REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, August 22, 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.

ROLL CALL
Present: President Patricia Preiner, 1st Vice-Pres. Barbara Haake, 2nd Vice-Pres. John Waller, Secretary Michael Bradley, and Treasurer Steven Wagamon.

Absent: None

Staff Present: Administrator Phil Belfiori, Technician Samantha Berger, Technician Lauren Sampedro, Summer Intern Marcus Green, Technician Catherine Nester, Office Manager Theresa Stasica.

Consultants: District Engineers Chris Otterness and Greg Bowles from Houston Engineering, Inc. (HEI); and District Attorney Louis Smith from Smith Partners

Visitors: None

SETTING OF THE AGENDA
Administrator Belfiori informed the Board he had a few announcements for under staff reports.

Motion by Manager Haake, seconded by Manager Bradley to approve the agenda as presented. Motion carried 5-0.

READING OF THE MINUTES AND THEIR APPROVAL
Minutes of the July 31, 2018 Workshop. Motion by Manager Wagamon, seconded by Manager Waller to approve the minutes as presented. Motion carried 5-0.

Minutes of the August 6, 2018 Workshop. Motion by Manager Wagamon, seconded by Manager Waller to approve the minutes as presented. Motion carried 5-0.
Minutes of the August 8, 2018 Board of Managers Meeting. Motion by Manager Wagamon, seconded by Manager Waller to approve the minutes as presented. Motion carried 5-0.

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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It was moved by Manager Haake, seconded by Manager Wagamon to approve the consent agenda for permits 17-096, and 18-075 as outlined in the above Table of Contents in accordance with RCWD District Engineer’s Findings and Recommendations dated August 15, 2018. Motion carried 5-0.

PUBLIC HEARING: PROPOSED 2019 BUDGET & LEVY, THE BALD EAGLE LAKE WATER MANAGEMENT DISTRICT (WMD), ACD 31 WMD, ACD 46 WMD, AND ACD 53-62 WMD.

President Preiner recessed the regular Board meeting and called to order the public hearing. She stated the purpose of the hearing to hear comments and take testimony from parties having an interest in the proposed 2019 budget and levy. The levy will include a property tax levy on all properties located within the watershed district. It will also include additional special levies on four water management districts: the Bald Eagle Lake Water Management District, the Anoka County Ditch 31 Water Management District, Anoka County Ditch 46 Water Management District, and the Anoka County Ditch 53-62 Water Management District.

President Preiner asked Administrator Belfiori to provide a summary of the 2019 budget and levy impact as well as the water management districts.

Administrator Belfiori reported the 2019 budget carries the base District functions and expedites project implementation. He presented the following proposed budget highlights on the 2019 budget:
• Continued Implementation of southwest urban lakes flood control /water quality projects
  including continued implementation of the St. Anthony/New Brighton/Roseville Basic
  Water Management Project;
• Implement engineering and the proposed first year of implementation of the AW JD 3
  Main Truck and Branch 3 repair project.
• Project Implementation of the WJD 2 Branch 1 and 2 Repair.
• Development of the District’s 10 – year Watershed Management Plan.
• Implement engineering for development of the repair report for ACD 53-62 MT.
• Implementation of the District-wide Carp Management Program.
• Implementation of maintenance funding for the Hansen Park Project
• Continued implementation of Operation and Maintenance of the Public Drainage
  Systems within the District;
• Continued implementation of Public Drainage system historical review and repair
  reports;
• TMDL Implementation Program including:
  o Bald Eagle Lake Management (Watershed Management District) Implementation
    and local funding for project implementation grants;
  o Implementation of the Anoka Chain of Lakes TMDL projects;
  o Continued targeted Water Quality /TMDL implementation projects;
• Lake and Stream Monitoring;
• District Water Quality BMP Cost-share Program;
• District Stormwater Remediation Cost-share program;
• District Communication, Education & Outreach Program;
• Implementation of District Facilities Operation and Maintenance Program;
• Continued Implementation of Clear Lake Water Quality project;
• Water Quantity & Quality Permit program including implementation of the RCWD Rules,
  permitted site inspections and continued coordination with Cities and landowners;
• Administration of the Wetland Conservation Act.

Administrator Belfiori reported new programs/projects proposed for 2019 include:
• Implementation of the BWSR Watershed Based funding pilot project.
• Implementation of feasibility studies or initial project design work for implementation of
  the Lower Rice Creek streambank restoration project.
• Implementation of boundary update work throughout the RCWD.
• Implementation of initial development of an updated RCWD Website.
• Implementation of FEMA modeling program in partnership with the MNDNR.
• Implement engineering for development of the ACD 53-62 Main trunk Repair Report.
• Implementation of the regional stormwater master planning with city partners.

Administrator Belfiori reported the total proposed expenditures for 2019 is $7,345,030, as
compared to 2018, which was $7,555,051. The total revenue for 2019 is projected at
$5,734,585 of which $4,710,392 is from the watershed-wide general property tax levy (7.5%
increase in property tax levy from 2018) and the remainder being from water management
districts, fees, grants, and investment income. The property tax impact on a $200,000 home in
the RCWD will likely be less than the 2017 tax impact amount of approximately $39 dollars per
year.

Administrator Belfiori reported the Anoka County Ditch 53-62 Branch 2 Repair Project will be
$477,000 with a proposed water management collection charge in 2019 of $48,784. The Bald
Eagle Lake Watershed Management District proposed budget is $65,000 with the same amount
of revenue collection in 2019. The Anoka County Ditch 31/46 Repair Project Watershed
Management District total project budget is $659,000 with a proposed collection of charges in
2019 of $36,277 for ACD 31 and $49,627 for ACD 46.

President Preiner opened the microphone to anyone wishing to make comments on the budget
and levy and please state your name and address for the record. There were no comments so
President Preiner closed the public hearing and reconvened the regular Board meeting.

**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.

None.

**ADDITIONAL ITEMS REQUIRING BOARD ACTION**

1. **Consider City of Blaine Local Water Management Plan.**

   Technician Lauren Sampedro explained that the City of Blaine submitted a final revised
   Local Water Management Plan on August 13, 2018 that is consistent with the District’s
   watershed management plan and State requirements. She noted Blaine had identified
   water quality impairments and localized flooding. The City of Blaine is included in the
   Lino Lakes Chain of Lakes TMDL, Golden Lake TMDL and the Upper Mississippi River
   Bacteria TMDL. She noted that there are areas of localized flooding at East Pond and ARJD
   1. To address some of these issues, Blaine will maintain the Centennial Green Park iron
   enhanced sand filter and encourage curb cut rain gardens. She noted that the curb cut
   rain gardens could potentially be done in partnership with the District through the water
   quality grant program. To address the localized flooding at East Pond and ARJD 1, the City
   of Blaine would like to continue to work with the District on maintaining and inspecting
   the ARJD 1 system, as well as work with the District on inspection, maintenance,
   monitoring and repair of the public drainage system. She noted that the District had
   recently worked with the City of Blaine to repair ACD 53-62 branches 1 and 2. Staff
   recommends approval.

   Manager Bradley’s asked about item #12 on the local surface water management
   implementation plan regarding ditch inspections that reads “inspections are
implemented through contracts with the watershed districts”. He asked if this was with regard to stormwater ditches or the Districts ditches.

Technician Sampedro stated that this item refers to private ditches within the City of Blaine. She stated that there is an existing agreement that she believes was renewed this year in order to handle those for the City.

Administrator Belfiori explained that this is a unique partnership with the City of Blaine. As part of their MS4 obligations, they are required to inspect their private conveyance systems. The District is so active in ARJD 1 and ACD 53-62 and these are direct laterals to those private systems, so the City of Blaine approached the District for a partnership approach where they would pay our time in full to conduct those inspections since the District has the expertise and is already in the area inspecting the public drainage system.

**Motion by Manager Haake, seconded by Manager Wagamon, to adopt Resolution 2018-23: Approving City of Blaine Local Water Management Plan.**

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of Blaine local water management plan, as submitted on August 13, 2018.

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

Motion carried 5-0.

2. **Consider City of Centerville Local Water Management Plan.**
Technician Lauren Sampedro explained that the City of Centerville submitted a final revised Local Water Management Plan on August 14, 2018 that is consistent with the District’s watershed management plan and State requirements. The City of Centerville identified issues such as erosion, flooding and water quality impairments. She noted that Centerville has identified existing private drainage issues and flooding on JD 3 and also water quality issues at Centerville Lake, Peltier Lake, Clearwater Creek and erosion at Centerville Lake, JD 3 and Clearwater Creek. To address these issues, the City of Centerville is planning a series of drainage improvements and to expand the LaMotte Pond Stormwater Reuse System, as well as install a stormwater reuse system at Hidden Spring Park. She noted that both the LaMotte Pond and the Hidden Spring Park systems may be a partnership opportunity with the District through the Urban Stormwater Remediation Cost-Share Program. The City of Centerville would like to continue to work with the District on addressing erosion. The District and the City recently partnered on
the City’s Trail Side Park stabilization project to reduce Centerville Lake erosion. Staff recommends approval.

Manager Waller stated that both Centerville Lake and Peltier Lake have easements around the edges many with the St. Paul Water Authority. He asked if that was taken into consideration with regard to erosion control and water quality issues.

Administrator Belfiori stated that the District has been in communication with them on a few different levels relating to these lake systems. He noted that two or three representatives from the St. Paul Water Utility came for the first time to our recent Technical Advisory City/County Partner Meeting. They are currently doing a feasibility study on the historic outlet system of Centerville Lake. He stated that the District has not talked to them specifically about this application, but is certainly engaged on a number of levels.

*Motion by Manager Haake, seconded by Manager Bradley, to adopt Resolution 2018-24: Approving City of Centerville Local Water Management Plan.*

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of Centerville local water management plan, as submitted on August 14, 2018.

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

*Motion carried 5-0.*

Manager Haake asked how many local water management plans have been completed and how many are left.

Technician Sampedro stated that nine have been completed, with 19 left to complete.

3. **Consider RCWD Water Quality Grant Program Application R18-09 Nikituk Shoreline Stabilization.**  
Technician Samantha Berger explained that this was a cost-share application for a shoreline stabilization project off of Lake Josephine. She noted that the District now has a database where it can track where the grants have been implemented and showed an aerial photo that indicated those areas. She expressed her thanks to the intern, Marcus, for entering all of this information retroactively into the system. There have been six different projects on Lake Josephine since 2012 and this project is looking to remove
cinder blocks and debris, add rip rap, and a buffer. She explained some of the water quality benefits of this project would be .22 lbs. of TP, 56 lbs. of TSS and 6,5234 cubic feet of volume. She noted that this was not included at the CAC meeting due to timing.

Manager Bradley stated that he noticed there is an herbivore fence included and asked why the District would pay for half of that.

Technician Berger explained that the herbivore fence is really just a netted orange fence to protect the buffer so the geese aren’t walking up the shoreline and eating the plants that the District has helped pay for.

Manager Bradley stated that he expects the geese will either fly over it or simply walk around the fence.

Motion by Manager Bradley, seconded by Manager Haake, to approve RCWD Water Quality Grant Program Contract R18-09 for the Nikituk Shoreline Stabilization, up to $6,950 and not to exceed 50% of eligible project expenses, in accordance with established program guidelines.

Manager Waller stated that he likes the diagram with the database history on it. He stated that the District has been giving out grant money since about 2008 and asked if staff went that far back in their data entry.

Technician Berger stated that they did enter everything dating back to 2008. She stated that there may have been a few projects from around 2004 to 2006 that were done but weren’t part of this formal grant program.

President Preiner asked if this software will allow an end of the year report to be created that showed all the projects that have been completed and all other relevant data.

Technician Berger stated that it will be able to create the year end report and also can show when maintenance agreements expire. She stated that it allows for quite a bit of flexibility in looking at and monitoring this information and fits nicely with the Permit Viewer Database that was developed by Houston Engineering.

President Preiner asked if this meant that anybody could go in and take a look, for example, if someone who lived on Lake Josephine would be able to go in and see what where other projects on the lake were located.

Technician Berger explained that one thing they are considering doing is making the information public through the Public Viewer, but she doesn’t think the project files are available on there right now.
Manager Waller reiterated that he really likes this information because it gives a clear idea of what has been done in the past and how it is coming along because sometimes it is hard to remember what was done ten years ago.

**Motion carried 5-0.**

4. **Consider BWSR Clean Water Fund (CWF) grant intergovernmental agreement for Rice Creek Commons Green Infrastructure.**
   Administrator Belfiori stated that this is the first of five upcoming Clean Water Legacy grant applications. He noted that the proposed grant funds would be used towards projects such as tree trenches and other water quality improvement projects. The District would contribute half of the local match dollars in an amount not to exceed $50,000. He noted that this had already been included in the preliminary 2019 budget and staff is recommending approval.

   **Motion by Manager Haake, seconded by Manager Wagamon, to approve the attached intergovernmental agreement with any nonmaterial changes and upon advice of Counsel. Motion carried 5-0.**

5. **Consider BWSR CWF grant intergovernmental agreement for Forest Lake Area Schools Reuse project.**
   Administrator Belfiori stated that this is for consideration of an interagency agreement for Forest Lake Area Middle School Stormwater Reuse Project Clean Water Legacy grant application. He stated that a few years ago there was a similar project done at the Forest Lake High School that has been very successful. He noted that there is also an education and curriculum component that they would like to continue. The District would contribute 33% of the local match dollars or $50,000, whichever is less.

   Manager Haake noted that on the other four intergovernmental agency agreements, it states the estimated cost is a specific amount and this agreement doesn’t have that specific information.

   Administrator Belfiori explained that that they are still working on the application and noted that the District’s obligation is capped at $50,000.

   Manager Waller noted that he had the opportunity to hear the new Superintendent of the Forest Lake School Districts speak, who was the former principal of the high school. In his presentation, he mentioned that the program had received National recognition and an award from the agricultural community.

   Manager Bradley asked about the efforts by Forest Lake to comply with the Minnesota Department of Health requirements for its reuse programs.
Administrator Belfiori explained that this is one of the sites that has been part of the conversation. He noted a recent MAWD presentation by the University of Minnesota and the Department of Health that they are looking for sites to further analyze the potential of pathogens and human sewage type species in stormwater. He stated that they have reached out to them to see if they would like to utilize the high school site especially since they already have a great curriculum with student researchers and the teachers at the high school. He stated that this should augment the application to help set it apart.

Manager Waller stated that the Minnesota Department of Health made it very clear at that meeting that there are no current restrictions or requirements on the programs as they are. He stated that if the grant was accepted it gives the opportunity to study and create those regulatory rules that are necessary. He stated that one of the other reasons that the MN Department of Health is interested in this is because the news has been talking about the swimming pool in Minneapolis that has the cleaning system that is supposed to be more natural and the pool doesn't seem to be open on enough days. He stated that he thinks this project is timely and would be a good idea to be involved in the development of the rules by a study here in the District.

**Motion by Manager Haake, seconded by Manager Waller, to approve the attached intergovernmental agreement with any nonmaterial changes and upon advice of Counsel. Motion carried 5-0.**

President Preiner clarified that the intergovernmental agreement is with Forest Lake Area Schools and the City of Forest Lake.

6. Consider Submittal of BWSR CWF grant application for Lower Rice Creek Stabilization project.

Administrator Belfiori explained that the previous two items had the District as partners and for the next few agenda items, the District will be submitting the grant application. He explained that the District has recently completed a feasibility study for a stabilization project on the Lower Rice Creek area upstream of Locke Lake. He noted that this was discussed at the June 11, 2018 Board Workshop and there was consensus to pursue the grant dollars for this work. He stated that the total estimate cost of the work is $710,130 and the BWSR grant would pay 75% and the District would pay 25% at $177,532. Staff is recommending submitting the grant application to BWSR.

**Motion by Manager Haake, seconded by Manager Waller, to authorize the District Administrator to submit a Clean Water Fund Grant Application for bank and bluff stabilization work on Lower Rice Creek in the amount of $710,130.**

Manager Haake stated that she really likes this and feels it will greatly benefit the District in the long run because it runs into the sediment basins at Locke Lake and is another way of being able to stabilize the area.
Manager Waller stated that this appears to just be the District making the application and noted that oftentimes in the past, the applications have been made with the support of the City and County. He asked if there was the anticipation that either of those entities would join the District and support this application.

Administrator Belfiori explained that the District has reached out to the Parks Department at the County and the City of Fridley. He stated that they anticipate sitting down with them to request some in-kind support from their staff, if not cash. He stated that the District has the cash available in their 2019 budget for the project, but will be asking those questions.

Manager Waller stated that cash support from them would be fine but would also like a written letter in support of the application.

Administrator Belfiori confirmed that the District would also be asking for that type of written support either from staff or from the governing body.

**Motion carried 5-0.**

7. **Consider Submittal of BWSR CWF grant application for Ramsey County Ditch 11 Iron Enhanced Sand Filter project.**

Administrator Belfiori noted that this has been on the table for several years and is part of a focused feasibility study that was conducted about five years ago as part of the TMDL for Bald Eagle Lake. He noted that this is the Lake Associations top priority project. The Township of White Bear Lake has accepted and will allow us the ability to utilize their property for this project. He noted the total estimated cost of the work will be around $500,000 with the BWSR grant paying 75% and the District paying 25% which will be around $90,000 to $100,000. He stated that this has already been included in the 2019 budget and staff recommends approval.

District Engineer Otterness stated that this design will help with water quality but can also be a feature that will facilitate maintenance along RCD 11. He explained that the pond that would be constructed as part of this will take out a lot of the heavy sediment that is coming down RCD 11 and will provide a location where that material can be taken out and dredged more easily and not have it scattered along the rest of the system.

**Motion by Manager Bradley, seconded by Manager Wagamon, to authorize the District Administrator to submit a Clean Water Fund Grant Application to construct an iron-enhanced sand filter and new stormwater pond on Ramsey County Ditch 11 in the amount upto $400,000 pending results from the District Engineer’s technical memorandum.**
Manager Waller asked if the iron enhanced filter will allow for maintenance because it is in a contained area and asked who would be doing that work.

District Engineer Otterness stated that he understood the District would be responsible for completing the maintenance.

Manager Waller stated that at the last Metro MAWD meeting, there was discussion of looking into the different types of iron that are used in these filters. He asked if the District had considered upgrading and qualifying which types of iron are better for wanting to extract phosphorus from the water.

District Engineer Otterness stated that the designers will be looking into that and noted that this is a detail that he personally is not overly familiar with. He stated that the project designer is keeping up on the latest technology and will take it into consideration moving forward.

Manager Waller asked for an update on this issue when the time comes.

Manager Bradley stated that he wanted to make a comment in support of this project. He noted that water flows into Bald Eagle Lake from Ditch 1 and Ditch 11 and believes it is somewhere around 31% of the phosphorus coming from those two sources. He thinks this is a great program to prevent additional phosphorus from running into the lake.

Manager Waller stated that he agreed because this will clean the water before it reaches the lake.

*Motion carried 5-0.*

8. **Consider Authorization for noticing Request for Proposals (RFP) for engineering, legal and accounting services for 2019/20.**

Administrator Belfiori explained that the District is required to biannually solicit for professional services such as engineering, accounting and legal consulting. He expects discussion will be at one of the October meetings after the late September deadline for submittal. Staff is recommending approval.

*Motion by Manager Haake, seconded by Manager Bradley, to authorize the Administrator to publish in the District’s official newspaper, post on our website and mail/email to our current consultants/engineering pool the Solicitation for Professional Services announcement. Motion carried 5-0.*
9. Consider Check Register dated August 22, 2018, in the amount of $339,301.47 prepared by Redpath and Company.

Motion by Manager Wagamon, seconded by Manager Haake, to approve check register dated August 22, 2018, in the amount of $339,301.47, prepared by Redpath and Company. Motion carried 5-0.

ITEMS FOR DISCUSSION AND INFORMATION

1. Discussion on City of Hugo BWSR CWF grant application for CSAH 8 Stormwater Reuse project.

Administrator Belfiori noted a map of County Road 8 in the City of Hugo. He stated that this is the fifth application that the District is anticipating partnering with for the BWSR Clean Water Legacy Fund for stormwater reuse. He noted that there is no need for additional action because the District has already authorized $60,000 for matching funds under the Urban Stormwater Management, if the City of Hugo is successful in obtaining this grant.

2. Staff Reports.

Administrator Belfiori introduced Marcus, the summer intern. He stated that staff has been grateful to him for the work he has done and has been a great addition to the team. He has one more week with the District and then we will be returning to school.

Administrator Belfiori stated that there have been zebra mussels found at two lakes over the last few weeks. He stated that in Bald Eagle Lake they were found on a sample plate quite a distance from the launch. He noted that they were also found in Lake Johanna by a trained diver. The District is working with the Counties involved and the DNR on conducting surveys as well as options moving forward.

Manager Bradley stated that he had been informed that there would be a diver in Bald Eagle Lake today trying to determine the extent of the invasion.

3. September Calendar.

Administrator Belfiori asked that the Watershed Management Planning Workshop meeting be added to September 24, 2018.

4. Managers Update.

Manager Waller stated that he plans to attend the Legislative Water Commission meeting later today as well as next week. He stated that if the grant applications are not successful, he would like the District to consider approaching legislators. He noted that there is a drainage study work group as part of the Legislative Water Commission and there is no urban representative.
District Attorney Smith stated that staff does attend and monitors the drainage work group meetings. He stated that he agreed with Manager Waller that the metro area is generally not as represented in this work group as those outside the metro area.

Manager Waller stated that he thinks one of the important things that hasn’t been discussed is that from an urban point of view, one size does not fill all for things, the Wetland Conservation Act is an example of that.

District Engineer Otterness noted that he has been a regular attendee at drainage work group meetings. He noted that the RCWD has been mentioned quite frequently as an example.

Manager Waller understands that the RCWD has been recognized for its work and projects but reiterated that there is no permanent delegate from the urban entities and he believes that should be done so they have a seat at the table and aren’t just part of the menu.

Manager Haake suggested that Manager Waller write up his idea and the reasons and give them to her and she will submit it to the MAWD Board.

District Engineer Otterness noted that MAWD Director Emily Javens is usually present at the Drainage Work Group too.

ADJOURNMENT

Motion by Manager Haake, seconded by Manager Bradley, to adjourn the meeting at 10:04 a.m. Motion carried 5-0.