

EAGAN-INVER GROVE HEIGHTS WATERSHED MANAGEMENT ORGANIZATION

MINUTES BOARD OF MANAGERS MEETING October 19, 2021

The Eagan-Inver Grove Heights Watershed Management Organization (WMO) Board of Managers (Board) met at the Inver Grove Heights City Hall, 8150 Barbara Ave, Inver Grove Heights, MN 55077

Board Managers Present:

Joe Reymann, Chair	Appointed by City of Eagan
Sarah Saito	Appointed by City of Inver Grove Heights
Jennifer Workman-Jesness	Appointed by City of Eagan
Monica Foss	Appointed by City of Eagan
Sharon Lencowski	Appointed by City of Inver Grove Heights

Others Present:

Ashley Gallagher	Resource Conservationist, Dakota County Soil and Water Conservation District
Steve Dodge	Assistant City Engineer, City of Inver Grove Heights
Eric Macbeth	Water Resources Manager, City of Eagan

I. Call to Order

Reymann called the meeting to order at 5:35 p.m.

II. Adopt Agenda

Motion by Reymann, second by Workman-Jesness to approve the agenda. Motion carried.

III. Approve Consent Agenda

- A. Minutes of August 17, 2021 Meeting
- B. Invoices for Payment
- C. October 19, 2021 Year-to-Date Financial Summary

Motion by Workman-Jesness, second by Lencowski to approve the consent agenda. Motion carried.

IV. Activity to Update Education & Outreach Plan

All activities within the current 2019-2021 E&O table were reviewed. Many items will stay the same. Shifts occurring from print materials to web based. Adding some new programs as well. Chloride becoming more of an issue with dedicated program ideas. Future topics could include climate change impacts, speaker's forum, and appreciation of existing high-quality resources. Revisions will be made for a 2022-2024 plan and brought back to the Board for approval.

V. Smart Salting Education/Signage Planning

Cup design and budget was previously approved by the Board. Cups were ordered and delivered. A draft sign to be distributed to stores to hang by salt sales area was provided. Some comments included adding more color, increase size and laminate. Administrator will tweak the design and have signs ready for managers to distribute with the cups for this winter. Anticipate displaying at approximately 7 stores.

VI. Review Water Checklist and Certification

Foss handed out a best practices for lawns checklist as well as some ideas on how the list could be used. Could be a self-assessment tool, certification program (with various levels), yard sign for recognition, host block parties or cash rebate program. Checklist was supported by managers as something to continue to develop as a WMO program. Managers can send comments to Foss. The concept will be included in the E&O plan and details will be discussed in the next few WMO meetings.

VII. Update on Educational Signage for Eagan Stormwater Practices

Macbeth handed out the draft signage developed by City of Eagan staff for the stormwater best management practices around the City Hall complex. Images are fairly set but he is still taking comments on them and the text. Managers will submit comments to Macbeth within the next week.

VIII. Delegate State Grant Authority to Administrator

The Watershed Based Implementation Funding grant through BWSR will need to be extended. Current expiration is December 31, 2021. The Carlson Lake project is contracted but was unable to be constructed due to materials shortages. SWCD has taken a similar broad motion to allow staff to sign off for grant management.

Motion by Reymann, second by Workman-Jesness that the Administrator is delegated authority to sign all state grant documents. Motion carried.

IX. Amend Joint Powers Agreement with Eagan for Watershed Based Funding Grant

Current JPA between E-IGHWMO and the City of Eagan is set to expire at the end of 2021. Since the Carlson Lake project is not complete a JPA amendment is needed to extend the date. At the same time the remaining project funds that were not used by a County WBIF project will be added to the City of Eagan JPA. Upon approval the JPA will be routed to City of Eagan Council for approval.

Motion by Reymann, second by Lencowski to approve the amendments to the JPA as presented.

X. Discuss Records Retention Policy

The official records retention currently resides with the City of Eagan. It is being proposed by staff to change this to the Administrators office, Dakota County SWCD. Change would need to be officially filed with the State of Minnesota. This would mean all records officially stored at SWCD office, and any data request would be process by the SWCD. May be pending SWCD acceptance of official records retention. Is a good time to revisit the retention schedule anyways.

Motion by Workman-Jesness, second by Saito to change the official records retention to the SWCD office, pending acceptance of the SWCD Board. Motion carried.

XI. Approve Workplan with SWCD

Annual workplan was reviewed, most items remain the same. Rate for SWCD increased from \$80 to \$85. Websites redesign costs came out, Landscaping for Clean Water (LCW) may be virtual or combination, and LCW grants remain at 12.

Motion by Workman-Jesness, second by Foss to approve the 2022 workplan with Dakota SWCD. Motion carried.

XII. Select Legal Services Proposal

The RFP was posted and distributed. A proposal was received from Campbell Knutson. They are also current legal counsel.

Motion by Reymann, second by Lencowski to enter into an agreement with Campbell Knutson for legal services according to the proposal. Motion carried.

XIII. Approve 2022 Meeting Schedule

Proposed schedule follows what has typically been done in past years and has meetings in both Eagan and Inver Grove Heights.

Motion by Reymann, second by Saito to approve the 2022 meeting schedule as presented. Motion carried.

XIV. Minnesota Water Stewards Activity Updates

Only update was that some Managers/Water stewards tabled at Eagan MarketFest.

XV. Community Updates

Eagan adopted the garbage truck ordinance which requires reporting of any amount of hydraulic fluid discharge. Carlson Lake project will be in 2022 due to materials shortages. Another project that benefits LeMay Lake project currently under construction. Managers are welcome to go look at the underground storage tank as it is currently still open.

Inver Grove Heights is standardizing their hydro-dynamic separators to ease maintenance. There are development assurity agreements that even if builder fails to follow through the developer will still be held accountable. This helps with single lot turf establishment and erosion control measures. There is also an escrow for native vegetation establishment.

XVI. Agenda Items for Next Meeting

- Education & Outreach Plan
- Smart salting
- Signage
- Water checklist

XVII. Adjournment

Motion by Workman-Jesness, second by Foss to adjourn the meeting. Meeting adjourned at 7:30 pm.