



Approved January 9, 2017

1425 Paul Kirkwold Drive
 Highway 96 & Hamline Avenue
 Arden Hills, MN 55112
 Telephone 651-266-7270
 Fax 651-266-7276
 www.ramseycounty.us

Minutes of the **Board of Supervisors Regular Board Meeting** held December 12, 2016.

1. Meeting called to order by Vice Chair Behrens at 2:30 p.m.

Roll of Attendance

Supervisors present:

Others present:

Margaret Behrens	Joe Lochner, RCD Staff
Paul Gardner	Michael Schumann, RCD Staff
Mara Humphrey, partial attendance via videoconference	Ann WhiteEagle, RCD Staff
Gwen Willems	Brian Olsen, RCD Staff
	Andrea Prichard, RCD Staff
Carrie Wasley, absent with notice	

- A. Approval of Agenda: **Motion by Supervisor Willems and Supervisor Gardner seconded** to approve the final agenda. Motion carried unanimously.

Motion by Supervisor Behrens and Supervisor Gardner seconded to move the Personnel Committee to the bottom of the agenda to allow for Supervisor Humphrey to participate. Motion carried unanimously.

- B. Announcements: The Board discussed the upcoming meeting schedule.

2. Staff Reports: The staff updated the board on recent projects and activities. Andrea gave a brief update on the progress of the implementation of the Buffer Law in Ramsey County, which will include a meeting on January 10th with BWSR and WMO staff to discuss enforcement and other watercourses.

3. Approval of Standing Reports: Secretary’s Report, Minutes of November 14, 2016
Motion by Supervisor Behrens and seconded by Supervisor Willems to approve the corrected minutes. Motion carried unanimously.

4. Action Items

- A. Approval of November, 2016 Supervisor Expense Claims: **Resolution 16-12-01.** Motion by Supervisor Willems and seconded by Supervisor Gardner. Resolved, the Board approved payment of the expense reports as submitted by Supervisors Behrens \$246.60, Gardner \$189.04, Humphrey \$87.96, Wasley \$135.80, and Willems \$334.40.

Voting in favor of the resolution: Behrens, Gardner, Willems – Voting against: none – Abstaining: none

- B. 2017 Board Meeting Dates: **Resolution 16-12-02**. Motion by Supervisor Behrens and seconded by Supervisor Gardner. Resolved the Board established Monday, January 9, 2017 at 3pm as the next board meeting date and tabled further discussion of meeting dates to the January board meeting.
Voting in favor of the resolution: Behrens, Gardner, Willems – Voting against: none – Abstaining: none

- C. Approval of Conservation Corp Applications: **Resolution 16-12-03**. Motion by Supervisor Willems and seconded by Supervisor Gardner. Resolved the Board approved the staff submitting applications for hosting a 2017 Conservation Corp member and a Conservation Corp Crew to assist with projects and maintenance.
Voting in favor of the resolution: Behrens, Gardner, Willems – Voting against: none – Abstaining: none

- D. 2017 Professional Service Agreement Approval: **Resolution 16-12-04**. Motion by Supervisor Gardner and seconded by Supervisor Willems. Resolved the Board approved signing the 2017 Professional Service Agreements with the Rice Creek Watershed District, cities of Arden Hills and Shoreview (up to \$10,000 per year) for erosion control site inspections; Ramsey-Washington Metro Watershed District (up to \$50,000 per year) for landscape design services.
Voting in favor of the resolution: Behrens, Gardner, Willems – Voting against: none – Abstaining: none

- E. 2017 Comprehensive Plan: The Board was sent an electronic version of the final 2017 Comprehensive Plan prior to the meeting for review. Ann clarified that BWSR requires SWCDs to have a BWSR approved comprehensive plan in order to be eligible to receive grant funding. **Resolution 16-12-05**. Motion by Supervisor Willems and seconded by Supervisor Gardner. Resolved the Board approved the 2017 Comprehensive Plan and authorized staff to submit it to BWSR for approval.
Voting in favor of the resolution: Behrens, Gardner, Willems – Voting against: none – Abstaining: none

- F. Update on MASWCD Annual Meeting: Supervisor Willems summarized the resolution balloting results, with 14 resolutions ultimately adopted. Supervisor Behrens commented on the value of the program offered on Sunday and commented on her support of the RCD nomination for Conservationist of the Year, which was Gloria Dei Lutheran Church. Ann also commented on how impressive it was to see Gloria Dei successfully engage their community in the success of the raingarden projects installed on their site.

- G. Personnel Committee: Moved to the bottom of the agenda

- H. FY17 Buffer Law Implementation Grant Agreement: **Resolution 16-12-06**. Motion by Supervisor Gardner and seconded by Supervisor Willems. Resolved the Board approved signing the FY17 Buffer Law Implementation Grant agreement with BWSR for \$3,000. The agreement expires on December 31, 2018.
Voting in favor of the resolution: Behrens, Gardner, Willems – Voting against: none – Abstaining: none

5. Standing Committee Reports- The Board reported on the committee meetings they attended.

- A. Metro Conservation Districts- Supervisor Willems
- B. Rice Creek Advisory Committee Supervisor Gardner
- C. Ramsey- Washington Metro Watershed District Citizen Advisory Committee and Board- Supervisor Gardner
- D. Capitol Region Watershed District Citizen Advisory Committee and Board Meeting- Supervisor

Wasley and Supervisor Willems

- E. Ramsey County League of Local Governments- Supervisor Behrens
- F. VLAWMO Tech and Advisory Committee- Supervisor Behrens
- G. White Bear Lake CD Lake Level Committee – Supervisor Behrens- No Report
- H. Metro MAWD- No Report

Mara Humphrey video-conferenced into the meeting at 3:50pm.

G. Personnel Committee

i. Cell Phone Allowance: Ann explained that the staff has used their personal cell phones for a number of years in completing RCD business and would like to provide an allowance for any staff member that wanted to continue to use their personal cell phones for business purposes.

Resolution 16-12-07. Motion by Supervisor Willems and seconded by Supervisor Humphrey. Resolved the Board approved a cell phone allowance of \$30/month to any and all RCD employees to offset the cost of using personal cell phones for business.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Willems – Voting against: none – Abstaining: none

ii. Conservation Technician Position: **Resolution 16-12-08.** Motion by Supervisor Behrens and seconded by Supervisor Gardner. Resolved the Board authorized the staff to advertise, interview, and hire the Conservation Technician position, which is full-time with benefits and within the salary range of \$17-24 per hour.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Willems – Voting against: none – Abstaining: none

iii. Staff Increases: Supervisor Humphrey briefed the Board on the Personnel Committee meeting with Ann and recommended approving a lump sum amount for increases and allow Ann to determine the allocation. **Resolution 16-12-09.** Motion by Supervisor Willems and seconded by Supervisor Gardner. Resolved the Board allocated \$10,000 for salary increases, effective January 1, 2017.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Willems – Voting against: none – Abstaining: none

Ann requested not having a salary increase, to allow more for other staff. **Resolution 16-12-10.** Motion by Supervisor Humphrey and seconded by Supervisor Behrens. Resolved the Board authorized a \$3,000 increase for the District Manager, effective January 1, 2017.

Voting in favor of the resolution: Behrens, Gardner, Humphrey, Willems – Voting against: none – Abstaining: none

6. Next Regular Board Meeting – Monday, January 9, 2017, at 3:00pm.

7. Adjournment: **Motion by Supervisor Willems, Supervisor Humphrey seconded** to adjourn at 4:15 pm.

These minutes are respectfully submitted by Ann WhiteEagle.