

## MEETING MINUTES

### Riley-Purgatory-Bluff Creek Watershed District

#### May 2, 2013, Board of Managers Monthly Meeting and Public Hearing

#### PRESENT:

Managers: Mary Bisek Perry Forster, President  
Mike Casanova, Vice President Ken Wencil, Secretary  
Jill Crafton, Treasurer

Administrator: Claire Bleser

Staff: Jason Carroll, Engineer (CH2M HILL)  
Louis Smith, Attorney (Smith Partners)

#### 1. Call to Order

Chair Forster called the meeting to order at 6:30 p.m. on Thursday, May 2, 2013, at Chanhassen American Legion, 290 Lake Drive E, Chanhassen, MN 55317.

#### 2. Review and Approval of the Agenda

Manager Wencil moved to approve the agenda as amended. Manager Crafton seconded the motion. Upon a vote, the motion carried 5 -0 [Managers Bisek, Casanova, Crafton, Forster, and Wencil].

#### 3. Reading and Approval of Minutes

No minutes were submitted for reading and approval. The Citizen Advisory Committee submitted their minutes from April 15, 2013, for information.

#### 4. Citizen Advisory Committee

Citizen Advisors Bill Satterness and Kris Langlie provided a report.

#### 5. Treasurer's Report

Manager Crafton described the reporting of payroll in more detail. Manager Crafton moved to accept the Treasurer's Report. Manager Casanova seconded the motion. Upon a vote, the motion carried 5 -0 [Managers Bisek, Casanova, Crafton, Forster, and Wencil].

Manager Crafton moved to approve payment of the invoices. Manager Casanova seconded the motion. Upon a vote, the motion carried 5 -0 [Managers Bisek, Casanova, Crafton, Forster, and Wencil].

#### 6. Engineer's Report

Engineer Carroll discussed the monitoring schedule after ice out, which included installation of water-level sensors and stream monitoring. Carroll also stated that the Lake Lucy aeration will be removed shortly and that the aeration in Rice Marsh Lake will be turned off. Manager Wencil asked when the Purgatory Creek model

would be finished. Engineer Carroll answered July 31, 2013. Manager Casanova inquired about what the flow monitors were used for. Engineer Carroll stated that those were placed along Purgatory Creek to gather data to be used for the Purgatory Creek model. Manager Wencil inquired about fish kills and Manager Casanova in regards to the aeration Lake Lucy. Engineer Carroll said that it seemed OK and will gather data for the next meeting. Manager Forster asked about the Lotus Lake project and how we were on hours. Engineer Carroll responded that the District has met the cost-basis requirement but was still working on it. Manager Crafton moved to approve Engineer's report. Manager Wencil seconded the motion. Upon a vote, the motion carried 5 -0 [Managers Bisek, Casanova, Crafton, Forster, and Wencil].

## 7. Attorney's Report

Attorney Smith had nothing to report.

## 8. Administrator's Report

Administrator Bleser provided an update on the bylaws and submitted the bylaws to the board for review with the expectation that the board will act on them at the next meeting. The Stormwater Rapid Assessment Protocol was deferred for discussion until the next meeting.

Administrator Bleser discussed the review of proposals for professional services. Only one legal proposal was submitted. Two proposals were submitted for accounting; however, one of the proposals did not meet submittal guidelines and therefore was not included in the packet. Seven engineering firms submitted to be considered as District Engineer and three additional proposals were submitted for consideration for the pool. Administrator Bleser invited the managers to tally, by May 9<sup>th</sup>, the three firms that they would like to interview. The Board discussed future board meeting dates. Manager Crafton moved to change the time of the June 5<sup>th</sup> board meeting to 5:00 p.m. Manager Casanova seconded the motion. Upon a vote, the motion carried 5 -0 [Managers Bisek, Casanova, Crafton, Forster, and Wencil]. Manager Crafton moved to change the July 3<sup>rd</sup> meeting to Monday, June 24<sup>th</sup> at 7:00pm. Manager Bisek seconded the motion. Upon a vote, the motion carried 5 -0 [Managers Bisek, Casanova, Crafton, Forster, and Wencil].

Administrator Bleser referred to the meeting packet's last page titled Budget Miscellaneous Items. Manager Crafton moved to approve the spending as outlined on that page. Manager Bisek seconded the motion. Upon a vote, the motion carried 5 -0 [Managers Bisek, Casanova, Crafton, Forster, and Wencil].

## 9. Adjournment

There being no further business, Manager Forster moved to adjourn the meeting. Manager Crafton seconded the motion. Upon a vote, the motion carried 5 -0 [Managers Bisek, Casanova, Crafton, Forster, and Wencil]. The meeting adjourned at 6:55 p.m.

Respectfully submitted,

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Ken Wencil, Secretary