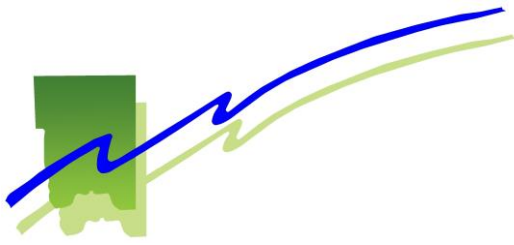


Ramsey Conservation District



1425 Paul Kirkwold Drive
Highway 96 & Hamline Ave
Arden Hills, MN 55112
Telephone 651-266-7270
Fax 651-266-7276

**Additional items presented at February 1, 2018 Ramsey
Conservation District Board meeting which were not
originally included in the board packet.**



Agenda
Regular Board Meeting
Thursday February 1, 2018
6:30 p.m.

1. Call to Order – Chair Humphrey
 - A. Introductions
 - B. Approval of Agenda
 - C. Announcements – Upcoming Meetings and Events

2. Consent Agenda
 - A. Approval Supervisor Expense Claims
 - B. Approval of 2018 Mileage Rate/Official Newspaper
 - C. Approval of 2018 MASWCD & MACD/Area IV Dues
 - D. 2018 Professional Service Agreements Approval
 - E. BWSR 2018 & 2019 Grant Agreement Approval
 - F. BWSR 2018 CWMA Grant Agreement Approval
 - G. Staff Reports
 - H. Treasury Report & Disbursement Journal Approval
 - I. AIS Program – 2018 Watercraft Inspection Contract
 - J. 2018 MN Dept of Agriculture Weed Grant
 - K. Conservation Corp Site Agreement Approval
 - L. JAA/TAA Technical Sign-Off Authority

3. Business Items
 - A. Approval of Revised 2018 Budget
 - B. Approval of RCD By-Laws Revisions
 - C. Approval of 2018 Seasonal/Internships
 - D. Approval of Consultant Services (Attorney & Parliamentarian)
 - E. FY15/17 Community Partner Grant Project Encumbrances
 - F. Approval of Minutes for July 6th and October 5, 2017
 - G. 2018 BWSR Well Sealing Grant Encumbrance & Special Case
 - H. FY18-19 Budget Packet Approval/PRAP Follow-up
 - I. RCD Supervisor 2018 Offices & Committee Selection
 - J. 2018 Board Meeting Dates

4. Standing Committee Reports
 - A. Metro Conservation Districts – Willems
 - B. Rice Creek Advisory Committee – Gardner
 - C. Ramsey-Washington Metro WD Advisory Committee – Gardner
 - D. Capitol Region Watershed District CAC – Willems
 - E. Ramsey County League of Local Governments – Behrens
 - F. VLAWMO Tech & Advisory Committees – Behrens
 - G. White Bear Lake CD Lake Level Committee – Behrens
 - H. Metro MAWD – Willems

I. Other Meetings

- i. RiverEast Planning Committee, District 6 Land Use Task Force – Buggs
- ii. St. Paul Regional Water Service Board – Humphrey
- iii. Metropolitan Council – Gardner

5. Next Regular Board Meeting – To Be Determined

6. Adjournment



RCD SUPERVISOR EXPENSE CLAIM

***Submitted for the record 2016 Minnesota Statutes 103C.315 SUPERVISORS. \$Subd. 4.Compensation.**
 A supervisor shall receive compensation for services up to \$75 per day, and may be reimbursed for expenses, including traveling expenses, necessarily incurred in the discharge of duties.
 A supervisor may be reimbursed for the use of the supervisor's own automobile in the performance of official duties at a rate up to the maximum tax-deductible mileage rate permitted under the federal Internal Revenue Code.

Supervisor: Behrens, Margaret

For Period: September 2017

Date	Description	Per Diem	Miles	Total @ .535/mi.	Parking*	Other	Amt.*	Total for Day
9/8/17	VLAWMO	\$75.00	12	\$6.42				\$81.42
9/12/17	RCLLG	\$75.00	0	\$0.00				\$75.00
9/26/17	NEST	\$75.00	18	\$9.63				\$84.63
				\$0.00				\$0.00
				\$0.00				\$0.00
				\$0.00				\$0.00
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				\$0.00				\$0.00
TOTALS		\$225.00	30	\$16.05	\$0.00		\$0.00	\$241.05

*No payment without receipt.

*To be submitted for immediate processing.

Margaret Behrens
 Claimant's Signature 9-30-2017
 Date

 District Manager Date

PER MINNESOTA STATUTE 471.391 SUB.1

I declare under penalties of law that this claim is just and correct and that no part of it has been paid.



RCD SUPERVISOR EXPENSE CLAIM

*Submitted for the record 2016 Minnesota Statutes 103C.315 SUPERVISORS.
 §Subd4.Compensation.

A supervisor shall receive compensation for services up to \$75 per day, and may be reimbursed for expenses, including traveling expenses, necessarily incurred in the discharge of duties. A supervisor may be reimbursed for the use of the supervisor's own automobile in the performance of official duties at a rate up to the maximum tax-deductible mileage rate permitted under the federal Internal Revenue Code.

Supervisor: Behrens, Margaret

For Period: November 2017

Date	Description	Per Diem	Miles	Total @ .535/mi.	Parking*	Other	Amt.*	Total for Day
11/14/17	RCLLG Exec	\$75.00	10	\$5.35				\$80.35
11/17/17	VLAWMO Tech	\$75.00	12	\$6.42				\$81.42
11/30/17	RCLLG Annual Mtg	\$75.00	16	\$8.56				\$83.56
				\$0.00				\$0.00
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				\$0.00				\$0.00
TOTALS		\$225.00	38	\$20.33	\$0.00		\$0.00	\$245.33

*No payment without receipt.

*To be submitted for immediate processing.

Margaret Behrens 11-30-17
 Claimant's Signature Date

 District Manager Date

PER MINNESOTA STATUTE 471.391 SUB.1
 I declare under penalties of law that this claim is just and correct and that no part of it has been paid.



RCD SUPERVISOR EXPENSE CLAIM

***Submitted for the record 2016 Minnesota Statutes 103C.315 SUPERVISORS.**
§Subd4.Compensation.
 A supervisor shall receive compensation for services up to \$75 per day, and may be reimbursed for expenses, including traveling expenses, necessarily incurred in the discharge of duties. A supervisor may be reimbursed for the use of the supervisor's own automobile in the performance of official duties at a rate up to the maximum tax-deductible mileage rate permitted under the federal Internal Revenue Code.

Supervisor: Behrens, Margaret

For Period: December 2017

Date	Description	Per Diem	Miles	Total @ .535/mi.	Parking*	Other	Amt.*	Total for Day
12/8/17	VLAWMO Tech	\$75.00	12	\$6.42				\$81.42
12/12/17	RCLLG Exec	\$75.00	0	\$0.00				\$75.00
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TOTALS		\$150.00	12	\$6.42	\$0.00		\$0.00	\$156.42

*No payment without receipt.
 Margaret Behrens 12.30.17
 Claimant's Signature Date

*To be submitted for immediate processing.

 District Manager Date

PER MINNESOTA STATUTE 471.391 SUB.1
 I declare under penalties of law that this claim is just and correct and that no part of it has been paid.



RCD SUPERVISOR EXPENSE CLAIM

***Submitted for the record 2016 Minnesota Statutes 103C.315 SUPERVISORS.**

§Subd4.Compensation.

A supervisor shall receive compensation for services up to \$75 per day, and may be reimbursed for expenses,

including traveling expenses, necessarily incurred in the discharge of duties.

A supervisor may be reimbursed for the use of the supervisor's own automobile in the performance

of official duties at a rate up to the maximum tax-deductible mileage rate permitted under the federal Internal Revenue Code.

Supervisor: Behrens, Margaret

For Period: January 2018

Date	Description	Per Diem	Miles	Total @ .545/mi.	Parking*	Other	Amt.*	Total for Day
1/9/18	RCLLG Exec.	\$75.00	10	\$5.35				\$80.35
1/12/18	VLAWMO Tech	\$75.00	12	\$6.42				\$81.42
				\$0.00				\$0.00
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TOTALS		\$150.00	22	\$11.77	\$0.00		\$0.00	\$161.77

*No payment without receipt.

Margaret Behrens 1-27-18
Claimant's Signature Date

*To be submitted for immediate processing.

District Manager Date

PER MINNESOTA STATUTE 471.391 SUB.1
I declare under penalties of law that this claim is just and correct and that no part of it has been paid.

RCD SUPERVISOR EXPENSE CLAIM

Supervisor: Gwen Willems

For Period: October 2017

Date	Description	Per Diem	Miles	Total @ .535/mi.	Parking*	Other	Amt.*	Total for Day
10/5/17	RCD Board	\$75.00	14	\$7.49				\$82.49
10/11/17	Capitol Region Watershed District CAC	\$50.00	6	\$3.21				\$53.21
10/17/17	Metro MAWD	\$50.00	6	\$3.21				\$53.21
				\$0.00				\$0.00
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TOTALS		\$175.00	26	\$13.91	\$0.00		\$0.00	\$188.91

PER MINNESOTA STATUE 471.391 SUB.1
I declare under penalties of law that this claim is just and correct and that no part of it has been paid.

*No payment without receipt.

APPROVED:

Claimant's Signature _____ Date _____

District Manager _____ Date _____

Addition to Business Item A- Approval of Revised 2018 Budget & Salary Increases

From: WhiteEagle, Ann

Sent: Wednesday, January 31, 2018 9:13 AM

To: 'wille002@umn.edu' <wille002@umn.edu>; 'ramrecycle@comcast.net' <ramrecycle@comcast.net>; 'Lena Buggs' <lenabu12@gmail.com>; 'Mara Humphrey' <marahumphrey@me.com>; 'Margaret Behrens (hrhmbwise8@hotmail.com)' <hrhmbwise8@hotmail.com>

Cc: 'Tracey Galowitz' <tracey@galowitzolson.com>

Subject: Proposed Updated Agenda

Dear Board Members:

Attached is a revised October expense claim from Supervisor Willems. Please replace this with the one in your board packets. Also attached is a proposed updated agenda. Initially I wanted to request moving Business Items G, Well Sealing and H, Community Partner Projects to the Consent agenda because our staff has worked to prepare those items, but they will not be attending the board meeting, so if the Board would like more time for other business items, please feel free to move these to consent agenda at the board meeting. For now, I am just proposing moving E, Budget Packet/PRAP follow-up with H, Community Partners, so that we will have more time to discuss the budget packet. The County cut our funding because the Board didn't approve this and I am still unclear what is controversial about the item. I would appreciate if anyone who has objections to items in the budget packet to please let me know, so that we could at least address the concern. I did check with the Parliamentarian to see if he had objections to moving things around in the agenda and he said, "the agenda provided in advance is not binding, only the agenda that is voted on is binding."

Also under Business Item A, Approval of Revised 2018 Budget, I did mention in the board packet that I would provide staff salary increase numbers for board consideration. I realize that with a large budget cut, that increases might be unwise to consider, but since I said I would provide the numbers and because the staff had the highest fee-for-service numbers ever, below are the numbers for salary increase consideration. I am projecting that we will finish in the black with the fund balance increasing by about \$30,000.

A standard COLA (cost of living adjustment) of 2.5% increase would be \$6,429.61 total for all the technical staff

COLA + 1% = \$8,932.65

COLA + 2% = \$11,435.69

COLA + 2.5% = \$12,687.21

COLA + 3% = \$13,938.72

Lastly, we have permission to hold our meeting in the larger Marsden room, so we should be more comfortable. If there would be any large scale emergency downtown, we would need to leave the room. Seeing that the chances of that are low, we asked to use the larger room.

Thank you,

Ann

Ann WhiteEagle

District Manager

Ramsey Conservation District | 1425 Paul Kirkwold Dr. | Arden Hills, MN 55112 | Phone: 651-266-7271



Addition to Business Item H- FY18-19 Budget Packet Approval/PRAP Follow Up

WHEREAS, the Ramsey Conservation District Board of Supervisors is committed to effective water and related land resource management and service to the residents of Ramsey County; and

WHEREAS, the Ramsey County Board of Supervisors has determined that these services will be more effectively and efficiently delivered by Ramsey County; Now, Therefore, Be It

RESOLVED, the Ramsey Conservation District Board of Supervisors hereby requests the discontinuance of the Ramsey Conservation District, transfer of the duties and authorities of a soil and water conservation district to the Ramsey County Board of Commissioners and transfer of the assets, contracts and employees of the District to Ramsey County for the purpose of implementing the transferred duties and authorities; and

RESOLVED, The Ramsey Conservation District Board of Supervisors authorizes the Chair of the Ramsey Conservation District Board of Supervisors to petition Ramsey County, the Minnesota Legislature and the Minnesota Board of Water and Soil Resources to discontinue the district immediately.