

## MEETING MINUTES

### Riley-Purgatory-Bluff Creek Watershed District

#### August 17, 2020, RPBCWD Board of Managers Special Meeting

PRESENT:

Managers: Jill Crafton, Treasurer

Larry Koch

Dorothy Pedersen, Vice President

Dick Ward, President

David Ziegler, Secretary

Staff: Amy Bakkum, Administrative Assistant

Claire Bleser, RPBCWD Administrator

B Lauer, Groundwater and Stewardship Program Coordinator

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 Monday, August 17, 2020, Board of Managers Special  
2 Meeting at 9:10 a.m. The meeting was held remotely via meeting platform Zoom.

#### 2. Budget Workshop

3 Administrator Bleser displayed the 2021 draft budget spreadsheet and said she will focus on  
4 presenting the proposed levy and proposed budget. She reminded the Board it decided at it's  
5 August 5<sup>th</sup> meeting the levy for 2021 should be either the same as the 2020 levy amount or less,  
6 and she went through the other assumptions she used to create the proposed 2021 levy.

7 Administrator Bleser went through the details of the proposed levy, including investment income,  
8 noting that because the market has changed, the District is expecting less revenue from its  
9 certificate of deposits in 2021. She explained staff expects lower permit income for 2021 as well.

10 Administrator Bleser announced the District has been awarded a grant by the Minnesota Pollution  
11 Control Agency in the amount of \$150,000 to work on the community resiliency project in the  
12 City of Eden Prairie. She said the proposed levy estimates the District will receive \$3,800,000 in  
13 revenue in 2021.

14 Administrator Bleser went through the proposed 2021 budget of \$1,288,000. She said the 2021  
15 operating budget includes a larger budget for staff costs in 2021 compared to 2020 in anticipation  
16 of hiring staff in 2021. She asked the Board if it wants accounting and audit to be split into

17 separate items in the budget. The Board directed Administrator Bleser to ask Treasurer Crafton  
18 for an opinion. Manager Koch spoke in favor of having separate line items for accounting and  
19 audit services.

20 Manager Koch asked why there was an increase in the advisory committee expenses.  
21 Administrator Bleser explained the increase is to cover education expenses by CAC members and  
22 due to the fact there is a larger number of committee members. The Board agreed the advisory  
23 committee budget should not increase for 2021 and instead should be the same amount it was in  
24 2020. Manager Koch asked about the per diem increase, and Administrator Bleser said the  
25 \$30,000 budget increase is to account for all managers submitting their claims. There was  
26 discussion about the proposed 2021 office costs, and the Board directed Administrator Bleser to  
27 increase the 2021 office costs budget to \$190,000.

28 The Board talked about staff costs and decided for now to leave the 2021 budget at \$660,000.  
29 Manager Koch said he would like to see the Board in the future come up with a cap for salary  
30 increases. Manager Ziegler said he doesn't want the District to put itself in a situation where it is  
31 not keeping up with the market and finds itself in a situation where it is hard to keep staff or fill  
32 staff positions. The Board directed Administrator Bleser to obtain from the Personnel Committee  
33 the Committee's recommendations on staffing for 2021 and for staff to prepare a  
34 recommendation on staffing and staff budget increases for 2021 and to bring it to the Board.

35 There was discussion about how to reflect grant funds. President Ward summarized that Manager  
36 Koch is asking for a segregation of fund sources per project. Manager Koch said he provided staff  
37 a detailed set of recommended changes and asked the Administrator to take his recommendations  
38 to the accountant and auditor. President Ward reminded the Board that a manager can't give the  
39 Administrator direction, but when the Administrator receives a recommendation from a manager,  
40 the Administrator should share the recommendation with the full Board.

41 There was a discussion about the potential impact of CVOID on Hennepin and Carver counties'  
42 tax base and property tax collection in 2021. President Ward said his opinion is that the District  
43 needs to show its understanding of the situation and slightly decrease its 2021 levy request  
44 instead of holding it at the same amount as 2020. Manager Koch said he agrees and believes the  
45 District can get the levy to approximately \$3,500,00 and still accomplish its goals. He said he will  
46 forward his ideas to Administrator Bleser. Manager Crafton said she would like to see the levy  
47 remain the same for 2021 now and look for areas where there could be reductions and where the  
48 District could lower the levy request later in the year. Manager Pedersen agreed it would be better  
49 for the District to come in a little lower with the 2021 levy. The managers and Administrator  
50 discussed ideas of possible budget adjustments. Administrator Bleser said she will bring back to  
51 the Board a proposed draft 2021 levy in the amount of \$3,500,000/

52 Administrator Bleser revisited the idea discussed earlier about splitting the accounting and audit  
53 budgets into two line items and asked Treasurer Crafton for her opinion. Treasurer Crafton said  
54 splitting the two would provide an easier way to track the costs for each. The Board was in  
55 consensus to split accounting and audit into two budget line items.

56

**3. MAWD Resolutions**

57  
58  
59  
60  
61  
62

**a. Pesticides**

President Ward summarized that this resolution bans the use of herbicides and pesticides on residential and commercial lawns. Manager Koch moved to adopt the resolution and forward to MAWD for consideration. Manager Pedersen seconded the motion. Upon a roll call vote, the motion carried 5-0 as follows:

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

63  
64  
65  
66  
67  
68  
69  
70  
71

**b. Wakeboat**

Administrator Bleser suggested adding into the wakeboat resolution the support for the St. Anthony Falls Lab research.

Manager Koch moved to adopt the resolution with the addition of the SAFL research and authorize Dr. Bleser to add such language to the resolution and forward to MAWD for consideration. Manager Ziegler seconded the motion. Upon a roll call vote, the motion carried 5-0 as follows:

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

72

73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93

**c. Groundwater Irrigation in Urban Areas**

Ms. B Lauer went through the resolution and talked about the research that she used as a basis. Manager Koch remarked a friend in Eagan shared that Eagan requires irrigation systems to be inspected every three years. He said it might be something to consider, although adding it to this resolution may muddy it up. Manager Pedersen said the District should do what it can to help facilitate a common irrigation policy to be adopted by all cities in the metropolitan area. She talked about the important role of homeowner education. Ms. Lauer talked about her findings from expert sources regarding the difference between residential and smaller irrigation systems and systems for golf courses and larger commercial properties. She said because of the complexity of the larger systems, the District may anticipate reservations or push back from those commercial entities.

Manager Ziegler suggested the Board consider adding language to the proposed resolution to exempt water reuse systems if they are not using groundwater. Engineer Sobiech said another aspect to consider is water quality because potable water contains polyphosphate, which is added to water to prevent corrosion of water pipes and is a source of nutrients, specifically phosphorous, to the lawns.

Manager Koch moved to forward the resolution to MAWD with the following change to be drafted by staff that exemptions be provided for water reuse systems. Manager Crafton seconded the motion. Upon a roll call vote, the motion carried 5-0 as follows:

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

94  
95  
96  
97  
98  
99  
100  
101  
102

**a. Soil Health**

Administrator Bleser talked about the resolution and said she wasn't sure what call to action the Board wants to include in the resolution about soil health aside from raising awareness. Manager Koch suggested the District task the University of Minnesota with developing guidelines for incorporating soil health as applicable into permits. There was discussion about the goal of a resolution about soil health. Attorney Smith said the resolution needs to communicate the strong correlation between soil health and water quality and/or water quantity, and if it isn't evident, then a task should be further research.

103 Administrator Bleser said she hears Manager Crafton saying the call to action she’s  
 104 recommending is for MAWD , with funds from the state, to determine how healthy the  
 105 soils are and how much loss there is from capturing the water, focusing on urban areas.  
 106

107 Manager Pedersen moved to direct District staff to reorganize the resolution to clearly  
 108 state the primary objectives are to improve knowledge and promote information exchange  
 109 and develop and implement best practices for soil restoration management and carbon  
 110 sequestration and long term use of the state’s resources to improve water quality and to  
 111 forward the resolution to MAWD. Manager Ziegler seconded the motion. Attorney Smith  
 112 said if the Board focuses on the metropolitan area, the water management planning law  
 113 and the rules the Minnesota Board of Water and Soil Resources has adopted to guide how  
 114 watershed districts do their planning already include as an inventory of resources in  
 115 watershed plans soil as an element, but what is missing is in the establishment, in a  
 116 watershed plan, of goals about soil health. He said it seems that to advance the ball, the  
 117 District would propose that watershed plans include a soil health goal. Manager Pedersen  
 118 accepted Attorney Smith’s comments as a friendly amendment and added it to her motion.  
 119 Manager Ziegler accepted the friendly amendment. Upon a roll call vote, the motion  
 120 carried 5-0 as follows:

121

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

122

123 Attorney Smith remarked the Board had discussed at a previous meeting the possibility of  
 124 a resolution about the watershed’s role on a technical evaluation panel when it’s not the  
 125 Wetland Conservation Act local governmental unit. He asked if this is still of interest to  
 126 the Board. Manager Crafton noted that resolution didn’t pass last year. Attorney Smith  
 127 said it was a resolution put forward by Prior Lake-Spring Lake and his recollection is it  
 128 did not pass. Manager Crafton said she is in favor of bringing it back. Administrator  
 129 Bleser said the District could move the resolution forward and have both organizations as  
 130 co-authors.

131 Manager Koch moved to direct staff to see if there are any other sponsors interested in this  
 132 resolution and to forward the resolution to MAWD. Manager Crafton seconded the  
 133 motion. Upon a roll call vote, the motion carried 5-0 as follows:

134

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

135

**4. Fairway Woods Condominium Meadowland**

136 Ms. B Lauer reminded the Board that for cost-share grants \$20,000 and over, a public hearing is  
 137 required. She provided an overview of the proposed cost-share project, explaining the  
 138 condominium association proposes to remove an existing tennis court, remove invasive species in  
 139 the adjacent area, and restore the hardscape area to a native prairie. Ms. Lauer said the grant  
 140 review committee and staff have identified in the proposed project four strategies to achieve  
 141 goals. She listed the four strategies. She noted the tennis court is within the 100-year flood plain  
 142 and explained the removal of the impervious surface has the potential to increase the holding  
 143 capacity of the area. Ms. Lauer said the estimated project cost is \$30,180, and the requested grant  
 144 amount is \$20,000. Ms. Lauer said the bid includes replacing the walking path, but Ms. Lauer has  
 145 confirmed with the applicant that the walking path will not be replaced, and so the project cost  
 146 will likely be lower, and she is getting a revised bid.

147 President Ward said staff is proposing holding a public hearing on this cost-share grant  
 148 application on September 2. Ms. Lauer confirmed it. Manager Ziegler asked if the updated bid  
 149 will be available by September 2. Ms. Lauer said if it isn't, she will make sure the public hearing  
 150 is scheduled for after the information is available. Manager Crafton asked about the District's  
 151 cost-share budget and funds expended and remaining, and Ms. Lauer provided the details.

152 Manager Koch raised his concerns with funding the removal of the impervious surface.

153 Manager Crafton moved to take the cost-share project to a public hearing. Manager Pedersen  
 154 seconded the motion. Manager Koch said he would like to see more project details including how  
 155 the project will accomplish soil health goals and how will the public see this project. Manager  
 156 Crafton made a friendly amendment that this project be used for a pilot project to collect data on  
 157 the impact on soil organic matter and water storage capacity and track the project over time.  
 158 Manager Pederson agreed to the friendly amendment. Manager Koch added a friendly  
 159 amendment that the District and its agents have access to this project for purposes of studying the  
 160 effectiveness of this project. Managers Crafton and Pedersen agreed to the friendly amendment.

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

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

162

### 5. Adjournment

163

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

164

165

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

166

167

The meeting adjourned at 11:03 a.m.

168

169

170

Respectfully submitted,

171

172

173

174

\_\_\_\_\_  
David Ziegler, Secretary