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Minutes of the **Board of Supervisors Regular Board Meeting** held July 9, 2010.

1. Meeting called to order by Chair Wasley at 9:00 a.m.

A. Roll of Attendance

**Supervisors present:**

Carrie Wasley – Chair  
Nick Quade, absent without notice  
Karen Eckman – Treasurer  
Mara Humphrey – Vice-Chair  
Margaret Behrens – Secretary/Information

**Others present:**

Tom Petersen, RCD Staff  
Ann WhiteEagle, RCD Staff  
Ryan Johnson, RCD Staff  
Mike Goodnature, RCD Staff  
Vaios Eleftheriou, Shoreview Resident

B. Review of Agenda: Action Items I. Water Management Summit was added to the agenda. **Supervisor Behrens moved and Supervisor Eckman seconded to approve the revised agenda. Motion carried unanimously.**

2. Staff Reports: The Board was sent a report detailing the major activities of staff members, prior to the meeting. **Board Action Step:** The staff will provide a database summary of time reporting for the first two quarters of 2010 with billable information, per requested by Supervisor Humphrey, for the next Board Meeting.

3. A. Approval of Standing Reports

Secretary's Report – Minutes of Regular Board Meeting May 25, 2010: **Motion by Supervisor Humphrey, Supervisor Eckman seconded to approve the Minutes of May 25, 2010. Motion carried unanimously.** Minutes of June 11, 2010: **Motion by Supervisor Humphrey, seconded by Supervisor Behrens to approve the Minutes of June 11, 2010.** Motion carried unanimously. Minutes of June 29, 2010: Motion by Supervisor Eckman, **Supervisor Humphrey seconded to approve the Minutes of June 29, 2010. Motion carried unanimously.**

B. Treasury Report – An estimate of the second quarter, 2010 Abbreviated Treasury Report was provided. Ms. WhiteEagle reported that the RCD fund balance is \$35,000 after second quarter, with one payroll period yet to post to the accounting system.

4. Action Items

A. Reimbursement for FY10 Metro WCA Enforcement Grant: **Resolution 10-07-01.** Supervisor Behrens moved and Supervisor Eckman seconded. Resolved the Board approves the following resolution: Reimbursement of RCD for Wetland Conservation Act (WCA) Enforcement Expenses, November 1, 2009 thru June 30, 2010.

Whereas, BWSR has provided the RCD \$5,000.00 in FY-10 WCA Enforcement Grant funding to reimburse the RCD for expenses incurred in the enforcement of WCA (this funding does not require a match from the RCD); and

Whereas, The RCD Board has approved a work-plan for the expenditure of the FY-10 WCA enforcement funds that appropriates \$2,500 for RCD staff WCA training, and \$2,500 for direct RCD staff enforcement

costs; and

Whereas, The RCD has \$18,831.53 remaining in its FY-10 BWSR WCA Administrative cost-share funding (this funding requires a 50% match from the RCD); and

Whereas, The RCD has a total expense of \$8,536.25 for WCA enforcement and WCA training for the period of November 1, 2009 thru June 30, 2010.

Now therefore be it resolved, The RCD Board shall approve utilizing the FY-10 WCA Enforcement Grant to reimburse the RCD for RCD staff WCA enforcement and WCA training expenses in the amount of \$5,000.00 for the period of November 1, 2009 to June 30, 2010; and

Be it further Resolved, The RCD Board shall approve utilizing \$1,768.13 of the FY-10 WCA Admin. cost-share grant to reimburse the RCD for RCD staff WCA enforcement costs not covered by the FY-10 WCA enforcement grant.

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

B. July 30<sup>th</sup> Meeting with County Board: Manager Petersen informed the Board that County Board can meet with the RCD Board at 9am, if they could change the date from July 30<sup>th</sup>. The Board decided on August 10, 2010 as the revised date to discuss “Critical Success Indicators” with the County Board. Supervisor Wasley encouraged Supervisor Eckman to speak to the County Board, along with Manager Petersen. Board Action Step: Manager Petersen will email staff and Board the Critical Success Indicators that he submitted to the County Board. He will also review the protocol of “open meeting law” with the County Attorney for clarification on what constitutes a meeting of the Board. **Resolution 10-07-02.** Supervisor Humphrey moved and Supervisor Eckman seconded. **Resolved the Board calls August 10, 2010 at 9am as Special Meeting to meet with the Ramsey County Board of Commissioners.** Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley – Voting against: none – Abstaining: none

C. Supervisor Expense Claim Reimbursement: The Board submitted their second quarter 2010 expense claims prior to the meeting, for review by the Board. **Resolution 10-07-03.** Supervisor Eckman moved and Supervisor Behrens seconded. **Resolved the Board approves second quarter 2010 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

D. Approve “Shared Service Agreement” between the City of Arden Hills and the RCD: Manager Petersen reported that the agreement is for the RCD to perform erosion and sediment control permit inspections in Arden Hills through December 31, 2011. **Resolution 10-07-04.** Supervisor Behrens moved and Supervisor Eckman seconded. **Resolved the Board authorizes the Chair to sign the Shared Service Agreement between the City of Arden Hills and the RCD.** Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley – Voting against: none – Abstaining: none

E. Approve FY10 Cost Share Request for Rainwater Garden at St. Paul Parks Maintenance Facility in Como Park: Manager Petersen handed out pictures of the prospective project site and plans for the Board to review. Supervisor Wasley stated that she would not vote on this motion to avoid any conflict of interest, because she serves on the St. Paul Parks Commission. **Resolution 10-07-05.** Supervisor Behrens moved and Supervisor Humphrey seconded. **Resolved the Board authorizes the Vice-Chair to sign the FY10 Cost Share contract with the City of St. Paul for the Rainwater Garden at the St. Paul Parks Maintenance Facility in Como Park and the following:** **Whereas,** The MN BWSR has provided \$8,767.00 in FY-10 conservation project Cost-share funding to the RCD for assisting land owners install water quality and erosion control practices; and **Whereas,** this project shall be called the “Como Central Services Facility rainwater garden water quality treatment project”, and for the purpose of BWSR, shall be considered a BWSR conservation practice D8 (sediment basin) / Bio-Retention basin; and

**Whereas**, Current storm water runoff from this site flows directly into the City of St. Paul's St. Anthony storm sewer system and drains directly to the Mississippi River, which is an Impaired Water Resource, without any water quality treatment; and

**Whereas**, this project shall be considered "High-Priority" for the purpose of BWSR cost-share rules, as it will provide water quality treatment for the entire service center; and

**Whereas**, the estimated construction cost of the project is \$11,000.

**Now Therefore be it Resolved**, The RCD Board of Supervisors shall enter into a BWSR cost-share agreement with the City of St. Paul Parks and Recreation Department, Contract number FY-10-01 in the amount of \$7,013.60 or 63.76% of the total construction cost, whichever is less; and

**Be it further Resolved**, the City of St. Paul shall hire a MN Registered Engineer to serve as the "Technical Representative" for practice design and project completion certification and all other technical requirements as required by BWSR for cost-share projects; and

**Be it further Resolved**, the RCD shall utilize \$1,753.40 or 20% of the FY-10 BWSR cost-share allocation for Technical and Administrative costs associated with the project; and

**Be it further Resolved**, the terms and conditions as outlined in contract number FY-10—01 shall apply.

**Be it further Resolved**, the project shall begin by September 1, 2010 and be completed by December 15, 2010, unless otherwise amended by mutual consent and agreement of the RCD and City of St. Paul.

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

F. Policy Discussion on Southport Terminal: Mr. Johnson explained the pictures and plans for a proposed project requesting grant funding for a site along the Mississippi River. The St. Paul Port Authority is requesting funding to assist with a voluntary wetland restoration at a current Army Corps dredge site. The project includes 2.78 acres. Mr. Johnson requested that this type of project be considered "high priority" for the Board and authorize him to adjust the workplan to reflect this change. **Resolution 10-07-06.** Supervisor Humphrey moved and Supervisor Behrens seconded. **Resolved the Board establishes Wetland Restoration a high priority and authorizes updating the FY09 Native Buffer work plan to reflect this change.**

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

G. 2010 RCD Outstanding Conservationist: Manager Petersen reminded the Board that the MASWCD annual convention in December includes opportunities for SWCDs to recognize people for accomplishments in conservation within their districts. He stated that there are various categories including "Outstanding Supervisor" and "Outstanding Conservationist". Supervisor Humphrey suggested nominating Supervisor Eckman for Outstanding Supervisor, for all the extra time and effort put in to work at the RCD being the only experienced Board member in 2009, when four new members came onto the Board. **Board Action Step:** The staff will prepare prospective candidates in various categories of conservation excellence for the Board to review at the next Board Meeting. **Resolution 10-07-07.** Supervisor Humphrey moved and Supervisor Behrens seconded. **Resolved the Board approves nominating a candidate for the MASWCD Annual Convention.**

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

H. Native Plant Sale Participation: Manager Petersen requested authorization to organize a Native Plant Sale in partnership with Blue Thumb partners in September 2010 at the RCD office location. Supervisor Eckman explained the difficulty that she and others with raingardens have experienced trying to obtain native plants in the metro area. In communication with Dawn Pape of Blue Thumb, Supervisor Eckman found that they would be interested in the project. After discussion on the project, the Board was favorable to the project, but thought Spring 2011 would be a more appropriate time for the sale. **Resolution 10-07-08.** Supervisor Humphrey moved and Supervisor Behrens seconded. **Resolved the Board supports a native plant sale, with RCD and Blue Thumb partnering on the project. The designate Supervisor Eckman to lead the project as a volunteer after she leaves the RCD Board in December 2010, with Ms. WhiteEagle to assist as necessary.**

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

I. Water Management Summit: Manager Petersen volunteered to drive any Supervisors to the event in St. Cloud on July 12<sup>th</sup>. Supervisors Behrens, Eckman and Humphrey will attend the event and they determined to meet at the RCD at 7:45am.

5. Standing Committee Reports

A. Metro Conservation District (MCD) – Eckman/Wasley

The next meeting is Wednesday, July 28 from 4-6pm at the RCD office and Supervisor Wasley will attend. Manager Petersen explained that the ACD has not yet determined how the BMP cost share funding will be given to projects within the 11 metro SWCDs. Supervisor Eckman suggested that Manager Petersen draft a proposal to Chris Lord, along with a fellow SWCD manager detailing a possible allotment idea in order to move the process along.

B. Rice Creek Advisory Committee – Quade/Humphrey

The meetings are the first Wednesday of the month at 5pm. Supervisor Humphrey will consider attending, if Supervisor Quade is not able.

C. Watershed Advisory Commission (RWMWD Advisory Committee) – Wasley/Behren

D. Capitol Region Watershed District Citizen Advisory Committee – Eckman/Quade

E. Legislative Committee – Committee of the whole

F. RCCLG – Behrens/Humphrey

G. Strategic Planning Update – Staff & Board

Manager Petersen informed the Board that the recently completed 2010 Comprehensive Plan was approved by BWSR. As a next step in the process, Supervisor Eckman suggested that the staff research grant opportunities that align with RCD priorities. **Board Action Step:** Mr. Goodnature will forward a list he had already prepared with upcoming grant opportunities to the Board. Mr. Johnson explained that the staff would have to begin writing the grant proposals before the next Board Meeting, in order to complete them by the deadline. **Board Action Step:** The Supervisors will bring information to explore Action Step 1g. SWCD Structures on page 10 of the Comprehensive Plan to the next Board Meeting. Manager Petersen will bring information on the Hennepin Conservation District to the meeting.

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

7. Unfinished Business

A. Update on Meeting with Ramsey County Manager: Manager Petersen reported that he had revised his documentation for the County Board, based on the feedback he received from the County Manager at a recent meeting. Manager Petersen also explained plans for a tour of RCD project sites with available County Commissioners.

7. Next Regular Meeting Date – Friday, August 13, 2010 at 9:00a.m.

8. Adjournment: Chair Wasley adjourned the meeting at 11:00am

These minutes are respectfully submitted by  
Ann WhiteEagle  
Office Manager