



## Agenda

### Vermillion River Watershed Planning Commission

January 13, 2020 - 3:30 p.m., Teleconference via Zoom

1. Call to Order
2. Election of 2021 Watershed Planning Commission Officers Action
3. Audience Comments on Items Not on the Agenda  
(*please limit audience comments to five minutes*)
4. Approval of Agenda Action
5. Approval of Minutes from the November 18, 2020, Meeting Action
6. Business Items
  - a. Recommendation to Execute a Joint Powers Agreement with Dakota County Soil and Water Conservation District for Services in 2021 Action
  - b. Recommendation to Execute a Joint Powers Agreement with Scott Soil and Water Conservation District for Services in 2021 Action
  - c. Review Applications for Vacant Seats on the Vermillion River Watershed Planning Commission Action
7. Updates
  - a. Chairperson's Report
  - b. Staff Updates
8. Adjourn Action

Please note, the January 13 Planning Commission meeting will take place **via teleconference by phone and/or the web-based application, Zoom**. In response to COVID-19 no in-person meeting will be available. We are following provisions in Minnesota Open Meeting Law addressing meetings in the case of pandemic.

Join Zoom Meeting

<https://dakotacountymn.zoom.us/j/98986746127?pwd=Q1FEUEw2UTRtT1Y3RUMxeVJpbmZRUT09>

Meeting ID: 989 8674 6127

Passcode: 184836

One tap mobile

+16513728299,,98986746127#,,,,\*184836# US (Minnesota)

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Vermillion River Watershed Joint Powers Organization

4100 220<sup>th</sup> Street West, Suite 103, Farmington, Minnesota 55024 | 952.891.7000 | Fax 952.891.7588



Dial by your location

+1 651 372 8299 US (Minnesota)

Meeting ID: 989 8674 6127

Passcode: 184836

Find your local number: <https://dakotacountymn.zoom.us/j/98986746127>

#### Other Information

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Next Meeting Date: **February 10, 2021** at 3:30 p.m.

**Please confirm your attendance by contacting Mark Zabel at [mark.zabel@co.dakota.mn.us](mailto:mark.zabel@co.dakota.mn.us)**

You will be notified if the meeting is cancelled due to an anticipated lack of quorum.



# Minutes

## Vermillion River Watershed Planning Commission Meeting

November 18, 2020 - 3:30 p.m.

Zoom Videoconference

### WPC Members in Attendance

Josh Borton     Chuck Clanton  
Carolyn Miller     Mark Henry  
Bruce Rydeen     Steve Hamrick  
Tony Wotzka     Ken Betzold

### Staff in Attendance

Mark Zabel, VRWJPO  
Mark Ryan, VRWJPO  
Jen Dillum, VRWJPO  
Travis Thiel, VRWJPO  
Melissa Bokman Ermer, VRWJPO

### Others in Attendance

Curt Coudron, Dakota County SWCD  
Joe Beattie, Hastings High School  
Gabe Sanchez, Hastings HS Student  
Carter Pechacek, Hastings HS Student

### 1. Call to Order

The meeting was called to order by Commissioner Henry at 3:32 p.m. Roll call was taken.

### 2. Audience Comments on Items Not on the Agenda

None

### 3. Approval of Agenda

*Motion by Commissioner Clanton, second by Commissioner Borton, to approve the agenda. The agenda was unanimously approved by 7-0 roll call.*

Commissioner Hamrick joined the meeting.

### 4. Approval of Minutes

*Motion by Commissioner Clanton, second by Commissioner Rydeen, to approve the minutes of the August 12, 2020, meeting. The minutes were unanimously approved by 8-0 roll call vote.*

### 5. Business Items

#### 5a. Joe Beattie's Field Biology Class

Commissioners and meeting participants introduced themselves for the benefit of the students present. Joe Beattie introduced two of his high school field biology students and their presentation. High School seniors Carter Pechacek and Gabe Sanchez gave a presentation on their benthic macroinvertebrate study. Data gathered from their research can be used to interpret the health of the river ecosystem of the Vermillion River. Generally, the macroinvertebrates collected show diversity and mix of tolerant and

# College River Monitoring Presentation



Carter Pechacek and Gabe Sanchez

# Site Location



<https://www.google.com/maps/@44.7202748,-92.8621197,118m/data=!3m1!1e3>

# What is the purpose of macroinvertebrate monitoring?

- Macroinvertebrates are indicators of an ecosystem's overall health
- Some require very specific conditions to survive, making them indicators of a healthy, diverse area



[https://www.epa.gov/sites/production/files/2014-04/benthicmacroinvertebrates\\_g.carter\\_noaa.jpg](https://www.epa.gov/sites/production/files/2014-04/benthicmacroinvertebrates_g.carter_noaa.jpg)



# How do you conduct macroinvertebrate monitoring?

1. Choose a location on a river, choose different locations in the stream such as a leaf patch, drop off, or rapids
2. Place the net on the bottom of the river and shuffle the area in front of the net to release sediment and macroinvertebrates into the net.

3. Finally, place the collected material into a bucket for further identification



Gabe Sanchez and Nick Mann by Joe Beattie on Instagram

# Macroinvertebrates Collected



<https://tse2.mm.bing.net/th?id=OIP.HfG457qtcQIdnN96y1LwWAHaDk&pid=Api>

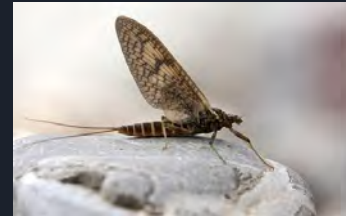


# Ephemeroptera (Mayflies)

- Baetidae (Blue Wing Olive)
- Tolerance Level of 4
- Heptageniidae (Flatheaded Mayfly)
- Tolerance Level of 4



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<https://tse1.mm.bing.net/th?id=OIP.Oa8ljOH-rq7vje-57Wu6iQHaEo&pid=Api>

# Odonata (Dragonflies, Damselflies)

- Calopterygidae (Broad Winged Damselflies)
- Tolerance Level of 5
- Corduliidae (Emerald Dragonfly)
- Tolerance Level of 5



[https://genent.cals.ncsu.edu/wp-content/uploads/2015/04/132\\_img\\_9542.jpg](https://genent.cals.ncsu.edu/wp-content/uploads/2015/04/132_img_9542.jpg)

- Lestidae (Spreadwings)
- Tolerance Level of 9



[https://tse4.mm.bing.net/th?id=OIP.luy7n\\_l36j2luPXaTLHGNgHaE8&pid=Api](https://tse4.mm.bing.net/th?id=OIP.luy7n_l36j2luPXaTLHGNgHaE8&pid=Api)



<https://tse4.mm.bing.net/th?id=OIP.dOCVI4L1W0v9B5R6AmC2rwHaFf&pid=Api>

# Plecoptera (Stoneflies)

- Perlidae (Golden Stoneflies)
- Tolerance Level of 1
- Pteronarcyidae (Ebony Salmonfly)
- Tolerance Level of 0



<https://tse2.mm.bing.net/th?id=OIPWXfSoNk8djOptTIOUEAVHQHaE-&pid=Api>



[https://tse2.mm.bing.net/th?id=OIPjj2DZO3ZuohNVDpzAvJ\\_3QHaeO&pid=Api](https://tse2.mm.bing.net/th?id=OIPjj2DZO3ZuohNVDpzAvJ_3QHaeO&pid=Api)

# Coleoptera (Water Beetles)

- Elimidae (Riffle Beetle)
- Tolerance Level of 4
- Hydrophilidae (Water Scavenger Beetles)
- Tolerance Level of 5



<https://tse1.mm.bing.net/th?id=OIP.6vHY-h4CH1YrJEFjZIJzVwHaHa&pid=Api>



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# Hemiptera (True Bugs)

- Belostomatidae (Giant Water Bugs)
- Tolerance Level of 10
- Corixidae (Water Boatman)
- Tolerance Level of 9



<https://tse3.mm.bing.net/th?id=OIP.YT8NYvR RoOXsSRy3AXNSAQHaHa&pid=Api>



[https://tse3.mm.bing.net/th?id=OIP.edIE sMMPR8-l\\_5\\_lcLDVuQHaFl&pid=Api](https://tse3.mm.bing.net/th?id=OIP.edIE sMMPR8-l_5_lcLDVuQHaFl&pid=Api)

# Hemiptera (True Bugs) Continued

- Gerridae (Water Striders)
- Tolerance Value of 4
- Nepidae (Water Scorpions)
- Tolerance Level of 8



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# Trichoptera (Caddisflies)

- Hydropsychidae (Net Spinning Caddisflies)
- Tolerance Level of 4
- Leptoceridae (Longhorn Caddisflies)
- Tolerance Level of 4



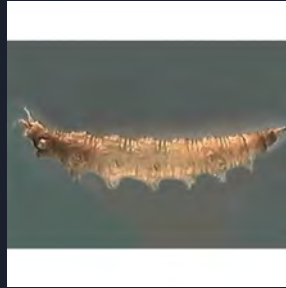
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# Diptera (Midges, Gnats, Mosquitoes, Flies)

- Athericidae (Water Snipe Fly)
- Tolerance Level 2



<https://tse4.mm.bing.net/th?id=OIP.1hmZDdSAMWQMeF1lRldrpwHaHa&pid=Api>

- Simuliidae (Black Fly)
- Tolerance Level of 6



<https://tse3.mm.bing.net/th?id=OIP.i4tFCFulrmCRgbf7iXmdZgHaEo&pid=Api>

- Chironomidae (Non Biting Midges)
- Tolerance Level 6



<https://tse2.mm.bing.net/th?id=OIP.nfPCHK296Bj5fdv5xVcZsgHaFR&pid=Api>

# Amphipoda (Scuds)

- Gammaridae  
(Gammarids)
- Tolerance Level of 4



<https://tse4.mm.bing.net/th?id=OIP,ywTXMLsaUDCZy-9bAB3ZhAHaEI&pid=Api>

# Other

- Class Oligochaeta (Worms)
- Tolerance Level of 8



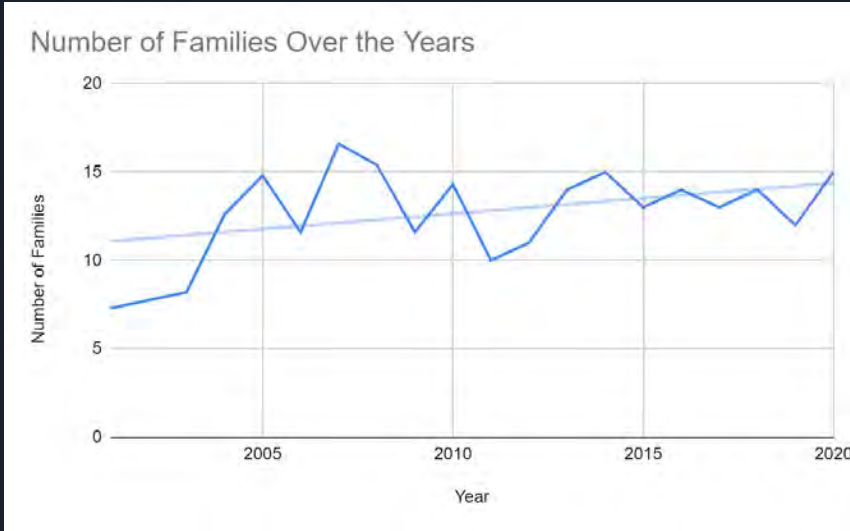
[https://tse4.mm.bing.net/th?id=OIP.F1Tix4rlyiQ7BqYcN\\_MeVgHaFl&pid=Api](https://tse4.mm.bing.net/th?id=OIP.F1Tix4rlyiQ7BqYcN_MeVgHaFl&pid=Api)

- Class Gastropoda (Snails)
- Tolerance Level of 7



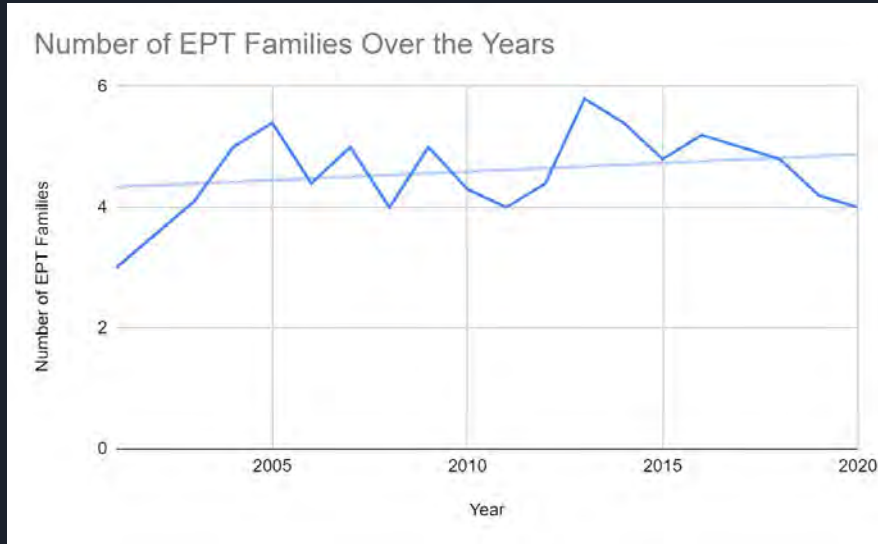
<https://tse1.mm.bing.net/th?id=OIP.uZv21cfLIZ6cKsOOTKCVMAH al4&pid=Api>

# Number of Families Trends



As the trend line shows, the number of families of macroinvertebrates we have seen is slowly increasing over the years. This would suggest that the river's ecosystem could be healthy enough to support the increase of the number of families over time.

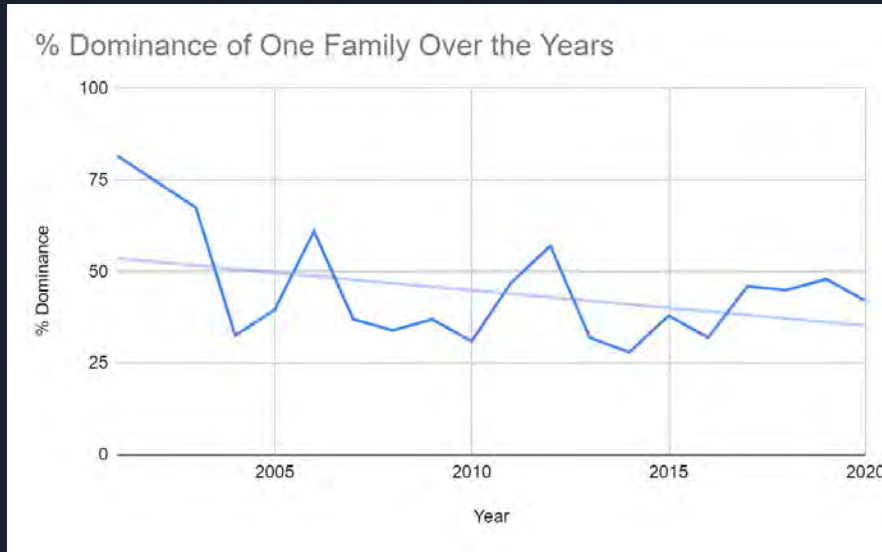
# Number of EPT Families Trend



The number of EPT families found has slightly grown over the years, as shown by the trend line, this conclusion may be safe to say that the number of EPT families may continue to rise in the following years.

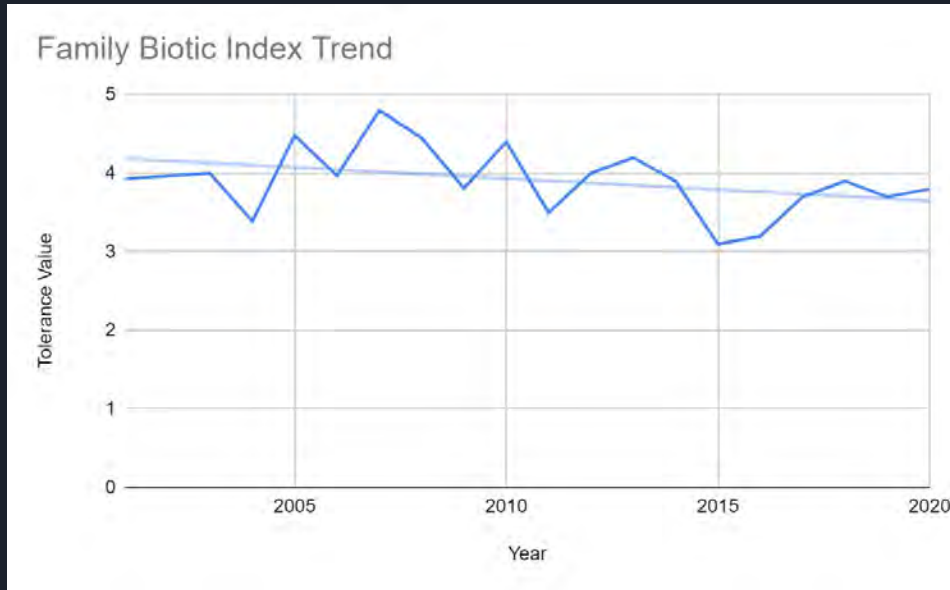


# Percent Dominance Trend



Over the years the trend shows that the percent dominance of 1 family has drastically decreased, starting from about 82% all the way down to about 21%, which is great news for the river, because it means not one family has total dominance, which is a bad trait for an ecosystem.

# Family Biotic Index Trend



The Family Biotic Index shows how the tolerance of families in the river changes over the years. It has not changed much in the last 23 years, and it has an average value of about 4. This value may suggest that this river is an ecosystem capable of supporting fairly sensitive life.

# Who Supported Me in My Monitoring Efforts?

Joe Beattie



<https://img.apmcdn.org/5ed72c9685a0c6bbc4346f8316d25da1e44b4d93/uncropped/37d338-20141014-20141008vermillion002.jpg>

Lindsey Albright



<https://tse1.mm.bing.net/th?id=OIP.7nP-Q9oXlxJFw6xK4w-SAQAAAA&pid=Api>



# Dakota County Ecological Student Tours



1



Every kid  
has a  
story

2

*Intern - Operations & Risk Management***Naomi Nagel**

Naomi was born and raised on a cattle ranch and farm in NE Montana. She moved to Minnesota in 2014 to earn an AS in Baking and Pastry from Le Cordon Bleu. Before receiving her degree, she decided to return to school to study engineering. After graduating from Le Cordon Bleu, she spent two years at Normandale Community College earning an AS in engineering and is now studying Bioproducts & Biosystems Engineering at the University of Minnesota. Naomi enjoys baking, biking, caring for house plants, and spending time with friends. During the school year she is always busy being involved with clubs and organizations on campus.

3

- **Students demand**
  - Spring & Fall
- **Tour guides—TT, MR, CG, BW**
- **Friday night**
  - Pizza party & overview
  - Before, issue

4

## Industrial Park—before

- 2,200-ft long ravine
- Significant erosion
- 10 to 12 feet deep



5

## Industrial Park—construction



6



## Industrial Park—after



7

## Ecological Engineering

- Environmental Engineering
- Natural processes
  - Air
  - Animals
  - Plants
  - Soil
  - Water

8

## Wastewater Treatment Plant

- What is this ??



9

## Wastewater Treatment Plant

Living filter  
Soil Microbes



10

	<p><b>Destroys org. matter nutrients Consumes energy</b></p>
<p><b>Recycles org. matter nutrients Generates energy</b></p>	

11

## Action, reaction

- Our actions impact others
- Others impact us



Do one brave thing today... then run like hell!

12

## Action, reaction

- Our actions impact others
- Others impact us



13



Are gophers an invasive species?



14



## Are gophers an invasive species?



15

- All but one (??) student career
  - Ecology
  - Water related
  - Sustainability
  - Plant related
- Students scatter
  - How far?

16



- All but one student career
  - Ecology
  - Water related
  - Sustainability
  - Plant related
- Students scatter
  - How far?



17

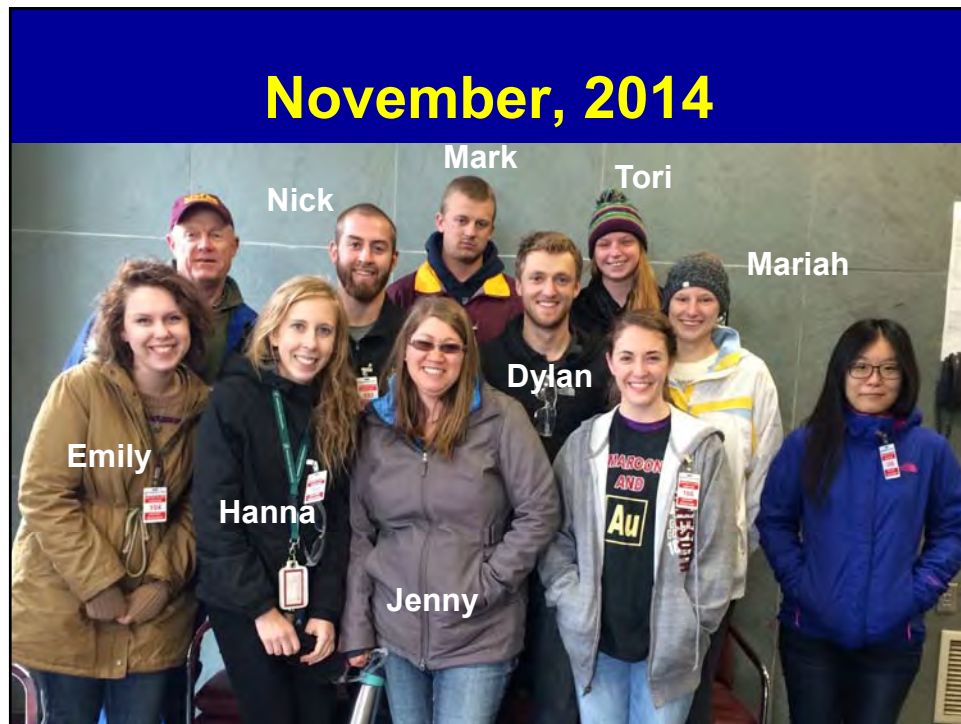
November, 2014

Empire WW TRT Plant



18





19



20

# October, 2015

- Storm water detention pond  
– Hastings Industrial Park



21

# October, 2015



22

## ConAgra—property



23

## Ardent Mills [ConAgra] wheat



24



# Clear Solutions

## A Stormwater Plan for ConAgra Milling Facility

By

Andrea Cook Angela Gorham Rose Stenglein

University of Minnesota

Capstone Senior Design Project, BBE 4502W

15 May 2009

# ConAgra wheat



25

# October 2016



River Country Coop  
Randolph, MN

North

Liquid fertilizer storage

Fuel storage

Storm water & drainage dissipation area



26

## October 2017

- 225<sup>th</sup> Street—Marion Lake



27

## April 2018

- Bill Sorg
- Vets Home



28



29

## Stakeholder Priority Rankings

Implementation Area	VRWJPO Priority Rank	MN Zoo Priority Rank	MCES Priority Rank	Total Score	Overall Priority
Reuse of Tropics Bldg. Stormwater	4	1	1	6	1
Select Bioretention Practices in Zoo	2	5	3	10	2
Stormwater Treatment of Larger Impervious Areas	1	6	4	11	3
Main Lake Nutrient/Bacteria	5	2	6	13	4
Reduction of Flow from Animal Exhibits	7	4	2	13	5
Removal of Impervious Areas	3	7	5	15	6
Main Lake Flood Reduction	6	3	7	16	7

30

## Players & Funding

- Vermillion River Watershed District
- Dakota County Soil & Water Conservation District
- Department of Natural Resources
- Minnesota Pollution Control Agency
- Friends of the Mississippi
- Trout Unlimited
- Vermillion Stewards
- Environment and Natural Resources Trust Fund
- Clean Water, Land and Legacy Amendment
- Local Government Units (cities & townships)
- Private parties (land owners, agribusiness, etc.)

31

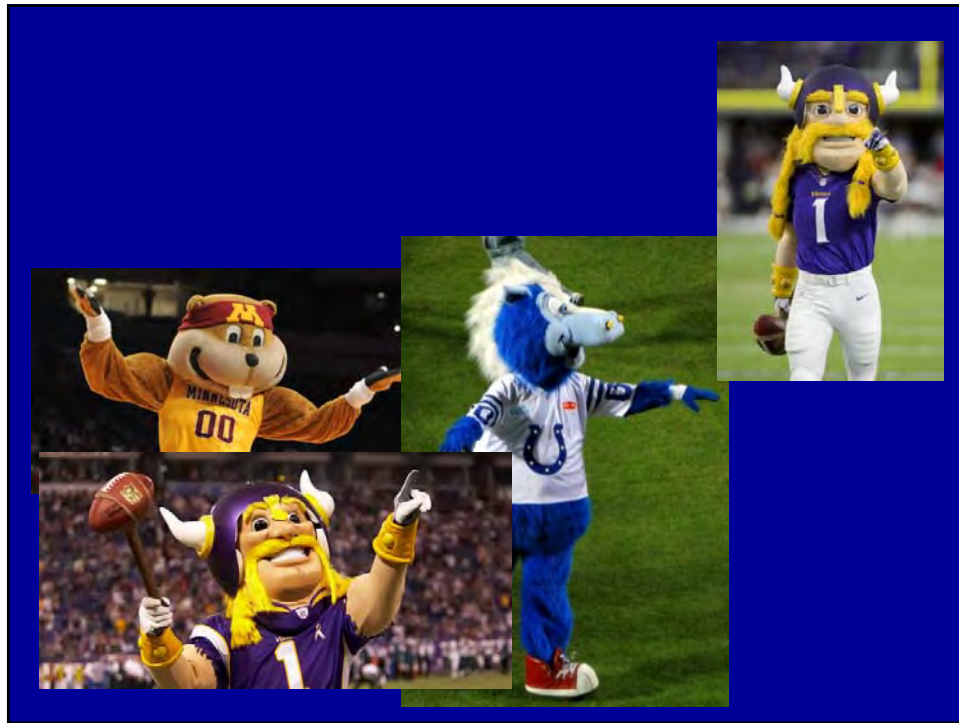
## Blair Kelly

Apple Valley HS Valedictorian (2013)



32





33

**Staff Engineer  
Utility Infrastructure Group  
American Structurepoint  
Indianapolis, IN**

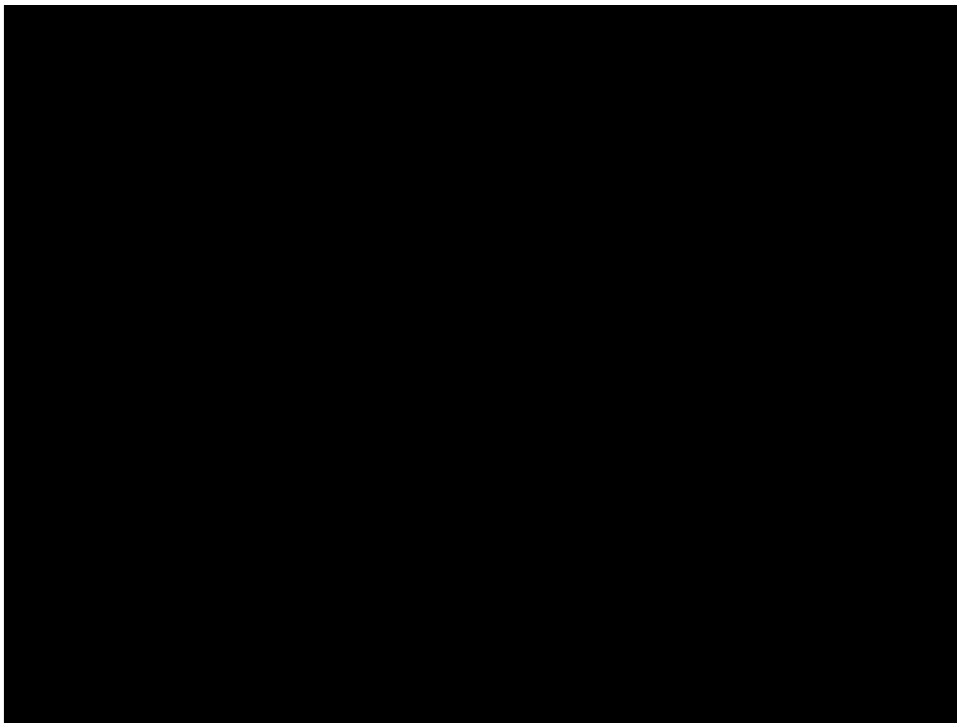


34





35



36

**6a. Recommendation to Execute a Joint Powers Agreement with Dakota County Soil and Water Conservation District for Services in 2021**

Meeting Date: 1/13/2021  
Item Type: Action  
Contact: Brian Watson  
Telephone: 651-480-7778  
Prepared by: Mark Zabel  
Reviewed by: N/A

N/A



**PURPOSE/ACTION REQUESTED**

- Recommendation to execute a Joint Powers Agreement with Dakota County Soil and Water Conservation District (SWCD) for Services in 2021

**SUMMARY**

Each of the tasks in Dakota County SWCD's proposed work plan and budget (Attachment A) is included as line items in the 2021 Vermillion River Watershed Joint Powers Organization (VRWJPO) budget. The largest proposed spending is in the Capital Improvement Project category. Rather than developing VRWJPO cost-sharing programs that duplicate existing efforts, the VRWJPO relies on the established cost-share programs implemented by Dakota County SWCD to efficiently implement water-quality improvement projects. The VRWJPO provides Dakota County SWCD with funds to cost-share best management practices (BMPs) in urban and rural areas throughout the watershed.

**RECOMMENDATION**

Staff requests the Vermillion River Watershed Planning Commission recommend executing a Joint Powers Agreement with Dakota County SWCD for Services in 2021.

**EXPLANATION OF FISCAL/FTE IMPACT**

Total not to exceed \$257,000.

**RESOLUTION**

**6a. Recommendation to Execute a Joint Powers Agreement with Dakota County Soil and Water Conservation District for Services in 2021**

**WHEREAS**, the Dakota County Soil and Water Conservation District (SWCD) provides a variety of essential services to the Vermillion River Watershed Joint Powers Organization (VRWJPO) each year, including water monitoring, outreach and education, policy development, regulatory review, inventory and assessment, and capital improvements; and

**WHEREAS**, the Dakota County SWCD is proposing to assist the VRWJPO with similar tasks in 2021; and

**WHEREAS**, the tasks outlined in the Dakota County SWCD proposed work plan and budget are each included as line items in the VRWJPO 2021 Budget in various categories; and

**WHEREAS**, the VRWJPO relies on Dakota County SWCD's established cost-share programs to efficiently implement capital improvement projects in the Vermillion River Watershed.

**NOW, THEREFORE, BE IT RESOLVED**, that the Vermillion River Watershed Planning Commission recommends the Vermillion River Watershed Joint Powers Board (VRWJPB) execute a Joint Powers Agreement with Dakota County SWCD for a total not to exceed \$257,000 as presented to the VRWJPB at its meeting on January 28, 2021; subject to approval by the Dakota County Attorney's Office as to form.

## 2021 Dakota County SWCD Work Plan and Budget to the Vermillion River Watershed Joint Powers Organization

### Evaluation and Policy

- Incentive program policy assistance for programs to install voluntary conservation practices

\$1,600

**Subtotal \$1,600**

### Feasibility/Preliminary Studies

- Preliminary design, technical assistance and marketing of voluntary conservation practices

\$40,000

**Subtotal \$40,000**

### Capital Improvement Projects

- Install water quality projects under SWCD Cost Share Programs
- Implement Landscaping for Clean Water Grant Program (LCW)

\$61,250<sup>1</sup>\$18,750<sup>2</sup>**Subtotal \$80,000**

### Public Outreach and Communication

- Coordinate tasks under the Vermillion River Watch Program
- Conduct Landscaping for Clean Water Workshops (up to 19 total)
- Presentations for Grades 3-12 (up to 5 total)

\$ 6,000

\$30,400

\$4,000

**Subtotal \$40,400**

### Inventories and Assessments

- Provide GIS mapping support

\$5,000

**Subtotal \$5,000**

### Monitoring and Data Analysis

- Staff time for sample collection, equipment installation, maintenance, downloading, longitudinal surveys (temperature, dissolved oxygen, turbidity), winter nitrate monitoring at South Branch Vermillion River
- Data analysis, database management, data reporting, FLUX modeling, reporting
- Water quality sample analysis and QA/QC samples
- Equipment and supplies
- Macroinvertebrate collections and habitat monitoring

\$39,000

\$17,000

\$19,000

\$ 8,000

\$ 7,000

**Subtotal \$90,000****Total Not To Exceed Amount: \$257,000**

1 25% technical and administrative costs will be invoiced for each contracted project installed

2 Each Landscaping for Clean Water project installed includes \$250 for landowner stipend and \$500 for technical and administrative assistance

**6b. Recommendation to Execute a Joint Powers Agreement with Scott Soil and Water Conservation District for Services in 2021**

Meeting Date: 1/13/2021  
Item Type: Action  
Contact: Troy Kuphal  
Telephone: 952-492-5425  
Prepared by: Mark Zabel  
Reviewed by: N/A

N/A



**PURPOSE/ACTION REQUESTED**

- Recommendation to execute a Joint Powers Agreement with Scott Soil and Water Conservation District (SWCD) for Services in 2021.

**SUMMARY**

Each of the tasks in the Scott Soil and Water Conservation District's (SWCD) proposed work plan and budget (Attachment A) is included as line items in the 2021 Vermillion River Watershed Joint Powers Organization (VRWJPO) budget. The largest proposed spending is in the Capital Improvement Project category for cost share and financial incentives for approved best management practices (BMPs). Rather than developing VRWJPO cost-sharing programs that duplicate existing efforts, the VRWJPO relies on Scott SWCD's established cost-share programs to efficiently implement water-quality improvement projects. The VRWJPO provides Scott SWCD with funds to cost-share BMPs in urban and rural areas throughout the Scott SWCD portion of the watershed.

**RECOMMENDATION**

Staff requests the Vermillion River Watershed Planning Commission recommend executing a Joint Powers Agreement with Scott SWCD for Services in 2021.

**EXPLANATION OF FISCAL/FTE IMPACT**

Total not to exceed \$54,025.

**RESOLUTION**

**6b. Recommendation to Execute Joint Powers Agreement with Scott Soil and Water Conservation District for Services in 2021**

**WHEREAS**, Scott SWCD provides a variety of essential services to the Vermillion River Watershed Joint Powers Organization (VRWJPO) each year, including water monitoring, outreach and education, regulatory review, inventory and assessment, and capital improvements; and

**WHEREAS**, Scott SWCD is proposing to assist the VRWJPO with similar tasks in 2021; and

**WHEREAS**, the tasks in the Scott SWCD proposed work plan and budget are each included as line items in the VRWJPO 2021 Budget in various categories; and

**WHEREAS**, the VRWJPO relies on Scott SWCD's established programs to efficiently implement cost-share funding for capital improvement projects.

**NOW, THEREFORE, BE IT RESOLVED**, that the Vermillion River Watershed Planning Commission recommends the Vermillion River Watershed Joint Powers Board (VRWJPB) execute a Joint Powers Agreement with Scott SWCD in an amount not to exceed \$54,025 as presented to the VRWJPB at its meeting on January 28, 2021; subject to approval by the Dakota County Attorney's Office as to form.

**Attachment A**  
**2021 SCOTT SWCD WORK PLAN AND BUDGET**

Activity	Detail	Line Item		TOTAL	
		2020	2021	2020	2021
<b>Water Quality Monitoring</b>	<ul style="list-style-type: none"> <li>Monitor water quality at one station (V24) to include: equipment set-up and take-down; flow measurements; base flow and grab samples collection; programming; thermal monitoring; data processing and management; planning and coordination.</li> </ul>	\$5775	\$5775	<b>\$9,775</b>	<b>\$9,775</b>
	<ul style="list-style-type: none"> <li>Equipment maintenance, repair and replacement expenses</li> </ul>	\$1,500	\$1,500		
	<ul style="list-style-type: none"> <li>Lab, data line, and courier expenses</li> </ul>	\$2,500	\$2,500		
<b>Public Outreach and Education</b>	<ul style="list-style-type: none"> <li>Conservation, stormwater and youth education, as detailed in the Scott Clean Water Education Program 2019 Work Plan. Includes but not limited to community events/expos, library displays, news releases, Outdoor Education Day; and workshops</li> </ul>	\$1,300	\$1,300	<b>\$1,300</b>	<b>\$1,300</b>
<b>Capital Improvement Program<sup>1</sup></b>	<ul style="list-style-type: none"> <li>Project development: Identify properties for potential restorable wetlands, buffers, filter strips and other priority conservation practices, including but not limited to those identified in the 2014 subwatershed analysis; promote and market practices to property owners; meet with receptive owners.</li> </ul>	\$2,200	\$2,200	<b>\$41,300</b>	<b>\$41,300</b>
	<ul style="list-style-type: none"> <li>Project design and engineering: feasibility investigations; surveys; project design and conservation plan preparation; construction inspections and certification; cost share contract administration. Eligible projects to include but not limited to: wetland restoration, streambank stabilization, filter strips, bioretention, nutrient management, cover crops, closed tile intakes, grade stabilization structures, grassed and lined waterways, and water and sediment control basins.</li> </ul>	\$8,400	\$8,400		
	<ul style="list-style-type: none"> <li>Cost share and financial incentives for approved project applications</li> </ul>	\$30,700	\$30,700		
	<ul style="list-style-type: none"> <li>Cost share and financial incentives carried over for applications approved in 2017</li> </ul>	\$0	\$0		
<b>Regulatory Program Assistance</b>	<ul style="list-style-type: none"> <li>Research, investigations, and corrective action follow-up related to wetland, feedlot, and buffer law compliance.</li> </ul>	\$900	\$900	<b>\$900</b>	<b>\$900</b>
<b>Management and Administration</b>	<ul style="list-style-type: none"> <li>Manage work, planning, budget and financial recordkeeping</li> <li>Prepare and administer Service agreement</li> <li>Attend Board, TAG and other JPB–sponsored meetings</li> <li>Identify and develop recommendations regarding JPO programs and policies</li> </ul>	\$750	\$750	<b>\$750</b>	<b>\$750</b>
<b>GRAND TOTAL:</b>				<b>\$54,025</b>	<b>\$54,025.00</b>

<sup>1</sup> To the maximum extent practical, other local, state, federal cost-share funds will be utilized to implement conservation practices before, or in conjunction with, the use VRWJPO funds. By approval of this work plan, the VRWJPO authorizes the Scott SWCD to utilize funding under this line item to provide financial assistance to landowners and occupiers in the watershed for the implementation of approved practices, as set forth in applicable 2020 cost share and incentive program policies as adopted by Scott SWCD Board of Supervisors.

**6c. Review Applications for Vacant Seats on the Vermillion River Watershed Planning Commission**

Meeting Date: 1/13/2021  
Item Type: Action  
Contact: Mark Zabel  
Telephone: 952-891-7011  
Prepared by: Mark Zabel



**PURPOSE/ACTION REQUESTED**

- Review Applications for Vacant Seats on the Vermillion River Watershed Planning Committee.

**SUMMARY**

The Joint Powers Agreement governing the Vermillion River Watershed Joint Powers Organization (VRWJPO) established a nine-member advisory Vermillion River Watershed Planning Commission (WPC) composed of citizens of the watershed, eight from Dakota County and one from Scott County.

The Vermillion River Watershed Joint Powers Board (VRWJPB) has directed the VRWJPO staff to develop a process for evaluating applicants interested in serving on the WPC. The process would involve the WPC reviewing applications and determining whether applicants are eligible and should be interviewed for a vacancy. A panel consisting of the VRWJPB Chair, the WPC Chair, and the VRWJPO Administrator would interview applicants and make recommendations to the VRWJPB. During a subsequent VRWJPB meeting, the panel's recommendation would be brought to the VRWJPB as a request for appointment of the recommended applicant(s) to the WPC.

Three applications have been received (see Attachment A) for two currently vacant seats on the WPC.

**RESOLUTION**

**5b. Recommendation to Forward Applicants to the Vermillion River Watershed Planning Commission to the Review Panel for Evaluation and Recommendation**

**WHEREAS**, the Vermillion River Watershed Joint Powers Organization (VRWJPO) has received three applicants to fill two open seats on the Watershed Planning Commission (WPC); and

**WHEREAS**, the Vermillion River Watershed Joint Powers Organization has developed a process to evaluate applicants for recommendation to the Vermillion River Watershed Joint Powers Board for appointment to the WPC; and

**WHEREAS**, the WPC has evaluated the applicants and found them eligible to serve on the WPC;

**NOW, THEREFORE, BE IT RESOLVED**, that the Vermillion River Watershed Planning Commission hereby recommends applications from Pamela Rubash, Andy Riesgraf, and James Kotz to the Evaluation Panel for consideration and recommendation to the Vermillion River Watershed Joint Powers Board for appointment to two open seats on the Vermillion River Watershed Planning Commission.





## Open Appointments Application for Citizen Advisory Committees/Commissions/Boards

### Part 1: Applicant Information

Applicant Name:

Rubash  
Last Name

Pamela  
First Name

J.  
M.I.

☐ Mr. ☐ Mrs. ☒ Ms.

Home Address:

Street Address

Apple Valley  
City

MN  
State

55124  
Zip

Dakota  
County of Residence

Commissioner District: \_\_\_\_\_ (Leave blank if you do not know the number of your commissioner district.)

Telephone:

Cell

( )  
Business

( )  
Home

E-mail Address: \_\_\_\_\_

### Part 2: Committee Selection

Indicate below the name of the committee(s) for which you are seeking appointment. If more than one, number them according to preference (1 being your first choice). All applicants: complete Parts 3-7. Review Parts 8-10 and complete only those that apply to the committee(s) you select below.

☐ Dakota-Scott Workforce Development Board

☐ Special Board of Appeal and Equalization

☐ Extension Committee

☒ Vermillion River Watershed Planning Commission

☐ Library Advisory Committee

☐ Zoning Board of Adjustment

☐ Planning Commission

☐ Other: \_\_\_\_\_

☐ Public Art Citizen Advisory Committee

### Part 3: Your Rights as a Subject of Data/Applicant Declaration

Pursuant to Minnesota Statutes Chapter 13, Dakota County informs you that the following information which you are asked to provide in this application is private data: telephone numbers, fax number, residential street address, email address, business/financial interest, status as recipient of human services, and criminal record. Unless and until you are appointed to an advisory committee, this information will be available only to you and county officials who need it to perform their job duties. Furnishing this information is voluntary. Failure to provide the information requested in Parts 4-10 of this application may disqualify you from appointment to one or more advisory committees. The remainder of the information in this application is public.

State law requires your residential street address and either your email address or telephone number be made public if you are appointed to an advisory committee. Unless you indicate otherwise, Dakota County will make your email address public. If you do not have an email address, Dakota County will make your home telephone number public. You may request that both be made public or that your business telephone number instead of your home telephone number be made public.

If appointed, I request that Dakota County make public (check all that apply):

☐ Cell phone number: \_\_\_\_\_

☐ Business phone number: \_\_\_\_\_

☐ Home phone number: \_\_\_\_\_

☒ E-mail address: \_\_\_\_\_



Signature of Applicant

Date

11/11/20

**Part 4: Per Diem**

Most County Board citizen advisory committee appointees, who are not representing a governmental unit, receive \$35 per diem (but no additional expense reimbursement) for attendance at regular and special meetings of the committee. Exceptions are appointees to the Personnel Board of Appeals (\$35 per diem plus expense reimbursement for attendance), and Special Board of Appeal and Equalization (\$175 per day or \$87.50 per half-day plus mileage reimbursement). Applicants may choose to decline the per diem at the time of application.

Please check this box if you wish to decline the per diem: ☒ Decline

**Part 5: Affiliation with Dakota County**

Dakota County employees are not eligible for appointment to any citizen advisory committee, unless otherwise provided by law.

Are you an employee of Dakota County?

☐ Yes ☒ No

Individuals affiliated with Dakota County are eligible for appointment to any citizen advisory committee but do not receive preference in the appointment process and are not automatically disqualified, unless otherwise provided by law. For purposes of this policy, affiliated means (1) has a contract with Dakota County, or (2) is employed by a Dakota County contractor.

Are you currently under contract with or employed by a contractor of Dakota County?

☐ Yes ☒ No

If yes, which contractor? \_\_\_\_\_

**Part 6: Criminal Record**

Having a criminal record does not automatically exclude an applicant from the appointment process. However, to protect the integrity of its Citizen Advisory Committees, Dakota County reserves the right to exclude from appointment individuals who are on probation for a felony level offense or who have been convicted of any of the following felony or gross misdemeanor offenses: homicide/murder, crimes against the person, sex crimes, crimes against the family, crimes against public safety and health, public misconduct or nuisance, or first-, second- or third-degree driving while impaired. Check one and complete as necessary.

☒ I am not on probation for a felony level offense and do not have a felony or gross misdemeanor conviction as listed above.

☐ I am not on probation for a felony level offense and I have the following above-listed felony or gross misdemeanor conviction(s): \_\_\_\_\_

**Part 7: Statement of Qualifications (You may supplement this section by attaching a resume or additional information.)**

**PLEASE NOTE:** In accordance with County policy, no paid employee of Dakota County is eligible to be appointed as a member of any citizen advisory committee unless otherwise specified by law.

Business/Employer: Prison Fellowship

Business Address: 44180 Riverside Pkwy. Lansdowne, VA 20176  
Street City State Zip County

Job Title: Program Director, Prison Fellowship Academy

Current Responsibilities: Manage life transformation program for incarcerated women at the Minnesota Correctional Facility - Shakopee

Previous Work Experience: Business Partnerships Manager, VFAP - Bloomington  
Children & Family Ministry Director, Faith Covenant Church - Burnsville  
National Trainer on Non Profit Best Practices, LOVE, INC. - Minneapolis  
Marketing Director, Page Inc. - Savage mn

Vocational/Educational Background: BA with majors in Business Administration  
and in Communications

Community Service: Girl Scout leader, Boy Scout leader, Drama Teacher

Describe your interest in serving on a citizen advisory committee: I'm very concerned about the  
environment and water quality

**PLEASE NOTE:** Some committees require additional information from applicants.  
Review Parts 8-10, and complete only those that apply to the committee(s) you selected in Part 2.

#### **Part 8: Dakota-Scott Workforce Development Board Applicants Only**

Minn. Stat. § 268.666, subd. 3, requires that local workforce councils include as members representatives of the private sector (owners of business concerns, chief executives or chief operating officers of nongovernmental employers, or other private sector executives who have substantial management or policy responsibility), organized labor, workforce and community-based organizations, educational agencies that are representative of all educational agencies within the workforce service area, vocational rehabilitation agencies, public assistance agencies, economic development agencies, and public employment service agencies.

Private sector applications must be accompanied by a letter of support from a general purpose business organization (e.g. chamber of commerce). Public sector applications must be accompanied by a letter of support from the parent agency. For further information on the Workforce Development Board, please call Dakota County Workforce Services at 651-554-5633.

Nominating Agency: \_\_\_\_\_

**Which do you represent:** (Check all that apply.)

- |   |  |
|---|--|
| <input type="checkbox"/> Private Sector/Small Business                  | <input type="checkbox"/> Public/Economic Development |
| <input type="checkbox"/> Private Sector/Large Business (>500 employees) | <input type="checkbox"/> Public/Education            |
| <input type="checkbox"/> Private Sector/Minority Business               | <input type="checkbox"/> Public/Labor                |
| <input type="checkbox"/> Public/Apprentice                              | <input type="checkbox"/> Public/Public Assistance    |
| <input type="checkbox"/> Public/Community Based                         | <input type="checkbox"/> Public/Public Employment    |
|   | <input type="checkbox"/> Public/Rehabilitation       |

#### **Part 9: Planning Commission Applicants Only**

Minnesota Statutes Section 394.30, subdivision 1, the statutory authority under which the Dakota County Planning Commission has been created, requires that: "No voting member of the commission shall have received, during the two years prior to appointment, any substantial portion of income from business operations involving the development of land within the county for urban or urban related purposes."

During the last two years, have you received any substantial portion of your income from business operations involving the development of land within Dakota County for urban or urban related purposes?

- ☐ Yes    ☐ No



**Part 10: Vermillion River Watershed Planning Commission Applicants Only**

The Vermillion River Watershed Joint Powers Board, consisting of commissioners from Dakota and Scott Counties, makes appointments to the Watershed Planning Commission. Qualified applicants must reside in the watershed (residency will be verified upon receipt of this application) and may be elected officials. Employees of local governments located in the watershed are not eligible for appointment.

1. Are you an elected official?  
☐ Yes ☒ No If yes, for what government entity? \_\_\_\_\_
2. Do you have personal or employment experience in a field related to watershed management?  
☐ Yes ☒ No If yes, please specify relevant experience: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THANK YOU!**

**Return completed form to:**

Sr. Administrative Coordinator to the Board  
Administration Center  
1590 Highway 55  
Hastings, MN 55033

Email:  
Fax: (651) 438-4405

**Office Use Only**

Date Received: _____	Appointment Date: _____
Date Entered: _____	Term Ended Date: _____
Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Retention Date: _____
Committee: _____	





## Open Appointments Application for Citizen Advisory Committees/Commissions/Boards

### Part 1: Applicant Information

**Applicant Name:** Riesgraf Andy T ☒ Mr. ☐ Mrs. ☐ Ms.  
Last Name First Name M.I.

**Home Address:**

Apple Valley MN 55124 Dakota  
City State Zip County of Residence

**Commissioner District:** (Leave blank if you do not know the number of your commissioner district.)

**Telephone:**

Cell Business Home

**E-mail Address:**

### Part 2: Committee Selection

Indicate below the name of the committee(s) for which you are seeking appointment. **If more than one, number them according to preference (1 being your first choice).** All applicants: complete Parts 3–7. Review Parts 8-10 and complete only those that apply to the committee(s) you select below.

- |   |  |
|---|--|
| <input type="checkbox"/> Dakota-Scott Workforce Development Board | <input type="checkbox"/> Special Board of Appeal and Equalization                  |
| <input type="checkbox"/> Extension Committee                      | <input checked="" type="checkbox"/> Vermillion River Watershed Planning Commission |
| <input type="checkbox"/> Library Advisory Committee               | <input type="checkbox"/> Zoning Board of Adjustment                                |
| <input type="checkbox"/> Planning Commission                      | <input type="checkbox"/> Other:  |
| <input type="checkbox"/> Public Art Citizen Advisory Committee    |  |

### Part 3: Your Rights as a Subject of Data/Applicant Declaration

Pursuant to Minnesota Statutes Chapter 13, Dakota County informs you that the following information which you are asked to provide in this application is private data: telephone numbers, fax number, residential street address, email address, business/financial interest, status as recipient of human services, and criminal record. Unless and until you are appointed to an advisory committee, this information will be available only to you and county officials who need it to perform their job duties. Furnishing this information is voluntary. Failure to provide the information requested in Parts 4-10 of this application may disqualify you from appointment to one or more advisory committees. The remainder of the information in this application is public.

State law requires your residential street address and either your email address or telephone number be made public if you are appointed to an advisory committee. Unless you indicate otherwise, Dakota County will make your email address public. If you do not have an email address, Dakota County will make your home telephone number public. You may request that both be made public or that your business telephone number instead of your home telephone number be made public.

If appointed, I request that Dakota County make public (check all that apply):

- ☐ Cell phone number:  
☐ Business phone number:  
☐ Home phone number:  
☒ E-mail address:

\_\_\_\_\_  
**Signature of Applicant**

11-23-2020\_\_\_\_\_  
**Date**

**Part 4: Per Diem**

Most County Board citizen advisory committee appointees, who are not representing a governmental unit, receive \$35 per diem (but no additional expense reimbursement) for attendance at regular and special meetings of the committee. Exceptions are appointees to the Personnel Board of Appeals (\$35 per diem plus expense reimbursement for attendance), and Special Board of Appeal and Equalization (\$175 per day or \$87.50 per half-day plus mileage reimbursement). Applicants may choose to decline the per diem at the time of application.

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Are you currently under contract with or employed by a contractor of Dakota County?

☐ Yes ☒ No

If yes, which contractor?

**Part 6: Criminal Record**

Having a criminal record does not automatically exclude an applicant from the appointment process. However, to protect the integrity of its Citizen Advisory Committees, Dakota County reserves the right to exclude from appointment individuals who are on probation for a felony level offense or who have been convicted of any of the following felony or gross misdemeanor offenses: homicide/murder, crimes against the person, sex crimes, crimes against the family, crimes against public safety and health, public misconduct or nuisance, or first-, second- or third-degree driving while impaired. Check one and complete as necessary.

☒ I am not on probation for a felony level offense and do not have a felony or gross misdemeanor conviction as listed above.

☐ I am not on probation for a felony level offense and I have the following above-listed felony or gross misdemeanor conviction(s):

**Part 7: Statement of Qualifications (You may supplement this section by attaching a resume or additional information.)**  
**PLEASE NOTE: In accordance with County policy, no paid employee of Dakota County is eligible to be appointed as a member of any citizen advisory committee unless otherwise specified by law.**

**Business/Employer:** PLEASE SEE ATTACHED RESUME

**Business Address:**

Street

City

State

Zip

County

**Job Title:**

**Current Responsibilities:**

**Previous Work Experience:**

**Vocational/Educational Background:**

**Community Service:**

**Describe your interest in serving on a citizen advisory committee:**

**PLEASE NOTE: Some committees require additional information from applicants.  
Review Parts 8–10, and complete only those that apply to the committee(s) you selected in Part 2.**

**Part 8: Dakota-Scott Workforce Development Board Applicants Only**

Minn. Stat. § 268.666, subd. 3, requires that local workforce councils include as members representatives of the private sector (owners of business concerns, chief executives or chief operating officers of nongovernmental employers, or other private sector executives who have substantial management or policy responsibility), organized labor, workforce and community-based organizations, educational agencies that are representative of all educational agencies within the workforce service area, vocational rehabilitation agencies, public assistance agencies, economic development agencies, and public employment service agencies.

Private sector applications must be accompanied by a letter of support from a general purpose business organization (e.g. chamber of commerce). Public sector applications must be accompanied by a letter of support from the parent agency. For further information on the Workforce Development Board, please call Dakota County Workforce Services at 651-554-5633.

**Nominating Agency:**

**Which do you represent:** (Check all that apply.)

- |   |  |
|---|--|
| <input type="checkbox"/> Private Sector/Small Business                  | <input type="checkbox"/> Public/Economic Development |
| <input type="checkbox"/> Private Sector/Large Business (>500 employees) | <input type="checkbox"/> Public/Education            |
| <input type="checkbox"/> Private Sector/Minority Business               | <input type="checkbox"/> Public/Labor                |
| <input type="checkbox"/> Public/Apprentice                              | <input type="checkbox"/> Public/Public Assistance    |
| <input type="checkbox"/> Public/Community Based                         | <input type="checkbox"/> Public/Public Employment    |
|   | <input type="checkbox"/> Public/Rehabilitation       |

**Part 9: Planning Commission Applicants Only**

Minnesota Statutes Section 394.30, subdivision 1, the statutory authority under which the Dakota County Planning Commission has been created, requires that: "No voting member of the commission shall have received, during the two years prior to appointment, any substantial portion of income from business operations involving the development of land within the county for urban or urban related purposes."

During the last two years, have you received any substantial portion of your income from business operations involving the development of land within Dakota County for urban or urban related purposes?

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**Part 10: Vermillion River Watershed Planning Commission Applicants Only**

The Vermillion River Watershed Joint Powers Board, consisting of commissioners from Dakota and Scott Counties, makes appointments to the Watershed Planning Commission. Qualified applicants must reside in the watershed (residency will be verified upon receipt of this application) and may be elected officials. Employees of local governments located in the watershed are not eligible for appointment.

1. Are you an elected official?  
☐ Yes    ☒ No    If yes, for what government entity?
2. Do you have personal or employment experience in a field related to watershed management?  
☒ Yes    ☐ No    If yes, please specify relevant experience: Please see attached resume.

***THANK YOU!***

**Return completed form to:**

Sr. Administrative Coordinator to the Board  
Administration Center  
1590 Highway 55  
Hastings, MN 55033

Email: [board@co.dakota.mn.us](mailto:board@co.dakota.mn.us)  
Fax: (651) 438-4405

**Office Use Only**

Date Received: \_\_\_\_\_  
Date Entered: \_\_\_\_\_  
Appointed:    ☐ Yes                      ☐ No  
Committee:    \_\_\_\_\_

Appointment Date: \_\_\_\_\_  
Term Ended Date: \_\_\_\_\_  
Retention Date: \_\_\_\_\_



# Andrew T. Riesgraf

## Objective

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To become a member of the Vermillion River Watershed Planning Commission (WPC).

## Education

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### UNIVERSITY OF MINNESOTA, TWIN CITIES, St. Paul, Minnesota

*Master of Science in Fisheries and Aquatic Biology*

February 2020

- Thesis: *A field test of a sound deterrent system to block the upstream migration of invasive carp through a Mississippi River Lock and Dam*
- Notable courses: Hydrology and Water Quality Field Methods, Hydrology and Watershed Management, Stream and River Ecology, Ecosystem Health, Ecosystem Ecology, Human Dimensions of Biological Conservation
- Advisor: Dr. Peter Sorensen
- GPA 3.88/4.00

*Bachelor of Science in Fisheries, Wildlife, and Conservation Biology, emphasis in Fisheries*

2014 - 2016

*Minor in Environmental Sciences, Policy, and Management*

- Notable courses: Limnology, Wetlands, GIS for Natural Resources, Vegetation Sampling for Habitat Assessments, and Human Dimensions of Fisheries and Wildlife Management
- Undergraduate Research Opportunities Project  
A collaboration with MN DNR East Metro area fisheries  
Project: *Age, Growth, and Maturity of Freshwater Drum in Minnesota's Major Rivers* October 2014
- Eric Ness Memorial Scholarship Award June 2014
- Dayton P. Kirkham Sr. Scholarship Award May 2014
- Dean's List Spring 2015
- GPA 3.46/4.00

### MINNESOTA STATE UNIVERSITY, Mankato, Minnesota

*Bachelor of Science in Law Enforcement*

2004 - 2008

- Dean's List Spring 2007, Fall 2007
- GPA 3.34/4.00

## Employment

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### UNIVERSITY OF MINNESOTA, TWIN CITIES, Minneapolis, Minnesota

ST. ANTHONY FALLS LABORATORY

September 2020 - Present

*Researcher - Field Lead*

- Works collaboratively with a team of professors, researchers, engineers, and students to investigate the impacts of recreational boat-generated waves and propeller wash on lake sediments and shorelines
- Leads daily field work logistics and activities
- Assists with the fabrication, installation, and maintenance of sensor deployment apparatuses
- Deploys and maintains monitoring sensors including water quality sondes (Hydrolab HL4 and DS5X), acoustic doppler velocimeter (Nortek Vectrino), and acoustic doppler current profiler (Nortek Signature 1000)
- Completes data management activities including documentation, data download and entry, and basic spreadsheet analysis

### UNIVERSITY OF MINNESOTA, TWIN CITIES, St. Paul, Minnesota

MINNESOTA AQUATIC INVASIVE SPECIES RESEARCH CENTER

*Graduate Research Assistant - Sorensen Fisheries Lab*

September 2018 - January 2020

- *Field Technician*
  - Research project investigated a newly installed invasive carp deterrent system at Mississippi River Lock and Dam No. 8
  - Developed and deployed a complex remote access acoustic telemetry receiver array

- Captured common carp via electrofishing and surgically implanted fish with acoustic tracking transmitters
- Collected and organized field data, utilizing databases, spreadsheets, and word processing
- *Laboratory Manager*
  - Managed, monitored, maintained, and repaired a complex fish holding facility
  - Tested fish behavior using a variety of experimental techniques and laboratory procedures
  - Collected, archived, analyzed, and graphed data to be presented in technical writing and presentations

*Fisheries Researcher – Sorensen Fisheries Lab*

May 2016 – September 2018

- Research project tracked the movement of fish around Mississippi River locks and dams to determine how fish respond to water velocities and sound fields, with the intent to apply findings to the deterrence and/or management of invasive carp
- Developed, deployed, and maintained an intricate acoustic telemetry receiver array
- Used GPS equipment to track fish movement via active and passive radio and acoustic telemetry
- Planned, implemented, reported, and presented scientific findings to federal and state agencies
- Performed data collection, analysis, and report preparation, utilizing databases, spreadsheets, and word processing
- Maintained communication with a diverse group of stakeholders via email, phone, written reports, and oral presentations
- Managed project logistics, equipment acquisition, maintenance, and repair
- Effectively worked independently and as a member of the team
- Supervised and managed undergraduate student employees
- Skilled in the ability to catch fish utilizing various sampling gear and methodology including gill nets, hoop nets, electrofishing, and angling
- Proficient in surgical implantation of acoustic and radio tracking transmitters in various fish species including common carp, bigmouth and smallmouth buffalo, walleye, and channel catfish
- Expert in safely operating and trailering boats

**MINNESOTA STATE**

March 2009 – September 2015

NORMANDALE COMMUNITY COLLEGE, Bloomington, Minnesota

*Public Safety Officer*

- Assigned, supervised, managed, and directed student public safety officers
- First responder to emergency situations and trouble calls
- Responded to campus community inquiries, complaints, and requests, utilizing de-escalation techniques when necessary
- Regulated, monitored, and patrolled interior, exterior, and encircling properties
- Enforced violations of rules and ordinances

**MINNESOTA DEPARTMENT OF NATURAL RESOURCES**

May 2015 – August 2015

EAST METRO AREA FISHERIES OFFICE, St. Paul, Minnesota

*Fisheries Intern – invasive carp*

- Assisted with the detection and monitoring of all life stages of invasive carp species in the Mississippi and St. Croix Rivers
- Monitored native fish species that may be affected by the establishment of invasive carp species
- Performed growth and age analysis of various fish species
- Documented the collection and organization of field data
- Experienced with the following fish sampling methods: contracted commercial fishing, electrofishing by boat and backpack, gill and trammel netting, trap and hoop netting, and larval trawling
- Assisted in the marking (fin clips and Floy tags) of various fish species

**SOUTH LAKE MINNETONKA POLICE DEPARTMENT, Shorewood, Minnesota** July 2008 – August 2012*Community Service Officer*

- Assisted licensed police officers with routine patrol and medical emergencies
- Performed administrative tasks, animal control duties, community service, crime prevention, maintenance of department equipment and supplies, specialized patrol and enforcement, and prisoner transports
- Effectively utilized public relations skills and resolved dispute and problem calls
- Conducted investigations involving nuisance animal, dangerous animal, and animal welfare cases and executed appropriate follow-up and/or enforcement actions
- Interpreted and explained city ordinances, policies, and procedures to local citizens and businesses
- Implemented enforcement actions when noncompliance with city ordinances, policies, and procedures were identified

**Professional Publications, Reports, and Presentations**

- 
- **Riesgraf A.T.**, Finger J.S., Zielinski D.P., Dennis C.D., and Sorensen P.W. (In Preparation) A field test of a broadband sound designed to block the upstream entrance of carp into a Mississippi River navigation lock. Target Journal: *Management of Biological Invasions*.
  - Finger J.S., **Riesgraf A.T.**, Zielinski D.P., and Sorensen P.W. (2020) Monitoring upstream fish passage through a Mississippi River lock and dam reveals species differences in lock chamber usage and supports a fish passage model, which describes velocity-dependent passage through spillway gates. *River Research and Applications*, 36(1): 36-46.
  - Finger J.S., **Riesgraf A.T.**, and Sorensen P.W. Integrating detection, deterrents, and operations at Upper Mississippi River Locks and Dams. Report submitted to the Minnesota Department of Natural Resources. March 2019, pg. 1-91.
  - **Riesgraf A.T.**, Whitty J.M., Zielinski D.P., and Sorensen P.W. Integrating a sound/light deterrent and dam gate operations at Lock and Dam 8, Mississippi River to reduce upstream migration of common carp (*Cyprinus carpio*). Poster Presentation. American Fisheries Society Meeting- Minnesota Chapter. February 2020.
  - **Riesgraf A.T.**, Finger J.S., Dennis C.D., and Sorensen P.W. A field test examining the ability of an outboard boat motor sound to deter common carp from passing through the lock of a Mississippi River lock and dam. Poster presentation. American Fisheries Society Meeting- Minnesota Chapter. February 2018.
  - **Riesgraf A.T.**, Finger J.S., Zielinski D.P., Gilmanov A., and Sorensen P.W. Lack of fish passage at Lock and Dam No. 2 supports an agent-based model. Research update presentation. Minnesota Department of Natural Resources Fisheries Research Meeting. June 2017.
  - **Riesgraf A.T.**, Finger J.S., Zielinski D.P., and Sorensen P.W. A custom-built acoustic array that precisely determines the route of fish passage through a Mississippi River lock and dam. Poster presentation. American Fisheries Society Meeting- Minnesota Chapter. February 2017.

**Volunteer Experience****FRESHWATER SOCIETY, St. Paul, Minnesota**

October 2017 - Present

**VERMILLION RIVER WATERSHED JOINT POWERS ORGANIZATION, Farmington, Minnesota***Minnesota Water Steward*

- Developing the knowledge and skills needed to help improve water quality at the grassroots level
- Participates in training curriculum led by experts in the fields of hydrology, stormwater management, water policy, community-based social marketing, landscape assessment, and installation of clean water practices
- Serves as a clean water advocate and volunteers time at community outreach events

**MINNESOTA DEPARTMENT OF NATURAL RESOURCES**

October 2014 – April 2016

EAST METRO AREA FISHERIES OFFICE, St. Paul, Minnesota

- Assisted invasive carp species personnel at East Metro Area Fisheries Office
- Aged various fish species via otolith examination to develop Von Bertalanffy growth curves

**WETLAND HEALTH EVALUATION PROGRAM (WHEP)**

May 2014 – September 2015

DAKOTA COUNTY, APPLE VALLEY TEAM

- Community wetland health monitoring program that utilizes an IBI scoring system based on two biological communities: plants and macroinvertebrates
- Performed standard plot sampling methods to gather and identify plant community data
- Performed bottle trap and dip net sampling methods to gather and identify macroinvertebrate community data

**SOUTH LAKE MINNETONKA POLICE DEPARTMENT, Shorewood, Minnesota**

May 2007 - August 2012

- Reserve Officer
- Assisted with community outreach events and programs

**Certifications, Licenses, and Memberships**

---

- Minnesota Class D Driver's License
- Minnesota Department of Natural Resources Watercraft Operator's Permit
- First Aid and CPR/AED Certified by the American Red Cross
- Certified in Electrofishing Safety by the U.S. Department of the Interior
- American Fisheries Society member

Expires June 2021

March 2019

October 2015 - Present



## Open Appointments Application for Citizen Advisory Committees/Commissions/Boards

### Part 1: Applicant Information

**Applicant Name:** Kotz James P ☒ Mr. ☐ Mrs. ☐ Ms.  
Last Name First Name M.I.

**Home Address:**

Street Address

Rosemount

MN

55068

Dakota

City

State

Zip

County of Residence

**Commissioner District:** 4 (Leave blank if you do not know the number of your commissioner district.)

**Telephone:**

( )

( ) same

( ) same

Cell

Business

Home

**E-mail Address:**

### Part 2: Committee Selection

Indicate below the name of the committee(s) for which you are seeking appointment. If more than one, number them according to preference (1 being your first choice). All applicants: complete Parts 3–7. Review Parts 8-10 and complete only those that apply to the committee(s) you select below.

☐ Dakota-Scott Workforce Development Board

☐ Special Board of Appeal and Equalization

☐ Extension Committee

☒ Vermillion River Watershed Planning Commission

☐ Library Advisory Committee

☐ Zoning Board of Adjustment

☐ Planning Commission

☐ Other: \_\_\_\_\_

☐ Public Art Citizen Advisory Committee

### Part 3: Your Rights as a Subject of Data/Applicant Declaration

Pursuant to Minnesota Statutes Chapter 13, Dakota County informs you that the following information which you are asked to provide in this application is private data: telephone numbers, fax number, residential street address, email address, business/financial interest, status as recipient of human services, and criminal record. Unless and until you are appointed to an advisory committee, this information will be available only to you and county officials who need it to perform their job duties. Furnishing this information is voluntary. Failure to provide the information requested in Parts 4-10 of this application may disqualify you from appointment to one or more advisory committees. The remainder of the information in this application is public.

State law requires your residential street address and either your email address or telephone number be made public if you are appointed to an advisory committee. Unless you indicate otherwise, Dakota County will make your email address public. If you do not have an email address, Dakota County will make your home telephone number public. You may request that both be made public or that your business telephone number instead of your home telephone number be made public.

If appointed, I request that Dakota County make public (check all that apply):

☐ Cell phone number: \_\_\_\_\_

☐ Business phone number: \_\_\_\_\_

☐ Home phone number: \_\_\_\_\_

☒ E-mail address: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

James P Kotz

January 4, 2021

\_\_\_\_\_  
Date

**Part 4: Per Diem**

Most County Board citizen advisory committee appointees, who are not representing a governmental unit, receive \$35 per diem (but no additional expense reimbursement) for attendance at regular and special meetings of the committee. Exceptions are appointees to the Personnel Board of Appeals (\$35 per diem plus expense reimbursement for attendance), and Special Board of Appeal and Equalization (\$175 per day or \$87.50 per half-day plus mileage reimbursement). Applicants may choose to decline the per diem at the time of application.

Please check this box if you wish to decline the per diem: ☐ Decline

**Part 5: Affiliation with Dakota County**

Dakota County employees are not eligible for appointment to any citizen advisory committee, unless otherwise provided by law.

Are you an employee of Dakota County?

☐ Yes ☒ No

Individuals affiliated with Dakota County are eligible for appointment to any citizen advisory committee but do not receive preference in the appointment process and are not automatically disqualified, unless otherwise provided by law. For purposes of this policy, affiliated means (1) has a contract with Dakota County, or (2) is employed by a Dakota County contractor.

Are you currently under contract with or employed by a contractor of Dakota County?

☐ Yes ☒ No

If yes, which contractor? \_\_\_\_\_

**Part 6: Criminal Record**

Having a criminal record does not automatically exclude an applicant from the appointment process. However, to protect the integrity of its Citizen Advisory Committees, Dakota County reserves the right to exclude from appointment individuals who are on probation for a felony level offense or who have been convicted of any of the following felony or gross misdemeanor offenses: homicide/murder, crimes against the person, sex crimes, crimes against the family, crimes against public safety and health, public misconduct or nuisance, or first-, second- or third-degree driving while impaired. Check one and complete as necessary.

☒ I am not on probation for a felony level offense and do not have a felony or gross misdemeanor conviction as listed above.

☐ I am not on probation for a felony level offense and I have the following above-listed felony or gross misdemeanor conviction(s): \_\_\_\_\_

**Part 7: Statement of Qualifications (You may supplement this section by attaching a resume or additional information.)**

**PLEASE NOTE:** In accordance with County policy, no paid employee of Dakota County is eligible to be appointed as a member of any citizen advisory committee unless otherwise specified by law.

**Business/Employer:** LRG, Inc.

**Business Address:** 227 E. Milam St Jasper TX 75951 Jasper Cty  
Street City State Zip County

**Job Title:** Regional Manager, North Region

**Current Responsibilities:** I am a sales representative in the security industry. I have lived in Minnesota  
my entire life and have lived in Rosemount, MN for the last 32 years.

**Previous Work Experience:** I have been in sale representative business for the past 36 years.

**Vocational/Educational Background:** I have a Associates Degree from South Central College in Sales & Marketing. I have graduated from U of M Minnesota Master Naturalist program (2016), I have graduated from the Master Water Steward - Freshwater program (2019)

**Community Service:** MN Master Naturalist, Master Water Steward, served various positions on the executive council on the board with Rosemount Area Arts Council (RAAC), and have volunteered with other various volunteer opportunities.

**Describe your interest in serving on a citizen advisory committee:** Since 2010, I have been very concerned with water conditions across our state and local area. I believe water is something we need to take care of now and, more importantly, our future generations.

**PLEASE NOTE: Some committees require additional information from applicants.  
Review Parts 8–10, and complete only those that apply to the committee(s) you selected in Part 2.**

**Part 8: Dakota-Scott Workforce Development Board Applicants Only**

Minn. Stat. § 268.666, subd. 3, requires that local workforce councils include as members representatives of the private sector (owners of business concerns, chief executives or chief operating officers of nongovernmental employers, or other private sector executives who have substantial management or policy responsibility), organized labor, workforce and community-based organizations, educational agencies that are representative of all educational agencies within the workforce service area, vocational rehabilitation agencies, public assistance agencies, economic development agencies, and public employment service agencies.

Private sector applications must be accompanied by a letter of support from a general purpose business organization (e.g. chamber of commerce). Public sector applications must be accompanied by a letter of support from the parent agency. For further information on the Workforce Development Board, please call Dakota County Workforce Services at 651-554-5633.

**Nominating Agency:** \_\_\_\_\_

**Which do you represent:** (Check all that apply.)

- |   |  |
|---|--|
| <input type="checkbox"/> Private Sector/Small Business                  | <input type="checkbox"/> Public/Economic Development |
| <input type="checkbox"/> Private Sector/Large Business (>500 employees) | <input type="checkbox"/> Public/Education            |
| <input type="checkbox"/> Private Sector/Minority Business               | <input type="checkbox"/> Public/Labor                |
| <input type="checkbox"/> Public/Apprentice                              | <input type="checkbox"/> Public/Public Assistance    |
| <input type="checkbox"/> Public/Community Based                         | <input type="checkbox"/> Public/Public Employment    |
|   | <input type="checkbox"/> Public/Rehabilitation       |

**Part 9: Planning Commission Applicants Only**

Minnesota Statutes Section 394.30, subdivision 1, the statutory authority under which the Dakota County Planning Commission has been created, requires that: "No voting member of the commission shall have received, during the two years prior to appointment, any substantial portion of income from business operations involving the development of land within the county for urban or urban related purposes."

During the last two years, have you received any substantial portion of your income from business operations involving the development of land within Dakota County for urban or urban related purposes?

- ☐ Yes    ☐ No



**Part 10: Vermillion River Watershed Planning Commission Applicants Only**

The Vermillion River Watershed Joint Powers Board, consisting of commissioners from Dakota and Scott Counties, makes appointments to the Watershed Planning Commission. Qualified applicants must reside in the watershed (residency will be verified upon receipt of this application) and may be elected officials. Employees of local governments located in the watershed are not eligible for appointment.

1. Are you an elected official?

☐ Yes ☒ No If yes, for what government entity? \_\_\_\_\_

2. Do you have personal or employment experience in a field related to watershed management?

☒ Yes ☐ No If yes, please specify relevant experience: Master Water Steward - Freshwater program (2019)

\_\_\_\_\_  
\_\_\_\_\_

**THANK YOU!**

**Return completed form to:**

Sr. Administrative Coordinator to the Board  
Administration Center  
1590 Highway 55  
Hastings, MN 55033

Email: [board@co.dakota.mn.us](mailto:board@co.dakota.mn.us)

Fax: (651) 438-4405

**Office Use Only**

Date Received: \_\_\_\_\_

Appointment Date: \_\_\_\_\_

Date Entered: \_\_\_\_\_

Term Ended Date: \_\_\_\_\_

Appointed: ☐ Yes ☐ No

Retention Date: \_\_\_\_\_

Committee: \_\_\_\_\_