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

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

**Absent:**

**Staff:** Interim Administrator Nick Tomczik, Lake and Stream Specialist Matt Kocian (portion of meeting); Project Manager Kyle Axtell (portion of meeting); Communications & Outreach Beth Carreño (portion of meeting); District Technician Lauren Sampedro (portion of meeting); Inspector Terrence Chastan-Davis; Office Manager Theresa Stasica.

**Consultants:** District Engineer Chris Otterness–Houston Engineering (HEI) (portion of meeting), Attorney John Kolb-Rinke Noonan (portion of meeting).

**Visitors:**

**Discuss on Lower Rice Creek Restoration Project-Engineer Selection and Process.**

Lake and Stream Specialist Kocian provided observations to the Board from the 3 engineer interviews/proposals on May 22, 2019. He informed the Board that both Barr Engineering and Emmons and Olivier Resources have the expertise and experience to perform the job. Emmons and Olivier Resources has done an excellent job on past District stream projects. Barr Engineering had the lowest fee and the lowest construction observation hours. If chosen, the District would work with them to increase those hours. If that adjustment were made, Barr would still have the lowest proposed fee.

The Board discussed the merits of both Barr Engineering and Emmons and Olivier Resources. The Board by majority consensus agreed to select Barr Engineering because their proposal would provide a cost benefit to the taxpayers of the District. The Board will act on this item at their June 12th meeting.

**Discussion on Draft Remote Meeting Policy.**

District Technician Catherine Nester reviewed the draft policy with the Board.

Manager Bradley had comments/corrections:

- page 1 of the policy, under **Policy 1,** “i.e.” to be replaced with “e.g.” and remove the words “beyond a four-hour commute” and replace it with “beyond a reasonable commute”.

- Page 1 of the policy, last paragraph on the page. He would like the language “the link to the remote attendee will be terminated” to be re-worded so that if the manager loses interactive video teleconferencing to participate in the meeting, that manager could still listen to the meeting and not participate as a board member.
Attorney Kolb replied it was written in this manner to comply with MN state statutes. But he could add language to the policy so the manager could monitor the meeting if the connection was lost.

The Board by consensus directed staff and legal counsel to revise the policy per the Boards discussion and bring it to the June 26 Board meeting for consideration.

Technician Nester informed the Board that the equipment installation will occur on June 20-21. Staff will be developing a remote participation kit for managers who participate.

**Discuss MAWD and RCWD Outreach and Legislative Initiatives 2019 – 2020.**

Communications & Outreach Beth Carreño informed the Board that MAWD has requested the District’s handout “Water Knows No Boundaries” be available to other watershed districts/agencies to use as an informational handout. The District would brand the informational sheet with their logo on the bottom of the document and other entities could also include their name on the document for distribution. The Board discussed with staff the information contained on the document. The Board by majority consensus agreed to provide the informational sheet to MAWD for other entities to use and thought it was a well put together document. One manager disagreed with the message. Staff said they would bring the document to the Board for final review before providing to MAWD or other partners.

Staff informed the Board that at the June 5th Citizen Advisory Committee (CAC) meeting, the members added an item to the agenda to discuss recent legislation HF 2314 or SF 2372 regarding Washington County funding. The CAC would like to inform individuals about their opinion on the legislation. The Board discussed at length what message the CAC could provide. The Board directed staff to provide the CAC with direction on how to communicate regarding the legislation.

**Discuss District Administrator Recruitment Process.**

Communications & Outreach Beth Carreño reviewed with the Board her memo that was in the Board’s workshop packet. The Board discussed the items and agreed by consensus not to use a recruiter at this time. The Board would like to review the position profile again and investigate a public works job description as part of the position profile. Staff provided a copy of the position profile to the Board. The Board by consensus agreed to bringing this item to the next Board workshop.

**Update: Office Lease Extension**

Manager Bradley updated the Board on negotiations with building management. The Board by majority consensus agreed to Manager Bradley’s negotiation process and directed him and Public Drainage Inspector Schmidt to contact building management.

**Discussion on Water Quality Grant Reimbursement Process.**

Project Manager Kyle Axtell and Technician Lauren Sampedro discussed with the Board a potential alternative to the current Water Quality Grant reimbursement process to broaden
access to more individuals in the District. The Board is interested in staff trying the alternative process as a pilot but directed staff to define the proposed process and look into the inclusion of a lien waiver for the Board’s review at the July workshop.

**HEI Task Order 2019-005_Anoka Washington Judicial Ditch 3 Main Trunk and Branch 3 Repair Design and Construction.**

Interim Administrator Nick Tomczik distributed copies of the task order to the Board. He requested the task order be brought to tomorrow’s meeting for Board consideration. Engineer Otterness reviewed the contents and budget of the task order with the Board. Staff clarified to the Board that this task order does not include branches 1 and 4.

**Updates:**

- City of Circle Pines Iron Enhanced Sand Filter Project (RCWD 18-097)-Inspector Terrence Chastan-Davis reviewed with the Board the permit process for 18-097.

- Proposed Schedule and Format of 2020 Draft Preliminary Budget-Interim Administrator Tomczik informed the Board that the draft preliminary budget will be in the Board’s July 8 workshop packet and an item at the workshop. He wanted the Board to be aware that the format will be different from years past since the Board’s WMP is being incorporated into the 2020 budget.

- Draft MN Pollution Control Agency MS4 Rule Changes-Technician Sampedro informed the Board that the District provided comments to the MPCA last week on an early MS4 permit draft that was sent out in May. An initial review of the draft changes shows District rules may be required to change. Staff believes a formal comment period on the draft MS4 permit will begin this summer and staff will work with the Board on formal comments at that time.

- Manager Per Diem. Interim Administrator Tomczik informed the Board legislation was signed into which includes a provision modifying Minnesota Statutes to increase the maximum compensation for watershed district managers for meetings and for performance of other necessary duties from $75 to $125 per day. The increase will take effect August 1, 2019. This will be an action item for the Board to consider at their June 12, 2019 meeting.

The workshop was adjourned at 11:54 a.m.