REGULAR MEETING OF THE RCWD BOARD OF MANAGERS
Wednesday, January 24, 2018
Shoreview City Hall Council Chambers
4600 North Victoria Street, Shoreview, Minnesota

Approved Minutes

CALL TO ORDER
President Patricia Preiner called the meeting to order, a quorum being present, at 9:00 a.m.

OATH OF OFFICE
Attorney Holtman administered the Oath of Office to Manager Bradley on his reappointment.

ROLL CALL
Present: President Patricia Preiner, 2nd Vice-Pres. John Waller, Treasurer Steven Wagamon, and Secretary Michael Bradley.

Absent: 1st Vice-Pres. Barbara Haake with prior notice.

Staff Present: Administrator Phil Belfiori, Technician Samantha Berger, Water Resource Specialist Kyle Axtell, Office Manager Theresa Stasica.

Consultants: District Engineer Greg Boyles from Houston Engineering, Inc. (HEI); and District Attorney Chuck Holtman from Smith Partners.

Visitors: Brian Wurdeman.

SETTING OF THE AGENDA
Motion by Manager Waller, seconded by Manager Bradley, to adopt the agenda as presented. Motion carried 4-0.

READING OF THE MINUTES AND THEIR APPROVAL
Minutes of the January 8, 2018 Board of Managers Workshop.
Manager Bradley requested deletion of the last sentence on line 64 of the minutes. Motion by Manager Wagamon, seconded by Manager Bradley to approve the minutes as amended. Motion carried 4-0.
Minutes of the January 10, 2018 Board of Managers Meeting. Motion by Manager Wagamon, seconded by Manager Bradley to approve the minutes as presented. Motion carried 4-0.

CONSENT AGENDA
The following items will be acted upon without discussion in accordance with the staff recommendation and associated documentation unless a Manager or another interested person requests opportunity for discussion:

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Permit Applications Requiring Board Action

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<td>17-116</td>
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<td>Blaine</td>
<td>Final Site Drainage Plan</td>
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<td>17-120</td>
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<td>Arden Hills</td>
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<td>17-128</td>
<td>JC Penney Prop. Inc. No. 496</td>
<td>Roseville</td>
<td>Final Site Drainage Plan</td>
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It was moved by Manager Waller, seconded by Manager Bradley to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer’s Findings and Recommendations for permit 17-116, 17-120, and 17-128 dated January 17, 2018. Motion carried 4-0.

OPEN MIKE — LIMIT 12 MINUTES. Any RCWD resident may address the Board in his or her individual capacity, for up to three minutes, on any matter not on the agenda. Speakers are requested to come to the podium, state their name and address for the record. Additional comments may be solicited and accepted in writing. Generally, the Board of Managers will not take official action on items discussed at this time, but may refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.

No comments.

ADDITIONAL ITEMS REQUIRING BOARD ACTION

Water Resource Specialist Kyle Axtell reported the Board accepted the final plans for this project on December 13, 2017, and bids were opened on January 11, 2018. The project is expected to be substantially completed by June 30, 2018, with final completion by August 1, 2018. Eleven bids were received, and the engineer’s estimate was $255,367.22. Staff recommends awarding the bid to Peterson Companies, Inc. at a contract price of $210,305.86 and authorize the Administrator to execute change orders, not to exceed 15 percent of the contract price.

Manager Bradley inquired if the engineer’s estimate was available to the bidders.
Water Resource Specialist Axtell responded sometimes it is published but was not as part of this advertisement.

Motion by Manager Wagamon, seconded by Manager Bradley, to offer Resolution 2018-01 Awarding The Contract For The Oasis Pond Iron-Enhanced Sand Filter Project:

THEREFORE, BE IT RESOLVED by the RCWD Board of Managers that:
1. The contract for the Oasis Pond Iron-Enhanced Sand Filter Project is awarded to Peterson Companies, Inc. for the contract price of $210,305.86;
2. The District Administrator is authorized to sign and transmit the notice of award, sign the construction agreement, and issue the notice to proceed on advice of Houston Engineering, Inc. and counsel and when prerequisites for issuance have been met by the contractor;
3. The District Administrator is authorized to sign change orders increasing the contract price in an aggregate net amount not exceeding fifteen percent (15%) of the contract price.

ROLL CALL:
Manager Waller – Aye
Manager Haake – Absent
Manager Bradley – Aye
Manager Wagamon – Aye
President Preiner – Aye

Motion carried 4-0.


Water Resource Specialist Kyle Axtell reported Houston Engineering, Inc. (HEI) has submitted Task Order 2018-008 for the final construction management phase of the project. Staff found the cost of the proposed task at $45,340 to be appropriate and recommends approval. The overall budget for the project may come in under the budget that was proposed to BWSR.

Motion by Manager Waller, seconded by Manager Wagamon, to approve the Houston Engineering scope of services with a total cost of $45,340 as defined in the attached Task Order 2018-008, dated January 17, 2018, authorizing the Board President to execute the document. Motion carried 4-0.
3. **Consider HEI Task Order 2018-002 and Rinke Noonan Scope of Services as related to RCWD Strategic Direction Process.**

Administrator Belfiori referred to page 64 of the agenda packet. He reported the included Task Orders are related to the RCWD strategic direction process discussed at the Board workshop. HEI has submitted Task Order 2018-002 for services required to carry the Board through the strategic direction process in an amount not to exceed $72,500. John Kolb, one of the District’s Attorneys at Rinke Noonan, will serve as the facilitator for this process and his scope of work included in the packet identifies a total cost for his services at an amount not to exceed $12,500.

*Motion by Manager Bradley, seconded by Manager Waller, to approve the Houston Engineering scope of services with a total cost of $72,500 as defined in the attached Task Order 2018-002, dated January 18, 2018, authorizing the Board President to execute the document. Motion carried 4-0.*

*Motion by Manager Bradley, seconded by Manager Wagamon, to approve the Rinke Noonan scope of services with a total cost of $12,500 as defined in the attached Memorandum, dated January 18, 2018, authorizing the Board President to execute the document. Motion carried 4-0.*

4. **Consider RCWD Position Document Concerning the Request from Minnesota Commercial Railway.**

Administrator Belfiori referred to the memo and attachments beginning on page 75 of the agenda packet. He reported the purpose of the document on page 76 is to identify the District’s position and role concerning Minnesota Commercial Railway’s (MCR) request for Legislative attendance related to their process for public assistance they are seeking with the Legislature. This document would be for the benefit of legislators and those involved in the legislative process and would be used by staff to clearly communicate the Board’s position. Administrator Belfiori then provided the Board a summary of the content of the proposed position document on page 76.

Manager Bradley noted the attached position document closely follows the prior statements the Board has approved.

*Motion by Manager Bradley, seconded by Manager Wagamon, to approve the attached RCWD position document concerning the request of MN Commercial Railway (MCR) for public funding assistance and authorize transmitting the document upon requests for legislative participation. Motion carried 4-0.*
ITEMS FOR DISCUSSION AND INFORMATION

1. Staff Reports.
   No Board comments.

2. January/February Calendar.
   Administrator Belfiori reminded the Board of the following:
   - The public hearing for Washington Judicial Ditch 2 Branches 1 and 2 will take place on January 30 at 6:30 p.m. at Hugo City Hall.
   - Staff will be presenting at the City of Forest Lake City Council meeting on February 12 regarding a partnership for their stormwater management planning process.
   - The Board will receive a notice via email of the City/County partnership meeting that will take place on February 28 at 1:00 p.m. in the Shoreview City Hall Council Chambers. The main agenda item will be a high-level discussion on the strategic direction process.

3. Managers Update.
   Manager Waller commented Former Hugo Mayor Mike McAllister inquired why he and others are paying RCWD taxes when their water flows east to St. Croix River and if the money will be used for a project in his area. He has not received a letter from staff and is growing impatient with the lack of communication.

   The Board directed staff to investigate the District boundary in the area of Mr. McAllister’s property. The Board also directed staff to send correspondence to Mr. McAllister on the boundary investigation in his area.

   President Preiner noted the strategic planning process workshop went very well and she looks forward to continuing and coming up with conclusions as a Board.

ADJOURNMENT

Motion by Manager Bradley, seconded by Manager Waller, to adjourn the meeting at 9:24 a.m. Motion carried 4-0.