



MINUTES OF THE BOARD OF DIRECTORS – December 2020 REGULAR BOARD MEETING
 December 9th, 2020

Attendance		Present	Absent
Jim Lindner, Chair	City of Gem Lake	X	
Marty Long, Vice Chair	City of North Oaks	X	
Rob Rafferty, Secretary-Treasurer	City of Lino Lakes	X	
Ed Prudhon	White Bear Township	X	
Dan Jones	City of White Bear Lake	X	
Patricia Youker	City of Vadnais Heights	X	
Phil Belfiori	Administrator	X	
Brian Corcoran	Water Resources Mgr.	X	
Dawn Tanner	Program Development Coord.	X	
Nick Voss	Education & Outreach Coord.	X	
Tyler Thompson	GIS Watershed Tech.	X	

Others in attendance: Paul Duxbury (VLAWMO TEC); Katherine Doll Kanne (VLAWMO CAC); Troy Kunze & Edward Haddon (Vadnais Heights residents); Connie Tailon (City of White Bear Lake).

I. Call to Order

The meeting was called to order at 7:00 pm by Chair Lindner of the Zoom teleconference meeting. A roll call was asked for Director presence. Lindner: present, Long: present, Rafferty: present, Prudhon: present, Jones: present, Youker: present.

II. Approval of Agenda

The agenda for the December 9, 2020 Board meeting was presented for approval, Chair Lindner asked for any additions or corrections. 2 additions- V.B.3. Ditch 14 maintenance, V.B.2. Update on East Goose Lake ALM- no action item.

A motion was made by Long and seconded by Jones to approve the December Board meeting agenda, as amended. Vote: Lindner: aye, Long: aye, Rafferty: aye, Prudhon: aye, Jones: aye, Youker: aye. Motion passed.

III. Visitors and Presentations

A. Public Visitors – non-agenda items

Kunze announced that residents sent a previous SEH ditch study, directed towards VLAWMO staff and asked staff to review the historic report.

B. TEC Report and Financial – November & December

Duxbury gave the Board a briefing on current projects and programs.

Belfiori briefly overviewed the November TEC Report to the Board and November and December (not yet TEC-approved) Finance Reports.

C. Present Watershed stewardship and partnership awards (2)

Voss presented the 2020 VLAWMO Watershed Steward awards to Ceci Shapland, VLAWMO Water Steward, and Connie Tailon of the City of White Bear Lake for their instrumental help with VLAWMO in 2020.

D. Recognition of Director Marty Long

The Board and staff recognized Marty's long time serving, not just on VLAWMO's Board, but with his help in the organization over the years. We all enjoyed having him over the years, and are fortunate to have had him for so long. We wish him well and thank him for his years of public service.

E. Katherine Doll Kanne – WAV/CAC update and annual summary

Doll Kanne gave an update to the Board on VLAWMO's program highlights for 2020.

IV. Consent Agenda

Chair Lindner asked if any Board members wished to speak on the project updates; none.

A. Approval of Minutes: October 28, 2020

The minutes from the October 28th, 2020 Board meeting are placed on the agenda for approval, as presented. No comments from the Directors.

B. Project Reports and Updates

Staff prepared updates for projects and programs in the December Board meeting packet.

1. Consider Natural Shores combined maintenance contract

Summary in December 9, 2020 Board packet.

2. WBF in Goose subwatershed (Co. Rd F Raingardens)

Summary in December 9, 2020 Board packet.

3. Small Watershed 319 Process (Wilkinson Subwatershed)

Summary in December 9, 2020 Board packet.

4. East Goose Lake: public engagement meeting & fisheries management with MN DNR

Summary in December 9, 2020 Board packet.

5. Ditch 14 maintenance

Summary in December 9, 2020 Board packet.

6. Great River Greening update on Vadnais/Sucker Park restoration

Summary in December 9, 2020 Board packet.

7. Update on Vote for master water steward @ TEC

Summary in December 9, 2020 Board packet.

8. Update on Lambert biochar

Summary in December 9, 2020 Board packet.

9. Interim report available on Pleasant Lake carp project

Summary in December 9, 2020 Board packet.

10. Minnesota Water Stewards selections 2021

Summary in December 9, 2020 Board packet.

C. Consider Updated Project Table for FY 20/21 BWSR WBF

Summary in December 9, 2020 Board packet. Staff has updated VLAWMO's section of the 2021-2023 Watershed Based Funding table for BWSR to review and approve. Upon the Board's approval, staff will move forward with submitting a funding request to BWSR and putting together a work plan.

A motion was made by Long and seconded by Youker to approve the December 2020 Board meeting consent agenda, as amended. Vote: Lindner: aye, Long: aye, Rafferty: aye, Prudhon: aye, Jones: aye, Youker: aye. Motion passed. Motion passed.

V. Business

A. Administration

1. Consider 2021 fund balance and "working" budget – Res. 11-2020

Belfiori addressed and presented the 2020 – 2021 fund balance budget carryover, as recommended for approval by the Finance, Policy & Personnel Committee. If the Board

moves to approve, this will be authorized under Resolution 11-2020. Staff is recommending approval.

Discussion: None.

A motion was made by Jones and seconded by Youker to approve Resolution 11-2020, approving VLAWMO’s 2020 – 2021 fund balance and “working” budget. Vote: Lindner: aye, Long: aye, Rafferty: aye, Prudhon: aye, Jones: aye, Youker: aye. Motion passed.

RESOLUTION 11-2020

A RESOLUTION FOR COMMITTING THE FUND BALANCE FOR SPECIFIC PURPOSES

Resolution 11-2020 was moved by Director Jones and seconded by Director Youker:

WHEREAS, the Board of Directors of the Vadnais Lake Area Water Management Organization, does hereby find as follows:

WHEREAS, the Governmental Accounting Standards Board’s Statement No. 54 defines committed fund balance as amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Board,

WHEREAS, Board action is required before year end to formalize the commitment of fund balance to specified purposes,

WHEREAS, those committed amounts cannot be used for any other purpose unless the VLAWMO removes or changes the specified use by taking the same type of action it employed to previously commit those amounts.

THEREFORE, BE IT RESOLVED by the VLAWMO, that the specific portions of fund balance in the identified funds are committed as follows:

Committed

<u>Fund Name and Description</u>	<u>Proposed Carry Over “committed” Funds (into 2021) and Purpose</u>
<u>General Fund - Fund 3.1. Operations and Administration</u>	<u>\$14,000</u> <u>For 2021 Health Benefits package per Finance and Personnel Subcommittee Recommendation, Possible slight increase in cost due to Metro Inet change to JPA and Hardware/software updates planned for 2020.</u>
<u>General Fund -Fund 3.4. Capital Improvement Projects and Programs</u>	<u>\$192,840</u> <u>The approved 2021 budget (approved at the June Board meeting) included utilizing \$192,840 of the projected unspent 2020 Capital Improvement Projects and Programs fund to implement 2021 projects and programs including the Lambert Lake Project, Adaptive Lake Management Project at E. Goose Lake, Carp and hydrologic/water quality partnership based projects in both Vadnais and Pleasant Lake, and other 2021 approved project and programs.</u>

The question was on the adoption of the resolution and there were 6 yeas and 0 nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
<u>Dan Jones</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Ed Prudhon</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<u>Rob Rafferty</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Marty Long</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Patricia Youker</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Jim Lindner</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

James Lindner, Chair Date

VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION

I, the undersigned, Administrator of the Vadnais Lake Area Water Management Organization, hereby certify that I have carefully compared and attached the foregoing extract of minutes of a regular meeting of the Board of Directors of said watershed held on the 9th day of December 2020, with the original thereof on file in my office.

WITNESSED BY the Watershed Administrator this 9th day of December 2020.

Phil Belfiori, Administrator

2. Consider Employee benefits package for 2021

Belfiori presented several employee benefit options that were considered by the Finance & Personnel Subcommittee. The Subcommittee recommended Option 3 for 2021 employee benefits.

Discussion: Prudhon asked if other metro Watersheds have similar staff sizes. Belfiori answered that staff capacities vary, though some are similar and VLAWMO’s current cost per employee, ancillary coverage and percentage of dependent coverage are on the lower end based on watershed comparison data provided by North Risk Partners.

A motion was made by Rafferty and seconded by Jones to move the approval of the Finance and Subcommittee’s recommended option (Option 3) and authorize the Administrator to work with North Risk Partners to implement the necessary program changes. Vote: Lindner: aye, Long: aye, Rafferty: aye, Prudhon: aye, Jones: aye, Youker: aye. Motion passed.

B. Projects and Programs

1. Approve use of Loan Disbursement Request form as expenses are incurred for sheet pile – Lambert Project

Tanner updated that the Lambert Lake sheet pile replacement and meander project is slated to begin construction this winter and the project contract has been fully signed and executed. During construction, change orders may come in and the Board authorized the administrator to sign these, provided they are not over 15% at the October Board meeting. If additional funds are needed through the MPCA, an amendment may be necessary. Staff is requesting an advanced authorization from the Board for the Administrator to amend the MPCA loan, as needed, but not to exceed 15% without further approval from the Board. The request comes as construction will likely occur quickly and time may not be sufficient to wait for approval at the February 2021 meeting.

Discussion: none.

A motion was made by Youker and seconded by Prudhon for the approval of use of the MPCA Loan Disbursement Request Form as expenses are incurred for sheetpile and authorize amendment(s) with MPCA if additional funds are needed. Vote: Lindner: aye, Long: aye, Rafferty: aye, Prudhon: aye, Jones: aye, Youker: aye. Motion passed.

2. Consider East Goose Lake RFQ for Public Engagement Services

Belfiori presented an update to the Board on the East Goose Lake adaptive lake management effort. Hardcopy resident input forms have been sent out to landowners for their input and response.

3. Ditch 14 Maintenance

Corcoran presented the nearly-completed Lower Lambert/Ditch 14 dredging maintenance project.

C. Operations

1. Consider Metro INET JPA and 2021 Budget

Thompson overviewed VLAWMO's background with the Metro-INET IT services, along with the Board's recommendation from the June 2020 meeting to pursue interest in joining an eventual Joint Powers Agreement with Metro-INET and fellow organizations. At their November 13, 2020 meeting, the VLAWMO Technical Commission recommended VLAWMO join into the JPA, and staff is recommending the same.

A motion was made by Prudhon and seconded by Rafferty to authorize entering into the Metro-INET JPA as a participating member with the signing and execution of VLAWMO Resolution 12-2020 with any non-material changes. Vote: Lindner: aye, Long: aye, Rafferty: aye, Prudhon: aye, Jones: aye, Youker: aye. Motion passed.

**Resolution 12-2020
of the Vadnais Lake Area Water Management Organization (VLAWMO)
to enter into the Joint Powers Agreement with the North East Metropolitan Area Municipal Internetworking Collaborative
(Metro-INET)**

Resolution 12-2020 was moved by Director Prudhon and seconded by Director Rafferty:

Whereas, the VLAWMO currently contracts IT services through the existing Metro-INET, and

Whereas, the Metro-INET is seeking to form a Joint Powers Agreement (JPA) *“to provide for an organization that the participating Members may jointly and cooperatively provide for the development and operation of IT Services for the use and benefit of the Members, and others. To the extent permitted by law, the Members will support the establishment of the IT Services and seek to expand the number of participating agencies either as Members or as non-Member LGUs receiving services from Metro-INET”*, and

Whereas, VLAWMO is a party to the proposed JPA as a local government unit of the State of Minnesota, and is authorized to enter into this JPA, and

Whereas, this JPA is made and entered into pursuant to Minnesota Statutes, Section 471.59, and

Whereas, VLAWMO will appoint a representative Director and Alternate to represent VLAWMO within the Metro-INET Board of Directors, and shall be a voting member of the JPA, and

Whereas, this JPA shall become effective on January 1, 2021, and

Therefore, be it resolved: The VLAWMO Board of Directors enters VLAWMO into the Metro-INET JPA as a participating member.

The question was on the adoption of the resolution and there were 6 yeas and 0 nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
<i>Dan Jones</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Ed Prudhon</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Rob Rafferty</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Marty Long</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Patricia Youker</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Jim Lindner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

_____ Board Chair & Date

_____ Attest & Date

D. Education and Outreach

1. Update on 2020 Education and Outreach Plan, 2020 Summary

Voss presented on the update and summary of the 2020 Education and Outreach Plan (EOP), as well as EOP goals and achievements, and looking at where those goals and programs are going into 2021.

VI. Discussion/Updates

Lindner noted that there is one vacancy for sure in the New Year, and possibly 2 more vacancies.

VII. Administration Communication

A. MAWD Annual meeting

Belfiori noted the MAWD annual meeting will be held electronically.

VII. Adjourn

A motion was made by Rafferty and seconded by Youker to adjourn at 8:41 pm. Vote: all aye. Motion passed. Minutes compiled and submitted by Tyler Thompson.