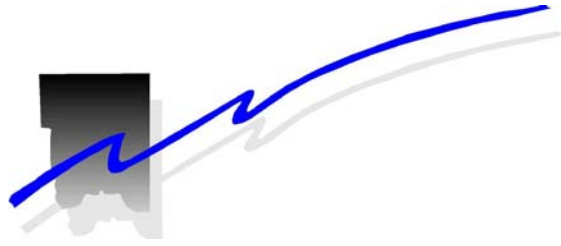


# Ramsey Conservation District



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## Minutes of the **Board of Supervisors Regular Board Meeting** held January 8, 2010.

I. Meeting called to order by Chair Eckman at 11:30 a.m.

A. Roll of Attendance

**Supervisors present:**

Karen Eckman  
Margaret Behrens  
Carrie Wasley  
Mara Humphrey  
Nick Quade, absent without notice

**Others present:**

Tom Petersen, RCD Staff  
Ann WhiteEagle, RCD Staff  
Geoff Nash, RCD Staff  
Victoria Reinhardt,  
Ramsey County Commissioner

Michelle Wohlers, NRCS  
Paul Gardner,  
State Representative  
Tim Wilson, NRCS  
Deb Bloom, City Engineer for  
Roseville, Arden Hills, Falcon Heights

B. Review of Agenda: The following items were moved to the February agenda: Unfinished Business B: Supervisor Handbook update and F. MASWCD Annual Convention Report  
**Supervisor Wasley moved and Supervisor Behrens seconded to approve the revised agenda. Motion carried unanimously.**

II. Pharmaceuticals in Groundwater Discussion: Commissioner Reinhardt began the discussion by offering her support for the passage of current legislation (HF1217) co-authored by State Representative Paul Gardner requiring a product stewardship program by drug producers to collect and dispose of unwanted drugs. She then gave a summary of her history with environmental activism, both locally and nationally, including being the current Chair of the Association of Minnesota Counties, Environmental Committee and serving on the Steering Committee for the National Association of Counties for Energy, Environment, and Land Use. She recently attended a symposium on issues relating to pharmaceuticals and she explained that there are various methods of unwanted drug disposal, deferring state by state. For example, Minnesota hospitals are required to flush unwanted drugs into the sewer system, while in Maine it is illegal to do that. She thought the issue is too expensive to handle at the local level and suggested that the above mentioned legislation will help to raise awareness of the problem and create workable solutions. After the presentation by Commissioner Reinhardt, RCD Groundwater Specialist Geoff Nash, distributed a handout taken from the draft Ramsey County Groundwater Plan update, which sites the current MPCA recommendations for pharmaceutical disposal.

Representative Gardner began with an explanation of the evolution of HF1217 and that it began with concern over fish, rather than drinking water, because abnormalities in fish were traced back to the increase in hormone levels in lakes from pharmaceuticals being flushed into the sewer system. He stated that the main focus of the bill is product stewardship and that he estimates that passage of the bill will provide increased cost savings in healthcare, because it would reduce the amount of waste with pharmaceuticals. He emphasized how important and challenging it is to get agencies such as, Department of Health, Pollution Control Agency, Solid Waste Management, and others, collaborating on solutions.  
**Action Step:** Manager Petersen will request to get "Pharmaceuticals in Groundwater" on the agenda for the MASWCD January Meeting.

E. Falcon Heights and Roseville Cost-Share Project Approval: Manager Petersen introduced Deb Bloom, who is the city engineer for Falcon Heights, Arden Hills, and Roseville, and was chosen as the RCD Conservationist of the Year for 2008. Ms. Bloom gave background on the Bennett Lake Project in Roseville, which was a shoreline restoration and gully control project, with partial funding provided by cost-share from BWSR via the RCD and the plants were supplied by the Ramsey County Corrections Department. She stated that a gully was restored and the restoration would curtail the shoreline from sluffing into the lake. **Resolution 10-01-01.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board approved the following:** The City of Roseville be reimbursed per BWSR cost-share contract FY-07-03 in the amount of \$4,616.78 (\$4,150.40 from FY-07 cost-share and \$466.38 from FY-08 cost-share), which is 50% of the total project construction costs (\$9,233.55). The Board further moves that the Board Chair is authorized to sign the Practice Certification Summary Form, as has been reviewed and approved by district staff, and further authorizes that 20% of the FY-07 cost-share (\$1,037.60) and 20% of the FY-08 (\$116.60), shall be reimbursed to the RCD for technical and administrative costs associated with this project.

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

Ms. Bloom further explained the Falcon Heights City Hall Project, which was installing a pervious pavement in the parking lot, along with an 800 square foot rainwater gardens on the south side of the parking lot. She stated that the project was successful and that it should prove to be a “showplace for stormwater retention”. This project was completed with partial funding from the Capitol Region Watershed District and the rainwater garden portion of the project from BWSR cost-share via the RCD. An education and explanatory sign will be posted at the site later this year. **Resolution 10-01-02.** Supervisor Behrens moved and Supervisor Humphrey seconded. **Resolved the Board approved the following:** The City of Falcon Heights be reimbursed per BWSR cost-share contract FY-08-02, in the amount of \$11,710.88 (\$9,574.78 from FY-08 cost-share and \$2,393.70 from FY-09 cost-share), which is 74% of the total rainwater garden project cost (total project cost is \$15,793.27), and authorizes the RCD Board Chair to sign the Voucher and Practice Certification Summary Form, as has been reviewed and approved by District staff, and further authorizes that 20% of the FY-08 cost-share (\$2,393.70) and 20% of the FY-09 cost-share (\$534.03), shall be reimbursed to the RCD for technical and administrative costs associated with this project.

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

Manager Petersen explained to the Board that because the Bennett Lake Project came in under budget, the RCD would be returning the remainder of the BWSR FY08 Cost-Share. **Resolution 10-01-03.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approved returning the \$6,436.54 balance of the FY08 Cost-Share Grant to BWSR.**

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

II. Approval of Standing Reports – Secretary’s Report  
Minutes of Regular Board Meeting December 14, 2009  
**Motion by Supervisor Wasley, Supervisor Humphrey seconded to approve the Minutes of December 14, 2009. Motion carried unanimously.**

III. Action Items

A. RCD Supervisor 2010 Offices & Committee Selection: **Resolution 10-01-04.** Supervisor Humphrey moved and Supervisor Behrens seconded. **Resolved the Board elected Supervisor Wasley as Chair for 2010. Supervisor Wasley approved Supervisor Eckman as Chair for the remainder of this meeting.**

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

**Resolution 10-01-05.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board elected Supervisor Humphrey as Vice-Chair for 2010.**

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

**Resolution 10-01-06.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board approved combining the office of Secretary and Education/Information for 2010.**

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

**Resolution 10-01-07.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board elected Supervisor Behrens as Secretary and Education/Information Officer for 2010.**

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

**Resolution 10-01-08.** Supervisor Eckman moved and Supervisor Behrens seconded. **Resolved the Board elected Supervisor Eckman as Treasurer for 2010.**

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

**Resolution 10-01-09.** Supervisor Humphrey moved and Supervisor Behrens seconded. **Resolved the Board approved the listed committee assignments as follows for 2010, pending approval by Supervisor Quade:**

	<u>Primary</u>	<u>Alternate</u>
Annual Report, Annual Plan, Comprehensive Plan	Committee of the whole	
Budget/Finance	Humphrey	Wasley
Personnel	Humphrey	Wasley
Metro Conservation Districts	Eckman	Wasley
Rice Creek Watershed District Citizens' Advisory Committee	Quade	
VLAWMO Citizens' Advisory Committee	Behrens	
Watershed Advisory Commission (RWMWD Advisory Board)	Wasley	Humphrey
Capitol Region Watershed District Citizens' Advisory Committee	Eckman	Quade
Legislative Committee	Committee of the whole	
RCLLG	Behrens	Humphrey

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

B. Draft Professional Services 2010 Agreement with CRWD: Manager Petersen explained that the agreement was not yet ready for signature and requested placing the item on the February agenda.

C. RCD Supervisor Elections: Manager Petersen developed a timeline for actions required in order to change from a five member Board to a seven member Board for the next general election. Supervisor Eckman expressed her concern about the lack of time before the next election, to ensure Ramsey County Commissioner support, among other details, before making the decision. By consensus the Board decided to further discuss this possibility, but decided against changing for the next general election.

D. Wild Ones Conference (Feb 27<sup>th</sup>) Living Green Expo (May 1&2): Supervisor Eckman informed the Board that the Living Green Expo draws attendees from all over the metro area and reasoned that it made more sense for the Metro Conservation Districts (MCD) to hold a booth, rather than the RCD alone. Action Step: Manager Petersen will follow-up with the MCD on this possibility. **Resolution 10-01-10.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board approved payment for a booth for the RCD at the Wild Ones Conference and comp time for staff members working at the exhibit.**

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

F. Approval of 4<sup>th</sup> Quarter 2009 Supervisor Expense Claims: The Board decided to combine this item with New Business A. Expense Claim Deadline Policy Discussion. Manager Petersen explained that expense claims have not been received from one board member for the last two quarters and now those expenses will not be charged to the 2009 budget, but rather be reflected in the 2010 budget. He requested that the Board issue a policy so that this will not happen in the future. **Resolution 10-01-11.** Supervisor Humphrey moved and Supervisor Behrens seconded. **Resolved the Board authorizes that Supervisor expense claims are due at the RCD office one week after the quarter ends and further resolved that claims will not be reimbursed unless they are received within 30 days from the end of the quarter.**

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

**Resolution 10-01-12.** Supervisor Wasley moved and Supervisor Behrens seconded. **Resolved the Board approved payment of 4<sup>th</sup> quarter 2009 expense claims as submitted by Supervisors Behrens, Eckman, Humphrey, and Wasley.**

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

G. Groundwater Specialist Position: Manager Petersen explained to the Board that the groundwater position is not receiving sustainable revenue to support the position and recommended terminating the position. The Board discussed their regret over this. **Resolution 10-01-13.** Supervisor Humphrey moved and Supervisor Wasley seconded. **Resolved the Board approved termination of the Groundwater position, effective January 29, 2010, due solely to lack of funding.**

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

Manager Petersen further explained that he had taken a voluntary \$10,000 pay cut to his base salary last October to lower payroll expenses. **Resolution 10-01-14.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board accepted Manager Petersen's voluntary salary reduction.**

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

Voting against: none  
Abstaining: none

H. Staff Salary Increase for 2010: Manager Petersen recommended a 2% COLA increase to staff members Goodnature, Johnson, and WhiteEagle. He further recommended a \$1,700 base salary increase for Mr. Johnson. Supervisor Wasley suggested a \$3,400 increase for Johnson. Supervisor Behrens stated her opposition to salary increases, when the Board just terminated the groundwater position and it was determined earlier in the year that Groundwater Protection was number one priority of the District.

**Resolution 10-01-15.** Supervisor Wasley moved and Supervisor Humphrey seconded. **Resolved the Board approved a \$3,400 base salary increase for Mr. Johnson and further approved a 2% COLA increase for Mr. Johnson, Mr. Goodnature, and Ms. WhiteEagle. The adjustments are retroactive to January 1, 2010.**

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

Supervisor Behrens left the meeting at 1:48pm.

IV. Standing Committee Reports

- A. Metro Conservation District – Eckman/Humphrey
- B. Rice Creek Advisory Committee – Quade
- C. Watershed Advisory Commission (RWMWD Advisory Committee) – Wasley/Behrens
- D. Capitol Region Watershed District Citizen Advisory Committee – Humphrey/Quade
- E. Legislative Committee – Quade
- F. RCLLG – Behrens/Eckman
- G. WMO-WD Reports – Supervisors

V. Natural Resource Conservation Service Report (NRCS): Michelle Wohlers presented a document for the Local Work Group recommendation for FY09 EQIP. The document outlined the local concerns that EQIP could address. **Action Step:** Manager Petersen will contact former RCD board member, Bettie Cowie, and suggest EQIP funding for invasive plant removal for the North Oaks Homeowners Association. Ms. Wohlers will look at the eligibility of private colleges for the funding. Section 1619 MOU will be added to the February agenda and the Board was asked to review the MOU document before the next Board Meeting.

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

VII. Unfinished Business

- A. Grant Progress Update: Manager Petersen added all past competitive grant applications to the comprehensive spreadsheet he created to track competitive grant activity. This spreadsheet was presented to the Board prior to the meeting.
- B. Supervisor Handbook: Moved to February Board Meeting
- C. Report on Professional Services Agreement with GLWMO: Manager Petersen reported that he has drafted a professional services agreement for review and comment by GLWMO officials. He will have an agreement for RCD Board ratification at the February 12<sup>th</sup> meeting.
- D. Groundwater Plan Update: Mr. Nash handed out memo that he drafted on the status of the revised Ramsey County Groundwater Protection Plan as well as a groundwater test he created to be used at the 2010 Envirothon, which is an environmental outreach to Jr. and Sr. High School students. He also informed the Board that the Ramsey County Commissioners will be holding a policy workshop in mid-February to discuss the Ramsey County Groundwater Plan Update,

completed by the RCD. He emphasized that it is the County's plan and the RCD will wait to see what the County wants to do before submitting the plan to BWSR for approval. Once BWSR completes their review, the plan cannot be further amended.

E. 2010 Comprehensive Plan Timeline: Manager Petersen presented a timeline for the Comprehensive Plan update and explained that he is attempting to have a facilitated workshop meeting in February and is currently getting bids for recommended facilitators.

VIII. New Business

A. Expense Claim Deadline Policy Discussion: Covered previously in the meeting under Action Items F.

IX. Next Regular Meeting Date – Friday, February 12, 2010 at 11:30a.m.

X. Adjournment: **Motion by Supervisor Humphrey, Supervisor Wasley seconded to adjourn the meeting at 2:34pm. Motion carried unanimously.**

These minutes are respectfully submitted by  
Ann WhiteEagle  
Office Manager