



## REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, October 11, 2023

Shoreview City Hall Council Chambers  
4600 North Victoria Street, Shoreview, 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, 1<sup>st</sup> Vice-Pres. John Waller, 2<sup>nd</sup> Vice-Pres. Steve Wagamon, Treasurer Marcie Weinandt, and Secretary Jess Robertson

Absent: None

Staff Present: District Administrator Nick Tomczik, Permit Coordinator/Wetland Specialist Patrick Hughes, Technician/Water Resource Specialist Molly Nelson, and Office Manager Theresa Stasica

Consultants: District Engineer Chris Otterness from Houston Engineering, Inc. (HEI); District Attorney Louis Smith from Smith Partners

Visitors: None

### SETTING OF THE AGENDA

District Administrator Tomczik requested the addition of Action Item #3, Minnesota Watersheds Resolution revision.

President Bradley noted that they were also planning to approve an amendment to the September 13, 2023 meeting minutes.

***Motion by Manager Weinandt, seconded by Manager Waller, to approve the agenda, as amended.***

***Motion carried 5-0.***

### READING OF THE MINUTES AND THEIR APPROVAL

***Minutes of the September 13, 2023 Board of Managers Regular Meeting. Motion by President Bradley, seconded by Manager Wagamon, to remove the entire sentence beginning on line 149, "She explained that..." from the September 13, 2023 meeting minutes. Motion carried 5-0.***

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BOARD OF  
MANAGERS

Jess Robertson  
Anoka County

Steven P. Wagamon  
Anoka County

Michael J. Bradley  
Ramsey County

Marcie Weinandt  
Ramsey County

John J. Waller  
Washington County

Minutes of the September 27, 2023 Board of Managers Regular Meeting. *Motion by Manager Wagamon, seconded by Manager Weinandt, to approve the minutes as presented. Motion carried 5-0.*

## **OPEN MIC/PUBLIC COMMENT**

None.

## **ITEMS REQUIRING BOARD ACTION**

### **1. 2024 Water Quality Grant Program Release Approval**

Technician/Water Resource Specialist Nelson reviewed the three minor changes to the program's technical service agreements as well as recommended changes to Exhibit A.

*Motion by Manager Weinandt, seconded by Manager Bradley, to approve the 2024 Water Quality Grant Program as presented and to authorize staff to promote and implement the 2024 Water Quality Grant Program. Motion carried 5-0.*

*Motion by Manager Weinandt, seconded by Manager Wagamon, to authorize the District Administrator to sign the proposed 2024 technical services agreements with the ACD, Ramsey SWCD, and WCD, in amounts not to exceed \$15,000, \$26,000, and \$15,000 respectively, to provide technical assistance for RCWD's Programs, with any further non-material changes and on advice of counsel. Motion carried 5-0.*

The video-technician explained to the Board that the audio of the Board motion part of the meeting was lost and asked President Bradley to re-cap what had happened and what actions were taken.

President Bradley explained that the Board had a motion and a second to authorize the District Administrator to sign the proposed 2024 technical services agreements with the ACD, Ramsey SWCD, and WCD as outlined. He explained that the motions had passed 5-0.

### **2. Houston Engineering, Inc. Task Order 2023-12 Anoka Washington Judicial Ditch 3 Branches 1, 2, & 4 Construction Management**

District Administrator Tomczik outlined the construction management oversight by Houston Engineering for this task order.

*Motion by Manager Waller, seconded by Manager Weinandt, to authorize the Board President to execute HEI Task Order 2023-012 for Judicial Ditch 3 construction management for an amount of \$80,500.*

Manager Weinandt asked if this new task order would be reflected in the document that the Board receives with their packet.

District Engineer Otterness explained that every task order that is executed with the District is reflected in the monthly table that is included in the packet. He noted that as they close out task orders they are taken off the table so every project shown is current.

Manager Weinandt stated that her understanding was that this was basically the implementation document that is based on the planning document that the Board has and is how they can track details regarding completion of the projects.

President Bradley explained that this is the District Engineer's monthly project report and only reflects the involvement of the District Engineer and the firm, HEI and what they have done with the task orders that the Board has approved and where they stand with relation to budget. It does not include other costs such as legal and staff.

***Motion carried 5-0.***

**3. Minnesota Watershed's Resolution**

District Administrator Tomczik stated that materials were passed out ahead of the meeting and available this morning. He noted that all resolutions proposed to MAWD by its membership are reviewed by the Resolution Committee and noted that he is a member of that committee. He stated that they met yesterday and there was a comment made specific to the District's resolution that the 'how' of its documents may be a bit too specific. He reviewed some of the proposed adjustments to the document that were depicted in the redlined version that had been distributed prior to the meeting.

***Motion by Manager Waller, seconded by Manager Bradley, to accept the changes to the Minnesota Watershed Resolution, as outlined. Motion carried 5-0.***

**4. Check Register Dated October 11, 2023, in the Amount of \$98,071.37 Prepared by Redpath and Company**

***Motion by Manager Weinandt, seconded by Manager Wagamon, that she reviewed and approves the check register dated October 11, 2023, in the Amount of \$98,071.37, as prepared by Redpath and Company. Motion carried 5-0.***

**ITEMS FOR DISCUSSION AND INFORMATION**

**5. District Engineer Update and Timeline**

District Engineer Otterness noted that the JD3 project began last week and has already seen good progress with things like tree clearing and explained that the ditch excavation should begin next week. He stated that tomorrow, he and Public Drainage Inspector Ashlee Ricci would be doing a presentation for the Drainage Work Group about the District's experience with run-off based charges for managing public drainage systems.

**6. Administrator Updates**

District Administrator Tomczik noted that the Minnesota Watersheds meeting will be held on October 17, 2023. He stated that the tile line in JD5 has had the bulkhead installed on site and is about 90% complete. He encouraged the Board to communicate with Office Manager Stasica if they decide to participate in the Minnesota Watershed Annual Conference so the appropriate arrangements can be made.

**7. Managers Update**

Manager Waller attended the legislative subcommittee meeting on water earlier in the month and gave a brief overview of some of the discussion items. He noted that he planned to attend the Department of Transportation meeting next week regarding climate change. He referenced the article recently published in local papers about Centerville Lake and the new taxing district.

Manager Weinandt stated that the Clean Water Council did a tour that focused on the metro area. She stated that for the upcoming meeting of the Metro Watersheds there are regular updates from various entities, including the Met Council and noted that may be an opportunity to ask the Met Council representatives some questions.

Manager Wagamon asked to devote time at the next workshop to discuss a communication issue that has occurred. He stated that he thinks there is a simple solution and assured the Board that he did not believe the discussion would take long.

#### **ADJOURNMENT**

***Motion by Manager Waller, seconded by Manager Robertson, to adjourn the meeting at 9:34 a.m. Motion carried 5-0.***