

MEETING MINUTES

Riley-Purgatory-Bluff Creek Watershed District

February 7, 2018, Board of Managers Workshop and Monthly Meeting

PRESENT:

Managers: Jill Crafton, Treasurer

Dorothy Pedersen, Vice President

Dick Ward

Leslie Yetka, President

Staff: Claire Bleser, District Administrator

Terry Jeffery, Project and Permit Coordinator

Michelle Jordan, Community Outreach Coordinator

Joshua Maxwell, Water Resources Coordinator

Louis Smith, Attorney (Smith Partners)

Scott Sobiech, Engineer (Barr Engineering Company)

Other attendees: Laurie Hable, LRIA

Cheryl Nehl, Mitchell Lake Assoc. *

Pete Iversen, CAC; Eden Prairie Resident

Joan Palmquist, CAC*

Curt Kobilarcsik, Chanhassen Resident*

Laurie Susla, LLCA*

Larry Koch, Chanhassen Resident

Marilynn Torkelson, CAC*

Ryan Majkrzak, Chanhassen Resident*

Lori Tritz, CAC*

Sharon McCotter, CAC*

David Ziegler, CAC; Eden Prairie Resident

*Indicates attendance only at Monthly Meeting

1. Workshop: 10-Year Plan:- Review of Comments; Wetlands Program Update

President Yetka called to order the Wednesday, February 7, 2018, Board of Managers Workshop at 5:43 p.m. in the District Office, 18681 Lake Drive East, Chanhassen, MN 55317.

10-Year Plan - Review of Comments

Administrator Bleser stated that the District received comments on its draft 10-year plan during the public comment period, which ended January 15. She pointed out that the managers had received a copy of the comments and of the revised plan with the tracked proposed changes, which are in response to comments. Staff also displayed a PowerPoint of the tracked proposed changes.

Administrator Bleser talked about the format changes made to this final version of the plan, such as adding exhibit numbers. She reviewed with the Board each of the tracked changes. She noted that based on one comment received, staff proposes expanding the District's mission as stated in the plan to include the words "water resources." She talked about different ways the plan could list the District's goals and strategies. The Board agreed that it would list them in alphabetical order and add a footnote to indicate that the goals are not listed by priority but in alphabetical order.

She said that under water strategy staff has added how the District will address erosion issues. She highlighted the addition of a strategy for water quality: The District will investigate alternatives to infiltration practices to promote volume reduction areas not conducive to standard infiltration BMPs. Engineer Sobiech said that the District could look at more reuse of rainwater, more reforestation with certain types of trees, and more evapotranspiration.

Administrator Bleser noted that the 2018 Impaired Waters list is now available and is published on the District website. She explained that the District's flood elevation updates would be published on the District's website. President Yetka brought up the received comment from Eden Prairie about encouraging the District would take the lead in updating all floodplain maps. Engineer Sobiech explained that the City of Eden Prairie noted that some FEMA maps were lacking some information and were not entirely accurate with the topography. He stated that the City of Eden Prairie wants to partner with the District on updating the floodplain maps for the entire district, which is something that would be done through FEMA. Engineer Sobiech reported that staff has reached out to the Department of Natural Resources to find out if there are state funds available to help with that type of effort, but the District has not heard back. There was discussion about the current floodplain profiles, including how they are shifted as well as based on old precipitation patterns.

Administrator Bleser continued going through the proposed changes, including that staff added a new paragraph to identify the overarching District-wide outcomes of implementing this 10-year plan. The Board reviewed and agreed to the proposed changes as presented.

Wetlands

Mr. Jeffery reported that as directed by the Board last month, staff sent out a letter to the Local Governmental Units (LGUs) about LGU status regarding the Wetland Conservation Act (WCA). He said that the cities of Deephaven and Shorewood were the only two cities who do not want to retain their LGU status regarding the WCA. Mr. Jeffery added that Shorewood, which also has area in the Minnehaha Watershed, requested that the District contact the Minnehaha Watershed District to make sure there would be no issues.

Mr. Jeffery talked about cities' responses to the letter the District sent out last month requesting GIS data on wetlands. He said that right now District staff is establishing what data is out there and after that will compile a comprehensive wetland management plan, starting from less developed areas to more developed areas. President Yetka asked him for a timeline. He responded he estimates the timeline to be two years, but first the 10-year plan needs to be approved.

Manager Ward moved to adjourn the workshop. Manager Crafton seconded the motion. Upon a vote, the motion carried 4-0 [Manager Chadwick absent from vote.]

Manager Yetka adjourned the workshop at 6:30 p.m. and opened the meet and greet portion of the evening, which lasted until 7:06 p.m.

2. Regular Monthly Meeting

President Yetka called to order the Wednesday, February 7, 2018, Board of Managers Meeting at 7:07 p.m. in the District Office, 18681 Lake Drive East, Chanhassen, MN 55317.

3. Approval of the Agenda

Manager Crafton moved to approve the agenda as submitted. Manager Pedersen seconded the motion. Upon a vote, the motion carried 4-0 [Manager Chadwick absent from vote.]

4. Annual Report Presentation

District staff, using PowerPoint slides, presented information that will be included in the 2017 Annual Report. Administrator Bleser asked managers to submit comments, particularly on the factsheets and the Education and Outreach Plan.

Administrator Bleser reviewed the report's information about District projects in 2017. Mr. Jeffery talked about the 2017 permit activity, including that there were 73 permit applications received in 2017 compared to 42 applications in 2016.

Mr. Maxwell discussed the District's 2017 monitoring. Administrator Bleser handed out the 2017 Lake Water Quality Report. Mr. Maxwell also noted the District's 2018 next steps for carp management and responded to questions.

Ms. Jordan talked about the District's 2017 Education and Outreach work. Administrator Bleser handed out draft one-page factsheets about the Citizens Advisory Committee (CAC) and the Cost-Share Program. Ms. Jordan highlighted the 2017 volunteer program, which had 40 volunteers and 345 hours of volunteer service. She talked about the Local Leaders program, the youth outreach program, the continuing education program, Project WET, and the District's communication programs.

5. Matters of General Public Interest

President Yetka read aloud the procedures for this portion of the meeting and opened the floor for matters of general public interest.

Mr. Larry Koch, Chanhassen Resident, challenged staff to figure out ways to improve the District's website so that all the great information just presented by staff is readily accessible. He asked if it is possible to have a presentation on the cost to the District for its permitting program. Mr. Koch asked if the District could provide a breakdown of the private versus public permits. He asked if the District is recovering its permitting expenses from the public permits and wondered if the Board should look at that issue. He stated that the financial report shows that \$18,000 has been spent for 2017 Aquatic Invasive Species (AIS) inspections and he asked if more is going to be paid out for 2017 AIS. Mr. Koch also asked if more funds will be paid out for 2017 floodplain expenditures. He asked if, regarding to any 2017 budget not spent, any of those dollars will be carried over as reserved/restricted funds to be applied in 2018. Mr. Koch asked for the cost breakdown of the 10-year plan and asked what is left to be billed. Mr. Koch asked if the District has enough funds to fund its multi-year projects. He wanted to know if the 2.5 million dollars is still sitting in the Districts checking account and if so, is it appropriate to have that amount of money in a checking account. He said that he would like to see just a one-page sheet on the lakes and the creeks that indicate in a chart if they got better or worse and what was done with that water body.

Ms. Lori Tritz, CAC member, talked about an education course she plans to lead regarding water, waste, energy, and pollinators/landscaping. She talked about her plans for the course and asked the Board to consider approving staff involvement, noting that the District would have an opportunity to talk to the class for five to ten minutes as well and explain what kinds of things the District is doing. Ms. Tritz said she'd also love the Board's involvement. There was discussion and the Board and staff indicated interest in some type of participation in a volunteer capacity.

Ms. Laurie Susla, a Chanhassen resident, brought up the Minnesota Pollution Control Agency's (MPCA)

Watershed Restoration and Protection Strategy that will be out in 2018 and will define the MPCA's TMDLs and projects it wants accomplished. She asked if the District would address how the District's projects will coordinate with the MPCA's efforts and how projects will be prioritized between the District's 10-year plan and the MPCA's Watershed Restoration and Protection Strategy. She also requested that the Board appoint to the CAC a representative from a recreational lake.

Ms. Sharon McCotter commented that she believes that the CAC members need to be able to represent the watershed more broadly than from the position of representing the interests of a particular lake.

Staff responded to some of the comments.

6. Reading and Approval of Minutes

a. January 3, 2017, RPBCWD Board of Managers Monthly Meeting

Manager Ward requested a change on page 2, item 2, so that the language reads, "...to authorize the Administrator to add associated payroll services." He noted a spelling correction on page 5, item c, fourth line for the word "addressed" and an edit on page 6, second line to replace the word "legislature" with "legislation."

Manager Crafton moved to approve the minutes as amended. Manager Pedersen seconded the motion. Upon a vote, the motion carried 4-0 [Manager Chadwick absent from vote].

7. Consent Agenda

Manager Yetka read aloud the Consent Agenda items: 7a – Accept Staff Report; 7b - Accept Engineer's Report (with Attached Inspection Report); 7c – Approve Permit 2018-004 Lake Susan Park Pond Permit; 7d – Authorize to go out for bids for Chanhassen High School; 7e – Authorize to go out for bids for Lake Susan Park Pond. Manager Crafton moved to approve the Consent Agenda as presented. Manager Pedersen seconded the motion. Upon a vote, the motion carried 4-0 [Manager Chadwick absent from vote]. Manager Ward noted that last month he had requested that in the future staff would include in the inspection report not only a description of what type of property development it is such as residential or commercial but also the site address. He reiterated his request that the address be included.

8. Citizen Advisory Committee (CAC)

Mr. Ziegler reported that the CAC would like to add rules for changing the CAC's bylaws. He said that the CAC would like to add to the CAC's bylaws language that follows the wording of the Board's bylaws' language on this topic. Mr. Ziegler stated that the CAC discussed the education course proposal that CAC member Lori Tritz just spoke about. He said that the CAC is in favor of the Board and staff participating in some manner. The Board discussed Ms. Tritz's request and indicated interest. Mr. Ziegler said that CAC member Sharon McCotter is seeking for 2018 similar help that District staff member Michelle Jordan provided in 2017 for the storm drain work. Ms. Jordan noted that it would take about three to five hours of her time and that the project in 2017 was successful. The Board indicated consent.

9. Action Items

a. **Accept December Treasurer's Reports**

Manager Crafton discussed the revised version of the December Treasurer's Report that was handed out tonight. She noted changes made to Table 2 and Table 3 compared to the report originally included in the meeting packet. Manager Crafton summarized her review of the report. Manager Ward moved to accept the December Treasurer's report as handed out by staff. Manager Pedersen seconded the motion. Upon a vote, the motion carried 4-0 [Manager Chadwick absent from vote].

Administrator Bleser reported on the work she, Manager Crafton, and the new accountant have been doing regarding updating the format of the Treasurer's Report. Administrator Bleser particularly noted the changes they are considering regarding reporting on the multi-year projects. She described how the report will reflect expenditures based on the budget rather than the levy. She said that she will email out the information to the Board and she would like comments back from the managers regarding the changes being considered.

b. **Approve Paying of Bills**

Manager Crafton moved to pay the bills. Manager Pedersen seconded the motion. Upon a vote, the motion carried 4-0 [Manager Chadwick absent from vote].

c. **Approval to use CAC Funds to Send a Representative to the Road Salt Symposium**

Ms. Jordan said that the CAC is seeking approval from the Board to use CAC funds to send one CAC member to attend the Road Salt Symposium. The Board indicated consent and noted that the Administrator can approve the CAC's fund expenditure requests that fall within her existing spending authority.

d. **Review of CAC Applications – Round 2**

President Yetka summarized that in January the Board appointed ten CAC members. She reminded the Board that it had left the application process open and said that the District received five new applications for the two open appointments. The managers discussed the applications. Manager Ward moved to appoint Curt Kobilarcsik to the CAC. Manager Pedersen seconded the motion. Upon a vote, the motion carried 4-0 [Manager Chadwick absent from vote].

The Board decided to keep the number of CAC members at 11 and to invite the remaining four applicants to volunteer with the District.

e. **Reschedule March Board Meeting**

Due to the dates of the Minnesota Association of Watershed District's Legislative Days, the Board changed its March meeting date to March 15.

f. **Release Response to Comment for 10-Year Plan and Schedule Public Hearing**

The Board agreed that staff could release the District's response to comments for the 10-year plan and that the public hearing on adopting the plan would be held at 7 p.m. on March 15 in conjunction with its monthly meeting. Manager Pedersen moved to direct staff to release the response to comments. Manager Crafton seconded the motion. Upon a vote, the motion carried 4-0 [Manager Chadwick absent from vote]. The Board directed staff to notice the public hearing.

10. Discussion Items

a. Upcoming Meetings

President Yetka read aloud the list of upcoming meetings.

Manager Crafton noted that the Izaak Walton League's Watershed Summit is being held on February 24, and she provided additional details about the event.

b. Granting Access and Authorizing Accountant to Pay District Credit Card

Administrator Bleser noted that the Board would need to take action in order for the new accountant to have viewing access and payment authority for the District's credit card through KleinBank.

Manager Crafton moved to grant to accountant Nancy Mortensen from RedPath viewing access and payment authorization for the District's credit card through KleinBank. Manager Pedersen seconded the motion. Upon a vote, the motion carried 4-0 [Manager Chadwick absent from vote].

11. Upcoming Events

- CAC Monthly Meeting and Orientation, Monday, February 26, 5:30 p.m., District Office, 18681 Lake Drive East, Chanhassen. Orientation begins at 5:30 p.m. and regular meeting will follow.
- MAWD Legislative Days, March 7-8, St. Paul
- Board of Managers Public Hearing and Monthly Meeting, Thursday, March 15, 7:00 p.m., District Office, 18681 Lake Drive East, Chanhassen

12. Adjourn

Manager Pedersen moved to adjourn the meeting. Manager Ward seconded the motion. The meeting adjourned at 9:23 p.m. Upon a vote, the motion carried 4-0 [Manager Chadwick absent from vote].

Respectfully submitted,

Leslie Yetka, Secretary