



Approved June 1, 2017

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Minutes of the **Board of Supervisors Regular Board Meeting** held May 4, 2017.

1. Special Meeting – Closed Meeting for Personnel Committee to discuss job performance of the District Manager at 5:30 pm.
2. Meeting called to order by Chair Humphrey at 6:36 pm.

Roll of Attendance

Supervisors present:

Others present:

Margaret Behrens	Ann WhiteEagle, RCD Staff
Lena Buggs	Michelle Prosser, RCD Staff
Mara Humphrey	Joe Lochner, RCD Staff
Gwen Willems	Samantha Berger, Rice Creek WD Staff
	Dale Reed, White Bear Township Public Works
	John Ristad, Ramsey County Attorney
	Dawn Pape, Landscape Gardner, LLC
	Mary Peterson, BWSR Board Conservationist

- A. Approval of Agenda: **Motion by Supervisor Buggs and Supervisor Willems seconded** to approve the final agenda, after Supervisor Humphrey amended Action Item B to include a request for approval of Right Track MOU, and added Action Item N regarding Well Sealing, Action Item O for LCCMR submission approval, and Action Item P for Board Vacancy Discussion. Motion carried unanimously.
- B. Announcements: Supervisor Behrens added the following Ramsey County League of Local Governments (RCLLG) meetings: 1) May 18 at 6:30 pm in the City of Maplewood Council Chambers with the Metropolitan Council; 2) May 25 at 7:00 pm at the City of Arden Hills, with the Safer Schools Task Force and John Choi; and, 3) September 21 at 6:00 pm, Public Safety Priorities with Maplewood Police Chief Schnell, along with celebrating his retirement. Supervisor Humphrey added the St. Paul Regional Water Services open house will take place on Thursday, May 11.
- C. Public Comment: Amy Eckbert, a visitor from St. Paul, thanked the Board for their work. She expressed concern regarding groundwater in Minnesota, and the Board’s inability to hold a meeting in April. Others in the audience introduced themselves: Samantha Berger, Rice Creek Watershed District and Dale Reed, White Bear Township Public Works Director; John Ristad, Ramsey County Attorney; Mary Peterson, Board of Water and Soil Resources; and, Dawn Pape,

Landscape Gardner.

3. Consent Agenda

Motion by Supervisor Willems and Second by Supervisor Buggs to approve the consent agenda.
Motion carried unanimously.

- A. Approval of Minutes from February 2, March 2, and April 6, 2017
- B. Staff Reports

4. Action Items

A. February, March and April 2017 Supervisor Expense Claims:

Resolution 17-05-01. Motion by Supervisor Buggs second by Supervisor Behrens. A clarification was made that the motion includes all expense claims to date, including ones not in the board packet, for February, March, and April 2017. Resolved, the Board approved all expense claims submitted to date for February, March, and April by Supervisors Behrens \$1,383.87, Buggs \$825.00, Gardner \$77.14, Humphrey \$87.84, and Willems \$1,155.35.

Voting in favor: Buggs, Behrens, and Willems - Voting against: Humphrey – Abstaining: none

B. AIS Invoice and Watercraft Inspections Agreement: **Resolution 17-05-02.**

Motion by Supervisor Willems second by Supervisor Buggs. Ms. Prosser explained WaterGuards, LLC, will be hiring the inspectors for the summer watercraft inspections. The AIS Becker Invoice was for an advertisement that promotes AIS education. Right Track is a program that matches local youth with employment opportunities, and they would like to have two youth working 16 hours per week. Resolved, the Board approved payment of the Becker SWCD Invoice for \$850, signing the WaterGuards Agreement, and signing the Right Track Memorandum of Understanding.

Voting in favor: Buggs, Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none.

C. 2018-19 RCD Budget Approval: Supervisor Humphrey noted that since the Board had not approved the budget materials in time for the April 10 Ramsey County Deadline, RCD staff submitted a staff recommended budget and materials. Supervisor Buggs expressed interest in submitting a racial inclusion policy from the Board. Supervisor Behrens stated it is a disservice not having a full website and requested it be included in the budget. Ms. WhiteEagle pointed out web design was included under account 421501 for \$10,000, and they are unsure if there will be additional Increased Capacity funding since it has not yet been approved by the Legislature. Mary Peterson clarified that those funds would be tied to work plan activities. **Resolution 17-05-03.** Motion by Supervisor Buggs second by Supervisor Willems. Resolved, the Board approved the 2018-19 RCD Budget, with a Board drafted racial inclusion policy.

Voting in favor: Buggs, Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none.

Motion by Supervisor Humphrey second by Willems to decrease the Per Diem line item to \$15,000 because it was increased funding taken from seasonal salaries. The motion failed.

Voting in favor: Humphrey, and Willems - Voting against: Behrens and Buggs – Abstaining: none.

D. 2017 Conservation Forum Topics and Locations: Ms. Prosser announced the forum in May will be on Recycling and held at the Roseville Library, and the forum in August will be on Soil Health. She presented a list of possible topics for the June and July forums and asked for suggestions. Supervisor Willems suggested One Watershed One Plan with Brian Watson presenting; Supervisor

Buggs suggested Green Infrastructure and turtle tunnels with Urban Farms presenting; and, Supervisor Behrens suggested something on goat patrol.

- E. FY17 Sucker Channel Restoration Joint Powers Agreement: Ann WhiteEagle explained that this project would be important for protecting the drinking water supply and increasing pollinator habitat. The RCD would be contributing the funding from the Clean Water grant received for the project. **Resolution 17-05-04.** Motion by Supervisor Behrens second by Supervisor Willems. Resolved, the Board approved the FY17 Sucker Channel Restoration Joint Powers Agreement and encumbering \$54,000 for the project from the FY17 CWF Sucker Channel Restoration grant.

Cooperator	Conservation Practice	Contract #	Grant	Action	Amount
Ramsey County Parks & Rec	Shoreline Protection	C17-3217	FY17 Sucker Channel Restoration	Encumbrance	\$54,000.00

Voting in favor of the resolution: Behrens, Buggs, Willems – Voting against: none – Abstaining: Humphrey

- F. FY15 BWSR Community Partner Project Encumbrance: Joe Lochner explained the Crestview Project will include a raingarden with a sediment trap. The project costs \$15,000: \$10,000 covered by RCD, \$5,000 covered by Ramsey/Washington, and the owner will assume maintenance for at least 10 years. **Resolution 17-05-05.** Motion by Willems second by Supervisor Behrens. Resolved, the Board approved the FY15 BWSR Community Partner Project Encumbrance.

Cooperator	Conservation Practice	Contract #	Grant	Action	Amount
Crestview Townhomes	Infiltration Basin	CP15-06	FY15 Community Partners	Encumbrance	\$10,000.00

Voting in favor of the resolution: Behrens, Buggs, Humphrey, Willems – Voting against: none – Abstaining: none

Mr. Lochner presented the Canabury Project. RCD will contribute \$25,000, Ramsey/Washington will contribute \$50,000, and the land owner will contribute \$20,000. **Resolution 17-05-06.** Motion by Behrens second by Willems. Resolved, the Board approved the Canabury Project.

Cooperator	Conservation Practice	Contract #	Grant	Action	Amount
Canabury HOA	Infiltration Basin	CP15-07	FY15 Community Partners	Encumbrance	\$25,000.00

Voting in favor of the resolution: Behrens, Buggs, Humphrey, Willems – Voting against: none – Abstaining: none

- G. FY16 Cost Share Project Encumbrance: Joe Lochner presented the West Bald Eagle shoreline restoration project. RCD will contribute \$10,000, Rice Creek will cover the remaining costs, and White Bear Township will assume the maintenance for 10 years. Dale Reed, White Bear Township Public Works Director stated there will be signage at the site. Samantha Berger, Rice Creek Watershed District, stated the site is a former abandoned boat launch and represents a great partnership between the RCD, White Bear Township, Rice Creek Watershed District, and the Master Water Steward. **Resolution 17-05-07.** Motion by Supervisor Behrens second by Supervisor

Buggs. Resolved, the Board approved the FY16 Cost Share Project Encumbrance.

Cooperator	Conservation Practice	Contract #	Grant	Action	Amount
White Bear Township	Infiltration Basin & Shoreline Protection	CS16-01	FY16 Cost-Share	Encumbrance	\$10,163.00

Voting in favor of the resolution: Behrens, Buggs, Humphrey, Willems – Voting against: none – Abstaining: none

- H. RCD By-Law Revision Review: Supervisor Willems walked through the revisions she made to the current by-laws that were included in the meeting packet. Attorney Ristad noted on page 6 of the by-laws, first paragraph, the word “Chapter” should be replaced with “Section”. Supervisor Willems referred to page 7 of the by-laws, and stated the revised date will be May 4, 2017, if approved. Supervisor Behrens indicated that she was working on revisions and would bring them to the Board. **Resolution 17-05-08.** Motion by Supervisor Buggs second by Supervisor Willems. Resolved, the Board approved the RCD By-Law revisions with suggested edits by Supervisor Willems. Voting in favor of the resolution: Behrens, Buggs, Humphrey, Willems – Voting against: none – Abstaining: none

Supervisor Humphrey suggested reviewing the Board Procedure draft at the June Board meeting.

- I. Legislative Update/Day at the Capitol Feedback: Supervisor Willems stated she was excited to assist with the writing of a bill to request \$1,000,000 for the Lilydale Park Project, and she is hopeful it will have a good chance for approval next year. They received good feedback from the people they talked with. Supervisor Buggs stated she had a good experience at the Capitol. She met with several legislators to discuss the RCD’s programs and initiatives, and encouraged them to vote in favor of the BWSR base budget. Supervisor Behrens commented they had a conversation with Senator Wiger regarding Kohlman Lake in Maplewood. It has become a wetland and the lakeshore owners want the lake and channel dredged. They are working on getting the water quality back up and creating a functional healthy habitat.
- J. Approval of Conservation Corp Site Agreement: Ann WhiteEagle stated this will be the sixth consecutive year having a Conservation Corp member working at the RCD for the summer and the office will have a total of 10 staff over the summer. Supervisor Buggs commented she worked with them at a tree planting event this past weekend. **Resolution 17-05-09.** Motion by Supervisor Behrens second by Supervisor Buggs. Resolved, the Board approved the Conservation Corp Site Agreement. Voting in favor of the resolution: Behrens, Buggs, Humphrey, Willems – Voting against: none – Abstaining: none
- K. June Agenda Item Requests: Supervisor Humphrey suggested adding the by-laws, budget amendments; Other Topics: Forum Topics, State of the Waters date, Forums noticed in case there is a quorum, send out Forum topic schedule, Sherburne/Washington Contract for Service, 2016 Audit, Buffer Other Waters, Well-Sealing, Payment to St. Paul for Lilydale Zebra Mussel Plates, RCLLG Dues, CWMA Contractor, FY14 Wakefield Grant, First Quarter Treasurer Report. Supervisor Buggs stated they need to know how to access the file that has the letterhead, and requested to create a policy to include multi-unit dwellings. She will provide something to be included in the Board packet for the next meeting. **Resolution 17-05-10.** Motion by Supervisor Behrens second by Supervisor Buggs. Resolved, the Board approved to have the Forums noticed. Voting in favor of the resolution: Behrens, Buggs, Humphrey, Willems – Voting against: none – Abstaining: none

- L. Treasurer's Report, 4th Quarter 2016: Ann WhiteEagle pointed out this is the sixth year in a row they are in the black, with an all-time high for fee-for-service revenue. The budget expenditure is generally 85 percent personnel expense. Supervisor Buggs inquired what was meant by hiring staff away. Supervisor Willems stated this topic is on the agenda later in the meeting, but confirmed that the County could hire the RCD staff, if the RCD board couldn't get to a functional place. **Resolution 17-05-11.** Motion by Supervisor Willems second by Supervisor Buggs. Resolved, the Board approved the 4th Quarter 2016 Treasurer's Report.
Voting in favor of the resolution: Behrens, Buggs, Humphrey, Willems – Voting against: none – Abstaining: none
- M. MASWCD Resolutions: Supervisor Willems welcomed ideas and suggested they get something together before the next area meeting. She stated the resolutions usually pass at the area meeting, then go to staff to be looked over, and are voted on at the annual meeting in December. Mary Peterson clarified that resolutions would need to be approved by the RCD Board in June and then brought to the July 12 area meeting. An MCD tour will be given on July 12 by the Washington Conservation District. Supervisor Humphrey advised Board members to bring their ideas to the next RCD meeting in June.
- N. Well Sealing: Ann WhiteEagle requested Board delegation for staff to approve the well sealing application based on criteria of two quotes from licensed well sealers, and a signed well sealing agreement. Then, after the well is sealed, the reimbursement would come before the Board for approval. Mary Peterson wanted BWSR correspondence sent to her approving this process in prior well sealing grants. Supervisor Behrens requested a first come, first served policy. Ms. Peterson clarified the competitive grant process and that the project was targeted, prioritized, and measurable, not first come, first served. Ms. WhiteEagle stated if a person is out of the prioritized grant area, they would take their name, add it to a waiting list and if there were any funds left, they would be able to apply at that time. Supervisor Behrens did not think that was fair and they should be serving people equally. Supervisor Willems stated it is not fair, but they do not have a choice. She suggested staff look for grant funding that did not have these constraints. **Resolution 17-05-12.** Motion by Supervisor Willems second by Supervisor Behrens. Resolved, the Board approved delegation pending BWSR approval, with staff looking for additional, non-restrictive funding opportunities.
Voting in favor of the resolution: Behrens, Buggs, Humphrey, Willems – Voting against: none – Abstaining: none
- O. LCCMR (Legislative-Citizen Commission on Minnesota Resources Proposal: Ann WhiteEagle explained that the LCCMR process was very competitive. Dawn Pape provided the title of the grant, Native Plant Education/Implementation Benefitting Pollinators and Water. The purpose of the grant is to provide education about the benefits of native plants and protecting pollinators. They are focusing on native pollinators, which are fuzzier and out pollinate honeybees 100 to one. Ms. Pape stated she will provide the education to pre-K through grade 12, and award winning author, Heather Holm will focus on the adult education. They will also partner with master gardeners and master water stewards to provide water education and consultation at the workshops. Beyond the education, they will focus on implementation where there may be rebate money available to homeowners after plantings have been established. Ms. WhiteEagle pointed out they are required to identify the contractors during the grant process and they are looking for Board support in submitting a LCCMR application. Supervisor Behrens inquired if people can order native bees. Ms. Pape responded it is part of the education, but the bees will not be purchased with the grant money. Supervisor Buggs offered to help her get into some of the schools. Supervisor Behrens stated that North Oaks is also looking to do pollinator habitats. **Resolution 17-05-13.** Motion by

Supervisor Behrens second by Supervisor Willems. Resolved, the Board approved staff submitting a 2017 LCCMR proposal.

Voting in favor of the resolution: Behrens, Buggs, Humphrey, Willems – Voting against: none – Abstaining: none

- P. Board Vacancy: Supervisor Buggs commented she did not know the appointment process and was looking for guidance. Supervisor Humphrey explained that there was State statute to follow for the appointment, but clarified that Supervisor Gardner had not resigned to the full Board. At the request of Supervisor Behrens, Supervisor Humphrey stated she would reach out to him this week to see what he would like to do. The next step would be to accept his written resignation, notice the vacancy, and request applications.
5. Standing Committee Reports – The Board reported on the committee meetings they attended.
- A. Metro Conservation Districts – Supervisor Willems
 - B. Rice Creek Advisory Committee
 - C. Ramsey-Washington Metro Watershed District Citizen Advisory Committee and Board – Supervisor Humphrey
 - D. Capitol Region Watershed District Citizen Advisory Committee and Board Meeting – Supervisor Buggs and Supervisor Willems
 - E. Ramsey County League of Local Governments – Supervisor Behrens
 - F. VLAWMO Tech and Advisory Committee – Supervisor Behrens
 - G. White Bear Lake CD Lake Level Committee – Supervisor Behrens
 - H. Metro MAWD – Supervisor Willems
 - I. Other Meetings
 - i. RiverEast Planning Committee, District 6 Land Use Task Force – Supervisor Buggs
 - ii. District 6 Land Use Task Force – Supervisor Buggs
 - iii. St. Paul Regional Water Service Board – Supervisor Humphrey
 - iv. MACD/Area IV – Board Attendees
 - v. Budget Meeting with County Manager – Supervisor Willems
6. Next Regular Board Meeting – Thursday, June 1, 2017, at 6:30pm.
7. Adjournment: **Motion by Supervisor Buggs, Supervisor Willems seconded** to adjourn at 8:40 pm. Motion carried unanimously.

These minutes are respectfully submitted by Shannon Schmidt.