

## MEETING MINUTES

### Riley-Purgatory-Bluff Creek Watershed District

#### September 9, 2020, RPBCWD Board of Managers Special Meeting and Public Hearings

PRESENT:

Managers: Jill Crafton, Treasurer  
Larry Koch  
Dorothy Pedersen, Vice President  
Dick Ward, President  
David Ziegler, Secretary

Staff: Amy Bakkum, MN Greencorps Member, RPBCWD  
Claire Bleser, RPBCWD Administrator  
Terry Jeffery, Watershed Planning Manager  
B Lauer, RPBCWD Education and Outreach Assistant  
Scott Sobiech, Barr Engineering Co.  
Louis Smith, Attorney, Smith Partners

Other Attendees Elizabeth Henley, Smith Partners  
Mary Krause  
Tom Lindquist

*Note: this meeting was held remotely via meeting platform Zoom in abidance with state mandates in response to Covid-19.*

#### 1. Call to Order

- 1 President Ward called to order the Wednesday, September 9, 2020, Board of Managers Special  
2 Meeting at 7:00 p.m. The meeting was held remotely via meeting platform Zoom.

#### 2. Approval of Agenda

- 3 Attorney Smith outlined the District's statutory requirement to adopt the District's budget and levy  
4 by September 15<sup>th</sup>. He explained state statute provides for further public input on the budget and  
5 levy at the end of the year, and at that time the District may choose to keep the 2021 levy the same  
6 as adopted or to reduce the levy. He explained there was a problem with the second public hearing  
7 notice publication in two of the District's official publications, and he recommended the Board  
8 convene the public hearings for the two hearings not about the 2021 budget and levy and continue  
9 those two hearings until its October 7th monthly meeting. Attorney Smith recommended the Board  
10 conduct its public hearing tonight for the 2021 budget and levy because the District is required by  
11 statute to adopt the budget and levy by September 15<sup>th</sup>.

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13 Manager Ziegler moved to approve the agenda. Manager Pedersen seconded the motion.  
 14 Manager Koch provided comments on his issues with the public hearing notice and proposed to lay  
 15 over this public hearing. Administrator Bleser went into more detail about the multiple channels  
 16 the District used to notify constituents of tonight’s 2021 budget and levy public hearing. Manager  
 17 Koch asked Attorney Smith to clarify with the Minnesota Department of Administration on  
 18 whether the District could proceed.

19 Attorney Smith explained the problem raised by laying over the 2021 budget and levy public  
 20 hearing is that there wouldn’t be adequate time to publish the public hearing notice in the District’s  
 21 official publications for two subsequent weeks in order to hold a public hearing in time for the  
 22 District to meet the statutory requirement of adopting its budget and levy by September 15<sup>th</sup>.  
 23 Attorney Smith recommended the District proceed with this public hearing and explained the  
 24 process provides the District to receive additional input from the public later in the year and take  
 25 action to reduce its levy. He addressed Manager Koch’s comments regarding the content of the  
 26 public hearing notice and said the notice content was adequate.

27 Upon a roll call vote, the motion carried 4-1 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	No
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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**3. 2021 Budget and 2021 Levy Public Hearing**

31 Administrator Bleser noted Hennepin County provided the District with information indicating the  
 32 County forecasts it might provide the District with approximately \$180,000 less than the District’s  
 33 2021 levy request due to the anticipated level of tax payments to the County. Administrator Bleser  
 34 described how the District could manage for this anticipated fiscal disparity of \$180,000 of  
 35 incoming levy dollars from the County.

36 Manager Koch asked how the County determined the disparity. Administrator Bleser said the  
 37 County provided notice to the District. Attorney Smith pointed out the District certifies the levy  
 38 and the County is responsible for levying it.

39 Administrator Bleser detailed changes staff made to the proposed 2021 budget and levy being  
 40 presented tonight, noting the changes are in response to the Board’s feedback at its budget and levy  
 41 workshop. Administrator Bleser reported on information the Board requested at its last meeting,  
 42 including more detail on the proposed 2021 District personnel costs. She went through the  
 43 District’s organizational chart and described anticipated staff changes.

44 Manager Koch provided detailed comments about the proposed budget, pointed out specific lines  
 45 items that seem to be represented incorrectly, such as the accounting line item. Manager Koch  
 46 remarked the CPI trailing is 0.7%, so he finds it difficult to agree to a 4.5% salary increase in 2021  
 47 for staff. He noted he has not received the schedule of staff positions and salaries that he had  
 48 previously requested. Manger Koch stated he thinks the District’s levy should be \$3,500,000, and  
 49 the District should adjust its 2021 budget to provide for that levy amount.

50 Manager Crafton agreed the Personnel Committee should take Manager Koch’s comments under  
 51 advisement and the Committee can meet and prepare recommendations for the Board regarding  
 52 2021 staffing and personnel costs.

53 Manager Koch recommended the District adopt a 2021 budget of \$6,720,000 and certify the 2021  
 54 levy for \$3,500,000.

55 Manager Ziegler moved to adopt Resolution 2020-013 to Adopt the 2021 Budget as presented in  
 56 the amount of \$6,795,000 and to look for areas of reduction and come prepared to make reductions  
 57 when the Board revisits the budget and levy later in the year. Manager Pedersen seconded the  
 58 motion.

59 Attorney Smith noted that the Board wants to provide time now for the public to comment.  
 60 President Ward called for comments. Upon hearing none, President Ward called the vote. Upon a  
 61 roll call vote, the motion carried 4-1 as follows:

62

<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	No
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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64 President Ward said he heard the Board communicate it expects to reduce this adopted budget  
 65 number in December. Attorney Smith agreed. President Ward asked the Personnel Committee to  
 66 bring its recommendations on staffing and 2021 personnel costs to the Board at its November  
 67 monthly meeting.

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Manager Ziegler moved to adopt Resolution 2020-014 to Adopt the 2021 Metropolitan Surface Water Management Act Levy with the levy as presented in the amount of \$3,680,000 and to look for areas of reduction and come prepared to make them when the Board revisits its budget and levy later in the year. Manager Pedersen seconded the motion. Upon a roll call vote, the motion carried 4-1 as follows:

<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	No
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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Manager Crafton moved to close the 2021 budget and 2021 levy public hearing. Manager Ziegler seconded the motion. Upon a roll call vote, the motion carried 4-0 as follows:

<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	Abstain
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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**4. Duck Lake Partnership Plan Amendment Public Hearing**

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President Ward stated the Board will continue this item at its October 7<sup>th</sup> meeting, but the public can provide comments now as well. Manager Koch commented he doesn't believe there has been

83 any clear presentation of the proposal that would result in the District putting all this money into a  
 84 Duck Lake project. He asked to see more details about the costs, specifically the costs of the bridge  
 85 versus the culverts.

86 Manager Ziegler said he would like to see the latest plans the City has developed. Engineer  
 87 Sobiech said he can secure those plans.

88 Administrator Bleser reminded the Board the District received comments from the Minnesota  
 89 Department of Natural Resources that it is in favor of this plan amendment.

90 Manager Pedersen moved to adjourn the public hearing. Manager Ziegler seconded the motion.  
 91 Attorney Smith stated the Board planned to continue the public hearing until the Board’s October  
 92 7<sup>th</sup> meeting. Manager Pedersen and Manager Ziegler agreed to Attorney Smith’s friendly  
 93 amendment. Upon a roll call vote, the motion carried 5-0 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	Aye
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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**5. Fairway Woods Meadowland Creation Condominium Public Hearing**

97 President Ward opened the hearing and called for comments. Manager Koch said that with the  
 98 information provided on page one of the recommendations included in the meeting packet, he is  
 99 having a hard time reconciling costs. He asked to be provided a spreadsheet of the costs to identify  
 100 what is and isn’t being included and asked to be provided the information prior to the next Board  
 101 meeting.

102 Manager Crafton spoke in support of the project.

103 Attorney Smith added that when the Board discusses this plan next, the Board needs to discuss  
 104 ensuring the District has access to the project for an appropriate amount of time.

105 Manager Crafton moved to continue the public hearing until the Board’s October 7<sup>th</sup> meeting.  
 106 Manager Pedersen seconded the motion. Upon a roll call vote, the motion carried 5-0 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	Aye
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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**6. Adjournment**

110 Manager Crafton moved to adjourn the special meeting and public hearings. Manager Ziegler  
 111 seconded the motion. Upon a roll call vote, the motion carried 5-0 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Aye
Koch	Aye
Pedersen	Aye
Ward	Aye
Ziegler	Aye

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114 The meeting adjourned at 8:06 p.m.

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Respectfully submitted,

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David Ziegler, Secretary

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