

## MEETING MINUTES

### Riley-Purgatory-Bluff Creek Watershed District

### September 14, 2021, RPBCWD Board of Managers Special Meeting and Public Hearing

PRESENT:

Managers: Jill Crafton, Treasurer  
Larry Koch  
Dorothy Pedersen, Vice President  
Dick Ward, President  
David Ziegler, Secretary

Staff: Amy Bakkum, Administrative Assistant  
Zach Dickhausen, Water Resources Technician II  
Liz Forbes, Grant Coordinator  
Terry Jeffery, Interim District Administrator  
Mat Nicklay, Natural Resources Technician  
Louis Smith, Attorney, Smith Partners  
Scott Sobiech, Engineer, Barr Engineering Company

*Note: this meeting was held remotely via meeting platform Zoom in abidance with state mandates in response to Covid-19.*

#### 1. Call to Order

1 President Ward called to order the Tuesday, September 14, 2021, Board of Managers Special  
2 Meeting at 9:00 a.m. The meeting was held remotely via meeting platform Zoom.

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#### 2. Approval of Agenda

4 Manager Crafton moved to approve the agenda as presented. Manager Pedersen seconded the  
5 motion. Manager Koch commented the special meeting notice didn't list the agenda item to adopt  
6 a resolution adopting the budget and levy, and for that reason, he objected to having the item on  
7 the agenda. He continued by saying there is no excuse for this, and this isn't the District's first  
8 rodeo. Manager Koch remarked there is no excuse for the District not having clear, concise  
9 notices. He provided his opinion about the District's published notice and stated most other cities  
10 and counties publish much more robust budget and levy summaries. Manager Koch reiterated his  
11 objection to including the passage of a budget and levy, because he believes it was not properly  
12 noticed. President Ward said Manager Koch's comments are noted.

13 Upon a roll call vote, the motion carried 4-1 as follows:

<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	No
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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**3. Consider Approval of Proposed Fund Transfer**

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Manager Koch moved to delay this item until the Board’s next meeting. The motion died due to lack of a second.

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Interim Administrator Jeffery said there are two projects he proposes funds be transferred into: The Middle Riley Creek Restoration Project and the Repair of Purgatory Creek Restoration Area Berm.

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Interim Administrator Jeffery reminded the Board the Middle Riley Creek Restoration Project bid came in at \$439,582, which is 27%-28%, or \$95,000, over the project budget. He said the District’s 2021 budget included \$192,000 for this project. Administrator Jeffery recommended three transfers to make up for the shortfall:

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- Move \$50,000 from the Lake Ann Wetland Restoration
- Move \$217,000 from Opportunity Projects
- Move \$85,000 from the Scenic Heights Project

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Interim Administrator Jeffery detailed the budget that would remain in those three line items after the fund transfers.

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Interim Administrator Jeffery said the District is partnering with the City of Eden Prairie to repair the berm in the Purgatory Creek Restoration Area. He recommended moving \$113,000 out of the District’s Repair and Maintenance Fund toward the repair costs.

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Manager Crafton moved to approve the fund transfers as presented. Manager Pedersen seconded the motion. Upon a roll call vote, the motion carried 4-0 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	Abstain
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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**4. Public Hearing on Proposed 2022 Budget and Levy**

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President Ward opened the public hearing. He called for comments.

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Manager Crafton moved to close the public hearing. Manager Pedersen seconded the motion.

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Upon a roll call vote, the motion carried 5-0 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	Aye
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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**5. Approve Resolution 2021-009 Adopting the RPBCWD Proposed 2022 Preliminary Budget and Levy and Authorizing Distribution to County Auditors**

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Manager Ziegler moved to adopt resolution 2021-009 Adopting the RPBCWD Proposed 2022

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Preliminary Budget and Levy and Authorizing Distribution to County Auditors. Manager

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Crafton seconded the motion.

47 Manager Koch said he thinks the levy amount listed in the Resolution is different than the one  
 48 in the spreadsheet and asked staff to review it. Manager Koch presented his computations and  
 49 his recommendations for changes to the proposed preliminary budget and asked Interim  
 50 Administrator Jeffery questions about the budget.

51 Interim Administrator Jeffery agreed with Manager Koch’s budget comment regarding the  
 52 \$65,581. Interim Administrator Jeffery recommended moving \$65,581 into the District’s  
 53 Reserve Fund. Interim Administrator Jeffery said this action changes the reserve to \$115,581,  
 54 leaves the budget and levy as stated in the Resolution, and brings the District’s Reserve Fund  
 55 balance to just under \$300,000.

56 Manager Ziegler and Manager Crafton accepted as a friendly amendment the budget change  
 57 recommended by Interim Administrator Jeffery, which doesn’t change the proposed 2022  
 58 preliminary total budget of \$7,284,572.00 or the proposed levy of \$3,640,581 as listed in  
 59 Resolution 2021-009.

60 Upon a roll call vote, the motion carried 4-0 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	Abstain
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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63 Interim Administrator Jeffery stated the District will hold a public information meeting at its  
 64 December meeting to provide for public comment on the District’s 2022 budget and levy. He  
 65 explained the Board is not required to take further action at that time regarding its budget and  
 66 levy, but the Board could at that time take action to modify its 2022 budget and could take  
 67 action to decrease its levy.

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**6. Upcoming Events**

69 President Ward announced the CAC will meet on September 20<sup>th</sup> at 5:00 p.m., and the Board’s  
 70 next meeting is October 6<sup>th</sup>.

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## 7. Adjournment

72 Manager Crafton moved to adjourn. Manager Ziegler seconded the meeting. Upon a roll call  
73 vote, the motion carried 5-0 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	Aye
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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The meeting adjourned at 9:59 a.m.

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Respectfully submitted,

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David Ziegler, Secretary