

**Regular Meeting Minutes – January 24, 2022
RPBCWD Citizens’ Advisory Committee Monthly Meeting
Location: Virtual via Zoom**

ATTENDANCE

Status: P=Present, E=Excused, A=Absent without notification

CAC Members

Andrew Aller	P	Heidi Groven	E	Sharon McCotter	P		
Rodey Batiza	P	Michelle Frost	P	Marilynn Torkelson	P		
Jim Boettcher	P	Peter Iverson	E	Jeff Weiss	P		
Sam Griffin	P	Terry Jorgenson	P	Jessica Willey	P		

Others

Terry Jeffery	RPBCWD Staff	P	Manager Crafton	BOM	P
Liz Forbes	RPBCWD Staff	P			
Eleanor Mahon	RPBCWD Staff	P			
Manager Koch	BOM	P			

CAC MOTIONS for the Board of Managers:

1. Adopt the present calendar of CAC meetings February to December 2022 as officially held on the third Monday of the month, starting at 6:00 pm

Key CAC discussion items for the Board of Managers:

1. The general question of joint BOM/CAC meetings and joint BOM/CAC workshops at BOM meetings to pursue a number of issues of joint interest and importance to water quality

I. Opening

- A. Call CAC meeting to Order: Meeting was called to order by President Aller at 6:03 PM.
- B. Attendance: As noted above.
- C. Introductions- were made
- D. Matters of general public interest: Mr. Larry A. Koch, VP and Manager RPBCWD, 471 Bighorn Dr., Chanhassen MN 55317, sent a previous email and wished to make Some remarks to the CAC as a private person. He recommended that CAC re-familiarize themselves with the charge to the CAC (statute), remembering that CAC input to many groups is invaluable. He further recommended that CAC members familiarize themselves with the CAC bylaws, Robert’s Rules of Order, that legal counsel be made available to CAC, that CAC members read the MAWD Manual for the Minnesota Association of Watershed Districts, the ten-year Plan, the budget, and most of all, to ask questions about every issue that arises. All of these measures will add value to the role of the CAC and its membership to our first goal which is good water quality. In addition, Manager Koch suggested that the CAC use a roll call vote

on all matters that come to a vote, and that as many members as possible attend the MAWD annual Conference.

- E. Approval of Agenda: Jim made a motion to approve the agenda with stated changes and Marilyn seconded. Motion passed unanimously by roll call vote.
- F. Designated timekeeper- President Andrew Aller
- G. Approval of December 13, 2021, Meeting Minutes: Motion to approve minutes was made by Rodey, seconded by Jeff and approved unanimously by roll call vote..

II. Board Meeting Recap and Discussion

- A. Highlights from the (monthly) managers meeting: Sharon gave a brief summary of the BOM meeting. One issue is that agreement on a final agenda took over 30 minutes of the meeting. This seems excessive and could be fixed by having the entire group agree to the final agenda before the meeting. The meeting went over time, which is apparently quite common, but not a good thing. The Noble Hill Project was discussed extensively. VP and Manager Koch will try to get the agenda agreed upon before the next meeting. The BOM elected new officers, including new VP Kock. Two individuals have been removed from the CAC, so CAC has 12 members at the moment. A new CAC member is expected to be announced at the February meeting or perhaps March or April meeting. The new WD budget was considered at this meeting, as well as upcoming and future changes to the RPBCWD web site, with which CAC has been heavily involved.
- B. Response on CAC recommendations to the Board: Nothing brought to the board.
- C. New Advisory Topics from the Board: None

III. Program and Project Updates

- A. Background Presentation on Advisory Topics from Board of Managers- none
- B. Advisory Topics Recommendations for Board of Managers- none
- C. District Project Updates
 - 1. Current Projects (Terry): Since this is mid-winter, there has not been any new work
On any of the currently active projects. All projects are on schedule and continued work will be done in spring, including plantings, maintenance, etc...
In the Pioneer Trail wetlands project, removal of the house has been completed. There have been no plantings yet, but the soil has been stabilized. After the spring thaw, plantings- probably late May. In summer, maintenance will start, for a total of 3-5 years. Rice Marsh Lake Project, in line cracking units- two 18' X 12' X 12' walls were installed- these act as filters. Chanhassen Project- new made hole installed. Middle Riley- Bear Paw mostly complete, although just temporary- some areas planted. Working with the Bear Paw contractor, work is expected to be finished in spring. Silver Lake Project- drop structure mostly complete. A few plantings to be done, also soil correction and maintenance, but this is Chanhassen responsibility. Recently there was a meeting with several Chanassen

officials regarding these ongoing projects- discussion of logistics was very productive and partnerships with Chanhasen very good- example is Upper Riley Creek Stabilization and Restoration and Hwy 5, Lake Susan. Question about St. Hubert Project- answer- 100% complete.

2. Soil Health/Climate Action Plan/ MPCA Grant application (Terry): Grant has been submitted, CAC awaits funding decision, perhaps at the end of January? We are waiting. In the meantime CAC will request a visit and talk with Anne Marie Journey on the topic of soil health so that if CAC needs to resubmit the proposal, we can still get started on some data collection, even if it is a slower pace than optimal.

D. Learning Presentation

1. Feasibility/project prioritization review (Terry): Terry gave a brief presentation on how Projects are selected for funding. Basically these are Chapters 4 and 9 of the WD library, essentially WD Procedures. In terms of Chapter 4, Terry asked whether there should be other criteria considered? CAC input would be valuable. It would be more efficient if the CAC started with other, new criteria rather than systematically considering the present ones. It would also be good to review Projects that, in the end, were not successful. For these funded projects, why did they fail? Should this have been foreseen? What new criteria would be helpful for such cases?
2. Edu-action update Part 2 (Eleanor): Eleanor gave a very informative presentation and discussed about a half dozen ongoing and new education/outreach Programs
Being actively pursued by the RPBCWD Education and Outreach folks. Her slides are available. Eleanor also announced that in the near future, she would be reaching out to CAC members for new ideas and opinions about several pending matters. There were many questions as well as helpful suggestions from CAC members and clearly the presentation was very well received.

IV. CAC Business: Process and Function

A. Officer Position Description Review

1. Consider BOM/CAC joint meeting proposal- There could be a joint BOM/CAC workshop about the web site. Might be at the next BOM meeting Feb 2 prior to the actual meeting at 6:00 pm. Can Terry attend? In general, joint BOM/CAC meetings are a good idea. At least once per year, but more is better. This will be discussed after Josh Maxwell is finished with the annual report he is working on. Workshops

at BOM meetings are a good opportunity to discuss benchmark issues like budget options. Terry will put on the next meeting agenda to get BOM reaction to the general questions of joint BOM/CAC meetings and BOM workshops (with CAC attendance).

- B. 2022 calendars- BOM meetings are the first Wednesday of the month- Liz will update. CAC meetings are held third Monday of the month, except for December, January, and some years, February, when there can be conflicts with holidays. A motion was made by Rodey and seconded by Jim, to adopt the present calendar for the rest of 2022 (February to December)- third Monday of the month, for official CAC meetings, with start time of 6:00 pm. Motion passed unanimously by roll call vote. It was noted that the by laws should be changed to make the start time of 6:00 pm (vs 6:30 pm presently in by laws).
Terry will update the calendar for future 2022 CAC meetings.

V. Future meetings: planning and topics

- A. 10 Year Plan Update: Overview/requirements- as before, Chapters 4 and 9- what would CAC like to see? Could discuss at June or July meeting.
- B. CAC-BOM Communication Process- CAC will seek BOM input and discuss at future meetings
- C. Part 2: Rules application (Terry)- CAC input requested on this topic also.
- D. CAC/community education approach- future discussion of Eleanor's presentation this meeting
- E. Marilyn suggested that soil health and water should be connected. This should be discussed with the help of Anne Marie Journey.
- F. Sharon asked whether there would be an orientation for new CAC members? If so, whether old CAC members could/should attend. This could be at the February or March meeting. If there is only one new member, it might be easier to perhaps start the meeting early (say 5:00 pm) with as many old CAC members as wish to also attend as a refresher. Orientation topics could be from the list suggested by Manager Koch.

VI. Upcoming events and Adjournment

- A. Next BOM Meeting: Feb. 2, 2022; 7:00 PM, Regular meeting (virtual); Heidi to attend on behalf of the CAC. Marilyn to attend the March meeting.
- B. Next CAC Meeting: Feb. 21, 2022; 6:00 PM (virtual); Manager Crafton to attend
- C. Motion to Adjourn made by Jim and seconded by Jeff. Meeting adjourned at 8:02 pm.