



**Ramsey-Washington Metro Watershed District  
Minutes of Special Board Meeting  
January 18, 2023**

The Special Meeting of January 18, 2023 was held at the District Office Board Room, 2665 Noel Drive, Little Canada, Minnesota, and via Zoom web conferencing, at 5:00 p.m. This special meeting's purpose was to complete the business action items that were postponed from the January 4, 2023 regular meeting due to the change in that meeting's format of being only virtual. A video recording of the meeting can be found at <https://youtu.be/OT5ADOkahYe>. Video time stamps included after each agenda item in minutes.

**PRESENT:**

Larry Swope, President  
Dianne Ward, Vice President  
Val Eisele, Treasurer  
Dr. Pam Skinner, Secretary (arrived 5:08 p.m.)

**ABSENT:**

Matt Kramer, Manager

**ALSO PRESENT:**

Tina Carstens, District Administrator  
Erin Anderson Wenz, Barr Engineering  
Paige Ahlborg, Watershed Project Manager  
Mark Gernes, Maplewood Resident

**1. CALL TO ORDER**

The meeting was called to order by President Swope at 5:05 p.m.

**2. APPROVAL OF AGENDA (00:25)**

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

A roll call vote was performed:

Manager Ward	aye
Manager Eisele	aye
President Swope	aye

Motion carried unanimously.

**3. CONSENT AGENDA (00:40)**

- A. Approval of Meeting Minutes December 7, 2022
- B. Approval of Meeting Minutes January 4, 2023
- C. Treasurer's Report and Bill List
- D. Permit Program
  - i. 23-01 Phalen Village – Maryland/Prosperity, St. Paul

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

A roll call vote was performed:

Manager Eisele	aye
Manager Ward	aye
President Swope	aye

Motion carried unanimously.

**4. VISITOR COMMENTS (1:08)**

No comments.

**5. ACTION ITEMS (1:25)**

A. Project Reports and Support to Proceed

President Swope stated that all action items were presented and discussed during the Regular Board Meeting of January 4, 2023.

Action items are as follows:

Phalen Village Flood Risk Reduction Feasibility Study: Direct staff to coordinate with the city of Maplewood staff to complete final design of flood risk reduction modifications included in Option 5 of the feasibility study such that modifications can be constructed at the same time as the City's 2025 street improvement project.

Ames Lake Flood Risk Reduction Prefeasibility Study: Direct staff to complete a detailed feasibility study for the two feasible locations for system modifications identified in the prefeasibility study for reducing the flood risk in the Ames Lake area.

County Ditch 17 Flood Risk Reduction Feasibility Study: Direct staff to coordinate with the city of Maplewood on property owner outreach regarding the site-specific modifications and emergency response plans. Direct staff to work with the district attorney to prepare a letter template to property owners that provides information on 100-year water levels and available resources to property owners in flood-prone areas.

Lake Emily Targeted Retrofit Project: Direct staff to advance the Arbogast underground filtration chamber to final design, and develop 100% engineering drawings and specification, contract documents, and 100% engineer's opinion of probable cost.

Double Driveway Pond and Fish Creek Improvements Scope Summary: Direct staff to implement the scope of work as presented in the Double Driveway Pond and Fish Creek Tributary Improvements scope summary.

Motion: Manager Ward moved, Manager Eisele seconded, to accept the request for board action on all five items.

Further discussion: Manager Ward requested clarification regarding the Phalen Village Flood Risk Reduction Feasibility Study. She stated that the survey has not been completed, but the city wants to complete the project for other reasons. She asked for confirmation that the city would pay for the project if carrying it out independently of the study, as she does not want to get move forward with this type of project without first conducting a survey.

President Swope stated that if property owners within the project area are contacted, we will have to ensure that: 1) we are being consistent with FEMA standards, and 2) we do everything we can to ensure that the model is correct, including frequent adjustments. He stated that he would like to discuss what to do with the model as additional information is collected to ensure it remains an accurate tool to aid in decision making and associated communications.

Tina Carstens mentioned that the model will never be able to predict flood risk with full accuracy, but that it is important that we communicate the limitations of the model to those who will be affected by its use. She stated that scrutiny and attention will be used in drafting any communications pertaining to information provided by the model.

Erin Anderson Wenz clarified that during the most recent round of communications regarding surveying properties, homeowners were contacted directly through door knocking and through informational materials left at their front doors. She stated that this was the most action that could reasonably be taken towards ensuring that these communications were received. Erin Anderson Wenz also stated that the models are updated as new information becomes available, and the nature of these updates depends on what new information is received.

Tina Carstens stated that if we were going to tell a homeowner that their home was at risk, we would want to have all of the information available to communicate to the homeowner. She mentioned that part of that communication might be acknowledging that we do not have all of the information, and that we would like to conduct a property survey to collect additional information. She also noted that the cities should be the lead on these communications with the watershed providing technical assistance.

A roll call vote was performed:

Manager Skinner	aye
Manager Eisele	aye
Manager Ward	aye
President Swope	aye

Motion carried unanimously.

#### **6. RESCHEDULE OF WETLAND BOARD WORKSHOP (13:19)**

Tina Carstens stated that President Swope requested that this meeting be reschedule to a date before the terms of Manager Ward and President Swope end on February 23, 2023. She suggested that the workshop be rescheduled looking at dates in mid to late February. She will check with the two incoming board members as well as Manager Kramer to confirm their availability.

#### **7. MANAGER COMMENTS AND NEXT MONTH'S MEETING (16:13)**

President Swope stated that Tina Carstens did a wonderful job taking over as one of the coordinators for the Metro MAWD meeting the previous evening. He stated that the meeting was interesting and very brief. He mentioned that there are a lot of topics under discussion due to all of the changes taking place within MAWD, Metro MAWD, and associated organizations. He also mentioned that the meeting involved discussion of how watersheds are approaching flood resiliency, and that he believes we are in great shape due to our ongoing work on the topic. He suggested the topic be added to the agenda, and brought up at the next Annual Meeting.

Tina Carstens mentioned that she spoke with Brandon Barnes of Barr Engineering about putting together a presentation on the topic prior to the Minnesota Water Resources Conference in October 2023 which could be used for Metro MAWD and other opportunities, as well.

Manager Ward stated that it would be beneficial to share the methodology for attacking such a large project as a part of that presentation.

#### **8. ADJOURN (19:22)**

Motion: Manager Skinner moved, Manager Eisele seconded, to adjourn the meeting at 5:25 p.m. Motion carried unanimously.