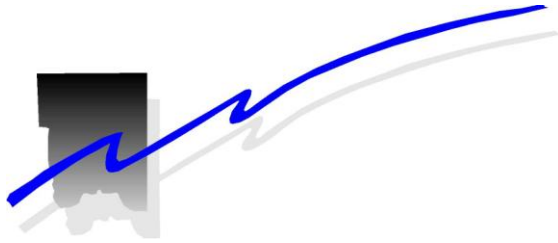


## Ramsey Conservation District



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### Minutes of the **Board of Supervisors Regular Board Meeting** held August 10, 2009.

I. Meeting called to order by Chair Eckman at 10:05 a.m.

A. Roll of Attendance

**Supervisors present:**

Karen Eckman  
Margaret Behrens  
Nick Quade, absent with notice  
Carrie Wasley  
Mara Humphrey, absent with notice

**Others present:**

Tom Petersen, RCD Staff  
Ann WhiteEagle, RCD Staff

B. Review of Agenda: Manager Petersen added the following item to the agenda: Keller Golf Course Interpretive Signs, under Action Items. **Resolution 09-08-01.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approved the revised agenda.**

Voting in favor of the resolution: Behrens, Eckman, and Wasley  
Voting against: none  
Abstaining: none

II. Approval of Standing Reports – Secretary’s Report: **Resolution 09-08-02.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approved the Minutes of the Regular Board Meeting on July 13, 2009.**

Voting in favor of the resolution: Behrens, Eckman, and Wasley  
Voting against: none  
Abstaining: none

Treasurer’s Report: **Resolution 09-08-03.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approved the Treasurer’s Report for 2<sup>nd</sup> Quarter 2009.**

Voting in favor of the resolution: Behrens, Eckman, and Wasley  
Voting against: none  
Abstaining: none

III. Action Items

A. 2010 Metro Conservation Districts (MCD) Work Plan/Budget Approval: Supervisor Eckman clarified to the newer board members the functions and structure of the MCD and highlighted two programs – the Nonpoint Engineering Assistance Program (NPEAP) and the Landscape Restoration Program (LRP). Manager Petersen recommended that the Board decrease the commitment of hours needed for the LRP. **Resolution 09-08-04.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board amended the MCD Work Plan to reduce the RCD’s obligation to LRP to 250 hours and a sum not to exceed \$10,000.00 for the period of October 1, 2009 to September 31, 2010.**

Voting in favor of the resolution: Behrens, Eckman, and Wasley

Voting against: none

Abstaining: none

B. Board Meeting schedule for October – December, 2009: After a discussion on meeting times, by consensus the Board decided to move the meeting time to 7:00pm, effective with the September Board Meeting, unless there is objection from the board members not present. Scheduling meeting dates for October – December, 2009 will be added to the September agenda. **Action Step: Manager Petersen will notify Supervisors Humphrey and Quade of the new board meeting time and see if there is an objection to the change.**

C. Ratify LRP/NPEAP JPAs: Manager Petersen recommended that the Board ratify the 2010 MCD Joint Powers Amendment (JPA). **Resolution 09-08-05.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approved entering into the 2010 JPA for the Metro Conservation Districts for the period of October 1, 2009 to September 31, 2010, subject to the RCD amendment to the LRP hour change.**

Voting in favor of the resolution: Behrens, Eckman, and Wasley

Voting against: none

Abstaining: none

D. Supervisor Handbook Revision: Supervisor Wasley pointed out the revisions she made to update the RCD Supervisor Handbook. Additional revision suggestions were added. In reading through the “Election Procedures” section, interest in further discussion over nominating districts developed. **Action Steps: Election Procedures/Nominating Districts will be added to the September agenda, Manager Petersen will follow-up with Supervisor Wasley on the required post-election/appointment filing documentation. The Supervisor Handbook will be further amended and discussed at the September Board Meeting.**

E. BWSR General Services/Cost Share FY2010 Grant Agreement: **Resolution 09-08-06.** Supervisor Behrens moved and Supervisor Wasley seconded. **Resolved the Board authorized the Chair to sign the FY2010 BWSR SWCD Base Grant Agreement.**

Voting in favor of the resolution: Behrens, Eckman, and Wasley

Voting against: none

Abstaining: none

F. Supervisor Expense Claims 2<sup>nd</sup> Quarter 2009: Supervisor Behrens deleted a meeting from her expense claim. **Resolution 09-08-07.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approved the Supervisor Expense Claims for 2<sup>nd</sup> quarter of 2009 (April 1 – June 30, 2009) submitted by Supervisors Behrens, Eckman, Humphrey, Quade, and Wasley.**

Voting in favor of the resolution: Behrens, Eckman, and Wasley

Voting against: none

Abstaining: none

G. Approved Revised BWSR Resolution (Lake McCarrons): **Resolution 09-08-08.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approved revising Resolution 09-07-01 to state the following:**

- Lundell Project- (Contract Number FY-08-02) Total project cost is \$6,625.00; \$3,312.50 in BWSR FY-08 NPBR cost-share (48.41 % of total project cost) and \$1,656.25 from CRWD cost-share (24.2 % of total project cost) \* **Note! Project came in above estimate and contract amendment was not approved prior to finish of construction, thus payment is based on the original contract amount.** Technical and Administration reimbursement to the RCD shall be \$828.13.

Voting in favor of the resolution: Behrens, Eckman, and Wasley

Voting against: none

Abstaining: none

H. Native Buffer Project (4) Close-Out Approval: **Resolution 09-08-09.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approved the following resolution:** Whereas, the RCD Board has approved shoreline restoration cost-share funding for the aforementioned shoreline owner on McCarron's Lake; and Whereas, the cost-share funding is derived from FY-08 BWSR Native Plant Buffer Restoration (NPBR) and CRWD cost-share funds, and Whereas, the aforementioned have submitted the required Payment Voucher, invoice, and itemized receipts per requirements, and Whereas, the RCD Board authorized Technical Approval authority (Ryan Johnson) and the RCD Board authorized Administrative authority (Tom Petersen) have certified that the projects have been completed according to the required technical standards and specifications and that the sufficient and accurate documentation of project costs has been submitted to support reimbursement, and Whereas, the RCD Board of Supervisors has reviewed the Payment Voucher and finds the requests for reimbursement acceptable and consistent with the cost-share Agreements. Now Therefore Be It Resolved, the RCD Board of Supervisors authorizes the District Chair to sign the Payment Voucher for the Pordello and Hilden shoreline cost share projects.

Be It Further Resolved, the RCD Board approves reimbursement payment in the following amounts:

- Renee Pordello- 382 McCarrons Blvd N, Roseville, MN 55113; Contract #: NBFY-08-06  
Total project cost is \$2,550.00; \$1,275.00 (50% total project cost) in BWSR FY-08 NPBR cost-share, and \$637.50 (25% total project cost) in CRWD cost-share. Total amount to be reimbursed to Renee Pordello is \$1,912.50 (75% total project cost). Technical and Administration reimbursement to the RCD shall be \$318.75 (20% BWSR grant amount).
- Diane Hilden- 466 Bayview Dr. Roseville, MN 55113; Contract#: FY-08-04  
Total project cost is \$2,770.00; \$1,385.00 (50% total project cost) in BWSR FY-08 NPBR cost share, and \$692.50 (25% total project cost) in CRWD cost share. Total amount to be reimbursed to Diane Hilden is \$2,077.50 (75% total project cost). Technical and Administrative reimbursement to the RCD shall be \$346.25 (20% BWSR grant amount).

Voting in favor of the resolution: Behrens, Eckman, and Wasley

Voting against: none

Abstaining: none

**Resolution 09-08-10.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approved the following resolution:**

Whereas, the RCD Board has approved shoreline restoration cost-share funding for the aforementioned shoreline owners, and

Whereas, the cost-share funding is derived from FY-09 BWSR Native Plant Buffer Restoration (NPBR) funds, and

Whereas, the aforementioned have submitted the required Payment Voucher, invoice, and itemized receipts per requirements, and

Whereas, the RCD Board authorized Technical Approval Authority (Ryan Johnson) and the RCD Board authorized Administrative Authority (Tom Petersen) have certified that the projects have been completed according to the required technical standards and specifications and that the sufficient and accurate documentation of project costs has been submitted to support reimbursement, and

Whereas, the RCD Board of Supervisors has reviewed the Payment Voucher and finds the requests for reimbursement acceptable and consistent with the cost-share Agreements.

Now Therefore Be It Resolved, the RCD Board of Supervisors authorizes the District Chair to sign the Payment Vouchers for the Joel and Leslie Norton, and Gene Beasley shoreline restoration projects, and

Be It Further Resolved, the RCD Board approves reimbursement payment in the following amounts:

- Joel and Leslie Norton- 2186 Lakebrook Dr. New Brighton, MN 55112; Contract#: NBFY-09-01  
Total project cost is \$9,410.00; \$4,700.00 (50% total project cost) in BWSR FY-09 NPBR cost share. Total amount to be reimbursed to Joel and Leslie Norton is \$4,700.00 (50% total project cost). Technical and Administrative reimbursement to the RCD shall be \$1,175.00 (20% BWSR grant amount).
- Gene Beasley- 1189 Pike Lake Dr. New Brighton, MN 55112; Contract#: NBFY-09-02  
Total project cost is \$6,700.00; \$3,350.00 (50% total project cost) in BWSR FY-09 NPBR cost share. Total amount to be reimbursed to Gene Beasley is \$3,350.00 (50% total project cost). Technical and Administrative reimbursement to the RCD shall be \$837.50 (20% BWSR grant amount).  
Voting in favor of the resolution: Behrens, Eckman, and Wasley  
Voting against: none  
Abstaining: none

I. Native Buffer Project Amendment: Ms. WhiteEagle explained that one of the shoreline restoration projects on Lake McCarrons has requested that their project be amended to increase the planting area and add more native plants to increase the buffer and plant diversity. The authorized technical approval authority, Ryan Johnson briefly entered the meeting and endorsed the amendment and confirmed that the project construction is suspended, waiting board action. **Resolution 09-08-11.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approved the requested amendment for the Sanders Project (Contract FY-08-05) to increase the total project cost by \$1,524.00 for a total of \$47,767.25, to increase the buffer and plant diversity of the project. The contract amendment number is FY-08-5a. The total amount for BWSR Native Buffer FY08 cost share based on the original percentage of 50% is \$23,883.63.**

Voting in favor of the resolution: Behrens, Eckman, and Wasley  
Voting against: none  
Abstaining: none

J. Keller Golf Course Interpretive Signs: Manager Petersen explained that Keller Golf Course staff expressed a need for signage for the high quality and highly visible shoreline restoration, which the RCD assisted in construction of and was seeking further RCD cost share assistance for the signage costs. **Resolution 09-08-12.** Supervisor Behrens moved and Supervisor Wasley seconded. **Resolved the RCD will provide up to \$1,000 from the 2009 NATURE cost share fund to pay for interpretive signage for the shoreline restoration on Keller Golf Course.**

Voting in favor of the resolution: Behrens, Eckman, and Wasley  
Voting against: none  
Abstaining: none

#### IV. Standing Committee Reports

- Association of Metro SWCDs – Eckman/Humphrey
- Rice Creek Advisory Committee – Quade
- Watershed Advisory Commission (RWMWD Advisory Committee) – Wasley/Behrens
- Capitol Region Watershed District Citizen Advisory Committee – Humphrey/Quade
- Legislative Committee – Quade
- RCLLG – Behrens/Eckman
- WMO-WD Reports – Supervisors

No reports were submitted prior to the Board Meeting on Committee Reports.

- Natural Resource Conservation Service Report (NRCS): No report.

VI. Staff Reports – The Board was mailed a report detailing the major activities of the staff, prior to the meeting.

VII. Tour of the Ramsey Conservation District Raingarden was postponed due to time constraints.

VIII. Unfinished Business

A. MASWCD Supervisor Training Update: Supervisor Wasley recently attended the 2-day training offered by the MASWCD and reported that she found the training worthwhile for both supervisors and staff. She informed the staff that she has some printed materials from the training, if anyone is interested in more information.

B. Budget Update 2010/2011: Manager Petersen informed the Board that the RCD will not be receiving the 3% levy reduction (per County Manager recommendation), which will be standard for county departments for 2010. Also, the County Manager did not recommend the supplemental tax levy requested by the RCD. The final approval of the 2010/2011 budgets will be made by the Ramsey County Board of Commissioners in November.

C. Letter to Ramsey County Board: Supervisor Eckman explained that the letter she is drafting to the Ramsey County Board is in process and that she will work Manager Petersen on the final draft after the meeting today.

IX. New Business

A. TCAAP Policy Statement: Ms. WhiteEagle explained that she had attended a Public Meeting on the Twin Cities Army Ammunition Plant (TCAAP) property hosted by Representative McCollum this past June. The event was very well attended and elected officials as well as the public were invited to speak and give their support to different land use options for the site. Manager Petersen further explained the past and present contamination on the site. Ms. WhiteEagle requested that the RCD create a policy statement regarding future land use of TCAAP, which neighbors the RCD office. **Action Step: Manager Petersen will attempt to obtain a speaker for the September Board Meeting to inform the board on the facts.**

B. RCD Tour: Supervisor Eckman suggested having a “tour” to visit a variety of RCD project sites of shoreline restorations, raingardens, and other urban conservation practices. The Board tentatively chose October 12<sup>th</sup> from 11:00am to 4:00pm for the event and discussed extending the invitation to the Ramsey County Commissioners. **Action Step: Ms. WhiteEagle will add the Tour to the September agenda. Manager Petersen will send a “save the date” announcement to the Ramsey County Commissioners and County Manager.**

X. Next Regular Meeting Date – Monday, September 14, 2009 at 7:00pm for the Regular Board Meeting.

XI. Adjournment: Resolution 09-08-13. Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board adjourned at 12:30p.m.**

Voting in favor of the resolution: Behrens, Eckman, and Wasley

Voting against: none

Abstaining: none

These minutes are respectfully submitted by  
Ann WhiteEagle  
Office Manager