

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

4  
5                                   **February 28, 2019**

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7                                   **CALL TO ORDER**

8                                   The regular meeting of the Minnehaha Creek Watershed District was called to order by President  
9                                   Sherry White at 7:10 p.m. on February 28, 2019, at the District office, 15320 Minnetonka  
10                                   Boulevard, Minnetonka, Minnesota.

11                                   **MANAGERS PRESENT**

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13                                   Sherry White, Richard Miller, Kurt Rogness, William Olson, Brian Shekleton, William Becker  
14                                   and Jessica Loftus.

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16                                   **MANAGERS ABSENT**

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18                                   None.

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20                                   **DISTRICT STAFF AND CONSULTANTS PRESENT**

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22                                   James Wisker, Administrator; Cathy Reynolds, Operations Manager; Kim LaBo, Education and  
23                                   Engagement Coordinator; Becky Christopher, Policy Planning Manager; Brian Beck, Research  
24                                   and Monitoring Program Manager; Chris Meehan, District Consulting Engineer; Louis Smith,  
25                                   District Counsel.

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27                                   **MATTERS FROM THE FLOOR**

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29                                   None.

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31                                   **APPROVAL OF AGENDA**

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33                                   *It was moved by Manager Olson, seconded by Manager Miller to approve the agenda as*  
34                                   *distributed. Manager Miller requested that a discussion of the Zumbra Lake project be added*  
35                                   *to the agenda as Item 12.2, Manager Olson concurred, and the motion was deemed so*  
36                                   *amended by unanimous consent. Upon vote, the motion to adopt the agenda with this addition*  
37                                   *carried, 7-0.*

38                                   **CONSENT AGENDA**

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40                                   *It was moved by Manager Miller, seconded by Manager Rogness to approve the items on the*  
41                                   *Consent Agenda, including the Board minutes of February 14, 2019, and approval of the*  
42                                   *check register, with the general checking account register, consisting of checks 39578 through*  
43                                   *39630 totaling \$658,816.59; payroll direct deposits totaling \$230,779.54 and electronic fund*  
44                                   *withdrawals totaling \$37,589.95; for total expenses of \$927,198.98; and adoption of:*

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**Resolution 19-019, Authorization to Accept Donation**

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*NOW, THEREFORE, BE IT RESOLVED, the Minnehaha Creek Watershed District, Board of Managers hereby accepts the donation of \$100.00 from Rosemary Holman in the name of Margaret Schiller and authorizes the District Administrator to deposit the donation into the Education Department's budget to support the continued development of educational materials and displays.*

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*Upon vote, the motion carried, 7-0.*

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**REGULAR AGENDA**

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**Board, Committee and Task Force Reports**

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**President's Report:**

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61 President White thanked the staff for assistance with a series of policy meetings. She also noted that at  
62 the meeting of February 14, 2019, the Board conducted a performance evaluation of Mr. Wisker, and  
63 provided the following summary:

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**Summary of Administrator's Performance Evaluation**

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67 At the February 14, 2019 regular Board of Managers meeting, the managers present convened in  
68 closed session with Administrator James Wisker and Counsel Chuck Holtman to evaluate Mr.  
69 Wisker's performance. The managers and Mr. Wisker mutually noted that a focus of Mr.  
70 Wisker's attention in 2018 was to continue to strengthen the District's operations and human  
71 resources systems, while he also led District progress on several important project and  
72 programmatic initiatives. The Board review was uniformly favorable. The Board will shift from  
73 quarterly reviews to an annual review in 2019, with one or more shorter, interim reviews if Mr.  
74 Wisker or a manager should request. Applying a compensation ratio that is mid-range within the  
75 category of outstanding performance, the Board, by unanimous vote, increased Mr. Wisker's  
76 salary by 5.6%, effective March 1, 2019.

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**Policy and Planning Committee Report:**

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79 Manager Miller reported that the Committee met earlier in the evening and received a  
80 presentation on the Minnehaha Parkway regional trail master plan. He noted that it was an  
81 impressive presentation by Ms. Schaufler and reflected a comprehensive plan over the next thirty  
82 years and reflected exciting cooperation with partners in Minneapolis.

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84 **ACTION ITEMS**

85 **Resolution 19-020: Authorization to Approve Freshwater Contract Renewal for Watershed**  
86 **Association Initiative**

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88 Ms. Kim LaBo appeared before the Board of Managers and reviewed the request for board  
89 action. She noted that the staff has worked with the Freshwater Society to realign the initiative  
90 with the District's strategic priorities, reflecting partnerships in focal geographies, high impact  
91 projects, and the integration of land use and water resources planning. She commented that this  
92 approach will lead to closer coordination of the initiative with the District's projects. *It was*  
93 *moved by Manager Rogness, seconded by Manager Shekleton, to adopt Resolution 19-020,*  
94 *authorization to approve the Freshwater contract renewal for the WAI program. Upon vote,*  
95 *the motion carried, 7-0.*

96 **Resolution 19-021: Authorization to Release RFQ for IT Consulting Services**

97 Ms. Cathy Reynolds appeared before the Board of Managers to review the request for board  
98 action. She reviewed the goals of the IT plan which was developed following the strategic  
99 alignment process of 2017. She reviewed the timeline for issuing the RFQ and reviewing  
100 responses. *It was moved by Manager Olson, seconded by Manager Rogness, to approve*  
101 *Resolution 19-021, authorization to release the RFQ for IT consulting services.* Manager  
102 Miller thanked Manager Shekleton for his service as one of the board liaisons in this process, and  
103 asked if he would be willing to continue in a voluntary advisory capacity. *It was moved by*  
104 *Manager Miller, seconded by Manager Rogness, to adopt Resolution 19-021 with the*  
105 *additional request to Manager Shekleton for his voluntary advisory service following the*  
106 *completion of his service on the Board of Managers. Upon vote, the motion carried, 7-0.*

107 **Resolution 19-022: Authorization to Purchase and Install Two New Workstations**

108 Ms. Reynolds reviewed the request for board action. *It was moved by Manager Shekleton,*  
109 *seconded by Manager Olson, to adopt Resolution 19-021 authorizing the purchase and*  
110 *installation of two new workstations. Upon vote, the motion carried.*

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112 **Resolution 19-023: Authorization to Approve Sediment Core Collection for Long Lake**  
113 **Subwatershed Assessment**

114 Mr. Brian Beck appeared before the Board of Managers to review the request for board  
115 action. He noted the District's partnership with local partners and the need for sediment core  
116 work to investigate the nature of internal loading to Long Lake and provide a benchmark for  
117 further work that is supported by a Clean Water grant from the Board of Water and Soil  
118 Resources. *Following discussion, it was moved by Manager Miller, seconded by Manager*  
119 *Loftus, to adopt Resolution 19-023 authorizing the sediment core collection for the Long Lake*

120 **subwatershed assessment.** Upon a question from Manager Olson, Mr. Beck explained that the  
121 lab at the University of Wisconsin is the only lab in the Midwest to provide the necessary  
122 sediment core analysis. ***Upon vote, the motion carried, 7-0.***

123 **BOARD DISCUSSION ITEMS**

124 **Taft-Legion Project Update**

125 Ms. Becky Christopher appeared before the Board of Managers to present a status report on the  
126 Taft-Legion project. She traced the history of significant under-performance of the project led  
127 by the City of Richfield. She noted a series of issues, including poor historic data on nutrient  
128 concentrations to guide project design; chemical selection and filter capacity issues with the best  
129 management practices; and mechanical issues associated with achieving the volume goals for the  
130 project. She stated that 2018 saw some improvement in nutrient removal. Manager Miller noted  
131 that this was not supposed to be an experimental project, and that the District is committed to  
132 retiring 20 year debt of the City for the project. In response to questions from Manager Miller  
133 and Manager Shekleton, Ms. Christopher noted differences in the design of the upcoming project  
134 for Halsted Bay, and better pre-project data. The managers thanked Ms. Christopher for her  
135 presentation.

136 **Zumbra Lake**

137 Manager Miller noted recent discussions in the community which suggested the possibility that  
138 the Three Rivers Park District's Zumbra Lake project could have an impact on downstream water  
139 levels in the watershed. Manager Miller stated that he felt it is essential that this question be  
140 addressed to assure the Board of Managers and the public that there is no such downstream  
141 impact. ***It was moved by Manager Miller, seconded by Manager Olson, that the attorney and  
142 engineer provide an independent review of this project to assure that it is fully permitted  
143 pursuant to legal requirements, and that the engineer confirm whether the project will have  
144 any adverse downstream impacts. Upon vote, the motion carried, 7-0.***

145 **STAFF UPDATES**

146 **Administrator's Report**

147 Mr. Wisker reported on the following items:

- 148 1. The Arden Park project in Edina is advancing, with completion of the installation of  
149 salvaged wood in the creek banks. Creek channel excavation and work on the bridge  
150 abutments will proceed next week and the project is expected to be complete by the end  
151 of March;
- 152 2. The Six Mile Creek fish barrier work has started and should be complete in two  
153 weeks. An independent commercial fishing operation is removing carp from Parley  
154 Lake;

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- 155 3. The Wasserman Lake alum project has not received quotes and will solicit new quotes  
156 later in March;
- 157 4. The Bde Mka Ska pond dredging project is receiving publicity on Channel 5 news;
- 158 5. Twin Lakes concerns of area residents in St. Louis Park were addressed in a recent  
159 meeting of City and District staff. District staff will be reviewing information about the  
160 proliferation of lily pads since 2014 and develop recommendations;
- 161 6. The District continues its close coordination with the National Weather Service to track  
162 snow melt scenarios and flood risks; with 56" snowfall to date, 10" above normal, the  
163 District is working on specific communications with local communities to prepare for the  
164 potential of spring flooding;
- 165 7. The District congratulates Elizabeth Showalter on her new employment with the City of  
166 Blaine.

167 **ADJOURNMENT**

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169 There being no further business, the regular meeting of the Board of Managers was adjourned at  
170 8:20 p.m.

171 Respectfully submitted,

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175 Kurt Rogness, Secretary

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