

Net 30 Days

DESCRIPTION

HRS/COUNT

RATE

AMOUNT

ADMINISTRATION

Financial Reports & Budget Performance; Board Meeting Preparation;
July Tour, and Waterford EAW & General Correspondence.

Fees: Paper, Printing and Postage

Watershed Management Plan:

42.5 90.00 3,825.00

1 25.00 25.00

4 90.00 360.00

EDUCATION AND OUTREACH

Fees: Website Hosting

Website Maintenance

Advocacy and Outreach

Landscaping for Clean Water Classes, Materials and Maintenance

Workshops

Fees: RFP ad for Legal Services

0 900.00 0.00

1 90.00 90.00

0 90.00 0.00

0 1,800.00 0.00

1 54.90 54.90

TECHNICAL ASSISTANCE

Water Monitoring

Fees: Lab Analysis, Solutions & Ice Packs

Landscaping for Clean Water Technical Assistance

Conservation Projects Technical Assistance: 23-IPP-44 Betzold Water
& Sediment Control Basin

4.5 90.00 405.00

1 593.88 593.88

0 500.00 0.00

1 1,000.00 1,000.00

COST SHARE

Landscaping for Clean Water Grants:

Cost Share Programs for Landowners: 23-IPP-44 Betzold Water &
Sediment Control Basin

0 250.00 0.00

1 3,000.00 3,000.00

It's been a pleasure working with you!

Total

\$9,353.78

North Cannon River Watershed Management Organization

January 1, 2023 to December 31, 2023

Revenue and Expense Summary

General Fund	Feb 01 2023	April 12 2023	July 19 2023	Nov 15 2023	Final Entries	Annual Total	2023 Budget
Revenues							
Member Allocations		\$ 32,659.93	\$ 7,340.06			\$ 39,999.99	\$ 40,000.00
Interest - Savings Account		\$ 5.36	\$ 11.47	\$ 11.28		\$ 28.11	\$ 50.00
Interest - CD						\$ -	\$ 250.00
Total Revenues:	\$ -	\$ 32,665.29	\$ 7,351.53	\$ 11.28	\$ -	\$ 40,028.10	\$ 40,300.00
Expenses							
Administrative Services	\$ -	\$ 3,940.00	\$ 1,195.00	\$ 2,365.00	\$ 3,850.00	\$ 11,350.00	\$ 16,400.00
Administrative Services - WM Plan		\$ 2,275.55	\$ 445.61	\$ 405.00	\$ 360.00	\$ 3,486.16	\$ 7,200.00
Organizational Dues	\$ 500.00					\$ 500.00	\$ 500.00
Advocacy, Education, Outreach			\$ 90.00	\$ 90.00	\$ 144.90	\$ 324.90	\$ 2,250.00
Education and Outreach GF			\$ 2,700.00			\$ 2,700.00	\$ 2,700.00
CS-Agricultural Projects					\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
CS-Landscaping for Wtr Quality			\$ 1,800.00	\$ 1,500.00		\$ 3,300.00	\$ 4,050.00
Water Quality Monitoring		\$ 135.00	\$ 663.83	\$ 653.24	\$ 998.88	\$ 2,450.95	\$ 9,759.00
4th Generation WM Plan						\$ -	\$ 3,000.00
5th Generation WM Plan						\$ -	\$ 1,500.00
Total Expenses:	\$ 500.00	\$ 6,350.55	\$ 6,894.44	\$ 5,013.24	\$ 9,353.78	\$ 28,112.01	\$ 51,359.00
Use of Fund Balance							\$ 11,500.00
Net Surplus / (-) Deficit	<u>\$ (500.00)</u>	<u>\$ 26,314.74</u>	<u>\$ 457.09</u>	<u>\$ (5,001.96)</u>	<u>\$ (9,353.78)</u>	<u>\$ 11,916.09</u>	<u>\$ (11,059.00)</u>

North Cannon River Watershed Management Organization

January 1, 2023 to December 31, 2023

Balance Sheet

Assets

Cash in Checking		\$81.63
Cash in Savings	\$	40,654.10
Certificate of Deposit 11236	\$	-
Total Cash:	\$	40,735.73

Accounts Receivable	\$	-
Total Accounts Receivable:	\$	-

Total Assets:	\$	40,735.73
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Liabilities and Equity

Accounts Payable	\$	9,353.78
Total Accounts Payable:	\$	9,353.78

Equity

General Fund Balance January 1	\$	19,465.86
Net Surplus / (-) Deficit	\$	11,916.09
Total Equity:	\$	31,381.95

Total Liabilities and Equity:	\$	40,735.73
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Record of Cash Transactions

[illegible]

<u>Savings Account:</u>	Date	Withdrawals	Deposits	Balance
January 1 Beginning Balance				\$26,514.06
Transfer to Checking	02/02/2023	\$21,700.00		\$ 4,814.06
Member Dues	03/03/2023		\$22,653.72	\$ 27,467.78
Member Dues	03/27/2023		\$23,658.21	\$ 51,125.99
Interest	03/31/2023		\$5.36	\$ 51,131.35
Transfer to Checking	04/13/2023	\$5,900.00		\$ 45,231.35

Interest	07/02/2023	\$11.47	\$ 45,242.82
Interest	09/17/2023	\$9.79	\$ 45,252.61
Interest	09/29/2023	\$1.49	\$ 45,254.10
Transfer to Checking	11/16/2023	\$4,600.00	\$ 40,654.10
			\$ 40,654.10
			\$ 40,654.10
			\$ 40,654.10
Bank Statement Balance			\$40,654.10



NORTH CANNON RIVER

WATERSHED MANAGEMENT ORGANIZATION

2023 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.

ACTIVITY REPORT

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FINANCIAL REPORT

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Erosion along an old grassed waterway before it was reconstructed.



One week of oat cover crop growth after sweet corn harvest.



Completed grassed waterway with erosion control blanket.

PROGRESS TOWARDS WATERSHED PLAN GOALS

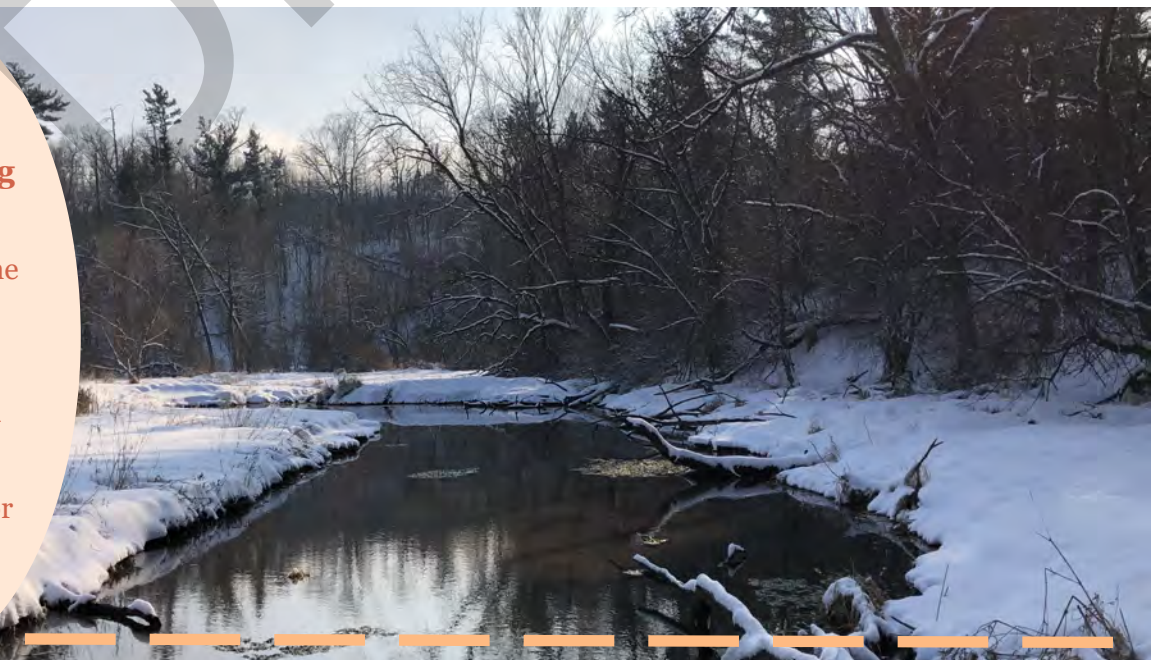
The NCRWMO Watershed Management Plan identifies the following activities and goals:

Issue	Measurable Goals	Activities Completed in 2023	Progress
Surface Water	Establish 5,000 acres of cover crops.	New SWCD contracts in 2023 totaled 560 acres, second and third year contracts totaled 1,160. Estimated 1,500 additional acres installed through NRCS or independently.	Significant progress made
Surface Water	Increase wetland area within WMO by 60 acres.	Work continues on private wetland bank application, outreach to landowners regarding Local Government Road Wetland Replacement Program, and report completed to prioritize potential restoration and retention sites.	Significant progress made
Surface Water	Establish 10 nutrient management plans.	No plans written, future funding through NRCS Climate-Smart Ag practices will help further this goal.	Need to increase efforts
Surface Water	Reduce runoff of sediment by 7,300 tons/yr total phosphorus (TP) by 500 lbs/yr and total nitrogen by 8,500 lbs/yr. These reductions will achieve progress towards meeting the reduction goals identified in the Cannon River WRAPS.	Structural practices installed in 2023 reduce TSS by 250 tons/yr and phosphorus by 1,000 lbs/yr over the lifespan of the practice (10 years). Management practices, all cover crops in 2023, reduce nitrogen by 2,900 lbs/yr.	Significant progress made
Surface Water	Continue current Dakota County jurisdiction over county ditches in the watershed.	SWCD and County staff continue to work with landowners as needed.	Current efforts sufficient
Ground-water	Establish 5,000 acres of cover crops.	New SWCD contracts in 2023 totaled 560 acres, second and third year contracts totaled 1,160. Estimated 1,500 additional acres installed through NRCS or independently.	Significant progress made
Ground-water	Establish 2,000 acres utilizing Irrigation Water Management	Irrigation Management Assistant users increased by 6 for a total of 17 users. Acres unknown, but most users likely operate multiple center pivots that cover at least 80 acres each.	Current efforts sufficient
Ground-water	Enroll 2,000 into Conservation Crop Rotation	No contracts through SWCD, efforts through NRCS unknown.	Need to increase efforts
Ground-water	Establish 1,000 acres of Perennial Crops	Contracted 20 acres of new perennial crops.	Need to increase efforts

PLAN PROGRESS CONTINUED....

Policy and Regulation	Complete gaps analysis of ordinances and establish three model ordinances, then encourage all member LGU's to implement consistent ordinances.	Model Mining Ordinance written and provided to members for review and/or incorporation into local ordinances as they choose.	Current efforts sufficient
Policy and Regulation	Coordinate 2 meetings per year for partner entities to discuss enforcement of existing ordinances and improve coordination efforts between entities. Meetings should address any hurdles identified with coordination and enforcement of ordinances.	Use existing NCRWMO meetings to discuss ordinances.	Current efforts sufficient
Outreach and Education	Track effort and location of actions for surface water and groundwater outreach and education at least once every other year.	Efforts are tracked every year.	Current efforts sufficient
Outreach and Education	Develop three new surveys that will be sent to landowners following key project milestones (post outreach, post project, and during project lifespan).	No surveys completed in 2023, efforts being made on survey for future years.	Current efforts sufficient
Outreach and Education	At least twice in the life of the plan evaluate survey results, record findings, and update approach if needed.	No action needed in 2023.	Current efforts sufficient
Habitat	Develop one adaptive lake management plan for Chub Lake.	Gathered data for development of plan in 2024.	Current efforts sufficient
Data and Studies	Complete one comprehensive gaps analysis.	No gaps analysis completed in 2023.	Need to increase efforts
Data and Studies	Revisit gaps analysis 5 years into planning period to assess what data/studies require updating.	No action needed in 2023.	Current efforts sufficient
Emerging Issues	Biannually, incorporate at least one piece of information into O&E.	Discussion at regular NCRWMO meetings.	Current efforts sufficient

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



WETLAND HEALTH EVALUATION PROGRAM

For the seventh consecutive year the NCRWMO sponsored a Wetland Health Evaluation Program (WHEP) team and two wetlands were monitored. Water levels were low which made monitoring difficult. Over the seven years data has been collected at three different sites.

WHEP helps the NCRWMO reach their Watershed Plan goals for Education and Outreach. Each year a team of volunteers learns 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 wetlands provide.

Below is a summary of results from 2023 based on the Index of Biotic Integrity (IBI). The IBI is a tool for assessing the health of a body of water by analyzing how the biology—including creatures living in the water—are responding to human behavior. Trends for the NC-1 wetland are stable. The NC-3 site does not have enough data yet to establish trends. 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)	Excellent (24)
NC-2	Not monitored in 2022		
NC-3	A 36 acre restoration completed in 2019	Moderate (19)	Moderate (20)

Need to update when full report is published



WATERSHED BASED IMPLEMENTATION FUNDING

Clean Water Land and Legacy funding through the Board of Water and Soil Resources (BWSR) is shifting from competitive grants to Watershed Based Implementation Funding (WBIF). Watershed Based means that Watershed Plans are referenced in order to prioritize and target funding for measurable results. NCRWMO has participated in three WBIF funding rounds. Partners work together and are funding activities throughout the watershed. Dakota SWCD manages these grants.



DAKOTA COUNTY FUNDING

Dakota County supports Dakota SWCD cost-share programs by providing annual funding for projects and practices. Projects and practices are implemented through Dakota SWCD, which helps the County achieve goals in their plans, including the Agricultural Chemical Reduction Effort (ACRE) Plan and Land Conservation Plan.



2023 CONSERVATION PRACTICES

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

STRUCTURAL

Chip Callister
Grassed Waterway
Pine Creek

Richard Betzold
Basin
Pine Creek

Swedin Trust
Basins and
Grassed Waterway
Chub Creek

NATIVE PRAIRIE

Cikanek
0.6 acres
Cannon River



NEW COVER CROPS

Rodney Kimmes
90 acres
Trout Brook

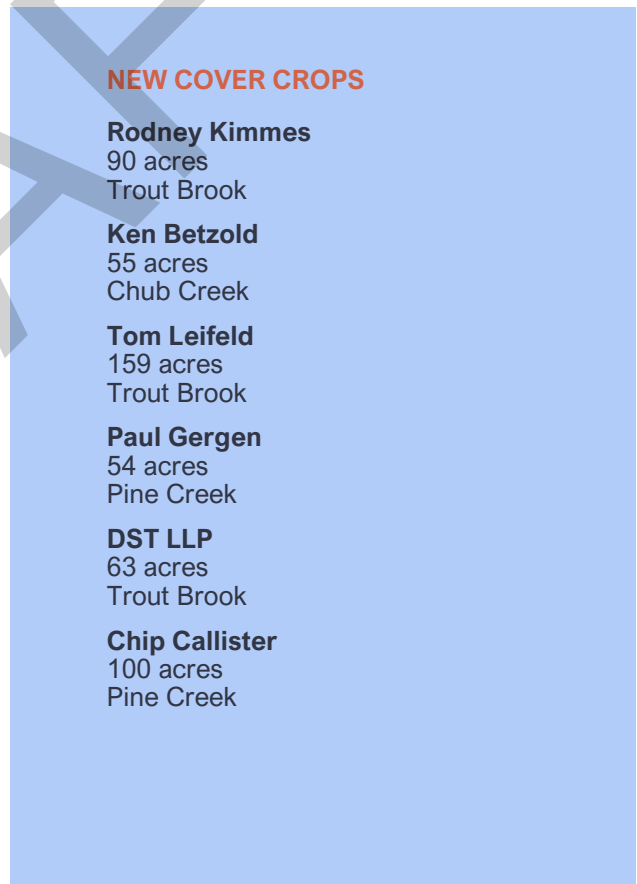
Ken Betzold
55 acres
Chub Creek

Tom Leifeld
159 acres
Trout Brook

Paul Gergen
54 acres
Pine Creek

DST LLP
63 acres
Trout Brook

Chip Callister
100 acres
Pine Creek

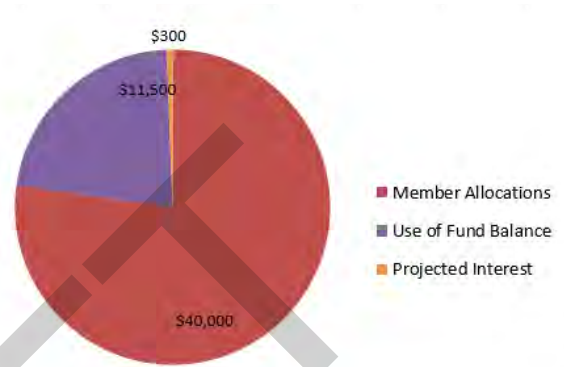


2023 BUDGET

EXPENSES



REVENUE



2023 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	\$4,318.40
Douglas Township	17.78	1.19	12.24	15.01	\$5,815.61
Eureka Township	7.43	0.61	6.28	6.85	\$2,704.87
Greenvale Township	19.97	1.55	15.95	17.96	\$7,188.02
Hampton Township	15.68	1.17	12.04	13.86	\$5,590.04
Randolph Township	6.98	1.66	17.08	12.03	\$4,871.47
Sciota Township	9.99	0.88	9.05	9.52	\$3,690.95
Waterford Township	9.90	0.99	10.19	10.04	\$4,066.06
Miesville	1.17	0.20	2.06	1.61	\$652.24
New Trier	0.12	0.06	0.62	0.37	\$158.47
Randolph	0.67	0.32	3.29	1.98	\$943.87
Total Dues					\$40,000.00

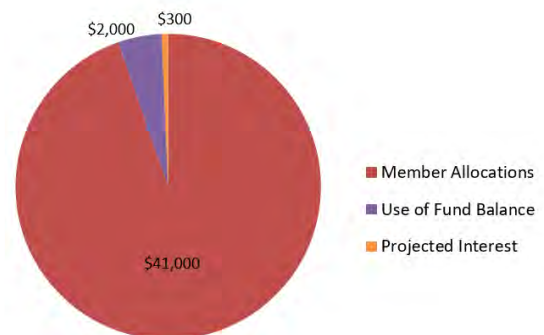
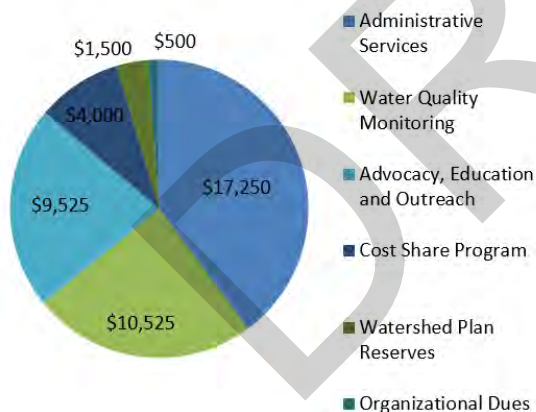
2023 REVENUES AND EXPENDITURES

Revenues	
Member City Dues	\$40,000.00
Interest Income	\$28.11
Total Revenues:	\$40,028.11
Expenses	
Administrative Services—General	\$11,350.00
Administrative—Watershed Plan Update	\$3,486.16
Organizational Dues	\$500.00
Advocacy, Education, Outreach	\$3,024.90
Agricultural Conservation	\$4,000.00
Landscaping for Clean Water	\$3,300.00
Water Monitoring	\$2,450.95
Total Expenses:	\$28,112.01
Net Surplus/Deficit	\$11,916.09

2023 YEAR END FINANCIALS

Assets	
Cash in Checking	\$81.63
Cash in Savings	\$40,654.10
Total Cash:	\$40,735.73
Accounts Receivable	\$0.00
Total Assets:	\$40,735.73
Liabilities	
Accounts Payable	\$9,353.78
Total Liabilities:	\$9,353.78
Equity	
General Fund Balance January 1	\$19,465.86
Net Surplus / (-) Deficit	\$11,916.09
Total Equity:	\$31,381.95
Total Liabilities and Equity:	\$40,735.73

2024 BUDGET



ADMINISTRATION

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

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

(651) 480-7777

2024 MEETING SCHEDULE

February 17

April 17

July 17

November 20

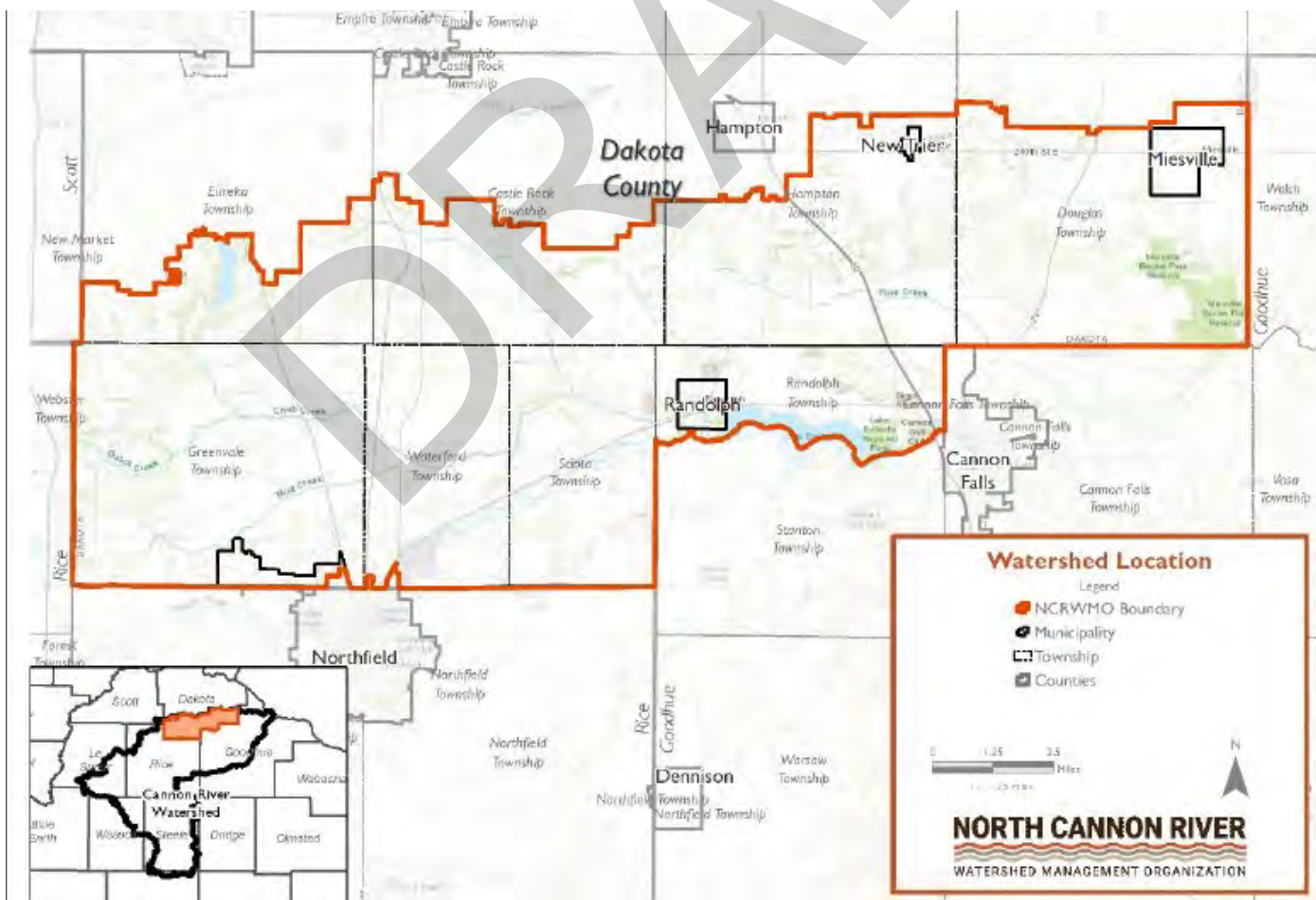
Locations to be Determined

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: Wayne Peterson Alternate: Tom Wirtzfeld
Hampton Township	Primary: Dan Peine Alternate: Vacant
City of Miesville	Primary: Vacant Alternate: Vacant
City of New Trier	Primary: Vacant Alternate: Vacant
City of Randolph	Primary: Todd Carlock Alternate: Vacant
Randolph Township	Primary: Tom Krauter Alternate: Vacant
Sciota Township	Primary: Tony VanDeSteege Alternate: Vacant
Waterford Township	Primary: Frank Wergin (Treasurer) Alternate: Vacant



6.2 Review Annual Member Reporting Form

NCRWMO Member Community Reporting Form

Background: The NCRWMO does not have rules or regulations but the Watershed Management Plan identifies ways NCRWMO can support member communities in the enforcement of their local controls. If there are gaps or needs presented by the members, NCRWMO can provide support, such as development of model ordinances, educational materials, or workload support.

Topic/Activity in Watershed Plan		Helpful Links	Response for 2023
Subsurface Sewage Treatment Systems (SSTS)		https://www.co.dakota.mn.us/LawJustice/Ordinances/Documents/CourtyOrdinance113.pdf	
	Existing ordinance in place that is stricter than Dakota County Ordinance 113 regarding the installation and maintenance of SSTS?		
	If yes, reviewed for appropriateness in the past year?		
	If no, is it because authority is delegated to the County?		
	Any guidance or support needed on SSTS ordinance or enforcement?		
Development, Stormwater and Erosion Control		https://northcannonriverwmo.org/reports/	
	Number of developments greater than one acre in the past year		
	Number of times the erosion control ordinance was enforced in the past year		
	Any updates to Ordinance made for Minimal Impact Design Standards or updated rainfall amounts/trends (NOAA Atlas 14)?		
	Any guidance or support needed on stormwater and erosion control ordinance or enforcement?		
Mining Ordinance		https://www.co.dakota.mn.us/Environment/WaterResources/WaterLinks/Documents/ModelMiningOrdinance.pdf#search=model%20mining	
	Existing mining ordinance in place?		
	If yes, reviewed in comparison to the model mining ordinance completed in 2023?		
	If no ordinance in place, considered adopting a mining ordinance in the past year?		
	Any guidance or support needed on mining ordinance or enforcement?		
Metropolitan Agricultural Preserves		https://www.revisor.mn.gov/statutes/2022/cite/473H/full#stat.473H.16	
	Number of Ag. Preserves contracts were approved in 2023		
	Ag. Preserves requires a minimum conservation standard for preventing soil loss from wind or water as determined by soil type. Complaints should be brought to the SWCD to determine tolerable soil loss. How many complaints have been filed and how many corrective actions have been developed to address potential conservation problems for Ag. Preserve land?		If unknown, Dakota SWCD can report this number.
Wetlands		https://northcannonriverwmo.org/wp-content/uploads/2023/07/2023-2033_FINAL-RED_NCRWMO-4th-Gen-Plan.pdf (pages 71-72)	
	Number of Wetland Conservation Act (WCA) applications in the past year		NCRWMO Members have delegated authority to Dakota SWCD, NCRWMO Administrator will get report from Dakota SWCD.
	Any guidance or support needed on Wetland Conservation Act coordination and enforcement?		
Land Use Zoning			
	Any discussion in the past year regarding housing density, or potential changes?		
Local Water Management Plan Status			
	A Local Water Management Plan (historically completed as part of the Comprehensive Plan) has been reviewed and accepted by NCRWMO and the Metropolitan Council?		Completed during last Comprehensive Plan updates in 2018

September 2023

Metro Area Convene Process Guidance for the FY24-25 Watershed Based Implementation Funding (WBIF) Program

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

All eligible activities must have a primary benefit towards water quality. Activities that result in multiple benefits are strongly encouraged. Eligible activities must be identified in the implementation section of a state approved, 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 identified in the "Metro Enhanced SWCD Comprehensive Plan Options Guidance Document" (<https://bwsr.state.mn.us/watershed-based-implementation-funding-program>) and authorized under §103C.331.

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



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). WBIF is available to all eligible partners within each watershed allocation area.

Convene Meeting Process

The convene meeting process allows the partnership to jointly coordinate on the development of a funding request to BWSR that is prioritized, targeted and measurable. The partnership needs to 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). 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.

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 BWSR BC and Clean Water Specialist (CWS) must be invited to convene meetings. The facilitating entity must: 1) take meeting notes that document the general discussion, decisions, and attendees, and 2) share the notes with the partnership soon after each meeting and be made available upon request.

Each partnership must meet at least one time prior to submitting a funding 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:

1. Determine an overall decision-making process (e.g., majority rules, consensus, informed consent)
2. Pick one of the following methods for selecting activities:
 - 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 funding 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 FY24-25 WBIF Policy at <https://bwsr.state.mn.us/grant-program-policies>. If you have questions regarding eligibility, consult with the BWSR BC as early as possible.

The partnership must send the BWSR BC a list of partnership-approved activities prior to submittal of an eLINK funding request. 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). A template is available on the [BWSR WBIF webpage](#). 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 Funding Request

Once the activities have been agreed upon by the partnership, each grantee will then be responsible for submitting an eLINK funding request to BWSR (<https://bwsr.state.mn.us/elink>). BWSR may deny the funding 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.

Once BWSR approves the eLINK funding request, each grantee is responsible for completing an eLINK

work plan. BWSR must approve the work plan and execute the grant agreement prior to the funds being distributed. Guidance on the eLINK funding request and work plan is at <https://bwsr.state.mn.us/grant-profile-watershed-based-implementation-funding> under “Resources”.

Timeline

- BWSR will hold an informational meeting in January 2024. The recorded meeting will be available on BWSR website.
- Organizations select decision-making representatives for convene meetings
- Partnerships select meeting coordinator/facilitator
- Partnerships hold at least one convene meeting
- Partnerships send the list of partnership-approved activities to BWSR (prior to the submittal of the eLINK funding request)
- Funding available on July 1, 2024
- Partnerships submit eLINK funding request between July 2024 – April 30, 2025
- BWSR will process funding requests and workplans on a monthly basis. NEW – Draft requests DO NOT expire at the end of the month.
- All grant agreements must be executed by June 1, 2025
- Grant expiration date is Dec. 31, 2027

Additional Information

- Please see the WBIF Policy, Allocation Table, work plan guidance, 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>).