



**Ramsey-Washington Metro Watershed District  
Minutes of Regular Board Meeting  
November 4, 2020**

The Regular Meeting of November 4, 2020, was held at the District Office Board Room, 2665 Noel Drive, Little Canada, Minnesota, at 6:30 p.m.

**PRESENT:**

Marj Ebensteiner, President  
Cliff Aichinger, Vice President  
Lawrence Swope, Treasurer  
Dianne Ward, Secretary  
Dr. Pam Skinner, Manager

**ABSENT:**

**ALSO PRESENT:**

Tina Carstens, District Administrator  
Brad Lindaman, Barr Engineering  
Simba Blood, Natural Resources Specialist  
Dave Vlasin, Water Quality Technician

Paige Ahlborg, Project Manager  
Nicole Soderholm, Permit Inspector  
Viet-Hanh Winchell, Attorney for District  
Brendan Barth, Wenck Associates for Atomic Architectural

**1. CALL TO ORDER**

The meeting was called to order by President Ebensteiner at 6:30 p.m.

**2. APPROVAL OF AGENDA**

Tina Carstens requested to add an Item 7C, MAWD Annual Meeting Delegate Appointment.

A Manager requested to add an item to the agenda, 7D, Minnesota Stormwater Research Funding. It was also requested to pull Item 3A for discussion.

A Manger requested to pull the meeting minutes off of the Consent Agenda as he has a couple of edits that he would like to have in the meeting minutes.

Motion: Manager Aichinger moved, Manager Swope seconded, to approve the agenda as amended.

A roll call vote was performed:

Manager Skinner	aye
Manager Aichinger	aye
Manager Swope	aye
Manager Ward	aye
Manager Ebensteiner	aye

Motion carried unanimously.

**3. CONSENT AGENDA**

- A. ~~Approval of Minutes from October 7, 2020~~
- B. Treasurer’s Report and Bill List
- C. Permit Program
  - i. 20-38 – SOS Office Furniture, Vadnais Heights
  - ii. 20-40 – Atomic Architectural Sheet Metal, Vadnais Heights
- D. East St. Paul Target Store Retrofit – Change Order No. 2

Motion: Manager Swope moved, Manager Ward seconded, to approve the consent agenda as amended.

A roll call vote was performed:

Manager Skinner	aye
Manager Aichinger	aye
Manager Swope	aye
Manager Ward	aye
Manager Ebensteiner	aye

Motion carried unanimously.

A. Approval of Minutes from October 7, 2020

A Manager noted Item 7C, and stated that they would prefer it to read, “...project ~~prioritization~~ scored ranking...” Tina Carstens commented that the memorandum used the word prioritization and therefore she did not want to make that correction to the minutes but could make noted of that preference in moving forward. The Manager noted Item 8D, and requested to add an additional statement, “A Manager proposed that the RWMWD increase its support for the Minnesota Stormwater Research Council by \$10,000 to help offset the reduction in State funds and keep these important projects on track.” On Item 8E, it should state, “...the ~~time term~~ of appointment and the consensus was to remove the word automatically “automatically”.”

Motion: Manager Ward moved, Manager Aichinger seconded, to approve the minutes from October 7, 2020 as amended.

A roll call vote was performed:

Manager Skinner	aye
Manager Swope	aye
Manager Ward	aye
Manager Ebensteiner	aye
Manager Aichinger	aye

Motion carried unanimously.

**4. VISITOR PRESENTATIONS**

There were none.

**5. PERMIT PROGRAM**

A. Applications

Permit #20-39: Midland Terrace Phase 1 – Shoreview

Nicole Soderholm stated this permit request includes a variance for temporary wetland buffer impacts for placement of silt fence within the buffer. She explained that the project would demolish the existing apartment building and build a new apartment.

Motion: Manager Aichinger moved, Manager Swope seconded, to approve Permit #20-39 with the special provisions and variance request.

A roll call vote was performed:

Manager Skinner        aye  
Manager Aichinger      aye  
Manager Swope         aye  
Manager Ward           aye  
Manager Ebensteiner   aye

Motion carried unanimously.

B. Monthly Enforcement Report

During October, six notices were sent to address: install/maintain perimeter control (2), install/maintain construction entrance (2), sweep streets (1), and stabilize exposed soils (1).

**6. STEWARDSHIP GRANT PROGRAM**

A. Applications - None

B. Budget Status Update

No discussion.

**7. PRESENTATIONS AND ACTION ITEMS**

A. 2021 CIP Maintenance and Repair Project Approval and Plans and Authorization to Advertise for Bid

Brad Lindaman stated that there are 12 projects included in the overall project and displayed the probably cost for each of the projects. He provided a brief summary of the different project elements. He noted that sites 11 and 12 are the reimbursable projects. He noted that some of the other projects may also qualify for use of the flood damage reduction funds. He stated that if the Board feels that this scope is appropriate and within the appropriate cost range, it could approve the preliminary plans and specifications and authorize the project for bid.

Motion: Manager Aichinger moved, Manager Swope seconded, to approve the preliminary design, estimated costs, and proposed project schedule, and direct staff to finalize the design and bidding documents and advertise the project for bid.

Further discussion: A Manager asked if there is additional work needed that is noticed when completing a project, can the same contractor be used to complete that work. Brad Lindaman replied that is typically what is done, noting that the contractor submits a quote which is then incorporated into a change order. He confirmed that was done in the 2020 CIP project.

A roll call vote was performed:

Manager Skinner        aye  
Manager Aichinger      aye  
Manager Swope         aye  
Manager Ward           aye  
Manager Ebensteiner   aye

Motion carried unanimously.

B. Keller Channel Weir and Phalen Outlet Resiliency Modification Project Accept Bids and Select Contractor

Brad Lindaman reported that the project was advertised, and six bids were received. He reported that the low bidder has met all the bidding requirements with a bid of \$1,197,089.40. He stated that the bid was above the engineer's estimate and highlighted some of the differences noting the main differences in the cost were related to the control of water and the electrical work for the gates.

A Manager noted that the difference between the engineer's estimate and those bid items is about 20 percent and asked if the project should be rebid. Brad Lindaman replied that all of the bidders had those items in the same range. He noted that if the contract is awarded, staff can speak with the contractor to determine if there are alternates that could be considered for those items in attempt to lower the costs for those items. He noted that the District has not worked with this contractor before but checked all five references which reported positive results for work similar to this.

Motion: Manager Aichinger moved, Manager Swope seconded, to accept the bids and award the Keller Channel Weir and Phalen Outlet Resiliency Modification Project to Pember Companies and direct staff to prepare and mail the notice of award, prepare the draft agreements and review the required submittals and to work with the contractor to reevaluate the water management portion of the bid in attempt to lower the cost.

A roll call vote was performed:

Manager Skinner	aye
Manager Aichinger	aye
Manager Swope	aye
Manager Ward	aye
Manager Ebensteiner	aye

Motion carried unanimously.

C. MAWD Annual Meeting Delegate Appointment

Tina Carstens reported that the annual meeting will be held virtually beginning on December 2<sup>nd</sup> and includes the business meeting that requires the District to appoint delegates for voting. She asked if there are Managers interested in being delegates.

Motion: Manager Skinner moved, Manager Aichinger seconded, to appoint Managers Swope and Skinner as Delegates and Manager Ward as an Alternate for the MAWD Annual Meeting.

A roll call vote was performed:

Manager Skinner	aye
Manager Aichinger	aye
Manager Swope	aye
Manager Ward	aye
Manager Ebensteiner	aye

Motion carried unanimously.

Tina Carstens stated that the proposed resolutions were also included in the packet that will be voted on at the meeting along with Committee recommendations.

D. Minnesota Stormwater Research Council

A Manager commented that at the last meeting it was mentioned that this organization is facing financial challenges and the decision was made to increase the District's contribution by \$10,000. The Manager virtually

attended the Metro MAWD meeting, as did another Manager who asked the organization to increase its contribution as RWMWD did, but there was no immediate reaction. The comment was made that while the additional \$10,000 from the District will be helpful, it will not offset the \$100,000 deficit that the Minnesota Stormwater Research Council will be facing. It was stated that perhaps the District contribution should be increased by another \$20,000. The Manager commented that this organization does amazing work and provides ideas for implementation that are helpful as well.

A Manager stated that perhaps the District could work with other watersheds that have contributed to challenge organizations that have not contributed in the past with the offer to match those donations. It was commented that the challenge could perhaps solicit support from municipalities and other organizations that have not donated in the past. The Manager confirmed that they would be willing to assist in the process. Tina Carstens confirmed that she could work with the representative from the Minnesota Stormwater Research Council and staff from the other watersheds that contribute to develop a plan and the interested Managers can connect with Managers from other watersheds. The Board confirmed consensus with that approach.

## **8. ADMINISTRATOR'S REPORT**

### **A. Meetings Attended**

A Manager asked for details on the HealthPartners webinar. Tina Carstens commented that it was a general webinar and the proposed numbers for the District should be coming in the next few weeks. She did not anticipate big changes to the cost. She also provided an update on the recent Administrators meeting which focused on the need for additional training for staff. A Manager provided an update on the Clean Water Council.

### **B. Upcoming Meetings and Dates**

No comments.

### **C. CAC By-Laws and Membership**

Tina Carstens noted that she provided informational updates in the packet for the Board. A Manager commented that the new bylaws were approved at the last meeting but noticed that the redline version seemed different than what was approved by the Board. Tina Carstens noted that the additional changes were recommended by legal counsel. A Manager commented that they would find it helpful to have an update on CAC meetings. Tina Carstens confirmed that she would have staff include a written update in the Board packet going forward. Viet-Hanh Winchell identified a few minor typos to be changed.

Motion: Manager Aichinger moved, Manager Swope seconded, to approve the CAC By-Laws with the additional changes.

A roll call vote was performed:

Manager Skinner	aye
Manager Aichinger	aye
Manager Swope	aye
Manager Ward	aye
Manager Ebensteiner	aye

Motion carried unanimously.

### **D. Equity and Inclusion Consultant for RWMWD**

Tina Carstens stated that the District received another proposal, which was included in the Board packet. She noted that both proposals were similar in pricing for the estimated per hour and package deal costs. She stated that staff has spoken with a third consultant, but has not yet received a proposal. She stated that if the Board is comfortable, she would add the item to the budget proposal prior to the review in December.

A Manager asked the need to proceed with this item. Tina Carstens stated that there has been a lot of discussion related to bringing in more diversity to the CAC to represent the communities served. She noted that this would also include an audit of the hiring and recruitment processes and offer suggestions for improvement that could make it more equitable for both volunteers and staffing. She stated that a review of the program and project would work also be done to ensure that the District is equitable providing opportunities to different community groups. She stated that it would also include staff development.

A Manager asked if the District is obligated to do this or choosing to do this. Tina Carstens confirmed that the District is not obligated to complete this work, but it has been a topic throughout the metro area. A Manager commented that they believe this would be a great step in showing the public that the District is attempting to best serve the people in the communities it serves. Tina Carstens noted other watersheds that are completing similar work.

A Manager asked if Barr Engineering is doing this type of work. Brad Lindaman confirmed that Barr Engineering began this work about 2.5 years ago and continues its effort. He commented that they face the same challenge in finding a more diverse population to apply for positions.

A Manager commented that perhaps the District look for high school interns as that could lead to growing interest in a younger population that could pursue this career path. Simba Blood replied that the District has worked with different youth groups on projects.

## **9. PROJECT AND PROGRAM STATUS REPORTS**

### **A. Ongoing Project and Program Updates**

- i. Owasso Basin Flood Risk Reduction Feasibility Study
- ii. West Vadnais to South I-694 Conveyance Feasibility Study
- iii. Willow Creek Flood Risk Reduction Feasibility Study
- iv. Ames Lake Area Flood Risk Reduction Feasibility Study
- v. FEMA Flood Mapping Updates
- vi. Hillcrest Golf Course

A Manager referenced Hillcrest Golf Course and the virtual workshop that was conducted and asked if that presentation is available to watch. Paige Ahlborg replied that she did not believe the workshop was recorded, but there was a summary typed that could be shared with the Board.

- vii. Subwatershed Feasibility Studies
- viii. Targeted Retrofit Projects
- ix. Kohlman Permeable Weir Test System
- x. Keller Channel Weir and Phalen Outlet Resiliency Modifications
- xi. Twin Lake Outlet Construction
- xii. CIP Maintenance and Repair 2020 Project
- xiii. Beltline/Battle Creek Tunnel Inspection
- xiv. Internal Load Management Discussions
- xv. Project Prioritization Study
- xvi. New Technology Review: Corrugated Metal Pipe Sane Filter by Lane Enterprises, Inc.  
A Manager asked if the District is considering use of the new technology from Lane Enterprises. Brad Lindaman replied that he did not believe that the District would have use at this time. The Manager asked if a link to the website could be included in future reports.
- xvii. Natural Resources Program
- xviii. Education Program
- xix. Communications Program Update

**10. REPORTS OF MANAGERS**

No comments.

**11. ADJOURN**

Motion: Manager Skinner moved, Manager Ward seconded, to adjourn the meeting at 7:56 p.m. Motion carried unanimously.

Respectfully submitted,

Dianne Ward, Secretary

DRAFT