

MEETING MINUTES

Riley-Purgatory-Bluff Creek Watershed District

May 7, 2015, Board of Managers Monthly Meeting

PRESENT:

Managers: Mary Bisek, Vice President
Jill Crafton, Treasurer
Perry Forster, President
Ken Wencil, Secretary
Leslie Yetka

Staff: Claire Bleser, RPBCWD Administrator
Michelle Jordan, RPBCWD Water Quality and Outreach Coordinator
Josh Maxwell, RPBCWD District Technician II/Compliance Officer
Louis Smith, Attorney (Smith Partners)
Scott Sobiech, Engineer (Barr Engineering Company)

Other attendees: Bob Adomaitis, CAC Dorothy Pedersen, CAC
Brandon Barnes, Barr Engineering Danyelle Pierquet, Landform Professional Services
Laurie Hable, CAC Nathan Warner, Stantec, on behalf of City of Minnetonka
Larry Koch, CAC Jeff Weiss, Barr Engineering Co.

1. Call to Order

President Forster called the RPBCWD Board of Managers Thursday, May 7, 2015, Board of Managers Monthly Meeting to order at 5:37 p.m. at the Chanhassen American Legion at 290 Lake Drive E, Chanhassen, MN 55317.

2. Approval of the Agenda

President Forster announced the addition of permit 2015-15 to the agenda under Board Action. Manager Crafton moved to approve the agenda as amended. Manager Bisek seconded the motion. Upon a vote, the motion carried 5-0.

3. Reading and Approval of Minutes

a. April 1, 2015, RPBCWD Board of Managers Monthly Meeting

President Forster requested an edit on page 3 to change the word "Commission" to "District." Manager Crafton requested an edit on page 1 to clarify the meaning of a sentence. Manager Wencil moved to approve the minutes as amended. Manager Crafton seconded the motion. Upon a vote, the motion carried 5-0.

4. Hearing and Discussion of Matters of General Public Interest

No items of general public interest were raised.

5. Citizen Advisory Committee (CAC)

President Forster noted that the minutes from the most recent CAC meeting are in the Board's meeting packet. Manager Crafton requested that the minutes get revised to correct the spelling of Shawn Tracy's name. President Forster announced that the next CAC meeting is on May 18.

6. Treasurer's Report

Manager Crafton amended the Treasurer's Report to add a bill in the amount of \$13,063.71 for utilities from the property management company. She said that this will affect the financial statement by decreasing the net income by \$13,063.71. Manager Crafton moved to accept the Treasurer's Report as amended. Manager Yetka seconded the motion. Upon a vote, the motion carried 5-0. Manager Crafton moved to approve payment of the bills as amended. Manager Bisek seconded the motion. Upon a vote, the motion carried 5-0.

7. Engineer's Report

Manager Yetka moved to accept the Engineer's Report. Manager Bisek seconded the motion. Upon a vote, the motion carried 5-0.

8. Administrator's Report

Administrator Bleser added to her report that District staff is waiting to hear from the property owner for the Bluff Creek stream bank project and that staff has not yet reached the owner.

Manager Crafton asked for more detail about the Master Water Stewards program and the District's potential involvement. Administrator Bleser described the Master Water Stewards training conducted by the Fresh Water Society. She talked about the conversation she has had with Minnehaha Watershed District and Nine Mile Watershed District about forming a satellite group for the Master Water Stewards training.

Manager Bisek asked about the Administrator Report's item about the found trap net on Rice Marsh Lake. Administrator Bleser explained that University of Minnesota (UMN) staff had left the equipment behind, and staff has talked with UMN about how to prevent this type of equipment loss in the future. Ms. Jordan noted that the date of the Watershed Partners meeting described in the Administrator's Report should have been listed as April 8 instead of May 8. Administrator Bleser reported that the Curlyleaf Pondweed treatment has been done on Mitchell Lake, Red Rock Lake, and Lake Riley.

Manager Crafton moved to accept the Administrator's report. Manager Wencil seconded the motion. Upon a vote, the motion carried 5-0.

9. Board Action

a. Consent Items: 1. Consent Permit 2015-012 Meditech

Manager Yetka moved to approve the Consent Item approving permit 2015-012. Manager Crafton seconded the vote. Upon a vote, the motion carried 5-0.

b. Permit 2015-007 2015 Minnetonka Street Reconstruction

Manager Crafton moved to approve permit 2015-007. Manager Bisek said that she asked the District Engineer and Legal Counsel to clarify that the District will not be held responsible if issues arise due to the pre-existing conditions of some of that area's buildings that have lowest levels lower than the water table. Engineer Sobiech talked about the high water table in this area and said that the permit applicant has made sure that this project does not increase the 100-year elevation and does not exacerbate an existing problem. Manager Bisek seconded the motion. Upon a vote, the motion carried 5-0.

c. Permit 2015-015 Berkshire Townhouse Association

Administrator Bleser stated that she doesn't have the authorization to release permits for associations, only single family homes. She said that the District might want to consider expanding the Administrator's authority to handle such types of permit applications as well as permit applications coming from the cities for projects that require erosion and sediment control but don't fully have a storm water component. Administrator Bleser asked for direction from the Board as to whether it wants to see these types of permits at the Board meetings or if it wants the Administrator to handle them.

Manager Bisek recommended the District review what other Districts are doing with these types of permits. She said that the District doesn't want to hold up projects by a month when they are something that staff recommends and are straightforward. Manager Bisek said that these types of permits should typically be handled at the staff level, but the District needs a policy giving staff direction about what types of projects the Board wants to see and what types the Board wants staff to handle. Manager Bisek recommended that at the next Board meeting the Administrator bring proposed guidelines for the Board to discuss.

Manager Yetka moved to approve permit 2015-015. Manager Crafton seconded the motion. Upon a vote, the motion carried 5-0.

d. Professional Services

Administrator Bleser reported that the District is required to publish for professional services every two years and that the District did publish for these services. She announced that the District received one proposal for accounting, which is from the District's current accounting firm JMSC Futurity. Administrator Bleser stated that the District received one proposal for legal, which is from the District's current legal counsel Smith Partners. She reported that the District received one proposal for District Engineer from the District's current Engineer, Barr Engineering Company. Administrator Bleser said that the District received proposals from Applied Ecological Services, HDR, and Wenck & Associates for the District's Engineer pool.

Manager Crafton moved to continue with JMSC Futurity as the District's accounting firm. Manager Yetka seconded the motion. Upon a vote, the motion carried 5-0.

Manager Bisek moved to accept Smith Partners as the District's Legal Counsel. Manager Crafton seconded the motion. Upon a vote, the motion carried 5-0.

Manager Yetka moved to approve Barr Engineering Company for Engineering Services to the District for 2015 to 2017. Manager Crafton seconded the motion. Upon a vote, the motion carried 5-0.

Manager Crafton moved to approve Applied Ecological Services, HDR, and Wenck Associates as the District's Engineer Pool. Manager Wencl seconded the motion. Manager Yetka clarified that the District isn't limited to only using the Engineer Pool for services. Attorney Smith confirmed that the District can go outside the Engineer Pool for services. Upon a vote, the motion carried 5-0.

10. Manager's Discussion

a. Lake Susan Spent Lime Project

Brandon Barnes of Barr Engineering Company summarized the lifecycle of the project including identifying a need, completing a feasibility report, reviewing the project with the Board, Board ordering the project, and completing design and permitting. Mr. Barnes went into further detail about each stage of the project. He stated that the 90% design plans were submitted to the District in March 2015 and that currently the project is in the permitting process. Mr. Barnes provided the anticipated project timeline, including Board approval of 90% design plans and rules compliance is anticipated for June 2015, project bidding would occur in July 2015 for construction to occur sometime during November 2015-February 2016 depending on the contractor's schedule. He said that he anticipates that site restoration would occur in March 2016 and final documentation would be complete in May 2016.

Mr. Barnes responded to questions, including how the spent lime treatment works to remove phosphorous and what type of maintenance is expected. He noted that Barr Engineering will be on the project site for construction observation and that post-construction monitoring will occur for two to three years.

b. Purgatory Creek Restoration Project

Jeff Weiss of Barr Engineering Company talked about the lifecycle of the project. He said that the need for this project arose when the City of Minnetonka petitioned the District to complete a project. Mr. Weiss said that the Board ordered a feasibility study, which was completed in July 2014. Mr. Weiss reported that he anticipates the 90% design plans to be submitted at the District's June 2015 Board meeting and that the project is currently working through the permitting process. He described the anticipated project timeline as the District's approval of the 90% design plans and compliance with rules in June 2015, the bidding process to occur in August 2015, construction to occur in the timeframe of October 2015 to January 2016, final site restoration in April 2016, and final documentation to be completed in May 2016. No questions were raised.

c. Schedule for Public Hearing on Major Plan Amendment (Tentatively June 22)

President Forster announced that the District has tentatively scheduled a public hearing on its Major Plan Amendment for June 22, 2015. He said that the proposed plan amendment has gone out to the plan reviewers. President Forster noted that the 60-day comment period ends on May 22 and that the public will have an opportunity to comment at the June public hearing.

d. Upcoming Board Meetings

Administrator Bleser asked for input on items the Board members would like to see as future agenda items. Manager Bisek said she'd like to see on an agenda the item discussed earlier about the Administrator's proposed guidelines about which permits should be handled administratively. Administrator Bleser said that she would add to a future agenda an update on the District logo and the design templates and other elements of that project. Manager Wencil asked Administrator Bleser to give a quick update about the Shallow Lakes Forum. Administrator Bleser provided information on the half-day workshop that was held.

11. Upcoming Events

- CAC Meeting, May 18, 2015, District Office

- Regular Board Meeting, June 3, 2015
- Public Hearing on Major Plan Amendment (Tentative June 22, 2015, District Office)

12. Adjourn

Manager Crafton moved to adjourn the meeting. Manager Bisek seconded the motion. Upon a vote, the motion carried 5-0. The meeting adjourned at 6:32 p.m. and the Evening with the Watershed was scheduled to begin at 7:00 p.m.

Respectfully submitted,

Ken Wencil, Secretary