

1                                   **MINUTES OF THE REGULAR MEETING OF**  
2                                   **THE MINNEHAHA CREEK WATERSHED DISTRICT**  
3                                   **BOARD OF MANAGERS**

4  
5                                   **June 8, 2023**

6  
7                                   **CALL TO ORDER**

8  
9                                   The regular meeting of the Minnehaha Creek Watershed District Board of Managers was  
10                                   called to order by President Sherry White 7:01 p.m. on June 8, 2023, at the MCWD  
11                                   offices, 15320 Minnetonka Boulevard, Minnetonka, Minnesota.

12  
13                                   **ROLL CALL FOR ATTENDANCE**

14  
15                                   President White called the roll to note attendance:

16  
17                                   Loftus:           Absent  
18                                   Sando:           Present  
19                                   Miller:           Absent  
20                                   Olson:           Present  
21                                   Hejmadi         Present  
22                                   Maxwell:        Present (participating remotely using interactive technology at Tianna  
23   Country Club, 7470 State 34 NW, Walker, MN)  
24                                   White:           Present

25  
26                                   **DISTRICT STAFF AND CONSULTANTS PRESENT**

27  
28                                   James Wisker, Administrator; Alex Steele, GIS Coordinator; Josh Wolf, Project and Land  
29                                   Program Manager; Tiffany Schaufler, Senior Project Maintenance Coordinator; Chris  
30                                   Meehan, District Consulting Engineer; and Louis Smith, District Counsel.

31  
32                                   **APPROVAL OF AGENDA**

33  
34                                   *It was moved by Manager Maxwell, seconded by Manager Miller, to approve the*  
35                                   *Agenda as distributed. Upon roll call vote, the motion carried 5-0 as follows:*

36  
37                                   *Hejmadi:        Aye*  
38                                   *Loftus:         Absent*  
39                                   *Sando:         Aye*  
40                                   *Miller:         Absent*  
41                                   *Olson:         Aye*  
42                                   *Maxwell:       Aye*  
43                                   *White:         Aye*  
44  
45  
46

47 **MATTERS FROM THE FLOOR**

48

49 None.

50

51 **CONSENT AGENDA**

52

53 *It was moved by Manager Sando, seconded by Manager Hejmadi to approve the items*  
54 *on the Consent Agenda consisting of approval of the May 25<sup>th</sup> Meeting Minutes, and*  
55 *the following resolutions:*

56

57 ***Resolution 23-030: Authorization to Reschedule November 30, 2023 Committee and***  
58 ***Board Meeting***

59

60 ***NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek***  
61 ***Watershed District Board of Managers hereby directs staff to update and***  
62 ***publish notice indicating the November 30, 2023 MCWD committee and board***  
63 ***meetings have been rescheduled to Monday, November 27, 2023; and***

64

65 ***Resolution 23-031: Authorization to Execute Grant Agreement for Watershed-Based***  
66 ***Implementation Funding***

67

68 ***NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek***  
69 ***Watershed District Board of Managers authorizes the District Administrator to***  
70 ***execute a grant agreement with the Board of Water and Soil Resources for the***  
71 ***above projects.***

72

73 ***Upon roll call vote, the motion carried 5-0 as follows:***

74

75 ***Hejmadi: Aye***  
76 ***Loftus: Absent***  
77 ***Sando: Aye***  
78 ***Miller: Absent***  
79 ***Olson: Aye***  
80 ***Maxwell: Aye***  
81 ***White: Aye***

82

83

84 **BOARD, COMMITTEE AND TASK FORCE REPORTS**

85

86 **President's Report:** President White noted the upcoming meeting schedule.

87

88 Operations and Programs Committee Report: Manager Olson reported that the  
89 Committee met earlier in the evening and received a presentation from Mr. Wisker on the  
90 preliminary 2024 capital improvement program budget.

91  
92 Manager Olson also noted that he recently attended a meeting at the St. Anthony Falls  
93 Laboratory on the second phase of research on the impacts of wake boats on water  
94 quality. This research focused on the downward turbulence impacts of wake boars and  
95 showed adverse impacts on water quality at four to six feet in water depth. A third phase  
96 of research will focus on wave and shoreline impacts.

97

98 **ACTION ITEMS**

99

100 Resolution 23-032: Authorization to Contract for Website Hosting and  
101 Managed Services

102

103 Mr. Alex Steele appeared before the Board of Managers to review the request for board  
104 action. He noted that at the March 23, 2023 PPC Meeting, staff provided a walkthrough  
105 of the draft website, provided a status report, collected feedback, and mapped next steps  
106 and timeline for moving the website to launch in 2023. Since that meeting, staff and the  
107 design consultant have made significant progress toward completing the remaining work  
108 across the website. As content nears substantial completion in the coming weeks, staff  
109 will provide the Board an overview of the website on June 22, 2023, and seek approval to  
110 begin the beta testing period. At this time, staff is recommending that fforge, the  
111 MCWD's current managed service provider and web site host, be the firm to launch, host  
112 and manage the new website. Mr. Steele reviewed the timeline for this process.

113

114 *It was moved by Manager Olson, seconded by Manager Hejmadi to adopt Resolution*  
115 *23-032: Authorization to Contract for Website Hosting and Managed Services, as*  
116 *follows:*

117

118 ***NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek***  
119 ***Watershed District Board of Managers authorizes the District Administrator, on***  
120 ***the advice of counsel, to execute a contract with fforge, for one-time audit,***  
121 ***migration and launch services in an amount not-to-exceed \$7,425.00, and***  
122 ***ongoing hosting and 12-hours of managed services per month at a monthly cost***  
123 ***of \$1,500.00, for a period of one year.***

124

125 In response to a question from Manager Olson, Mr. Steele reviewed the specific launch  
126 steps for the new website. *Upon roll call vote, the motion carried 5-0 as follows:*

127

128 ***Hejmadi: Aye***  
129 ***Loftus: Absent***  
130 ***Sando: Aye***

Minutes of the Regular Meeting  
Minnehaha Creek Watershed District  
Board of Managers  
6/8/23

131 **Miller:** *Absent*  
132 **Olson:** *Aye*  
133 **Maxwell:** *Aye*  
134 **White:** *Aye*

135  
136 Resolution 23-033: Authorization to Release the Request for Proposals for Engineering  
137 and Design Services for Annual Stormwater Pond Survey and Maintenance

138  
139 Mr. Josh Wolf and Ms. Tiffany Schaufler appeared before the Board of Managers to  
140 review the request for board action. Mr. Wolf provided a program overview, noting that  
141 the MCWD is responsible for inspection and maintenance of 26 stormwater ponds. The  
142 MCWD has been inspecting six to eleven ponds per year since 2010, and a study  
143 performed in July 2022 reviewed pond data to determine a 20-year schedule for  
144 maintenance. Currently Twin Lakes Park Pond and Amelia Pond are about 50% full of  
145 sediment and due for maintenance.

146  
147 Ms. Schaufler reviewed the request for proposals for engineering and design services, and  
148 the timeline for awarding a contract in October. *It was moved by Manager Hejmadi and*  
149 *seconded by Manager Maxwell to adopt Resolution 23-033 as follows:*

150  
151 ***NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek***  
152 ***Watershed District Board of Managers authorizes the administrator to release***  
153 ***the request for proposals for engineering and design services for 2023-2024***  
154 ***stormwater pond survey and maintenance, with any further limited changes, in***  
155 ***his discretion and on the advice of MCWD legal counsel.***

156  
157 In response to a question from Manager Sando, Ms. Schaufler reviewed sediment  
158 sources, including runoff from streets. Manager Hejmadi inquired about sediment  
159 disposal, and Mr. Wolf reviewed the disposal options depending on the contamination  
160 levels of the sediment. Ms. Schaufler noted that the ban on use of coal tar sealants has  
161 led to cleaner sediments in ponds, and noted in response to a question from Manager  
162 Hejmadi that as-built inspections are performed upon completion of pond maintenance.  
163 Mr. Wolf noted that further pond inspections in July will guide plans for upcoming  
164 maintenance.

165  
166 ***There being no further discussion, upon roll call vote, the motion carried 5-0 as***  
167 ***follows:***

168  
169 **Hejmadi:** *Aye*  
170 **Loftus:** *Absent*  
171 **Sando:** *Aye*  
172 **Miller:** *Absent*  
173 **Olson:** *Aye*

174 *Maxwell:*     *Aye*  
175 *White:*       *Aye*

176

177 **BOARD INQUIRIES, ISSUES, AND IDEAS**

178

179 None.

180

181 **STAFF UPDATES**

182

183 Administrator's Report

184

185 Mr. Wisker reported on the following items:

186

187       1. Precipitation year to date is 11.5 inches. Lake Minnetonka is at 929.1 feet and  
188       Minnehaha Creek is flowing at 14 cubic feet per second at Lake Hiawatha.

189

190       2. The MCWD holds a conservation easement provided by Mr. Wally Marx on property  
191       near School Lake. As lots are subdivided, the Board's review and approval will be  
192       required to assure compliance with the conservation easement. Staff will bring such an  
193       action as a consent agenda item on an upcoming Board meeting.

194

195       3. Staff have been intensely engaged on construction review of the Minnehaha Preserve  
196       Boardwalk. SRF has documented the construction issues by category and used the  
197       contract specifications for requested corrections. A defective work notice has been  
198       issued to JTS, the contractor. The City of St. Louis Park inspector is following a similar  
199       process and will require uncovering of areas for correction.

200

201       4. Recent meetings with senior staff and a technical team at the City of Minneapolis have  
202       been productive in identifying a shared agenda for water resource improvements,  
203       including funding plans and a geographic focus. Staff will work with legal counsel to  
204       develop terms for a project cooperative agreement and a memorandum of understanding  
205       for ongoing partnership.

206

207       5. The MCWD is completing a yearlong stakeholder engagement process for rule revisions  
208       and the Land and Water Partnership program. Staff will brief the Board of Managers on  
209       the findings from this process in coming meetings.

210

211       6. The Lessard Sams Outdoor Heritage Council will be touring funded projects, including  
212       the MCWD's carp management project; staff are developing a post-action evaluation for  
213       the project.

214

215

216

217

218 **Adjournment**

219

220 There being no further business, President White declared the meeting of the Board of  
221 Managers adjourned at 8:00 p.m.

222

223 Respectfully submitted,

224

225

226 Eugene Maxwell, Secretary

DRAFT