



Approved July 6, 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 June 1, 2017.

1. Meeting called to order by Chair Humphrey at 6:30 pm.

Roll of Attendance

**Supervisors present:**

**Others present:**

Mara Humphrey	Mary Peterson, BWSR
Gwen Willems	Ann WhiteEagle, RCD Staff
Lena Buggs	Joe Lochner, RCD Staff
Margaret Behrens	Michael Schumann, RCD Staff
	Michelle Prosser, RCD Staff
	Dan Wolski, Conservation Corp member
	John Ristad, Ramsey County Attorney

- A. Approval of Agenda: **Motion by Supervisor Willems and Supervisor Buggs seconded**  
 Motion carried unanimously.
- B. Announcements: Supervisor Buggs advised she will not be attending the July 6th Board meeting. Ann WhiteEagle stated the annual MACD Area IV tour is being hosted by the Washington Conservation District and will be held on a paddleboat in Stillwater with RSVPs due by June 28<sup>th</sup>. Also, the City of St. Paul will hold their networking event at the Phalen Beach House Thursday, June 8<sup>th</sup>. Supervisor Humphrey suggested to combine the August Board meeting with the budget hearing on August 14 at 1:30pm. It was agreed upon by consensus.

Mary Peterson from BWSR explained that the RCD and Ramsey County were slated for PRAP (Performance Review and Assistance Program) in 2017 and requested 15 minutes for a presentation at the July 6 Board meeting, and Dale Krystosek, with BWSR, will lead the process. Prior to the Board meeting on June 14, they will meet with staff to review the program and a report will be presented at the September Board meeting.

- C. Public Comment: None

2. Consent Agenda

**Motion by Supervisor Willems and Second by Supervisor Buggs** to approve the consent agenda with Supervisor Willems and Supervisor Behrens suggestions.

- A. Approval of Minutes from April 18, and May 4, 2017

Supervisor Buggs stated she thought the first half of the By-Laws were approved and tabled. Ann

WhiteEagle clarified the complete By-Laws were approved with additional board meeting procedures up for consideration. Supervisor Humphrey directed the Board to page four of the May 4<sup>th</sup> minutes and pointed out they approved the By-Law revisions. However, if they wanted to add Board procedures, they would be amending the By-Laws. Supervisor Behrens requested the following addition to Item H: “Supervisor Behrens indicated that she was working on revisions and would bring them to the Board.” Also under Item H, Supervisor Willems requested “Willem” be changed to “Willems.” Under Item I, Supervisor Willems requested the following revision: “Supervisor Willems stated that she was excited to assist with the writing of a bill to request one million for the Lilydale Project.”

Voting in favor: Buggs, Humphrey, Willems - Voting against: none – Abstaining: Behrens

B. Staff Reports

3. Business Items

A. Shared File Access: Joseph Lochner described a request for logo, letterheads, etc., to be shared in a common place. A Google drive account has been set up for the RCD, and he will also send the link via email to Board members.

B. FY16 Flood Recovery Lilydale Project: Joseph Lochner explained that Barr Engineering has completed their preliminary reporting for the project and will be presenting their findings on June 12<sup>th</sup>. **Resolution 17-06-01.** Motion by Supervisor Behrens seconded by Supervisor Willems. Resolved, the Board authorized payment of \$16,000 to the City of St. Paul, as reimbursement for partial payment of the feasibility study completed by Barr Engineering for the Lilydale Project. Voting in favor of the Resolution: Buggs, Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none

C. FY15 CWF Lambert Creek Reimbursement: Mr. Lochner explained they received a grant from BWSR to work on the Lambert Creek streambank stabilization, that project is now complete, and they are looking to reimburse VLAWMO. **Resolution 17-06-02.** Motion by Supervisor Behrens seconded by Supervisor Willems. Resolved, the Board authorized approval of voucher and certification form, for the payment reimbursement request of contract L15-01, for the amount of \$53,200 by the Vадnais Lake Area Water Management Organization and the payment request of contract L15-01 for the amount of \$6,566 by the Ramsey Conservation District for the Technical and Administrative completion of the Lambert Creek Streambank Restoration Project and grant.

Project Stats:	Project Costs:
Linear Feet: 400	Project cost: \$90,886
TP Red. (lbs./yr): 8.04	BWSR/RCD Grant: \$53,200
TSS Red. (lbs./yr): 9.46	VLAWMO Funding: \$37,686
Vol. Red. (cu-ft/yr): 23,087	Owner Cost: \$0.00

Voting in favor of the Resolution: Buggs, Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none

D. Multi-Unit Dwelling Policy: Supervisor Buggs explained this policy was inspired by Candeburry Ponds Condominiums and that it would be proactive to have a policy in place. She worked hard on the policy and is open to language revisions. Supervisor Behrens expressed excitement and support because the policy is easy for all to understand. Motion by Supervisor Behrens. Motion failed for lack of a second. Supervisor Humphrey and Willems suggested the policy be looked at by legal counsel to ensure consistency with other SWCDs. Supervisor Buggs stated she had not talked

with other partners while writing the policy because she did not want to violate the open meeting law, and agreed to have legal counsel look at it. Supervisor Behrens clarified she can talk to outside organizations regarding the policy, but not the Board. Supervisor Willems suggested it be considered at the August Board meeting. The Board thanked her for writing the policy.

- E. AIS Program: Michelle Prosser presented a number of items for purchase for the AIS program, including zebra mussel sampler plates (up to \$300), watercraft chairs and signs (up to \$150), and a wash bucket for spiny waterflea detection (up to \$150). Also included was signing authority for the District Manager on the following two contracts: 180 hours of watercraft inspection with the Minnesota DNR for \$2,160, and for a consultant to complete zebra mussel surveys, not to exceed \$8,000. **Resolution 17-06-03.** Motion by Supervisor Willems second by Supervisor Buggs. Behrens inquired if the Sheriff's Department is contributing to this. Ms. Prosser responded they have not done AIS inspections in the last several years. The Sheriff's Water Patrol is aware of their schedule and can be present if they are available. The Water Guard is doing the inspections, along with two or three staff members, as well as inspectors trained by the DNR. The Water Patrol is not providing any funding towards inspections. Their presence will let people know they will enforce inspections, if needed. Ann WhiteEagle advised the program is funded from the legislative funds they received for AIS. Resolved, the Board approved the contracts and purchases for the AIS program, with the "up to" amounts.  
Voting in favor of the Resolution: Buggs, Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none
- F. 2017 Conservation Forum Update: Michelle Prosser reported the May forum on recycling and household waste was canceled due to lack of interest. The June 20<sup>th</sup> forum on Community Resilience in a Changing Environment will be held at RCD from 9:00-11:00am, and there is already increased interest. The three speakers include Brian Watson, Peter Boulay, and Bruce Jacobson. The July forum is on the topic of Environmental Justice. Supervisor Buggs requested the forum be held in the evening at the Rondo Library or at an outdoor location like the Urban Farm Garden Alliance in the Aurora St. Anthony Garden. She expressed willingness to help with forum promotion and to find a new location for increased public turnout. Ann WhiteEagle stated that the Rondo Library is closed until fall, but staff would gladly pursue the outdoor locations. Supervisor Buggs stated community partners have offered to serve ice cream to the attendees. Ms. Prosser reported the August forum on Soil Health will feature Kristin Brennen, and will take place on August 16 at Urban Roots, along with a tour of the demonstration garden.
- G. 2017 State of the Waters Event: Michelle Prosser reported the October forum on State of the Waters will take place on October 18<sup>th</sup>. Suggested topics include lead and drinking water with St. Paul Regional water services, and Emerging contaminants with MPCA. Supervisor Behrens mentioned North Oaks is very interested in having a forum involving a goat patrol. Supervisor Willems suggested Mark Seeley be part of the October forum.
- H. FY14 CWF Wakefield Grant: Michael Schumann described a State cost share grant applied for and received in FY2014. They spent \$20,000 for a project located within the greater Wakefield Lake Watershed area. The remaining \$30,000 will be used for project installation. RCD requested and received an extension for 2017. They are working with the City of Maplewood and RWMWD, providing the local match, and they have received signatures for the installation of 8 new curb cut raingardens within the greater subwatershed. **Resolution 17-06-04.** Motion by Supervisor Behrens and seconded by Supervisor Buggs. Supervisor Behrens expressed excitement and stated this

project is very visible. Mr. Schumann confirmed there will be signage and they will be doing the designs. Resolved, the Board approved authorization of the execution of a contract not to exceed \$30,000 or 75 percent of eligible cost, for use of remaining grant funds for the installation of curb cut raingardens within the Wakefield Lake Watershed.

Project Stats:	Project Costs:
Linear Feet: 1,600	Project Cost: \$TBD
TP Red. (lbs./yr): 2.5	BWSR/RCD Grant: \$30,000
TSS Red. (lbs./yr): 125.36	RWMWD Funding: \$TBD
Vol. Red. (cu-ft/yr): 20,920	Owner Cost: \$0.00

Voting in favor of the Resolution: Buggs, Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none

- I. FY15 BWSR Community Partner Project Encumbrance: Michael Schumann described a project for Shepherd of the Hills, located just off of Victoria Street. They contacted the Watershed District to request technical services for onsite storm water projects, which would include the installation of two large raingardens. There is a lot of community involvement and the raingardens will also serve as a backdrop for the outdoor use of their property. **Resolution 17-06-05.** Motion by Supervisor Willems and seconded by Supervisor Behrens. Resolved, the Board approved authorization of a contract not to exceed \$5,000 or 75 percent of the total eligible cost, with Shepherd of the Hills Church for the installation of two raingardens.

Project Stats:	Project Costs:
Square Feet: 850 SQ-FT	Project Cost: \$25,148
TP Red. (lbs./yr): 0.20	BWSR/RCD Grant: \$5,000
TSS Red. (lbs./yr): 36	RWMWD Funding: \$18,861
Vol. Red. (cu-ft/yr): 10,460	Owner Cost: \$1,287

Voting in favor of the Resolution: Buggs, Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none

- J. Racial Equity and Inclusion Policy: Supervisor Buggs submitted a draft policy on Racial Equity and Inclusion, addressing interest by people who wouldn't normally be involved in conservation and conservation practices focused on hiring practices, contract compliance, and education and outreach. She stated they are already doing a lot of the practices, but now it is just in written form, and she is excited to partner with Right Track. Supervisor Humphrey asked for clarification regarding a comparison to Ramsey County's policy. Supervisor Buggs claims that the County policy is not as progressive, does not delve into areas of focus for people of color and getting them involved as it relates to conservation. She requested the Board approve policy as is, and suggested it be reviewed on an annual basis. Supervisor Humphrey stated they should run the policy through legal channels and collaborative partners. Supervisor Buggs confirmed she has reached out to some of the collaborative partners and they really liked it. Organizations such as the Asian American Council, Latino Council, and other ethnic councils they should be partnering with also voiced their support and will be on their meeting agendas for approval. Supervisor Behrens stated it is important to have public events where transportation is accessible. Motion by Supervisor Behrens and seconded by Supervisor Buggs. Supervisor Humphrey stated she will not support it at this time because it needs to be reviewed by legal counsel before it is adopted. It is a much different document than the County's. Supervisor Buggs stated it is document that can be amended, they are not part of the County, and it is time to include people of different backgrounds. She has written two policies, one that was tabled and this one that is coming from a supervisor from an underserved community and a person of color. Supervisor Humphrey stated she does not think anyone is opposed to racial equity and inclusion, but she wants to make sure things are done legally. Supervisor Buggs clarified there is nothing illegal within the policy and expressed

frustration with Supervisor Humphrey. Supervisor Behrens point out that as an individual entity, their policies do not have to be approved by outside sources, their policies fit the need of the people they serve, and the policy should be approved. Supervisor Buggs stated that the full Board has not consented to the presence of Attorney John Ristad, and has the opportunity to seek counsel outside of Ramsey County. She stated they are coming to meetings where decisions are already being made, and they have not even been asked for input. She inquired who contacted Attorney Ristad and requested he attend the meeting. Attorney Ristad responded he is present as the statutory lead designated representative of the Board and has been in contact with Chair Humphreys and Ann WhiteEagle to offer legal assistance. He is not a policy maker, but he needs to advise people on the legal consequences of certain things. Regarding this policy, it is progressive and aimed at a great goal, but there are things in it that need to be tweaked so that they do not end up in a costly legal challenge. He confirmed they are welcome to hire outside legal counsel. Supervisor Humphrey inquired if Supervisor Buggs has a concern with having an attorney present. Supervisor Buggs responded her concern is that it is not brought before the full Board for input and there needs to be a full discussion on everything, including the presence of an attorney. Supervisor Humphrey pointed out that Attorney Ristad does not represent anyone specific, but represents the RCD as a whole, and he is available to anyone part of the RCD at any given time. Supervisor Buggs stated she is not opposed to having legal counsel, but it needs to first be discussed by the Board. Supervisor Behrens expressed concern that Mary and Attorney Ristad have been present a lot more since Supervisor Buggs has taken office and inquired if they were brought in to police them. Regarding the By-Laws, she has rewritten them to reflect State statute that governs their office, and if they are interested in the law, there should not be a problem adopting them. Since she came in 2008, there has been a hostile environment and roadblocks have been put up. She questioned Supervisor Humphrey's participation and engagement with the public in representing the Board in the past six years she has been Chair. Ms. Peterson stated it is her responsibility to keep up with the Board agenda packets. It is her responsibility to read the packets, be in contact with the District Managers with her questions, bring information to the Board when there is something that may be at risk, and monitor the expenditures and encumbrances of the grants they have received to make sure they meet all the requirements. When issues come up with all her SWCDs and LGUs, she will attend Board meetings on a regular basis because it is her responsibility. Attorney Ristad stated he is in attendance because the person he replaced was not as involved and it was requested he take on the RCD as a client. There is always an attorney present at Ramsey County Board meetings and other entities. He is aware the RCD Board has been facing some challenges and he is not here to put forward anyone's agenda. He is present to make sure the process goes well and the RCD is protected from a legal perspective. His review of the document in question had nothing to do with challenging any one supervisor. He has suggested a general process for creating policies similar to Ramsey County, so that everyone's voice is heard and concerns are addressed. He needs to make sure his clients are advised of all the issues. Supervisor Behrens stated it would have been good to know all this so that Supervisor Buggs could have submitted the policy while she was writing it. Attorney Ristad agreed, and commented Supervisors can contact him directly or contact each other; there just cannot be more than half of them in a room at a time to avoid violating the open meeting law. He will suggest changes and tweaks so that they are less susceptible to a legal challenge. Ms. WhiteEagle thanked Mary for all her assistance. Voting in favor of the Resolution: Supervisor Buggs, Behrens - Voting against: Supervisor Humphrey, Willems – Abstaining: none  
Motion failed.

- K. 2018-19 RCD Budget Packet: Motion by Supervisor Willems second by Supervisor Humphrey. Ann WhiteEagle reiterated that deadline for budget submittal to the County is June 22<sup>nd</sup>.  
Voting in favor of the Resolution: Humphrey, Willems - Voting against: Behrens, Buggs – Abstaining: none  
Motion failed.

Supervisor Humphrey explained that by voting against the Resolution, Ramsey County funding is being put at risk. She asked Supervisor Buggs and Supervisor Behrens if they would like to reconsider the vote. Ms. WhiteEagle stated the fund balance could also be in jeopardy. There was no motion to reconsider.

- L. FY17 CWF Well Sealing Grants: Ann WhiteEagle presented the following landowners for consideration for Clean Water Fund cost share for well sealing on their property.  
**Resolution 17-06-06.** Motion by Supervisor Behrens second by Supervisor Willems. Resolved, the Board approved encumbering the following well sealing applications:

Contract Number	Owner	Address	Maximum Reimbursement
WS1480-1	Lynn Anderson	3764 Kenny Lane, White Bear Lake 55110	\$ 750.00
WS1480-2	Bonnie Boeck	842 Lovell Ave, Roseville, MN 55113	\$ 750.00
WS1480-3	Sherri Boyer	345 Second Ave SE, New Brighton, MN 55112	\$ 750.00
WS1480-4	Nancy DeMarre	3029 Rice St, Roseville, MN 55113	\$ 750.00
WS1480-5	Edward John Dobbs	22 McClelland St N, St Paul, MN 55119	\$ 750.00
WS1480-6	Jerry Ellefson	1918 Grant Rd, Arden Hills 55112	\$ 750.00
WS1480-7	Judith Hensley	4047 Elmwood St, Vadnais Heights 55127	\$ 750.00
WS1480-8	Marilyn Hrabik	2091 Radatz Ave, Maplewood 55109	\$ 750.00
WS1480-9	Brent Mason	223 Hawes Ave, Shoreview 55126	\$ 750.00
WS1480-10	William Meyer	2155 Larpenteur Ave E, Maplewood 55109	\$ 750.00
WS1480-11	Michelle Pursutti	3150 Shorewood Drive, Arden Hills, MN 55112	\$ 750.00
WS1480-12	Bruce Reichenbach	425 Maple Lane, Shoreview, MN 55126	\$ 750.00
WS1480-13	Emmy Reppe	2912 Matilda St Roseville, MN 55113	\$ 750.00
WS1480-14	Caroline Rusten-O'Hagan	3400 White Bear Ave, White Bear Lake, MN 55110	\$ 750.00
WS1480-15	Mary Tuerk	3710 Centerville Rd. Vadnais, Heights 55127	\$ 750.00
WS1480-16	Harold Feickert	2590 North Jackson St, Little Canada 55117	\$ 750.00
WS1480-17	Tim Letourneau	1918 Cedar Ave, White Bear Lake 55110	\$ 750.00
WS1480-18	Dan & Robin Marchetti	1433 Rambler Rd, Roseville, MN 55113	\$ 750.00
WS1480-19	Dennis Peterson	1818 Ide St, 1894 Ide St, Maplewood 55109	\$ 750.00

Voting in favor of the Resolution: Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none

**Resolution 17-06-07.** Motion by Supervisor Behrens second by Supervisor Willems. Resolved, the Board approved the following well sealing applications:

Contract Number	Owner	Address	Maximum Reimbursement
WS5165-1	Nicole Evanson	3191 Lake Johanna Blvd, Arden Hills, MN 55112	\$ 750.00
WS5165-2	Steve Loveless	1683 Lois Drive, Shoreview, MN 55126	\$ 750.00
WS5165-3	Wayne Lund	1720 Rosewood Ave S, Maplewood, MN 55109	\$ 750.00
WS5165-4	Kelly Mample	1755 county rd h2, Mounds View, MN 55112	\$ 750.00
WS5165-5	Walter/Tammy McLaurin	214 Ferndale St N, Maplewood MN 55119	\$ 750.00
WS5165-6	Don McLean	2559 Germain St, Maplewood, MN 55109	\$ 750.00
WS5165-7	Germaine Nash	20 Coutny Rd C East, Little Canada, MN 55117	\$ 750.00
WS5165-8	Mary Spear	2540 Clarence St, Maplewood, MN 55109	\$ 750.00
WS5165-9	Craig Schauffert	20 Mid Oaks Lane, Roseville, MN 55113	\$ 750.00
WS5165-10	Earl Young	1707 Rosewood Ave North, Maplewood, MN 55109	\$ 750.00
WS5165-11	Jeanne Young	4212 Mcmenemy St, Vadnais Heights, MN 55127	\$ 750.00

Voting in favor of the Resolution: Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none

- M. CWMA Contractor: Ann WhiteEagle requested approval of the CWMA contract for the treatment of six areas identified with invasive weeds. **Resolution 17-06-08.** Motion by Supervisor Behrens second by Supervisor Willems. Supervisor Behrens noted the poor condition of Jim’s Prairie, Applewood Preserve, and Fish Creek and stated they must do everything we can to preserve. Resolved, the Board approved and authorized the District Management to sign a contract for terrestrial invasive plant control at numerous sites within the Ramsey County Cooperative Weed Management Area (CWMA).

Voting in favor of the Resolution: Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none

- N. FY16/17 WCA: Ann WhiteEagle presented the final invoices numbers submitted by WCA LGUs. **Resolution 17-06-09.** Motion by Supervisor Willems second by Supervisor Behrens. Resolved, the Board approved the following:  
**Whereas**, BWSR has provided \$16,677 in funds for FY16 and for FY17 for the purpose of reimbursing the RCD and LGUs for the administration of WCA in Ramsey County; and  
**Whereas**, FY16 funds must be spent by June 30, 2017 and have a balance of \$3,538.38; and  
**Whereas**, FY17 funds must be spent by June 30, 2018 and have a balance of \$16,677; and  
**Whereas**, the RCD has long-standing program (1992 to the present) to reimburse LGUs and the RCD for administrating WCA, and **Whereas**, the RCD has agreements with the Ramsey- Washington Metro Watershed District (RWMWD), Rice Creek Watershed District, and Vadnais Lake Area Water Management Organization (VLAWMO) to reimburse for the administration of WCA;  
**Whereas**, VLAWMO, RWMWD, RCWD and the RCD have all submitted documented reimbursable WCA administrative expenses for the period of January 1, 2017 through May 31, 2017; and  
**Now Therefore Be It Resolved**, the entities shall be reimbursed in the following amounts from the FY2016 WCA Administrative funds: VLAWMO \$701.88; and RCD \$2,836.50; and  
**Further Be It Resolved**, the entities shall be reimbursed in the following amounts from the FY2017 WCA Administrative funds: RCWD \$525.00; VLAWMO \$321.62; RWMWD \$322.35.

Voting in favor of the Resolution: Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none

- O. RCD By-Law/Board Meeting Operating Procedures Review: Supervisor Behrens distributed revised RCD By-Laws that she completed. She stated that she included State statute where applicable and revised the By-Laws as a whole. She requested the item be brought back to attention during the August Board meeting and agreed to send an electronic copy to Board members. Supervisor

Humphreys requested the Board look over the revised By-Laws and be prepared to discuss them at the August Board meeting.

- P. RCLLG Dues: Ann WhiteEagle presented this item to the Board. Supervisor Behrens stated she thought this was approved in February and Ms. WhiteEagle clarified that the invoice was dated March 15<sup>th</sup> and the April board meeting didn't happen, so that it hadn't been approved. **Resolution 17-06-10.** Motion by Supervisor Behrens second by Supervisor Willems. Resolved, the Board approved payment of \$250 for 2017 RCLLG dues.  
Voting in favor of the Resolution: Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none
- Q. Sherburne & Washington Service Agreement: Ann WhiteEagle explained that the metro area SWCD exchange technical staff as necessary and requested approval of two agreements: 1) Washington conservation district engineer assistance contract, not to exceed \$5,000 and, 2) Sherburne SWCD agreement for design services from the RCD, not to exceed \$7,000. **Resolution 17-06-11.** Motion by Supervisor Willems second by Supervisor Behrens. Resolved, the Board approved Sherburne & Washington SWCD Service Agreements.  
Voting in favor of the Resolution: Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none
- R. MASWCD Leadership Institute: Ann WhiteEagle highlighted the statewide MASWCD Leadership Institute and cost of \$2,850 per person. There is room for 20 people and she requested those interested to let her know before the July Board meeting. Supervisor Willems inquired if there was enough money in the budget for this. Ms. WhiteEagle confirmed there was.
- S. Treasurer's Report, 1<sup>st</sup> Quarter 2017: Ann WhiteEagle noted the increased expenditures over the previous year is due to addition of two new staff members this year and the Ag fee revenue has increased \$4,000 from first quarter of last year. **Resolution 17-06-12.** Motion by Supervisor Willems second by Supervisor Behrens. Resolved, the Board approved the 1<sup>st</sup> Quarter 2017 Abbreviated Treasury Report and the accounts payable list.  
Voting in favor of the Resolution: Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none
- T. MASWCD Resolutions: Supervisor Willems suggested she is willing to help write the resolution. Ann WhiteEagle noted that this is a place to affect policy statewide and explained the process for it to be reviewed. Supervisor Behrens inquired if Supervisor Buggs would like to clear her racial equity policy with Attorney Ristad to then submit to the State. It was clarified that the policy would still need to be approved by the Board. Supervisor Buggs expressed disinterest in pursuing this opportunity.
- U. Buffer Other Watercourses: Ann WhiteEagle recognized Andrea Prichard for her thorough work on this item. The due date to submit a list of other watercourses is July 1. She requested Board approval of the proposed resolution which states that the RCD has no additional watercourses to include in local water authority's plans since adequate protection is already in place. Supervisor Humphreys inquired if this would benefit Ramsey County Watershed Districts. Ms. WhiteEagle explained it puts them in compliance with State law that requires them to provide a review of other waters. Mary Peterson explained all conservation districts statewide are required to review all the water in the watershed districts in their jurisdiction and determine whether there are any other priority waters to be included for future protection or restoration. For Ramsey County there are no additional waters to be included because they are all already covered. The Buffer Law requires the BWSR Board to report back to the Legislature. Motion by Supervisor Willems second by Supervisor



Behrens. Supervisor Behrens stated she would like to have seen a list of the water bodies, and questioned Kohlman Lake. Ms. WhiteEagle explained that Kohlman Lake was already on the DNR's Public Waters list and the areas that were not included were mostly wetlands.

Voting in favor: Humphrey, and Willems - Voting against: Behrens – Abstaining: none

Ms. WhiteEagle mentioned they will be in violation of State law if a resolution is not submitted to BWSR by June 28th. Mary Peterson confirmed they are required as a Board to submit a resolution with a list of the other waters to BWSR so they can report back to the Legislature by July 1<sup>st</sup>.

Supervisor Humphrey clarified to Supervisor Behrens she is welcome to amend the resolution or reconsider. **Resolution 17-06-13.** Motion by Supervisor Willems, second by Supervisor Behrens. Resolved, the Board approved the following:

**Local Water Resources Riparian Protection (“Other Watercourses”) in Ramsey County**

**Whereas**, Minnesota Statutes §103F.48, Subd. 4 requires Soil and Water Conservation Districts (SWCDs) in consultation with local water management authorities, to develop, adopt, and submit to each local water management authority within its boundary a summary of watercourses for inclusion in the local water management plan.

**Whereas**, the Board of Water and Soil Resources (BWSR) has adopted the Local Water Resources Riparian Protection (“Other Watercourses”) Policy 6, dated August 25, 2016, which identifies steps SWCDs are required to take in developing said inventory.

**Whereas**, Ramsey Conservation District met with local water management authorities within its jurisdiction and Tom Gile of BWSR on January 10th, 2017, to discuss the Buffer Law and the development of the “Other Watercourses” list as well as an inventory of water bodies that are currently subject to protection within Ramsey County.

**Whereas**, Ramsey Conservation District has reviewed watershed data and LGU protection and determined that Water Resources Riparian Protection is already being provided throughout Ramsey County and no additional watercourses have been identified for required inclusion into watershed district or water management organization plans.

**Whereas**, the Ramsey Conservation District has provided rationale for the exclusion of additional watercourses through the creation of a document and map describing the existing watercourse and waterbody protection throughout Ramsey County, per watershed district boundary, which shows buffer rules as well as other local protection in place for water bodies not subject to Buffer Law protection.

**Therefore be it resolved that**, the Ramsey Conservation District has no additional watercourses to include in local water authorities’ plans since adequate protection is already in place.

**Be it further resolved that**, to comply with MS §103F.48, the Ramsey Conservation District shall provide notification of this decision as well as rationale to BWSR and all water management authorities within Ramsey County borders.

Voting in favor: Behrens, Humphrey, and Willems - Voting against: none – Abstaining: none

- V. 2016 Audit: Ann WhiteEagle reported because the amount of revenue is exceeding the \$500,000 threshold, another audit is necessary in 2017. Peterson has submitted the lowest bid and they are looking for Board approval to sign the engagement letter. Supervisor Willems inquired how the cost compares to previous years. Ms. WhiteEagle stated it increased by an incidental amount. **Resolution 17-06-14.** Motion by Supervisor Willems second by Supervisor Behrens. Resolved, the Board authorized signing the engagement letter for the 2016 Audit.

Voting in favor of the Resolution: Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none

W. May 2017 Supervisor Expense Claims: Ann WhiteEagle stated that she emailed claim forms from Buggs and Willems earlier in the day, but she did not receive a claim from Supervisor Behrens, and the only claim included in the Board packet is from Supervisor Humphrey. **Resolution 17-06-15.** Motion by Supervisor Willems second by Supervisor Behrens. Supervisor Humphrey suggested that only claims in the Board packet be approved. Supervisor Behrens and Supervisor Buggs disagreed and stated it is a problem because they have meetings and committee assignments all month long that do not end 10 days prior to the packet going out. Supervisor Behrens commented the statute states it only needs to be submitted for the record. Resolved, the Board approved the May 2017 Supervisor Expense Claims as submitted by Supervisors Behrens \$375.29, Buggs, \$200.00, Humphrey \$87.84, and Willems \$199.61.

Voting in favor of the Resolution: Willems, and Behrens - Voting against: Humphrey – Abstaining: none

X. July Agenda Item Requests: Staff items for the July agenda include: FY15 BWSR Community Partner Project Encumbrance/Close-out, FY17 CWF Well Sealing Grants, AIS Program, DNR Grant Agreement, 2017 Forum Update, and NACD Urban Ag Grant Reimbursements. Mary Peterson also requested the PRAP be included on the agenda. The Board agreed without objection.

Y. Policies & Procedures for Filling Vacant Board Seat: Supervisor Humphrey requested Supervisor Gardner to attend the July Board meeting or submit a letter of resignation. Supervisor Behrens stated it has already been announced in writing to Ramsey County, and announced to the Board and some of the partners that he has resigned. She called for a written resignation and a post to fill the vacant seat to resume conducting business as usual. Supervisor Humphrey agreed.

Z. TimeSaver Contract Approval: Supervisor Humphrey mentioned there had been concerns raised by the attorney that they did not have proper language. Attorney John Ristad stated there are two provisions that were discussed: the MN Government Data Practices Act and the Audit Provision. These provisions are required to be in all State contracts involving a political subject or activity such as RCD. The case law bears out that even if they're not explicitly in that contract, the contract is still subject to those terms. It is not the best business to do work without those terms, but given the low risk, he is ok proceeding with the contract. He recommended that these terms be in all RCD contracts going forward and has provided language to Ann WhiteEagle for inclusion in future contracts so that were in compliance with State law. Ms. WhiteEagle commented that TimeSaver stated they have same contract for all of their vendors and did not want to pay to send it to their legal department, incurring additional costs at an already low profit margin. Supervisor Willems asked if other vendors are available. Ms. WhiteEagle stated no other responses were given after quotes were requested from additional vendors. Supervisor Behrens stated she would like to wait and see if TimeSaver will reconsider due to discomfort caused by a company that will not be in compliance with the law. Ms. WhiteEagle stated TimeSaver must comply with the law whether it is in the contract or not. Attorney Ristad confirmed this. **Resolution 17-06-16.** Motion by Supervisor Willems second by Supervisor Behrens. Supervisor Behrens advised she is supportive of this Resolution because Attorney Ristad said so. Resolved, the Board approved entering into the TimeSaver contract for completing RCD Board minutes for the remainder of 2017.

Voting in favor of the Resolution: Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none

Ann WhiteEagle requested the Board consideration of signage authority for the District Manager for contracts approved by the Board. **Resolution 17-06-17.** Motion by Supervisor Behrens second by Supervisor Willems. Resolved, the Board approved signage authority for the District Manager on contracts approved by the Board.

Voting in favor: Behrens, Humphrey, and Willems - Voting against: None – Abstaining: none

4. Standing Committee Reports – The Board reported on the committee meetings they attended.
  - A. Metro Conservation Districts – Supervisor Willems
  - B. Rice Creek Advisory Committee – No report
  - C. Ramsey-Washington Metro Watershed District Citizen Advisory Committee and Board – Supervisor Humphrey
  - D. Capitol Region Watershed District Citizen Advisory Committee and Board Meeting – Supervisor Buggs 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
  - H. Metro MAWD – Supervisor Willems
  - I. Other Meetings
    - i. River East Planning Committee– Supervisor Buggs
    - ii. District 6 Land Use Task Force – Supervisor Buggs
    - iii. St. Paul Regional Water Service Board – Supervisor Humphrey
5. Next Regular Board Meeting – Thursday, July 6, 2017 at 6:30pm.
6. Adjournment: **Motion by Supervisor Humphrey Supervisor Behrens seconded** to adjourn at 8:17 pm. Motion carried unanimously.