

**Minutes: Monday, November 16, 2020**  
**RPBCWD Citizen's Advisory Committee Monthly Meeting**  
**ZOOM Mtg.**

**CAC Members** (By each name, put a P=Present, E=Excused, not present but with notification or A=Absent with no notification)

Jim Boettcher	P	Peter Iverson	E	Sharon McCotter	P		
Kim Behrens	P	Michelle Frost	P	Jan Neville	P		
Heidi Groven	P	Terry Jorgenson	P	Marilynn Torkelson	P		
Barry Hofer	P	Matt Lindon	P	Vanessa Nordstrom	A		

Claire Bleser	RPBCWD Administrator	P
B Lauer	RPBCWD staff	P
Dorothy Pedersen	Board of Managers	P

**Key MOTIONS for the Board of Managers:** None

1.

**Key discussion items:**

1. All Subcommittees are on inactive status until further notice. Jan made motion and Jim seconded. Motion carried. Water Stewardship Grant (WSG) committee remains active.

**Key Consensus item:** CAC December meeting date changed from Dec 21 to Dec 14.

**I. Opening**

- A. Call CAC meeting to Order:** President Sharon McCotter called the meeting to order at 6:02 pm.
- B. Attendance:** As noted above.
- C. Matters of general public interest:** None
- D. Approval of Agenda:** Jan moved and Barry seconded to approve the agenda as amended. Motion carried.
- E. Approval of September 2020 CAC Meeting Minutes:** Jim moved and Sharon seconded to approve the minutes. Motion carried.
- F.** Jan Neville volunteered to be our timekeeper.

**II. Board Meeting Recap and Discussion**

- A. Matt October BOM mtg recap** Duck Lake Bridge project was approved, Lake Susan park pond filter with iron enhanced bench treatment approved and new vehicle for district employees approved.
- B. BOM workshop of CACs Role -B** What input would the BOM like?, How should CAC provide input? and When should CAC provide the BOM input?

Examples of when they've wanted input: 10 year plan, E&O, Budget, Project and Capital Improvement Projects (CIPS). Discussion to be continued next workshop Dec 9th.

- C. **CAC's Subcommittees status**-After minimal discussion CAC agreed that while Sharon's Stormwater Committee is permanently disbanded (she will continue work as a citizen, not a CAC member), the other subcommittees are inactive until/unless needed in the future. Water Stewardship Grant (WSG) committee remains active.

**D. Sharon November BOM mtg recap**

- Hiring of the Administrative Assistant approved
- Outreach Manager role pending Personnel Committee and Board review; looking at the total organization structure and funding
- Presentation on Rice Marsh Lake by BARR Engineering (Scott S.)
  - Solution addresses external loading and protects previous investments
  - Kraken filter is the current recommendation
  - Public hearing in December 2020 with 2021 implementation

**RPBCWD Proposed 10 Year Plan Amendments**

- DEI (Diversity, Equity, and Inclusion) – B (45 minutes) See report in Sharon's email attachment. B proposes a December DEI presentation for orientation and January further discussion/brainstorming ideas to incorporate DEI
- Rules and Soil amendment discussions laid over until the December 9th BOM meeting due to lateness of the hour

**III. Program and Project Updates; Staff Engagement with CAC; CAC Business; –**

- **FYI - CAC officer election and December meeting date originally scheduled for December 21st has been changed to the 14th so Sharon can run the meeting as usual. Consensus to change the date to Dec. 14th**
- **MAWD conference December 1-4; Virtual** - Claire- pre conference workshops on Drainage Ditches , the other on financing watershed. 3-4 CAC members are usually sent. Marilyn and Heidi are interested in attending.
- **Budget status - Claire** No changes anticipated. Board certified the levy in September. In December BOMs can choose to lower the levy if needed.
- While on virtual/Zoom calls, when you are the CAC liaison, attending the managers meeting, and feel you have something crucial to the conversation at hand, utilize the Chat feature to send comments to everyone. Claire and B will likely be monitoring the Chat and have the ability to intercede on our behalf. Comments during the meeting are generally restricted to allow managers to discuss and get through the agenda. Written comments can also be submitted in advance as well.
- **Other items:** Dorothy brought up the district's Kiss the Ground showing December 10th. Barry also recommended Brave Blue World available on Netflix.

**V. Upcoming Events and meeting close –**

1. Explore Your Waterway with the U.S. EPA! Webinar, Tuesday, Nov. 17 – 12-1:30. [Here](#) is the link to the sign up page for the EPA event.

2. RPBCWD Board of Managers December 9, 2020; 5:00 continuation of manager workshop on working with the CAC; 7:00 PM Regular board meeting – virtual Zoom meeting - Jan to attend on behalf of the CAC

3. RPBCWD CAC Meeting December 21, 2020; 6:00 PM – virtual Zoom meeting; Manager Pedersen to attend on behalf of the managers

4. Meeting Adjourn Jan moved and Jim seconded to adjourn meeting at 7:52pm