



2522 Marshall Street NE
Minneapolis, MN 55418-3329

(612) 465-8780
(612) 465- 8785 fax

www.mwmo.org

**MISSISSIPPI
WATERSHED
MANAGEMENT
ORGANIZATION**

MEETING MINUTES

Date: 11 November 2015
Time: 3:00 pm – 5:00 pm
Location: Mississippi Watershed Management Organization
2522 Marshall St. NE
Minneapolis, Minnesota 55418

ATTACHMENT 3

Commissioners in Attendance

Jerry Faust, St. Anthony; Mary Gaasch, Lauderdale; Jim Saefke, Fridley; Linda Johnson, Hilltop; Kevin Reich, Minneapolis; Betty Wheeler, St. Paul; and Scott Vreeland, Minneapolis Park & Recreation.

Staff and Guests: Doug Snyder, MWMO; Marcy Bean, MWMO; Nick Busse, MWMO; Max Dalton, MWMO; Stephanie Johnson, MWMO; Michelle Ross, MWMO; Tammy Schmitz, MWMO; Udai Singh, MWMO; Patrick Hanlon, Minneapolis Environmental Services; Troy Gilchrist, Kennedy & Graven; and Amy Juntunen, JASS.

The meeting was called to order at 3:01 p.m. by Commissioner Reich.

Approval of Agenda and Minutes

Motion by Gaasch, second by Saefke to approve the Agenda as presented. Motion carried unanimously.

Motion by Faust, second by Vreeland to approve the minutes of the September 8, 2015 meeting as presented. Motion carried unanimously.

Consent Agenda

Motion by Reich, second by Vreeland to approve the Consent Agenda. Motion carried unanimously.

Program Reports

The meeting packet contains a detail of the **CIPs** completed in 2015, projects currently underway, projects planned for 2016, and feasibility studies. Images and insights from visits to the Columbia Heights public library site where BMPs are being constructed were shared. The Minneapolis Sculpture Garden project is slightly behind schedule and is anticipated to begin in Spring 2016. The project is a reconstruction necessary due to wetland-type soils and settling that has occurred over time. The project will stabilize structures with amendments of sandier soils and installation of subdrains. This will capture water on site in a large storage tank for reuse in irrigation. The tank may be upsized to also service the adjacent ball field. A discussion regarding re-plumbing the fountain to capture that water is ongoing. Minneapolis Public Works is spearheading a conversation regarding Vineland Place to discuss management of stormwater in unique ways. The sculpture garden project also includes an outreach aspect to educate visitors regarding the reuse.

Commissioners asked if discussion of pesticide use will occur, since reuse of the water will reapply such items that may be detrimental to pollinators and wildlife. Staff noted that sustainability has been part of the conversation and that those items will be brought up.

Current **outreach** is ongoing, with extra effort in Columbia Heights in order to learn the new community and help them engage with water protection activities. Staff will also talk to member cities in the northern communities regarding empty seats on the CAC.

It has been a busy year for the **monitoring and intern program**. River monitoring will be concluded next week. Some water quality monitoring on the river will continue through winter. There is currently an open position on the monitoring team. Wheeler, along with an intern from her community, and Patrick Hanlon from Minneapolis Environmental Services assisted with wetland monitoring in 2015. MWMO provides \$20,000 in grants annually to member cities to hire summer interns to perform monitoring and enforcement of erosion control and other water quality issues at construction sites. Hanlon has been working with MWMO for the past five years to hire seasonal technicians for monitoring and enforcement. Minneapolis Environmental Services performs approximately 9,000 inspections per year, as well as well water testing on construction sites, monitoring on the river and outfalls, promoting pollinator habitat, and bringing environmental science to schools. Wheeler commended the City of Minneapolis for their work in air quality monitoring as well.

Nearly ten years of **monitoring data will be compiled** using the database software Kisters Wiski 7. The software is customizable and water quality focused, allowing Staff to review an entire period of record to identify trends. Capital Region and Minnehaha Creek Watershed Districts are using this software and MWMO will have the ability to compare its monitoring data across these other organizations. The projected cost for the first year is \$50,000. A formal request will be brought to the Board at a future meeting. Faust mentioned that engineering firms requesting data for their analysis could be charged in order to recoup some costs.

A contractor was selected for the **solar installation project** in July 2015. Approved permits have now been received by Xcel Energy and Minneapolis, so construction will begin next Monday and is expected to take two to three weeks. Staff have begun exploring options for electric vehicle charging, as one staff member owns an electric car. Research will be brought to the Board in 2016. Vreeland noted that the Park Board built a charging station through a cost-share program and suggested MWMO Staff discuss possible grant opportunities with Park Board Staff.

Three **CIP grant funding applications** were received in the second round of grant openings for 2015. All three projects are in Minneapolis. Staff has vetted the projects and is currently following up with the applicants. The applications will be reviewed with the Board at the January meeting.

MWMO is finalizing a **joint communications plan** with Ramsey Washington and Capital Region Watershed Districts. The completed plan will be presented to the Board in early 2016.

A **website redesign** exercise was sent to the Board, Staff, citizen advisors, and WaterShed Partners. This exercise will help Staff decide placement of information in the new website.

An architect is working on construction drawings for the **building addition**. Once the drawings are complete, bids will be solicited. Bids are expected to be presented to the Board at the March 2016 meeting.

Staff has been working on the **financial reporting and allocation of unspent funds**. This information will be presented at the January Board meeting.

Staff will send out three possible dates for a **Board retreat** to occur in January. The retreat is usually a one-day event from 8:00 a.m.-3:00 p.m.

MWMO will be **hosting the MIA leadership team** on November 18 from 3:30-4:40 p.m. as part of the coral reef project. Board members are invited to attend.

Staff reminded Board members to submit all **2015 expense claims** by mid-December.

General Business

Staff presented the **2016 budget and levy amount**. The total budget is \$5.7 million, an increase of 1.79% over 2015. Motion by Vreeland, second by Faust to adopt the final levy amount of \$5,700,000 for fiscal year 2016 and direct Staff to submit the required documentation to Hennepin, Anoka and Ramsey Counties. Motion carried unanimously.

A **scale model** to demonstrate the stormwater system and show connections between surface runoff and the river through several methods, including the subterranean system, has been researched by Staff. The model would include a few blocks surrounding the MWMO site. Motion by Faust, second by Saefke to approve the design and fabrication of a scale model not to exceed \$54,000. Motion carried unanimously.

Staff is seeking approval of the agreement between MWMO and four landowners for the **Green 4th project**, and reallocation of the unspent funds from the 30% design document to obtain finalized bid documents. All four landowners have signed agreements to participate in the stormwater system and are committed to the project. Key components of the design include bio infiltration cells on the surface for rate control, as well as underground storage for water reuse. The goal is to have the project bid in January to remain aligned with the street reconstruction. There is an option to opt-out of the project in April if the construction bids are too high. Other agreement members can also put liens on the property to cover maintenance fees if necessary. There is a reserve for maintenance costs of up to \$50,000. The Easement Agreement is subject to such modifications as shall be deemed necessary, desirable, or appropriate by the Chair and Executive Director, the execution constituting conclusive evidence of their approval of any and all modifications. Staff will report bids at the March 2016 meeting.

Motion by Faust, second by Vreeland to approve the Easement Agreement in substantially the form now on file with the Board, authorizing the Chair and Executive Director to execute and deliver the Agreement, contingent of final approval by the Chair and Executive Director; and directs Staff to proceed with final bid documents and enter the bid process, with consulting fees not to exceed \$30,000. Funding for these services comes from a reallocation of committed 30% design funds that were not used. Motion carried unanimously.

Board Updates and Announcements

MWMO's Green Corps member gave a presentation last month to the City Council and is planning to become a Master Water Steward.

The Sustainability Fair will be held at Silverwood Park on November 19.

Open Public Input

There were no public comments.

Adjourn

There being no further business, motion by Saefke, second by Gaasch to adjourn. Motion carried unanimously. The meeting was adjourned at 4:13 p.m.

Respectfully submitted,

Amy Juntunen
Recording Secretary

Record of Motions

Motion by Gaasch, second by Saefke to approve the Agenda as presented. Motion carried unanimously.

Motion by Faust, second by Vreeland to approve the minutes of the September 8, 2015 meeting as presented. Motion carried unanimously.

Motion by Reich, second by Vreeland to approve the Consent Agenda. Motion carried unanimously.

Motion by Vreeland, second by Faust to adopt the final levy amount of \$5,700,000 for fiscal year 2016 and direct Staff to submit the required documentation to Hennepin, Anoka and Ramsey Counties. Motion carried unanimously.

Motion by Faust, second by Saefke to approve the design and fabrication of a scale model not to exceed \$54,000. Motion carried unanimously.

Motion by Faust, second by Vreeland to approve the Easement Agreement in substantially the form now on file with the Board, authorizing the Chair and Executive Director to execute and deliver the Agreement, contingent of final approval by the Chair and Executive Director; and directs Staff to proceed with final bid documents and enter the bid process, with consulting fees not to exceed \$30,000. Funding for these services comes from a reallocation of committed 30% design funds that were not used. Motion carried unanimously.

There being no further business, motion by Saefke, second by Gaasch to adjourn. Motion carried unanimously.