



**Ramsey-Washington Metro Watershed District
Minutes of Regular Board Meeting
July 6, 2022**

The Regular Meeting of July 6, 2022, was held at the District Office Board Room, 2665 Noel Drive, Little Canada, Minnesota, and via Zoom web conferencing, at 6:30 p.m. A video recording of the meeting can be found at https://youtu.be/r5niI0_xKks. Video time stamps included after each agenda item in minutes.

PRESENT:

Larry Swope, President
Dianne Ward, Vice President
Matt Kramer, Manager

ABSENT:

Dr. Pam Skinner, Secretary
Val Eisele, Treasurer

ALSO PRESENT:

Tina Carstens, District Administrator
Brad Lindaman, Barr Engineering
Matt Doneux, Natural Resources Technician
Burt Johnson, Twin Lakes Resident

Paige Ahlborg, Watershed Project Manager
Laurann Kirschner, Attorney for District
Dave Vlasin, Watershed Project Coordinator

1. CALL TO ORDER

The meeting was called to order by President Swope at 6:30 p.m.

President Swope noted that the Board will be completing roll call votes for the meeting and subsequent meetings.

2. APPROVAL OF AGENDA

Motion: Manager Ward moved, Manager Kramer seconded, to approve the agenda as presented.

A roll call vote was performed:

Manager Kramer	aye
Manager Ward	aye
President Swope	aye

Motion carried unanimously.

3. CONSENT AGENDA (1:21)

- A. Approval of Minutes from June 1, 2022
- B. Treasurer's Report and Bill List
- C. Stewardship Grant Program
 - i. 22-23 CS – Castellanos Phase 2, Native Habitat
 - ii. 22-24 CS – Hausauer, Shoreline Restoration
- D. 2022 Targeted Retrofit Projects – Change Order No. 1

Motion: Manager Kramer moved, Manager Ward seconded, to approve the consent agenda as presented.

Further discussion: President Swope referenced #22-23 CS noting that there are two phases and asked if the total project remains within the \$15,000 limit. Paige Ahlborg confirmed that the project remains under that limit.

President Swope referenced the change order for Mounds Park Academy and asked if the school is aware of the tree removal. Paige Ahlborg confirmed that the school is aware of the tree removal and the project continues to move forward.

Manager Ward referenced #22-23 CS and stated that when there are multiple phases, it would help to have a summary of the first phase when considering subsequent phases.

A roll call vote was performed:

Manager Kramer aye
Manager Ward aye
President Swope aye

Motion carried unanimously.

4. VISITOR COMMENTS (3:36)

No comments.

5. PERMIT PROGRAM (5:16)

A. Applications - None

B. Monthly Enforcement Report

During June, three notices were sent to address: install/maintain inlet protection (1), install/maintain construction entrance (1), and maintain/protect permanent BMPs (1).

6. STEWARDSHIP GRANT PROGRAM (5:50)

A. Applications – See Consent Agenda

B. Budget Status Update

Paige Ahlborg provided an overview of the budget status update.

7. ACTION ITEMS

None.

8. ATTORNEY REPORT (6:25)

Laurann Kirschner had nothing to report.

9. BOARD ISSUES, POLICIES, AND OPERATION (FOR DISCUSSION AT MEETING) (6:45)

A. Board Action Log: Additions, Deletions, Updates

Tina Carstens noted that the action log was not attached to the packet.

President Swope stated that the Miyawaki Mini-Forest will be added to the list. He explained that the intent of this document is to keep track of items of interest.

B. Miyawaki Mini-Forest Assessment

President Swope provided details on this method of forestation that he recently learned about at a book release. He stated that perhaps Barr Engineering could do a technical report to determine if this could be a tool for the

District. Tina Carstens stated that she forwarded the information to staff and Barr Engineering will complete a review.

C. Land Acquisition and Use Policy

Tina Carstens stated that she has begun to work on development of a draft policy, reaching out to legal counsel and another watershed district that already has a land acquisition and use policy.

D. West Vadnais Lake Boundary Change

Tina Carstens stated that she and President Swope attended two recent meetings of VLAWMO, and the full Board has approved moving forward with the boundary change as requested by the District. She noted that the City of Vadnais Heights is also asked to voice its support. She stated that she has reached out to BWSR to prepare for the amendment as well.

4. VISITOR COMMENTS (17:04) (Continued)

Burt Johnson, representing Twin Lake Association, commented that the communication from the District has been great during the shoreline restoration project but there has not been great communication from Land Bridge, the restoration contractor. He stated that the residents are looking for additional information as they would want to ensure they are prepared to complete the maintenance after the contracted time of the project.

Tina Carstens noted that Simba Blood is planning to attend the next meeting of the Lake Association to discuss native plantings.

10. NEW REPORTS AND/OR PRESENTATIONS (20:55)

A. 2023 Budget Planning Memo

Tina Carstens provided background information on the budget process noting that the past few years the direction of the Board has been to have a zero percent increase in the levy. She reviewed the reserve policy of the Board, noting that the reserve level is around 56 percent, which still meets the 50 percent specified in the policy but is lower than it has been in the past.

President Swope asked where additional reserves would be placed. Tina Carstens explained that the reserves are held in the case of an emergency and for cash flow purposes during the first half of the year.

Manager Ward commented that perhaps that policy should be revisited during the budget process as costs continue to rise.

President Swope stated that the levy has been held at zero for the past two years, but with inflation he believed that would not be possible again this year.

Tina Carstens commented that the District was able to obtain competitive bids this year. Brad Lindaman agreed that the type of work the District has been doing has resulted in fair bidding prices but anticipated they could see higher prices next year.

Manager Ward commented that perhaps the three to five percent cost of living increase for salaries will not be enough this year as well. Tina Carstens stated that she has reached out to the consultant that works on the salary structures and once she receives that information back, she will report to the Board.

Tina Carstens provided a brief overview of the different budget categories.

Manager Ward commented that perhaps the District could look at a pilot program for tree planting. Tina Carstens commented that could perhaps be part of the discussion with the enhanced street sweeping pilot program.

Tina Carstens continued to provide a summary of the different budget categories, potential projects, and capital improvement projects for 2023.

President Swope asked for details on the 694 project as he believed that the District previously did not meet the timeline for that project. Brad Lindaman agreed with that interpretation but noted that MnDOT has advised the District of a potential new window of opportunity. He stated that the project may look a little different than originally anticipated but may still provide an opportunity to partner.

Paige Ahlborg provided additional details on the targeted retrofit projects.

Tina Carstens noted the additional information that will be provided to the Board at the next meeting related to the budget.

11. ADMINISTRATOR'S REPORT (52:05)

A. Meetings Attended

No comments.

B. Upcoming Meetings and Dates

No comments.

C. Ongoing Project Update

No comments.

D. West Vadnais Lake Boundary Change Update

No comments.

E. MAWD Resolution Information

Tina Carstens stated that MAWD is looking to change from this resolution process towards having a platform of issues but noted that the resolution process appears to be continuing for this year.

12. PROJECT AND PROGRAM STATUS REPORTS (57:41)

- A. Interim Emergency Response Planning
- B. Kohlman Creek Flood Risk Feasibility Study
- C. Kohlman Creek/Wakefield Lake Diversion Feasibility Study
- D. County Ditch 17 Improvements Feasibility Study
- E. Phalen Village Feasibility Study
- F. Ames Lake Area Flood Risk Reduction Planning Study
- G. Owasso Basin/North Star Estates Improvements
- H. Double Driveway Pond Optimization Study
- I. Carver Ponds Improvement Study
- J. Annual Water Quality Report Assistance
- K. Special Project BMP Monitoring
- L. Kohlman Permeable Weir Test System
- M. Shallow Lake Aeration Study
- N. Target Store Stormwater Retrofit Projects
- O. Targeted Retrofit Projects
- P. Stewardship Grant Program – Street Sweeping
- Q. Woodbury Target Stormwater Retrofits
- R. Lake Emily Subwatershed Regional BMP
- S. Beltline Five Year Inspection
- T. District Inspection Standardization

- U. CIP Maintenance and Repair Project 2022
- V. Natural Resources Program Update
- W. Public Involvement and Education Program Update
- X. Communications Program Website Redesign and WaterFest Update

President Swope asked and received confirmation that District staff attends the meetings with the cities related to flooding plans, along with Barr Engineering. He noted that North Saint Paul received a grant from the MPCA for stormwater and asked if the City would be completing the project itself. Tina Carstens stated that the City received the grant but did not have additional information.

Paige Ahlborg believed the City received the grant on its own but is working with Barr Engineering staff to gather information.

President Swope asked the location of ditch 17. Tina Carstens replied that is located between White Bear Avenue and Wakefield, near Goodrich Golf Course.

President Swope noted that a number of the reports mention updating of the flood model and asked if staff ever goes back to compare against the old flood model that was used to make previous approvals. Brad Lindaman stated that information has been collected that is used to update the model and make it better, which includes previously approved projects that have been completed.

President Swope asked if there would be another presentation on the District inspection standardization tool. Tina Carstens anticipated that presentation would be provided in the next coming months.

President Swope commented on the good attendance of WaterFest and asked if there was an option for residents to sign up for updates from the District. Tina Carstens believed that there was an option for residents to sign up for the mailing list. She noted that when people sign up for prizes that also provides contact information.

12. MANAGER COMMENTS AND NEXT MONTH'S MEETING (1:15:29)

A. Board Action Log

No comments.

13. ADJOURN

Motion: Manager Kramer moved, Manager Ward seconded, to adjourn the meeting at 7:45 p.m. Motion carried unanimously.