



REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, October 8, 2025

Mounds View City Hall Council Chambers
2401 County Road 10, Mounds View, Minnesota
and

Meeting also conducted by alternative means
(teleconference or video-teleconference) from remote locations

Minutes

CALL TO ORDER

President Michael Bradley called the meeting to order, a quorum being present, at 9:00 a.m.

ROLL CALL

Present: President Michael Bradley, 1st Vice-Pres. John Waller, Treasurer Marcie Weinandt, and Secretary Jess Robertson

Absent: 2nd Vice-Pres. Steve Wagamon-with prior notice

Staff Present: Administrator Nick Tomczik, Regulatory Manager Patrick Hughes, Outreach & Grant Technician Molly Nelson, Lake & Stream Manager Matt Kocian, Communications & Outreach Manager Kendra Sommerfeld, Drainage & Facilities Manager Tom Schmidt, Office Manager Theresa Stasica

Consultants: District Engineer Chris Otterness from Houston Engineering, Inc. (HEI) and District Attorney John Kolb from Rinke Noonan (video-conference)

Visitors: None

OPEN MIC/PUBLIC COMMENT

No one appeared to address the Board.

SETTING OF THE AGENDA

Motion by Manager Robertson, seconded by Manager Weinandt, to approve the agenda as presented. Motion carried 4-0.

READING OF THE MINUTES AND THEIR APPROVAL

Minutes of the September 24, 2025, Board of Managers Regular Meeting. Motion by Manager Robertson, seconded by Manager Weinandt, to approve the minutes as presented. Motion carried 4-0.

CONSENT AGENDA

Water Quality Grant Program Cost Share Application ()

No.	Applicant	Location	Project Type	Eligible Cost	Pollutant Reduction	Funding Recommendation
A25-03	Kelly Vander-pool	6949 Hickory Dr NE, Fridley	Shoreline Stabilization & Restoration	\$23,650.00	Volume: 1,364cu-ft/yr TSS: 1,912.5 lbs./yr TP: 0.956 lbs./yr	50% cost share of \$10,000, not to exceed 50%; or \$10,000, whichever cost is lower
W25-01	City of Birchwood Village	Tighe Schmitz Park	Bio-Retention Basins and Shoreline Restoration	\$74,914.25	Volume: 174,240 cu-ft/yr TSS:3,668 lbs./yr TP: 11.24 lbs./yr	50% cost share of \$10,000, not to exceed 50%; or \$10,000, whichever cost is lower

Outreach & Grant Technician Nelson briefly reviewed the Water Quality Grant cost-share applications.

It was moved by Manager Robertson and seconded by Manager Waller, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD Outreach and Grants Technician's Recommendations, dated October 1, 2025. Motion carried 4-0.

ITEMS REQUIRING BOARD ACTION

1. City of Forest Lake Cost Share for Clear Lake Shoreline

Lake & Stream Manager Kocian reviewed the Clear Lake Shoreline Project, which is part of the larger Eureka Avenue reconstruction project in the City of Forest Lake, and explained that he was looking for Board approval for a cost-share agreement with Forest Lake. He explained that the City of Forest Lake will be doing a full road reconstruction project with a walking trail along the lake. He noted that there would be curb and gutter added with 'No Parking' signs that will prevent vehicles from parking along the shoreline, but they will maintain areas for shoreline fishing access. He outlined the shoreline stabilization portion of the project, which was part of the District's cost-share funding for the project. He reviewed the construction timeline and cost of the project and noted that District staff had included money in the 2026 budget for this project.

55 Manager Weinandt as if the legislative appropriation was bonding, and if this had been
56 identified in the water plan.

57
58 Lake and Stream Manager Kocian stated that he believed it was included in the bonding
59 and had been identified in the water plan.

60
61 Manager Weinandt asked about the WBIF money and if any of it would be available for
62 this project.

63
64 Lake and Stream Manager Kocian stated that he believed it had been discussed, but for
65 now, it was not envisioned.

66
67 Manager Weinandt stated that the District had \$85,000 in the 2025 budget, with \$43,000
68 of that spent, and asked what it had been used for.

69
70 Lake and Stream Manager Kocian explained that the District was working with the
71 Washington Conservation District through 2025, so he believes that some of those
72 expenditures will be made.

73
74 District Administrator Tomczik stated that he could not definitively answer her question
75 and noted the reference was to projected expenditure, so it could also be a forecast that
76 the project would have started sooner when the budget process was started.

77
78 Manager Waller stated that this project and the associated funding have been planned
79 for a long time. He explained that this project being included in the bond funding was
80 due to the involvement of Senator Housley as a strong advocate for the project.

81
82 ***Motion by Manager Bradley, seconded by Manager Waller, to authorize the***
83 ***Administrator, on advice from counsel, to develop and execute a cost-share agreement***
84 ***with the City of Forest Lake for vegetation restoration management for the Eureka***
85 ***Avenue Improvement Project, not to exceed \$85,000. Motion carried 4-0.***

86
87 Manager Weinandt noted that there would be a Ramsey County League of Cities meeting
88 on October 9, 2025, and Lake and Stream Manager Kocian would be doing a presentation
89 on chloride for them.

90 91 **2. Water Quality Grant Program Approval**

92 Outreach & Grant Technician Nelson gave an overview of the differences between the
93 Water Quality Grant Program and the Stormwater Grant Program. She explained that the
94 Water Quality Grant program was more of a stewardship program for residents, business
95 owners, schools, churches, and other public entities within the District. She noted that
96 it focused more on Water Quality best management practices, for example, things like
97 rain gardens, shoreline restoration, wetland restoration, and pervious pavers. She
98 stated that staff updates included some minor changes to the technical services

agreements and noted that the Board had allocated money in the 2026 budget for the Water Quality Grant Program. She explained that the funds allocated for technical services were increased in mid-2025 to reflect the increase in the hourly rate schedule. She noted that the designated fund amounts for Anoka Conservation District (ACD) would be \$17,500; Ramsey County Soil and Water Conservation District (Ramsey SWCD) would be \$29,000; and Washington Conservation District (WCD) would be \$17,500. She stated that the remaining funds would be for legal staff time, engineering staff time, printing, postage, and other outreach work, such as creating signs for projects. She explained that at the recent CAC meeting, they had indicated how important they felt it was for the public to be informed about the work the District is doing and making it clear what money is being spent on.

Motion by Manager Bradley, seconded by Manager Weinandt, to approve the 2026 Water Quality Grant Program as presented and to authorize staff to promote and implement the 2026 Water Quality Grant Program. Motion carried 4-0.

Motion by Manager Bradley, seconded by Manager Weinandt, to authorize the District Administrator to sign the proposed 2026 technical services agreements with the ACD, Ramsey SWCD, and WCD, in amounts not to exceed \$17,500, \$29,000, and \$17,500, respectively, to provide technical assistance for RCWD's Programs, with any further non-material changes and on advice of counsel. Motion carried 4-0.

3. Citizen Advisory Committee (CAC) Applicants

Communications & Outreach Manager Sommerfeld stated that applications have been received from Ramsey County, from Jim McDonald and Lisa Gebhard, to fill the 2 vacancies.

Motion by Manager Weinandt, seconded by Manager Bradley, to appoint Jim McDonald and Lisa Gebhard to the RCWD's Citizen Advisory Committee.

Manager Weinandt noted that she had a conversation with Ms. Gebhard last night and left a message for Mr. McDonald regarding the District and what kinds of things they were up to, and felt they were both highly qualified and would be excellent members of the CAC.

Motion carried 4-0.

4. League of Minnesota Cities Liability Coverage-Waiver Form

District Administrator Tomczik explained that this was an annual District consideration. He noted that the Board had waived the statutory monetary limits on municipal tort liability from 2016 through 2025.

Motion by Manager Bradley, seconded by Manager Waller, moves that the District waive the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04, to the extent of the limits of the liability coverage obtained from LMCIT. Motion carried 4-0.

5. RCWD Website ADA Compliance

Communications & Outreach Manager Sommerfeld shared details of the new ADA contract and the new Federal law going into effect that required the District to bring its website and available materials into compliance. She explained that she did not know much about the new law, which is why staff was looking for approval on the contract to work with Allyant services. She stated that if the Board had specific questions, she would communicate them to Ryan at Allyant for specific answers and bring them back to the Board.

Manager Weinandt asked how the District had found Allyant and asked if other watershed districts were also using them.

Communications & Outreach Manager Sommerfeld stated that she didn't know if other watersheds were using them, but does know that they were also working to bring their website into compliance with the new law. She explained that Allyant was highly recommended by the contracting company that designed the District's website.

Manager Waller asked if he was understanding correctly that this was supposed to increase accessibility for the public.

Communications & Outreach Manager Sommerfeld stated that this would address things like the readers used by people who have limited eyesight to ensure that the fonts and colors used work with the different programs.

Manager Robertson stated that she would like staff to share with the Board, after the necessary changes have been made, what was done, so they have a better understanding of what was done.

Communications & Outreach Manager Sommerfeld noted that Allyant will provide staff training to know what to do to ensure that future PDF files will also be compliant. She stated that she did not know the details now, but would be happy to share this information with the Board after they work with Allyant.

Manager Robertson explained that it would be great to know what the website had that was noncompliant, so they knew what their dollars were being used towards improving.

Communications & Outreach Manager Sommerfeld explained that most of the District's website was already compliant because the designer had used best practices and was

185 already aware of the ADA items. She stated that most of the noncompliance seemed to
186 be around the PDFs and other attachments.

187
188 ***Motion by Manager Weinandt, seconded by Manager Waller, to authorize Allyant's***
189 ***Statement of Work for digital accessibility auditing and ongoing compliance support for***
190 ***\$18,300 with a 10% contingency to assist RCWD in meeting federal Title II accessibility***
191 ***requirements. Motion carried 4-0.***

192
193 **6. Ramsey County GIS User Group**

194 Lake & Stream Manager Kocian explained that the Ramsey County GIS User Group was a
195 group of various municipalities and local governments that use geographic information
196 systems and GIS data. He noted that this group is funded by its members through a Joint
197 Powers Agreement (JPA), and the District has been part of this group since he joined the
198 staff. He stated that the JPA runs on a 5-year term and has a fairly minimal anticipated
199 cost of approximately \$725 per year and \$3,500 for the entire term of the agreement.

200
201 ***Motion by Manager Robertson, seconded by Manager Weinandt, to authorize the***
202 ***Administrator, on advice from counsel, to sign the Ramsey County GIS User Group Joint***
203 ***Powers Agreement. The total approved expenditures over a five-year period shall not***
204 ***exceed \$5,000. Motion carried 4-0.***

205
206 **7. Letter of Support for Mounds View's ReLeaf Grant Application**

207 Communications & Outreach Manager Sommerfeld explained that this item was for a
208 letter of support for the Mounds View Releaf Grant application, which is necessary
209 because the project involved work within and around the public drainage system. She
210 noted that this letter of support simply indicated that the District supported their
211 application and the project.

212
213 Drainage & Facilities Manager Schmidt stated the City of Mounds View had reached out
214 to the District about this grant, and staff met with them on site to go over where they
215 wanted to do the tree planting. He stated that they were very explicit in the
216 communication with them that trees could not be planted within 50 feet of the edge of
217 the drainage system to preserve the working corridor. He stated that Mounds View is
218 aware of the limits set by the District and had agreed to them. He explained that he saw
219 this as an opportunity to leverage the City's assistance in the upcoming repair of the
220 system. He stated it was important to have the support of the City of Mounds View and
221 felt this would be a good investment for the District.

222
223 Manager Weinandt stated that her understanding is that this may be part of the linear
224 footpath of the park.

225
226 Drainage & Facilities Manager Schmidt stated that they had not gotten into that kind of
227 detail, but reiterated that they had been very clear that no infrastructure could be located
228 within the working corridor.

Manager Waller stated that this was through a ReLeaf Grant committee and asked for more information on what that is.

Outreach & Communications Manager Sommerfeld stated that this grant was administered by the DNR to remove dead and diseased trees and replace them with more resilient native species. She explained that as part of the tree removal, the District will work with the City of Mounds View on outreach and education to ensure people understand the work of the public drainage system and that of the city.

Manager Waller stated that Washington County had opened a new facility in Forest Lake that takes the diseased trees and grinds them up.

Motion by Manager Weinandt, seconded by Manager Bradley, to approve and direct the Administrator to sign and send the Letter of Support for the City of Mounds View's ReLeaf Grant application. Motion carried 4-0.

- 8. Check Register Dated October 8, 2025, in the Amount of \$203,341.83 as Prepared by Redpath and Company**

Motion by Manager Weinandt, seconded by Manager Bradley, to approve the check register dated October 8, 2025, in the Amount of \$203,341.83, prepared by Redpath and Company. Motion carried 4-0.

ITEMS FOR DISCUSSION AND INFORMATION

1. District Engineer Updates and Timeline

District Engineer Otterness noted that he would be attending the Drainage Work Group meeting on October 9, 2025, and noted that one of the agenda items was a presentation by the Minnesota Center for Environmental Advocacy regarding their petition to have the MPCA regulate public drainage. He stated that another item on the agenda was related to the multi-purpose drainage management grant that is administered through BWSR with Clean Water funds.

Manager Weinandt asked who represented the District for the Drainage Work Group.

District Engineer Otterness noted that Jan Voit attends every meeting and noted that, typically, there are other watershed representatives there as well.

President Bradley asked if District Attorney Kolb attended this meeting.

District Attorney Kolb acknowledged that he typically attended the Drainage Work Group meetings.

2. Administrator Updates

District Administrator Tomczik stated that he had continued communications with the City of Columbus, specific to ACD 10-22-32 maintenance work. He explained that he would continue to communicate with them along with the City of Lino Lakes as the District considers Alternative #4 and offer clarity on the culvert standards, future development, and model availability. He noted that he would be meeting with the District's Washington County Commissioners, along with Manager Waller, for the annual watershed district round-up conversation. He stated that he had attended the Minnesota Watersheds Resolution Committee meeting and expected a new resolution to be coming forward. He noted that the annual Minnesota Watershed conference was coming up, and the Board could expect to hear from Office Manager Stasica regarding attendance.

Manager Weinandt asked about the new resolution that was expected to come forward.

District Administrator Tomczik explained that the new resolution came from the City of Prior Lake to allow the District to join a self-insured health benefit pool, which is not currently in statute.

3. Manager Updates

Manager Waller noted that he had been invited to attend a meeting with the City of Birchwood Village to discuss Halls Marsh and clarified that he made it clear that he was there as a representative from Washington County and not the Board. He explained that the City of Birchwood was upset about some of the language included in the agreement and read aloud examples of the language that bothered them.

District Administrator Tomczik clarified that, currently, there was no agreement and explained that he believed that there were two different things being referenced. He stated that there is a draft agreement that went to all of the involved parties, and there was some general information about the project requested by Birchwood.

President Bradley noted that the language Manager Waller just read was not in the Memorandum of Understanding and asked if that may have been included in one of the attachments.

District Administrator Tomczik stated that this language was not in the attachments.

President Bradley stated that it appears that there may be a misunderstanding in this situation.

District Administrator Tomczik explained that he believed that what Manager Waller was reading from was from the document that was intended to be a 10,000-foot overview that the City of Birchwood's attorney had asked the District to provide. He stated that it was a document intended to give background on the project.

317
318 Manager Robertson expressed frustration that she did not know what was being
319 discussed. She suggested that they add 'Other Business' onto their workshop agendas,
320 so this type of item could be discussed in a way that makes more sense, rather than during
321 'Manager Updates', which should be about communication based on engagement with
322 the community by the Managers.

323
324 President Bradley agreed and asked staff to look into the situation shared by Manager
325 Waller.

326
327 Manager Weinandt stated that the University of Minnesota Water Resources Conference
328 will take place next week, and some of the District staff will be in attendance, and noted
329 that she would also be there for portions of the conference.

330
331 Manager Robertson noted that she had attended the recent CAC meeting.

332
333 **ADJOURNMENT**

334 ***Motion by Manager Robertson, seconded by Manager Waller, to adjourn the meeting at 10:08***
335 ***a.m. Motion carried 4-0.***