

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

4
5 **March 10, 2022**

6
7 **CALL TO ORDER**

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9 The regular meeting of the Minnehaha Creek Watershed District was called to order by
10 President Sherry White at 7:00 p.m. on March 10, 2022. President White noted that this
11 meeting was convened electronically through Zoom, pursuant to Minnesota Statutes
12 13D.021, due to the COVID-19 pandemic and her determination that it is not prudent for
13 the Board of Managers, or any committee thereof, to meet in person, and it is not feasible
14 to provide for any member of the Board, or of the public, to meet at the regular meeting
15 location. For this reason, until this determination is withdrawn by the District's presiding
16 officer, chief legal counsel or chief administrative officer, the meetings of the Board and
17 its committees will be convened by telephone or other electronic means as the presiding
18 officer determines appropriate. All such meetings will be noticed and conducted in
19 accordance with §13D.021 and all other applicable terms of the Open Meeting Law.
20 President White noted that, pursuant to §13D.021, all votes will be by roll call.

21
22 President White called the roll to note attendance:

23
24 Hejmadi: Present
25 Loftus: Present
26 Sando: Present
27 Miller: Present
28 Olson: Present; arrived at 7:01 p.m.
29 Maxwell: Present
30 White: Present.

31
32 **DISTRICT STAFF AND CONSULTANTS PRESENT**

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34 James Wisker, Administrator; Alex Steele, GIS Coordinator; Chris Meehan, District
35 Consulting Engineer; and Louis Smith, District Counsel.

36
37 **OATH OF OFFICE**

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39 Mr. Smith administered the oath of office to Managers Eugene Maxwell and Arun
40 Hejmadi, who were recently reappointed by the Hennepin County Board of
41 Commissioners to new three-year terms.

42
43 **MATTERS FROM THE FLOOR**

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45 None.

46

47 **APPROVAL OF AGENDA**

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49 *It was moved by Manager Miller, seconded by Manager Hejmadi to approve the*
50 *Agenda as distributed. Upon roll call vote, the motion carried 7-0 as follows:*

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52 Hejmadi: Aye

53 Loftus: Aye

54 Sando: Aye

55 Miller: Aye

56 Olson: Aye

57 Maxwell: Aye

58 White: Aye

59

60 **CONSENT AGENDA**

61

62 *It was moved by Manager Hejmadi, seconded by Manager Maxwell, to approve the*
63 *items on the Consent Agenda consisting of approval of the February 24, 2022 Board*
64 *meeting minutes; approval of the General Checking Account consisting of check 41842*
65 *in the amount of \$17,176.42; and adoption of the following resolution:*

66

67 *Resolution 22-011: Authorization to Submit 325 Blake Road Stormwater Project for*
68 *Public Facilities Authority Point Source Implementation Grant Certification:*

69

70 *NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek*
71 *Watershed District Board of Managers authorizes District staff to submit plans*
72 *and specifications for the 325 Blake Road Stormwater Improvement Project to*
73 *the MPCA for certification;*

74

75 *BE IT FURTHER RESOLVED that the MCWD Board of Managers authorizes*
76 *District staff to submit the regional stormwater components of the 325 Blake*
77 *Road Alatus development on behalf of developer Alatus, LLC for consideration*
78 *by the MPCA and PFA for funding as part of a comprehensive regional*
79 *stormwater system;*

80

81 *BE IT FURTHER RESOLVED that MCWD has the legal authority to apply for*
82 *the grant, and the financial, technical, and managerial capacity to ensure*
83 *proper construction, operation and maintenance of the project for its design*
84 *life;*

85

86 *BE IT FURTHER RESOLVED that upon approval of its application by the*
87 *PFA, the MCWD may enter into agreement with the PFA for the 325 Blake*
88 *Road Stormwater Management Project, and that MCWD certifies that it will*

89 *comply with all applicable laws and regulations as stated in all contract*
90 *agreements described in the Compliance listing of the application;*

91
92 *BE IT FURTHER RESOLVED that the Board President and Vice President*
93 *are hereby authorized to execute such agreements, and amendments thereto, as*
94 *are necessary to implement the above project on behalf of the Minnehaha*
95 *Creek Watershed District.*

96
97 *Resolution 22-012: 2022 National American Planning Association Conference*
98 *Attendance:*

99
100 *NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek*
101 *Watershed District Board of Managers authorize up to five (5) staff to attend*
102 *the 2022 National American Planning Association conference for a cost not to*
103 *exceed \$12,500 for registration, travel and accommodations.*

104
105 *Resolution 22-013: Extending the Administrator's Authority to Enter into Contracts*
106 *for Operations:*

107
108 *THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed*
109 *District Board of Managers delegates to the District Administrator, without*
110 *countersignature, the authority to bind the District to purchases of goods and*
111 *services, and to enter into contracts for same, when: (a) the District payment*
112 *will be drawn from any of the following funds, as they may be renamed or*
113 *renumbered; and (b) the commitment will not cause spending under the fund to*
114 *exceed the approved fiscal-year budget:*

- 115
116 *• Unemployment Reimbursement*
117 *• Employee Benefits*
118 *• Staff Training*
119 *• Dues & Subscriptions*
120 *• Rentals and Leases*
121 *• Property/Casualty and Workers' Compensation Insurance*
122 *• Equipment & Supplies*
123 *• Repairs and Maintenance*
124 *• Utilities*

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126 *BE IT FURTHER RESOLVED that the District Administrator will report to the*
127 *Board annually as to activity under this delegation, and at such other times as,*
128 *in the Administrator's judgment, a commitment of funds may raise a question*
129 *of substantial policy or otherwise be appropriate for Board consideration.*

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131 *Resolution 22-014: Approval of the District's Updated COVID-19 Preparedness Plan*

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NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers hereby confirms its review and adoption of the MCWD Revised COVID-19 Preparedness Plan and directs the Administrator to regularly advise the Board on its implementation and adjustment as a living document.

Upon roll call vote, the motion carried 7-0 as follows:

Hejmadi: Aye
Loftus: Aye
Sando: Aye
Miller: Aye
Olson: Aye
Maxwell: Aye
White: Aye

BOARD, COMMITTEE AND TASK FORCE REPORTS

President’s Report: President White reported on recent meetings to onboard new members of the Citizens Advisory Committee; legislative outreach meetings; and meeting with Managers Miller and Hejmadi as liaisons to the City of Minneapolis.

Summary of the Administrator’s Performance Evaluation: President White noted that at the February 24 Board meeting, the Board of Managers held a closed session for the evaluation of the performance of the administrator. President White provided the following summary:

On February 24, 2022, the Board of Managers conducted a performance review of District Administrator James Wisker. The Board evaluated his performance to be excellent and elected to give Mr. Wisker a salary increase of 8.3%, effective January 1, 2022.

From this discussion the Board also agreed that it is important in the coming year to review all staff compensation to assure that the District salary grid is competitive with the current market.

President White noted that with Mr. Wisker’s consent, several additional comments from the evaluation were noteworthy:

1. Reviewing the past year, the Board noted success and challenges, such as:
 - a. The recruitment and retention of top quality staff;
 - b. Maintaining high standards and accountability;

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- 175 c. Relationships with communities, counties, legislature;
176 d. Recognize that not all work moved on the pace promised, but
177 generally pleased with pace of output, and continuing to align
178 internally, during the pandemic;
179 e. Understand the challenges pandemic has placed on staff, proud of staff
180 working hard to remain focused and continue finding ways to support
181 each other across the team;
- 182 2. Looking forward, the Board noted:
- 183 a. The need to continue efforts to align programs internally around
184 Balanced Urban Ecology;
- 185 b. The Board is excited about setting 5-year direction with the multi-year
186 CIP and climate action;
- 187 c. The Board recognizes we are at a point where we are ready to begin
188 scaling up, seeing the need both to:
- 189 i. Develop a staffing plan for the future; and
190 ii. Continue to invest in staff, including in compensation to ensure
191 that we remain competitive with the market, understanding we
192 are poised in the coming year to re-evaluate and benchmark
193 against the marketplace; and
- 194 3. The Board is excited about what lies ahead for us as a team.
195

196 Operations and Programs Committee: Manager Loftus reported that the committee had a
197 briefing on the City of Edina’s Morningside Flood Risk Reduction Project, which
198 ultimately discharges stormwater to the stormwater ponds adjacent to Bde Mka Ska in
199 Minneapolis. Based on the most recently submitted design information the project is
200 expected to comply with all applicable MCWD regulations, but a consequence of the
201 project’s proposed pumping is a decrease in efficiency in the ponds adjacent to Bde Mka
202 Ska, due to their receiving a larger annual volume under the proposed project conditions.
203 At the committee meeting, the City of Edina expressed interest in working
204 collaboratively with the Minnehaha Creek Watershed District, the Minneapolis Park and
205 Recreation Board and the City of Minneapolis to explore solutions to offset this impact,
206 and perhaps provide even greater net improvement in water quality by reducing
207 phosphorus discharge to Bde Mka Ska. The permit application for the project should be
208 coming to the Board of Managers at the April 14 meeting.
209

210 Upcoming Meeting and Event Schedule: President White directed the managers to the
211 meetings listed on the agenda.
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213 **STAFF UPDATES**

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215 Permitting Platform and Strategic Outputs Demonstration
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217 Mr. Alex Steele appeared before the Board of Managers to present a demonstration of the
218 District's new permitting platform, ElementsXS. The demonstration focused on new
219 abilities for summarizing, analyzing and visualizing data that used to slip through cracks
220 due to limitations with the former permitting system, which was originally developed by
221 a former permitting intern. Mr. Steele explained how these data outputs will not only
222 give District leadership a clearer picture of how the landscape is changing over time, but
223 the insights will help shape, inform and guide the District's future work and strategy.
224 The managers thanked Mr. Steele for the presentation, and expressed enthusiasm for this
225 new capability.

226
227 Administrator's Report

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229 Mr. Wisker reported on the following items:

- 230
231 1. The Minnesota Association of Watershed Districts is working on changed
232 plans for the upcoming Summer Tour, which will now be a joint effort of the
233 Red River Watershed Management Board and the Board of Water and Soil
234 Resources, instead of at the MCWD. Mr. Wisker thanked Ms. Emily Javens
235 for her work and flexibility with this change of plans;
236
237 2. The April 14 Board meeting will include a presentation on the MCWD's
238 climate action framework, and a survey will gather some information prior to
239 the meeting.

240
241 Adjournment

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243 There being no further business, President White declared the meeting of the Board of
244 Managers adjourned at 7:59 p.m.

245
246 Respectfully submitted,

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249 Eugene Maxwell, Secretary
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