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MISSISSIPPI
WATERSHED
MANAGEMENT
ORGANIZATION

MEETING MINUTES

Date: 12 January 2021

Attachment 3

Time: 3:00-5:00 PM

Location: 2522 Marshall Street NE, Minneapolis, MN 55418

This meeting was held via Zoom video conferencing platform.

Commissioners in Attendance

Kevin Reich, Minneapolis; Steve Eggert, Fridley; Jeffrey Dains, Lauderdale; and Randy Stille, St. Anthony; Chris Meyer, MPRB.

Staff and Guests: Doug Snyder, Udai Singh, Michaela Neu, Nick Busse, Alicia Beattie, Sadie Loose, Lucas Clapp, Abby Moore, Dan Kalmon, Charlie Yunker, Nancy Stowe, Adam Flett, Brett Eidem, MWMO; Glenda Meixell, Anoka Conservation District; Alex Schmidt; Haley Cramer and Amy Juntunen, JASS.

The meeting was called to order at 3:06 p.m. by Chair Reich.

Approval of Agenda and Minutes

Motion to approve agenda and minutes by Dains, 2nd by Meyer. Carried unanimously.

Consent Agenda

Eggert requested Resolution 2021-001 Service Providers Approval be pulled from the consent agenda. Motion to approve the consent agenda items except Resolution 2021-001 by Stille, 2nd by Eggert. Carried unanimously.

Discussion of Resolution 2021-001: Eggert asked several questions regarding the service providers, such as, Are we truly satisfied with some of the service providers? and Is this an editable list? and If we decided to use a different auditor, could we? Snyder responded that yes staff is satisfied

with providers listed and the list is editable, i.e. we may use any consultant we want at any time. This list is used by staff for services needed on a regular basis, but the list in no way inhibits our ability to use whomever we choose to use. Motion to approve Resolution 2021-001 Service Providers by Eggert, 2nd by Dains. Motion carried, Stille Abstaining.

Reports from Staff

Singh introduced, Lucas Clapp, a new member of the monitoring team. Lucas introduced himself to the board.

Kalmon updated the board regarding Towerside. In 2016, in exchange for the landowners willingness to try the shared stormwater system, MWMO agreed to provide administration for operations and maintenance (O&M) at Towerside. MWMO constructed a turnkey system and provided O&M for 5 years. The planned transfer of O&M to landowners will happen in mid-2022. One service we provide is managing the O&M Services agreement with Barr Engineering. Owners have provided funding for O&M from day 1, an amount up to \$75K for the first 3. We hired Barr on their behalf to serve as their engineer. Annually, we meet to coordinate with the landowners and to review the past year's activities and plan for the coming year's activities. An additional \$19,500 of the owner's funds is required for services for the coming year for inspection, Gopher State One locate calls, and coordination of startup of the reuse system. A main requirement is annual reporting to Minneapolis to maintain the stormwater fee credits. MWMO has an interest in the facility being well maintained as the credits above and beyond those needed by the owners are ours to use or delegate to other users.

General Business

Resolution 2021-008: Salary policy 2021-2022: C. Yunker. Every 2 years staff comes to board to update salary structure. The proposed salary structure for 2021 and 2022 is based on information gathered from other local municipalities' recent increases and the U.S. Bureau of Labor Statistics, staff is recommending the two-year salary structure with a 2.5% range increase in 2021 and 2022 to maintain a competitive compensation for all positions. This action doesn't update any individual salaries, it just sets the overall structure for the next 2 years. MWMO did not complete a market salary study this year, but will in two years for the next update. We have periodically partnered with other watersheds to share the cost of these studies. The board agreed it is important to do a market study in 2 years. Motion by Eggert to adopt Resolution 2021-008 revised salary policy, 2nd by Dains. Motion carried unanimously.

Resolution 2020-009: Stewardship Program Update. A. Beattie & A. Flett. Staff is asking the Board to make some modifications to the Stewardship Fund program guidance and funding. During the last year, staff researched similar programs and have created the proposed changes to the Stewardship Fund program. Stewardship one of the best ways to reach citizens. The proposed

changes to improve the program include some updates – specifically, increases in Planning Grant award to \$20,000, so planning grant recipients will be ready to fully implement their programs and move more readily into action grant of phase. The Action Grant will remain at \$50,000. Projects over \$50,000 are considered capital projects and not eligible for this funding source. The maximum amount a single property may be awarded is \$75,000 or the equivalent amount of a Community, Planning & Action Grant. Staff is not seeking an increase in programmatic budget at this time. Staff has enjoyed working with many different organizations to engage their neighbors. Staff is proposing to change the name of our small grant, Mini Grant, to Community Grant. This is a better descriptor of the program intent, and calls out the focus on engaging community members. Staff also recommends increasing grant from \$3,000 to \$5,000 to complete small projects & community engagement portions of projects. Motion by Stille, to approve Resolution 2020-009, 2nd by Dains. Motion carried unanimously.

Resolution 2020-010: Metro-INet Transition to Joint Powers Organization. D. Snyder. MWMO has been part of the Metro-Inet IT consortium for a many years. Metro-INet staffing has been provided through City of Roseville and they'd like to not be responsible for this any longer. Members discussed possible alternative structures and decided best way to go about this is to create a Joint Powers Agreement (JPA). The JPA was put out this fall for current members to review and approve. So far about half the members have passed resolutions to join the JPA. All of 2021 would be used as transition year. Staff would remain on Roseville employees until January 1 2022. It is estimated that we will see a 5-10% increase in cost in 2022, since there'll be transition new costs they didn't have in the past. Staff recommends that we enter into the JPA to move this forward so we can retain our IT services through Metro-Inet. A discussion followed on the number of employees and additional reasons this is a good idea; such as control of staff by the JPA rather than one member and competitive pay opportunities to retain staff, and also provides more control. Motion by Dains to approve Resolution 2020-010, 2nd by Eggert. Motion carried unanimously.

Resolution 2020-011: Northrup King Campus. N. Stowe. In April 2020, Art Space Inc submitted grant application to the Capital project grant program. The Campus encompasses three parcels for a total of approximately 15 acres. The developers want to repurpose the existing space to be art studio, living/work space, rental space for art orgs and community space for public. Staff has been working with ArtSpace design team over past few months to walk through the proposal to see if there is opportunity to design and build additional water quality/quantity and habitat features. Staff provided a short description of the project site. The results of our water quality simulation model indicate this is an area that has high contribution to the river in stormwater pollutant; the site drains to outfall at Mississippi river; runoff from site is currently untreated all the way to the river. Multiple ways to improve stormwater management are proposed. Preliminary design calculations show opportunity to remove up to 80% of annual TP and 92% of annual sediment from 11.6 acres of area. Above and beyond treatments include native & pollinator habitat plantings, habitat connectivity & green corridors, repurposing existing grain bin for water reuse storage & circulating the reuse water through play area. There is also significant potential for

education and community engagement. MWMO will continue to work with the development team through final design. Staff is requesting an amount not to exceed \$750,000 in capital project grant funding to support installation at the site. Board discussed project benefits, e.g. it allows us to study cost to remove TP and sediment through specific projects – the cost per pound removal. Ultimately, MWMO wants projects that push innovation and are cost effective so they are replicable. Motion by Eggert to approve Resolution 2020-011, 2nd Meyer. Carried Unanimously.

Resolution 2020-012: Membership Application for the Restorative Development Partnership. D. Kalmon. This request form staff to approve MWMO joining the restorative development project and restorative development project leadership team. In 2017, the Board approved the restorative development initiative. MWMO staff gathered enough support to complete a Phase I feasibility study. It is more than just water folks looking at it, but in fact intended to build a partnership to develop a baseline study of Minneapolis. This week we're starting a series of 3 workshops or trainings for other members to advance on phase 2 for the feasibility study, including finding funding for that study. It is hoped the partnership would be a new way of integrating larger city-wide system planning into a site-level catalyst to create greater benefits for the city. Motion by Stille to approve Resolution 2020-012, 2nd by Dains. Carried Unanimously.

Election of Officers and 2021 Meeting Dates

Resolution 2020-013: Resolution for officers & meeting dates. Each year at the January meeting the Board appoints officers and sets meeting dates for the coming year. Current commissioners who serve – Chair is Reich, Dains as Vice Chair and Schmitt was Treasurer, but she's no longer with us. Historically there's just been a slate put forward. Regular meetings are held the 2nd Tuesday of odd numbered months (Jan, Mar, May, Jul, Sep, and Nov) at 3 pm. Eggert volunteered for Vice Chair. Commissioner Stille volunteered as Treasurer. Reich as Chair again. Motion by Egger to approve Resolution 2021-13 approving MWMO officers & meeting dates. 2nd by Dains. Carried Unanimously.

Open Public Input

None.

Board Updates and Announcements

Eggert: Pleasure to be on zoom with you today & transacting our business with a very active agenda.

Adjourn

There being no further business, motion by **XXXXXX**, second by **XXXXXX** to adjourn. Motion carried unanimously. The meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Amy Juntunen

Recording Secretary

Record of Motions

Motion to approve agenda and minutes by Dains, 2nd Meyer. Carried unanimously.

Eggert requested Resolution 2021-001 Service Providers Approval be pulled from the consent agenda. Motion to approve the consent agenda items except Resolution 2021-001 by Stille, 2nd by Eggert. (Resolutions 2021-002 to 2021-007 approved by consent.) Carried unanimously.

Motion to approve Resolution 2021-001 Service Providers by Eggert, 2nd by Dains. Motion carried, Stille Abstaining.

Motion by Eggert to adopt Resolution 2021-008 revised salary policy, 2nd by Dains. Motion carried unanimously.

Motion by Stille, to approve Resolution 2020-009 Stewardship Fund Program update, 2nd by Dains. Motion carried unanimously.

Motion by Dains to approve Resolution 2020-010 Metro-INet JPA, 2nd by Eggert. Motion carried unanimously.

Motion by Eggert to approve Resolution 2020-011 Northrup King Campus project, 2nd by Meyer. Carried Unanimously.

Motion by Stille to approve Resolution 2020-012 Restorative Development Partnership Membership, 2nd by Dains. Carried Unanimously.

Motion by Egger to approve Resolution 2021-13 approving MWMO officers & meeting dates. 2nd by Dains. Carried Unanimously.

There being no further business, motion by **XXXXXX**, 2nd by **XXXXXX** to adjourn. Motion carried unanimously. The meeting was adjourned at 4:35 p.m.