



REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, October 25, 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, 1st Vice-Pres. John Waller, 2nd 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, Public Drainage Inspector Ashlee Ricci, and Office Manager Theresa Stasica

Consultants: District Engineer Adam Nies from Houston Engineering, Inc. (HEI); District Attorney Chuck Holtman from Smith Partners (video-conference)

Visitors: None

SETTING OF THE AGENDA

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

READING OF THE MINUTES AND THEIR APPROVAL

Minutes of the October 9, 2023 Board Workshop. Minutes of the October 11, 2023 Board of Managers Regular Meeting.

Motion by Manager Wagamon, seconded by Manager Robertson, 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:

Table of Contents-Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
23-061	Jake Horton	Mahtomedi	Final Site Drainage Plan	CAPROC 6 items
23-067	T. S. Miller Co. LLC	Lino Lakes	Final Site Drainage Plan	CAPROC 7 items

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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

It was moved by Manager Wagamon and seconded by Manager Robertson, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated October 16 & 17, 2023. Motion carried 5-0.

OPEN MIC/PUBLIC COMMENT

None.

ITEMS REQUIRING BOARD ACTION

1. Houston Engineering, Inc. Task Order 2022-008 Ramsey County Ditch 4 Repair Report Additional Service Request

Public Drainage Inspector Ricci gave an overview of the additional services request for Task order 2022-008 related to Ramsey County Ditch 4 repair report. She noted that that the charge memo had not been included in the task order.

President Bradley noted that District Engineer Nies was sitting in for District Engineer Otterness at today's meeting.

Motion by Manager Weinandt, seconded by Manager Waller, to authorize the Board President to execute the HEI Task Order 2022-008 Additional Service Request to complete the development of the RCD 4 Water Management District Charge Allocation memo in the amount of \$6,000.00, bringing the total cost of the task order to \$41,000.00. Motion carried 5-0.

Manager Weinandt stated that she had some questions and comments about the project. She noted that she thought that Public Drainage Inspector Ricci and the team from Houston Engineering representative did an excellent job at the public information meeting. She asked if her recollection was correct that they mentioned a possible additional \$250,000 to do the project.

Public Drainage Inspector Ricci stated that the estimated total cost was \$250,000.

Manager Weinandt asked if this money was already in the water management district account or if the County would have to go back and get money from everyone in the watershed again.

Public Drainage Inspector Ricci shared some background information on how the water management districts are implemented and explained that they generally prepare a charge memo, budget in their annual process for that project, and then retroactively collect the taxes and pay the charges. She stated that the District would include this in their annual budget and then the County would certify and collect through property taxes.

Manager Weinandt explained that her concern was that the District had already charged people in the Water Management District for the first part of the project. She noted that in the future if they are anticipating more work on a system, she questioned whether it would make sense to gather more money than initially needed. She stated that she just feels like it will involve a lot of work in order to charge 2,000 people another \$25 each.

Public Drainage Inspector Ricci explained that her understanding is that the projects and that money do not really exist until they are ordered, so the project has to be developed first.

District Administrator Tomczik stated that in all these situations, all the folks on the system pay for it even if it is on a different section of the system. He stated that staff along with Houston Engineering contemplate the cost of the work to get the cost levied on the system as opposed to the charge. He stated that the District fronts the money and then it is repaid at future date.

President Bradley noted that this will come back before the Board at the appropriate time in order for them to look at the details and make a final determination. He stated that this has been a policy that has always been wrought with a bit of concern regarding impacts but noted that there is a balance that has been used for the entire time he has been on the Board and explained that he would be reluctant to change that balance.

2. Consider League of MN Cities Liability Coverage Waiver Form

District Administrator Tomczik explained that on an annual basis the District must consider the potential waiver of statutory tort liability limits. He stated that in the past, the Board has voted to waive those monetary limits to the extent of the District's liability policy.

Motion by Manager Bradley, seconded by Manager Weinandt, that the District waives 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 5-0.

3. City of Roseville – Ramsey County Ditch 4 (RCD 4) Basic Water Management Project Reimbursement #8

District Administrator Tomczik stated that this item would be reimbursement #8 to the City of Roseville for the collection of the water management charges that have been collected from MnDot. He explained that the District had recently received the funds, which now need to be transferred to the City of Roseville. He noted that the District had already transferred the ad valorem funds to the City, and explained that there were additional funds yet to be collected, so the Board could expect another reimbursement request in the future.

Motion by Manager Weinandt, seconded by Manager Wagamon, to approve the RCD 4 WMD MnDOT ROW reimbursement to the City of Roseville and directs staff to issue a payment in the amount of \$11,971.99. Motion carried 5-0.

4. Check Register Dated October 25, 2023, in the Amount of \$273,422.57 and October Interim Financial Statements Prepared by Redpath and Company

Motion by Manager Weinandt, seconded by Manager Waller, having reviewed the October 25, 2023 check register and the October 2023 Interim Financial Statements, both prepared by Redpath and Company, to approve of the October 25, 2023 check register in the amount of \$273,422.57.

President Bradley noted that he believes this was the first time he had seen Verizon Wireless with two notes that had a notation of 'void' and asked what those were related to.

District Administrator Tomczik stated that those were related to the District's establishment of EFT or ACH which is where funds are automatically transferred for payment through the electronic system.

Motion carried 5-0.

ITEMS FOR DISCUSSION AND INFORMATION

1. Staff Reports

Manager Weinandt explained that she continues to be impressed with staff's activities and how much they get done. She noticed that there was a tour on the Blaine wetland that was sponsored by the District. She asked how that kind of thing came about and asked if, in the future, the Board could receive a heads-up notification because she would have been interested in attending if she had known about it.

District Administrator Tomczik stated that District Staff and Communications and Outreach Department have developed relationships with their municipalities and sometimes these types of events come about through that relationship. He stated that he believed this particular tour was on the large boardwalk in Blaine that is a well-used area for passive recreation. He stated that staff will do their best to keep the Board apprised of these types of events in the future.

Manager Wagamon stated that he agreed with Manager Weinandt and would have liked to attend the tour.

Manager Robertson extended an invitation to the Board to go take a walk around the wetland sanctuary area.

2. November/December Calendar

District Administrator Tomczik reminded the Board that they have an abbreviated meeting schedule for the months of November and December. He noted he would not be able to attend the CAC meeting or the Rice Creek Commons Open House, but will have other staff member attend the Open House.

3. Administrator Updates

District Administrator Tomczik stated that staff is working towards scanning the District's paper records. He stated that doing this will open up some of the District's office space, specifically in the storage room and noted that this will be an ongoing activity and cost. He stated that the District has made contact with MnDot regarding the Ramsey County Ditch 2, 3, 5 project. He noted that the modeling shows flooding on the interstate that is associated with Highway 88 and some large culverts that they have there. He noted that there had been some staff change over at MnDot so the District wanted to once again reach out and engage with them. He explained that he had recently sent the Board information regarding the State's BWSR performance review and assistance program which he thought was a good reflection of the District's work. He stated that it was an in depth review by the State and involved about 80 hours of staff time to provide the information to the State. He stated that at the October 9, 2023 workshop meeting they had a good discussion regarding regulatory program and the 2024 budget and levy. He noted that if any of the managers has the need for additional information, to work with their peer managers in further development of what is to come, to please let him know.

President Bradley stated that in light of the discussion at the workshop, he would suggest that staff send a copy of the full BWSR report to the Board and see if that provides the sort of review that they were contemplating.

4. Managers Update

Manager Waller noted that later this week he and District Administrator Tomczik would be attending the Washington County Commissioners interview. He stated that he attended the Minnesota Department of Transportation's Resilience Improvement meeting in Roseville last week and gave an overview of the meeting and the new staff member assigned to the area. He noted that as it is getting closer to the end of the year, he wanted to remind the Board they will need to schedule a time for the annual review for District Administrator Tomczik.

President Bradley noted that he had already spoken with District Administrator Tomczik about that item and will be coming up for discussion at the December workshop meeting.

Manager Waller stated that he also plans to attend the annual conference in Alexandria next month.

President Bradley asked about the recent suggestion from the Board about communications at upcoming workshop meetings.

Manager Wagamon stated that was his idea and explained that at the last Board meeting he had mentioned that he wanted to talk about communication and when the Board should be getting documents. He explained that the City of Columbus had contacted him, but he had not seen the information they mentioned, so he wanted to talk about that communication process.

District Administrator Tomczik stated that he responded to the issue and he had it scheduled for discussion on a future agenda.

Manager Weinandt explained that the new website and meeting noticing email link makes it very easy to access the packet. She expressed appreciation to the website development team for the types of changes that were being made. She asked about the conference held last week that was hosted by the University of Minnesota and how many staff members were able to attend.

District Administrator Tomczik stated that the Water Resource Conference was held at the River Center in St. Paul and noted that Communications and Outreach Coordinator Sommerfeld and Brett from Houston Engineering presented on the resiliency grant received by the District. He stated that Permit Coordinator/Wetland Specialist Hughes participated on a panel regarding wetland banks. He stated that there were a number of staff members who were able to attend and explained that this is an excellent event that is always well attended.

President Bradley stated that it sounds like it was quite informative and asked if it was something that the Board should know about for future conferences and noted that he had never attended.

District Administrator Tomczik stated that the conference provides a good exchange of ideas about approaches and lessons that have been learned.

Manager Wagamon stated that he will attend the meeting in Alexandria as well.

Manager Robertson reiterated her invitation to the Board that she would be happy to welcome any and all of them out to the wetland sanctuary. She stated that the area is truly lovely and consists of 700 acres in the middle of the city.

President Bradley explained that he and District Administrator Tomczik attended the Metro Watershed meeting where there was a report from the Met Council about the work being done on the 2050 report for waste water. He stated that the Minnesota Watersheds would like to have the summer retreat somewhere in the metro area but noted that he had not volunteered the District because he felt it would be a large undertaking.

District Administrator Tomczik agreed that it would be a very large event and has reached out to other area administrators and offered any of the District's sites that might be useful. He noted that he felt collaboration may be the best path forward because of the details necessary with the hotel and event space that would be needed and explained that he felt it would be hard to put it all in one location.

President Bradley noted that Ray Bohn will be retiring in 2024 so they are in the process of interviewing potential lobbyists. He stated that there was a report from BWSR that they will provide the metro watersheds a pool of \$9 million to be distributed for the upcoming year.

Manager Waller asked if the distribution process would be competitive.

President Bradley explained that they would use the same process as they used last year.

District Administrator Tomczik stated that this is referred to as the Watershed Based Implementation Funding.

President Bradley noted he would also be attending the annual meeting in Alexandria.

ADJOURNMENT

Motion by Manager Wagamon, seconded by Manager Waller, to adjourn the meeting at 9:40 a.m.

Motion carried 5-0.