

# EAGAN-INVER GROVE HEIGHTS WATERSHED MANAGEMENT ORGANIZATION

## MINUTES BOARD OF MANAGERS MEETING October 18, 2022

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:**

Jennifer Workman-Jesness	Appointed by City of Eagan
Monica Foss	Appointed by City of Eagan
Sarah Saito	Appointed by City of Inver Grove Heights
Kathleen Reitz	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, Inver Grove Heights
Gregg Thompson	Water Resources Staff, City of Eagan
Eric Macbeth	Water Resources Manager, City of Eagan
Brian Fake	City of Eagan Resident
Steve Errante	Applicant for WMO Manager, Inver Grove Heights
Jennifer Mocal-Johnson	PRAP Coordinator, Board of Water and Soil Resources
Steve Christopher	Board Conservationist, Board of Water and Soil Resources

### **I. Call to Order**

Chair Foss called the meeting to order at 5:32 p.m.

### **II. Adopt Agenda**

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

### **III. Approve Consent Agenda**

- A. Minutes of August 16, 2022 Meeting
- B. Invoices for Payment
- C. October 18, 2022 Year-to-Date Financial Summary

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

### **IV. Performance Review and Assessment Program (PRAP) Presentation**

The PRAP factsheet was included in the meeting packet. Jennifer provided a presentation on the PRAP program statewide and process for E-IGHWMO. A survey will be sent out tomorrow, Managers and partners should complete the survey within two weeks. Administrator will be completing the remaining reporting items. Jennifer will draft a report and present it to the Board at the December meeting.

#### **V. Approve WBIF Payment for Carlson Lake TMDL Project**

This is the final project from the first round of Watershed Based Implementation Funding (WBIF). The project is complete and City of Eagan has provided supporting documentation. Payment voucher included in the meeting packet.

**Motion by** Saito, second by Lencowski to approve payment to the City of Eagan for \$43,866 for the Carlson Lake Project. Motion carried.

#### **VI. New Bank Update**

Transition was smooth, account at Deerwood is closed and new account is at Ideal Credit Union. Checks for new account have arrived. Still need to add Saito as a signatory. Administrator will send a connecting email between Ideal staff and Saito. Christopher will send information for updating SWIFT (state system used for grant payments).

#### **VII. Outreach Schedule Review**

Reformatted slightly based on input from the last meeting and added all newsletter deadlines. Document can continue to be a working document and will assist with looking ahead and planning. Saito and Workman-Jesness will continue to be in contact with city outreach staff as needed for newsletters. Discussion on what 'promote' really means, often it is coordination with member cities to ensure messaging is getting out. Could be opportunity to use the 'notify me' function on city websites for sending out water related topics. For rain barrel promotion, continue to have a demonstration barrel at events.

#### **VIII. Smart Salting Planning**

E-IGHWMO designed, purchased, and distributed cups last year to encourage smart salting practices. The Board previously decided to continue the program, possibly expand with some new ideas. Managers delivered to local stores last year including Home Depot, Ace Hardware, Hardware Hank, Cub, and would like to add Target and Costco. Those comfortable assisting with distribution can take cups and signs. Goal is to have displays in place by December. Would be good to keep a list of stores and contacts. Smart salting article, with mention of the cups, is already drafted for the Eagan newsletter this winter. Discussion on more outreach, in particular commercial sector. Can be hard to reach commercial sector due to concerns with liability. There are trainings and certifications available through the MPCA. Not many of those certified are in commercial sector but many city employees are.

#### **IX. CLIMB Theatre Discussion**

They had staff transition and had to track down a new contact. Michael Brown was able to provide an update on schools and number of children reached. We have contracted with them for about 5-6 years now. Easier to do a couple year contract, just need to ensure we have good communication.

#### **X. Approve 2023 Budget and Dues**

Administrator mentioned that budget and dues are adjusted to align with the workplan. The hourly rate for SWCD increased by \$5 and the Landscaping for Clean Water Program increased slightly. Comment that rate for SWCD seems low. Discussion on the line item for existing programs and if more should be added. There should be enough in the line item to cover expenses. The workplan doesn't match budget exactly but is set up as a not-to-exceed amount and could shift as needed. Often the engineering budget is not used. However, it is good to build reserves for the next watershed plan update. Budget is set first, then the total amount is plugged into a set equation that determines dues for each city. The only input in equation that can change is the tax value, which doesn't change result of equation much from year to year.

**Motion by** Reitz, second by Workman-Jesness to approve the 2023 budget and dues. Motion carried.

**XI. Approve 2023 Workplan with SWCD**

Most updates already discussed during budget. There is budget for 12 Landscaping for Clean Water project grants but not all of them are used every year. Records management was added as an administrative task. This would cover changing the official record holder from City of Eagan to the SWCD. Pending approval by the E-IGHWMO Board and the SWCD, the two would enter into a Joint Powers Agreement for the services outlined.

**Motion by** Workman-Jesness, second by Saito to approve the workplan with Dakota SWCD and enter into a JPA pending approval by the SWCD Board. Motion carried.

**XII. Approve 2023 Meeting Schedule**

Schedule follows the typical schedule that has been established the last few years with meetings generally the third Tuesday of every other month and held in both cities.

**Motion by** Saito, second by Reitz to approve the 2023 meeting schedule as presented. Motion carried.

**XIII. Minnesota Water Stewards Activity Updates**

No Updates.

**XIV. Community Updates**

Eagan- Water quality monitoring wrapped up for the season. Plant harvesting is complete. Eric is retired and employed on a contract basis through the end of the year. New Water Resources Manager Jenna Olson will start October 31<sup>st</sup>. She comes from the City of Burlington Vermont. Carlson Lake is wrapped up, as mentioned earlier. Though there is not much to see of the underground system, it could still be a potential tour in the future. Alum applications for all scheduled lakes were completed in three days in early October. Lakes will continue to be monitored, sediments will be analyzed in 5 years and will determine if another application is needed. The BMP signage for the moveable signs has arrived. Discussion on whether more BMPs like the tree trenches and permeable pavers will be installed throughout the city. There are grant funds available, but so far there has be no interest. BMPs are often very opportunity based.

IGH- Meeting compliance with MPCA MS4 permit. Installed a stormwater storage project to mitigate flooding in a neighborhood. Timing of rain during construction cause unfortunate runoff and flooding that had to be cleaned up. Project is now complete and offers flooding reduction. City now has a full-time stormwater staff. City inventories approximately 20% of stormwater infrastructure annually for maintenance. The stormwater fee is slowly helping to take care of the back-log of maintenance.

**XV. Agenda Items for December 6, 2022 Meeting**

- PRAP
- Smart Salting Planning

**XVI. Adjournment**

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