

MEETING MINUTES

Riley-Purgatory-Bluff Creek Watershed District

April 17, 2015, Board of Managers Special Meeting

PRESENT:

Managers: Mary Bisek, Vice President
Jill Crafton, Treasurer
Perry Forster, President

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

Other Attendees: Dorothy Pederson, CAC
Terry Jeffery, City of Chanhassen

1. Call to Order

President Forster called the RPBCWD Board of Managers on Friday, April 17, 2015, Board of Managers Special Meeting to order at 1:00 p.m. at the RPBCWD District Office at 14500 Martin Drive, Suite 1500, Eden Prairie, MN 55344.

2. Approval of the Agenda

Manager Crafton moved to approve the agenda. Manager Bisek seconded the motion. Upon a vote, the motion carried 3-0 [Managers Wencil and Yetka absent].

3. Annual Report

Administrator Bleser noted that the audit has been finalized and added to the annual report. She described working with the auditor to develop a method for paying grants in a way that accurately reflects the calendar year in the District's accounts payable report. Administrator Bleser described a couple of revisions made to the final report. Manager Bisek moved to accept the annual report and release it for distribution. Manager Crafton seconded the motion. Upon recommendation of Counsel that the Board act on the annual audit prior to taking action on the annual report, Manager Bisek withdrew her motion.

Manager Crafton moved to accept the annual audit report as received. Manager Bisek seconded the motion. Manager Bisek moved to accept the annual report and release it for distribution. Manager Crafton seconded the motion. Upon a vote, the motion carried 3-0 [Managers Wencil and Yetka absent].

4. Chanhassen High School

Administrator Bleser reported on a conversation the District had with the City of Chanhassen, and the District and the City see value in moving forward and doing a feasibility study for the Chanhassen High School, which is interested in this step as well. She explained that in front of the Board today is a proposal for doing a feasibility study regarding what it would take to retrofit the site. Administrator Bleser pointed out that the proposal has two options, one that includes two design options and one that includes three options. She remarked that both District staff and the City think that having three options would be better.

Administrator Bleser said that the City of Chanhassen has budgeted \$3,000 for the project and said that the project would be a good candidate for Clean Water Legacy grant funding. She explained that the District has funds remaining in its Cost Share Grant Program budget and through that program the District provides technical assistance. She said that this work with Chanhassen High School is also providing technical assistance. Manager Bisek asked why Chanhassen High School isn't listed as a potential partner. There was discussion. Attorney Welch said that in front of the Board today is a Task Order from Barr Engineering and from today's discussion it seems that the managers are in favor of the proposal's option that costs \$12,500 and that is contingent on a \$3,000 contribution from the City of Chanhassen for the work.

Manager Crafton moved to authorize Barr Engineering to develop a conceptual plan for resources on site at Chanhassen High School with authorization contingent on the \$3,000 contribution from the City of Chanhassen and that the scope of work include three options and the total cost of the plan development is \$12,500 with the costs coming out of the District's Cost Share fund. Manager Bisek seconded the motion. Upon a vote, the motion carried 3-0 [Managers Wencl and Yetka absent].

5. Lotus Lake Buffer Demonstration Site

Administrator Bleser showed a map of Lotus Lake Park and identified the area for a possible buffer demonstration site. She said that she would like authorization to continue moving forward with the City of Chanhassen about this project. Administrator Bleser said that the District has budgeted for this project and the potential cost, including a partnership with the City and potentially other entities like the Department of Natural Resources, does not exceed what the District has budgeted. There was a brief discussion about including signage as part of the project.

Manager Bisek moved to approve the project at a cost not to exceed the District's budgeted amount for the buffer demonstration project. Manager Crafton seconded the motion. After Board discussion with staff and Counsel, Manager Bisek amended the motion to direct staff to enter an agreement with the City of Chanhassen to implement a buffer demonstration site with an educational component through an agreement with the City and for the work not to exceed the District's budgeted amount for the buffer demonstration project. Manager Bisek amended the last part of her amended motion to include that the work does not exceed \$20,000. Manager Crafton seconded the amended motion. Upon a vote, the motion carried 3-0 [Managers Wencl and Yetka absent].

6. Master Water Stewards Program

Administrator Bleser said that she is waiting for more details from the Fresh Water Society. She reported that Nine Mile Creek Watershed District's board is very interested in participating in the program as well. There was discussion about the program. Administrator Bleser said that she will bring this item back to the Board's next meeting.

7. Merit Increase

Administrator Bleser reported that the District's Personnel Committee, including Manager Bisek, Manager Crafton, and herself, met and discussed merit increase procedures. She walked through and explained the table that the Committee created. There was discussion. Manager Crafton moved to adopt the Merit Increase Guideline Chart contingent on any feedback from the MAWD survey. Manager Bisek seconded the motion. President Forster requested a friendly amendment that the table be revised to include a creation date. Upon a vote, the motion carried 3-0 [Managers Wencil and Yetka absent]/

8. Purgatory Creek Hydraulic and Hydrology Model Update

Engineer Sobiech updated the Board on the modeling that has been done for Purgatory Creek. He went into detail about the calibration results at Lotus Lake. Engineer Sobiech discussed precipitation data and flood profiles. Administrator Bleser noted that the District does not currently have flood profiles included in its 10-year plan but should include them when the District next updates its 10-year plan. There was discussion about Technology Drive, and Administrator Bleser stated that the Southwest Light Rail Transit project will have challenges building in that area.

10. Closed Meeting

The Board closed the meeting to discuss the property at 10551 Great Plains Boulevard in Chanhassen.

11. Adjourn

President Forster adjourned the meeting at 2:00 p.m.

Respectfully submitted,

Mary Bisek, Vice President