The Board convened workshop at 1:00 p.m.

Attendance: Board members, Patricia Preiner, John Waller, Steve Wagamon, Mike Bradley, and Barbara Haake.

Absent: None.

Others: Administrator Phil Belfiori (portion of meeting); Public Drainage Inspector Tom Schmidt (portion of meeting); Office Manager Theresa Stasica (portion of meeting); District Engineers Chris Otterness and Mark Deutschman - Houston Engineering (HEI) (portion of meeting); Drainage Attorney John Kolb-Rinke Noonan (portion of meeting); Ben Linden (portion of meeting); Loren Sederstrom and Larry Lanoux – Grant City Council Members (portion of meeting); Bryan Bear- City Administrator – City of Hugo (portion of meeting)

President Preiner requested an addition to the agenda. Mr. Larry Lanoux’s item. President Preiner directed Mr. Larry Lanoux that he had 2 minutes for his impromptu presentation to the Board.

Mr. Lanoux distributed materials for the Metropolitan Council Stormwater Grant Applications to monitor the illicit discharge from the former Belair site in the City of Grant that is causing algae blooms in Lost Lake.

Administrator Belfori informed the Board that the application deadline was April 5. At this time, the District has received 6 complete applications which included a city council approved letter of intent as part of the application since the District was only a grant pass through agency and had no financial responsibility.

Mr. Lanoux replied that there was not a letter of intent because he recently heard of this program from a city resident.

The Board informed Mr. Lanoux that the application was incomplete and could not be considered by the Board at their April 12th meeting. Manager Waller recommended Mr. Lanoux...
bring a completed application back to the District next year. He also recommended talking with
the City of Mahtomedi since Lost Lake was in that city.

Mr. Lanoux thanked the Board for their time.

Discussion on Draft WJD 2 Branch 1 Repair Memo.
Administrator Belfiori informed the Board that this was a follow up to the District Engineer’s
recommended repair memo that was presented at the last workshop. The Board directed staff
to investigate an alternative suggested by Manager Waller that there may be a possibility of
creating wetland credits in a partnership with City, County, and that the Engineer should
include this for Board consideration. Administrator Belfiori thanked Hugo Administrator Bryan
Bear and Mr. Linden for being a part of this process for the last 18 months.

District Engineer Chris Otterness informed the Board that the WJD2 Branch 1 repair memo was
initiated by a July 2015 City of Hugo letter describing a drainage problem in the area on the
southwest side of Rice Lake reported by residents. The City believed that since the District was
in the process of obtaining permits to do work on WJD2 system north of the location, the
District should investigate this area and provide the necessary maintenance to provide relief to
upstream property owners. The Board reached consensus that they plan to budget for
Branches 1 & 2 for concurrent projects in 2018-2019 as part of the drainage system repair
prioritization process started in 2016. At the Board’s March workshop, they asked the Engineer
to present alternatives. District Engineer Otterness gave some background information to the
Board on past projects and the process the District Engineer uses to prepare repair
reports/repair memos and offering alternatives. District Engineer Otterness informed the
Board with recommend repairs to the official mediated profile, a 2-foot elevation drop would
occur in the ditch water levels near Goodview Ave. The City and landowners would still need to
clean their private ditch systems to the public system so their properties would receive the
drainage.

Manager Waller suggested that there may be a possibility of creating wetland credits in a
partnership with City and County.

District Engineer Otterness stated that the environmental enhancement alternative would
require a structure on the drainage system to ensure a predictable outlet. This option would: 1)
require purchase of land from multiple landowners; 2) may cause upstream property damage;
and 3) would require delisting of the area around Rice Lake as a Public Water. The alternative
suggested by Manager Waller would be inconsistent with City’s original request and would
cause a delay of the repair. District Engineer Otterness stated that repair to the mediated
profile would still need to be performed if the Board pursued the Environmental Enhancement
option.

The Manager’s discussed their budgeting cycle and ditch repair schedule which places this
Public Drainage Inspector Schmidt stated the District has investigated the ditch and has found that it is in disrepair, so the District as the Drainage Authority is obligated to address this issue. President Preiner asked the City of Hugo Administrator Bryan Bear if the city council has a preference on how to approach this repair.

Hugo Administrator Bear responded that the District has done their work and outlined the benefits to the repair. The City would like the District to continue with the process, hold public information meetings on the repair alternatives and keep the maintenance project in the District’s schedule.

The Board by majority consensus to move forward with the District Engineer’s recommended repair and continue in the process.

**Discussion on Halls Marsh Repair Project.**

Administrator Belfiori informed the Board that because the first recommended repair option of jetting the pipe and then placing a slip-lining was not feasible due to the condition of the culverts, the open-cut alternative must be used. This alternative will cause an increase to the project cost.

District Engineer Otterness reviewed with the Board the open-cut alternative. Since four landowners share this driveway, HEI is recommending several meetings with these landowners to discuss the repair and the potential of re-locating them during the construction. These cost estimates are not included in the 2017 budget.

Administrator Belfiori recommended to the Board, after their April 12th Board action, he will notify the mayor and stakeholders by letter to setup two input/informational meetings with affected landowners on the driveway to discuss the project and timeline.

**Update on Browns Preserve Wetland Restoration.**

District Engineer Chris Otterness gave a presentation on the two alternatives for management of the site. One alternative is an agressive approach that would maximize potential credits, but also have a higher cost per credit. The other alternative is to take a year by year approach that would be of lower cost per credit, but may not achieve the maximum credit potential. The Board, by consensus, chose to take the incremental approach.

**Discussion on Metropolitan Council Stormwater Grant Applications.**

Administrator Phil Belfiori Informed the Board that the District received 6 applications with letters of intent for proposed stormwater management projects in the cities of New Brighton, Hugo, White Bear Township, Shoreview, Columbia Heights, and Fridley. Final grant application packages with be available to the Board at their Wednesday, April 12, 2017 meeting for consideration to submit to the Metropolitan Council on Friday, April 14th. Manager Bradley requested staff verify the cost of White Bear Lake’s project. The listed cost didn’t seem to include both parts of the project proposed.

**Discussion on Invitation to Ramsey County Commissioner Huffman on Rice Creek Commons.**
Administrator Phil Belfiori informed the Board that this draft letter was due to the
correspondences he and Managers Haake and Bradley had with the commissioner in December
when they met with him regarding potential green infrastructures within Rice Creek Commons
in Arden Hills. Administrator Belfiori stated the District had 2017 grant monies for stormwater
reuse feasibility projects and Rice Creek Commons was one of the top 10 sites of the study. The
Board by consensus agreed to send the letter.

Discussion on Administrator Performance Review.
The Board discussed that within the workshop agenda packet was a 4-page draft form
template provided by Sara Noah of Noah and Associates with a memo on the last page to
coordinate with Noah and Associates on the process. It was noted that Sara has worked with
watershed districts for the past 20 years. The Board by consensus agreed to use the form
template provided by Sara Noah. Each manager and Administrator Belfiori will complete the
form and return the completed form to President Preiner by April 17th. Each completed form
will be distributed to all 5 board members and Administrator Belfiori. The Board will conduct
Administrator Belfiori’s performance review before their April 26 Board meeting in a noticed
executive session. The Board will provide a summary of the review at their April 26th Board
meeting.

Discussion on Bylaws/Standing Rules and Procedures Committee of the Whole.
Administrator Belfiori requested direction on this item. The Board discussed using a
subcommittee. Manager Waller did not want a subcommittee. President Preiner informed the
Board that the bylaws states the President can select a sub-committee. It was noted that a sub-
committee would help in facilitating this item and that the board could make the proper
motion at the Board’s April 12th meeting. Manager Haake requested managers provide
suggestions to her regarding the bylaws and she would recommend that manager’s
responsibilities be included in the policy and procedure manual. Manager Bradley replied
bylaws that managers felt should be policies. Manager Waller believed an important rule
would be monies to go back to counties and to designate sub-areas in the watershed
management plan, 28 revenue sources and how that money was spent in those areas.
Managers Wagamon, Haake, Bradley, and Preiner disagreed. They believed that it is one
watershed. They discussed the development of a policy on financing that describes how the
District develops priorities for projects at a watershed basis. Administrator Belfiori noted that
the District already has that language started in the approved 10-year watershed management
plan where you identify project priorities based on resource, regardless of which city/county.
Manager Bradley noted another example is by the Board establishing 6-year maintenance
schedule for District ditches. He believes that it is the Board’s responsibility to represent the
overall needs of the District.

Discussion on President Preiner’s Request.
President Preiner referred to a letter she sent to Washington County providing a detailed
record of the salary adjustments approved by the Board of Managers for the Administrator.
She noted that this matter arose due to a complaint from one board member to the County,
and the County office concluded that there was no basis to the complaint and the matter was closed. President Preiner expressed concern that Manager Waller made this complaint to the County, rather than directly to the Board of Managers. She stated that it was important for the Board to discuss expectations for communications and conduct of board members. Following discussion, the Board of Managers directed that the President send a letter to the Washington County Board of Commissioners providing the full documentation in response to the complaint, as well as the conclusion that there was no basis to the complaint and that the matter is closed. The Board further directed that the President send a letter to the Administrator to apologize for the manner in which this issue had been raised, noting that while the Board needs to improve the process of performance evaluation, the Administrator has done nothing wrong in this matter.

The workshop was adjourned at 4:30 p.m.