

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

**December 3, 2019**

**CALL TO ORDER**

The regular meeting of the Minnehaha Creek Watershed District was called to order by President Sherry White at 7:20 p.m. on December 3, 2019, at the District offices, 15320 Minnetonka Boulevard, Minnetonka, Minnesota.

**MANAGERS PRESENT**

Sherry White, William Olson, Richard Miller, Jessica Loftus, Arun Hejmadi and Eugene Maxwell.

**MANAGERS ABSENT**

Kurt Rogness.

**DISTRICT STAFF AND CONSULTANTS PRESENT**

James Wisker, Administrator; Mike Hayman, Project Planning Manager; Anna Brown, Planner-Project Manager; Gabe Sherman, Planner-Project Manager; Chris Meehan, Consulting Engineer; Chuck Holtman, Counsel.

**MATTERS FROM THE FLOOR**

None.

**APPROVAL OF AGENDA**

*Manager Miller moved, Manager Olson seconded to approve the agenda. Upon vote, the motion carried 6-0.*

**CONSENT AGENDA**

*Manager Olson moved, Manager Miller seconded to approve the Consent Agenda except for the November 21, 2019 minutes, consisting of adoption of Resolution 19-100, Approval of Banking Structure, as follows:*

*NOW, THEREFORE, BE IT RESOLVED, the Minnehaha Creek Watershed District, Board of Managers hereby authorizes the District Administrator, to sign and provide the required documentation to Bremer Bank to establish four bank accounts for the District banking services.*

***BE IT FURTHER RESOLVED, the Minnehaha Creek Watershed District, Board of Managers designates the officers of the Board (president, vice president, secretary and treasurer) to serve as the signing authority for the District accounts and that two signatures be required for all checks issued by the District.***

***BE IT FURTHER RESOLVED, the Minnehaha Creek Watershed District, Board of Managers designates the treasurer of the Board to serve as the primary signing authority for the establishment of banking/treasury management services. If the treasurer is not available another officer of the Board may sign. Only one signature is required to approve the establishment of banking/treasury management services.***

***BE IT FURTHER RESOLVED, the Minnehaha Creek Watershed District, Board of Managers designates the Operations Manager to serve as the primary user for the establishment of on-line banking services with Bremer Bank.***

*Upon vote, the motion carried, 6-0.*

## **REGULAR AGENDA**

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

President's Report: President White reported that she has not attended any meetings in the last two weeks.

Operations and Programs Committee Report: Manager Loftus reported that the committee met earlier this evening. The committee received an update on a potential property acquisition in the City of Victoria and a small-area planning framework that staff is developing to evaluate potential acquisitions and work. Staff will report further in about a month. Staff also reported on its development of the District's responsive model, which it hopes to adopt and implement by the end of 2020.

Upcoming Meetings and Events: President White noted upcoming meetings and events as indicated on the agenda. Manager Rogness will attend the next Citizens Advisory Committee (CAC) meeting. Manager Hejmadi will attend the upcoming Metro MAWD meeting; President White may do so as well.

### **Public Hearings & Presentations: Public Comment on 2020 Budget**

Mr. Wisker explained that the Truth in Taxation statute requires that the District provide this further opportunity for public comment on the District's 2020 budget and levy. He reported that the District has received no comments since its September budget adoption and levy certification. He briefly reviewed the focus of next year's work, including work within its focal geographies, a focus on program delivery improvements, and technology investments.

President White determined that no members of the public wished to comment.

**Action Items**

**Resolution 19-101: Recognition of Service of Outgoing Citizen Advisory Committee Members**

Mr. Wisker reported that Jerry Ciardelli, Sliv Carlson and Liz Crow will be stepping down from the CAC. He thanked them for their contribution to the District's efforts. President White will send a letter to each, along with a token of appreciation.

***Manager Miller moved, Manager Olson seconded, to adopt Resolutions 19-101A, 19-101B and 19-101C, as follows:***

***NOW, THEREFORE, BE IT RESOLVED that the Board of Managers hereby expresses its gratitude for Jerry Ciardelli's service and leadership on the Minnehaha Creek Watershed District's Citizen Advisory Committee.***

***NOW, THEREFORE, BE IT RESOLVED that the Board of Managers hereby expresses its gratitude for Sliv Carlson's service and leadership on the Minnehaha Creek Watershed District's Citizen Advisory Committee.***

***NOW, THEREFORE, BE IT RESOLVED that the Board of Managers hereby expresses its gratitude for Liz Crow's service and leadership on the Minnehaha Creek Watershed District's Citizen Advisory Committee.***

Manager Miller commented on the quality of the CAC's contribution, which he attributed to its commitment to have an impact and the sound CAC support provided by District staff. President White added that the CAC's structuring of its agenda has enabled the CAC to have a substantial impact on the District's work.

***Upon vote, the motion carried, 6-0.***

**Resolution 19-102: Approval of Plans and Specifications and Authorization to Solicit Quotes for SMCHB Carp Barrier**

Ms. Brown explained that this agenda item concerns a barrier for installation at the outlet of West Auburn Lake. The District has installed aeration in three lakes for the winter, and installed barriers at the Crown College, Highland Road and Wassermann Lake sites. These facilitate adult carp removals through box netting and stream trapping. The intent is to isolate the nursery in North and South Lundsten Lakes from East and West Auburn Lakes, and facilitate stream trapping in that channel. Ms. Brown reported that the most recent fish survey reveals progress in reducing carp mass, with one management unit showing average mass below 100 kilograms per

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hectare, two others at between 100 and 200 kilograms, and the Parley-Mud management unit remaining above 500.

Ms. Brown reviewed the proposed barrier design. Spindle fencing is prescribed in response to the District's experience with a mesh barrier at Highland Road, which is difficult to keep clean. Staff is evaluating whether to retrofit that barrier.

Manager Olson asked whether the barriers interfere with snow machine trail use. Ms. Brown replied that the only known channel use is at the Highland Road location, but that machines go around and not under Highland Road. Also, she believes that the Three Rivers Park District (TRPD) doesn't allow snow machine use in its parks.

In response to Manager Hejmadi, Ms. Brown said that the District worked with the District engineer on the design. There is no "standard" design, but experience is assimilated. Mr. Meehan affirmed that the spindles are much easier to keep clean. Ms. Brown added that the mesh barriers at the Crown College and Wassermann Lake sites are less of an issue because flows are lower.

Ms. Brown indicated that staff will look for a contract award and TRPD approval on January 9, 2020, with construction concluded by March 15, 2020.

***Manager Olson moved, Manager Maxwell seconded, to adopt Resolution 19-102 as follows:***

***NOW, THEREFORE, BE IT RESOLVED, that the Minnehaha Creek Watershed District Board of Managers hereby approves plans and specifications for barrier construction at the outlet of Wet Auburn Lake; and***

***BE IT FURTHER RESOLVED that the MCWD Board of Managers authorizes staff to solicit quotes for construction.***

***Upon vote, the motion carried, 6-0.***

Approval of November 21, 2019 Minutes

President White asked that the reference to Manager Olson be stricken from line 65, as he was unable to attend the meeting.

***Manager Maxwell moved, Manager Miller seconded to approve the minutes with the noted change. Upon vote, the motion carried 6-0.***

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### **Discussion Items**

#### **Board RBA and Memo Format**

Mr. Hayman introduced proposed templates intended to promote consistency, enhance searchability and improve staff efficiency.

Manager Olson asked if “Budget” could be separated into present budget and amount requested. Mr. Hayman replied that this will be done, and the fund number will be included. Responding to President White, he stated that the District logo can be incorporated onto the resolution page if the Board of Managers desires.

#### **Potential Property Donation: 2301 Brunswick Avenue South, St. Louis Park**

Mr. Hayman reported briefly on the history of discussions with the property owner and the owner’s present offer.

***Manager Loftus moved, Manager Miller seconded, to convene in closed session to consider a counteroffer for the acquisition of the property located at 2301 Brunswick Avenue South, St. Louis Park. Upon vote, the motion carried 6-0***

The Board of Managers convened in closed session. Also present were Mr. Wisker, Mr. Hayman, Mr. Sherman, Mr. Meehan and Mr. Holtman.

The Board reconvened in open session.

#### **Administrator’s Report**

Mr. Wisker reported that local hotels are full on the weekend of June 17, so he proposes to reschedule the tour for June 24-26. The Board concurred. Mr. Wisker will advertise the event at the upcoming Minnesota Association of Watershed Districts conference.

### **Adjournment**

There being no further business, President White declared the meeting of the Board of Managers adjourned at 8:35 p.m.

Respectfully submitted,

Kurt Rogness, Secretary