

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

4
5 **February 22, 2024**

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 at 7:17 pm on February 22, 2024, at the
11 MCWD offices, 15320 Minnetonka Boulevard, Minnetonka, Minnesota.

12
13 **MANAGERS PRESENT**

14 Sherry White, William Olson, Arun Hejmadi, Stephen Sando, and Eugene Maxwell.

15
16
17 **MANAGERS ABSENT**

18 Richard Miller and Jessica Loftus.

19
20
21 **DISTRICT STAFF AND CONSULTANTS PRESENT**

22
23 James Wisker, Administrator; Brian Beck, Research & Monitoring Program Manager;
24 Josh Wolf, Project Maintenance and Land Management Program Manager; Tiffany
25 Schaufler, Senior Project Maintenance Coordinator; Chris Meehan, District Consulting
26 Engineer; and Louis Smith, District Counsel.

27
28 **MATTERS FROM THE FLOOR**

29 None.

30
31
32 **APPROVAL OF AGENDA**

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34 *It was moved by Manager Olson, seconded by Manager Maxwell to approve the*
35 *Agenda as distributed. Upon vote, the motion carried 5-0.*

36
37 **CONSENT AGENDA**

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39 *It was moved by Manager Hejmadi, seconded by Manager Sando to approve the items*
40 *on the Consent Agenda consisting of approval of the January 25, 2024 Board meeting*
41 *minutes; approval of the General Check Register, including check numbers 42502*
42 *through 42516 in the amount of \$113,907.21, electronic funds withdrawals of*
43 *\$36,645.12, Managers Per Diems and Reimbursements of \$2,986.68, employee*
44 *reimbursements of \$0, and payroll electronic funds withdrawals and disbursements of*
45 *\$170,752.10, for a total of \$324,291.11; the Surety Check Register including payment*
46 *of \$27.00 in fees to Bremer Bank; \$5,000.00 to Gateway Knollwood, LLC for permit*

47 *18-318, and payment of \$11,300 to Willow Bay Sanctuary for permit 19-144; No Wire*
48 *Transfers; and the following resolution:*

49
50 *Resolution 24-011: Authorization to Accept or Waive the Tort Liability Limits on the*
51 *MCWD Property & Casualty Insurance Policy*

52
53 *NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek*
54 *Watershed District Board of Managers accepts the statutory tort liability limits*
55 *as set forth in Minnesota Statute § 466.04 and authorizes the District*
56 *Administrator to advise the LMCIT accordingly.*

57
58 *Upon vote, the motion carried 5-0.*

59
60 **REGULAR AGENDA**

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62 **Board, Committee and Task Force Reports**

63
64 President's Report: President White reported that she attended a recent meeting with
65 liaisons for the 325 Blake Road project, the celebration of the 140th anniversary of the
66 Minneapolis Park and Recreation Board, and a meeting of state and local officials and
67 Monarch Development concerning a potential project in and near Lost Lake in the City of
68 Mound.

69
70 Policy and Planning Committee Report: Manager Maxwell reported that Committee met
71 earlier in the evening and met the new Permitting Assistant Veronica Sannes; reviewed
72 the comments on the proposed rule revisions; and heard an initial presentation on the
73 MCWD's strategic action plan.

74
75 Manager Maxwell noted that he also recently attended two meetings of the Hopkins City
76 Council concerning the 325 Blake Road project.

77
78 President White directed the Board's attention to the upcoming meeting schedule.

79
80 **ACTION ITEMS**

81
82 Resolution 24-012: Awarding Contract for 2D Watershed Model for Climate Planning

83
84 Mr. Brian Beck appeared before the Board of Managers to review the request for board
85 action. He reviewed the context for the 2D model in the MCWD's Climate Action
86 Framework, past work to date, the proposed scope for the next phase of work, the process
87 to review proposals, and the recommendation to award the contract to HDR.

88
89 *It was moved by Manager Hejmadi, seconded by Manager Olson to adopt Resolution*
90 *24-012: Awarding Contract for 2D Watershed Model for Climate Planning as follows:*

91 ***NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek***
92 ***Watershed District Board of Managers authorizes the District administrator, on***
93 ***advice of legal counsel, to execute a contract with HDR for consultant services***
94 ***for Watershed-wide 2D Model Development, in accordance with the developed***
95 ***scope of work as the Administrator may refine it, and in an amount not to***
96 ***exceed the amount set forth in the proposal, and authorizes the Administrator to***
97 ***execute contract amendments in his discretion up to an additional 10 percent,***
98 ***in aggregate, of the contract amount.***
99

100 In response to a question from Manager Olson, Mr. Beck noted that the MCWD will own
101 the model and will develop a sharing agreement with those interested in using the model.
102 Manager Hejmadi noted that Manager Miller had served with him as liaisons for this
103 project and that he joined in offering several comments on the proposals. They felt that
104 HDR offered a strong project manager, experience with modeling large watersheds, and
105 appreciated that HDR planned to utilize a “red team” or internal review process. Overall,
106 Manager Miller and Manager Hejmadi feel this is landmark work for the MCWD and
107 agree with the staff recommendation to select HDR for the 2D model development.
108

109 ***Upon vote, the motion carried 5-0.***

110
111 Resolution 24-013: Approval of 90% Design Plans for the Cottageville
112 Park Iron-Sand Filter Maintenance and Retrofit
113

114 Mr. Josh Wolf appeared before the Board of Managers to review the request for board
115 action. He reviewed the background of the construction of Cottageville Park and the
116 iron-sand filter stormwater treatment system. He reviewed the ownership and
117 maintenance agreement with the City of Hopkins. Mr. Wolf noted that monitoring of the
118 system indicated that it has not been performing properly, resulting in the development of
119 a retrofit design.
120

121 ***It was moved by Manager Sando, seconded by Manager Hejmadi to adopt Resolution***
122 ***24-013: Approval of 90% Design Plans for the Cottageville Park Iron-Sand Filter***
123 ***Maintenance and Retrofit as follows:***
124

125 ***NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek***
126 ***Watershed District Board of Managers approves the 90% design plans for the***
127 ***2024 Cottageville Park Iron-Sand Filter Maintenance and Retrofit project,***
128 ***authorizes the District administrator to approve additional design changes,***
129 ***consistent with the 90% plans, as needed to complete 100% design documents,***
130 ***and approves the draft letter and disturbance/restoration terms for signature of***
131 ***the administrator and countersignature by City of Hopkins.***
132

133 Manager Sando asked if the park would be closed during construction, and Mr. Wolf
134 stated that at least the circle area where the stormwater treatment system is located would

135 be closed. In response to a question from Manager Maxwell, Mr. Meehan confirmed the
136 engineer's approval of the retrofit and maintenance design. President White noted that
137 the cost of this work would be born by the City pursuant to the cooperative agreement.
138 *There being no further discussion, upon vote the motion carried 5-0.*
139

140 **Board Discussion Items**

141 None.
142

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144 **Board Inquiries, Issues and Ideas**

145 None.
146

147
148 **Staff Updates**

149
150 **Administrator's Report**

151
152 Mr. Wisker reported on the following items:
153

- 154 1. The MCWD participated in a meeting with the City of Mound, Department of Natural
155 Resources, Lake Minnetonka Conservation District, Monarch Development, and other
156 parties to discuss Monarch's interest in dredging Lost Lake in connection with a
157 proposed development project. Monarch expressed interest in working with the City to
158 optimize docking in the open area, and the discussion noted concerns with natural
159 resource impacts from dredging. It was helpful to have all of the agencies and parties
160 meeting together, and there will be further discussion in the future;
161
- 162 2. Staff are continuing to work with legal counsel and JTS to address necessary corrections
163 to the Minnehaha Preserve Boardwalk. JTS is expected to finalize engineering and a
164 testing plan on one of the corrective measures, and then the correction plan will be
165 submitted to the City of St. Louis Park;
166
- 167 3. Laketown Township has requested a letter of support for a sewer project;
168
- 169 4. MCWD presented last night to the Minneapolis Park & Recreation Board on the
170 cooperative partnership with MPRB and the City of Minneapolis; the MPRB gave a
171 warm reception to the presentation; the cooperative agreement is anticipated to be
172 approved by MPRB on March 28;
173
- 174 5. MCWD staff will present to the Orono City Council on March 11 on the Long Lake
175 Roadmap and seek a council resolution of support.
176
177
178

Minutes of the Regular Meeting
Minnehaha Creek Watershed District
Board of Managers
2-22-24

179 Tiffany Schaufler Farewell

180

181 Tiffany Schaufler appeared before the Board of Managers and noted that this is her last MCWD
182 Board meeting before she leaves employment with the District. She noted that in her thirteen
183 years with the MCWD, she has grown in her management skills to protect and manage iconic
184 natural resources in this District. She noted some of the projects she was proud to work on,
185 including the Six Mile Marsh Prairie restoration, response to the record 2014 flood, Gray's Bay
186 Dam operations and flood forecasting, Minnehaha Creek Master Plan, Lake Nokomis area high
187 water evaluation, service on the staff leadership team, and leading in caring for the MCWD
188 culture. She expressed her appreciation to each manager, Mr. Wisker, and other members of the
189 MCWD staff.

190

191 Mr. Wisker expressed his deep appreciation and gratitude for Ms. Schaufler's service and her
192 impressive accomplishments with the District. He stated that the MCWD was in a much better
193 place due to her presence. The managers expressed their appreciation for Ms. Schaufler's
194 service and wished her the best in her next adventures.

195

196 **Adjournment**

197

198 There being no further business, President White declared the meeting of the Board of
199 Managers adjourned at 8:39 p.m.

200

201 Respectfully submitted,

202

203

204 Eugene Maxwell, Secretary

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