

MEETING MINUTES

Riley-Purgatory-Bluff Creek Watershed District

January 10, 2024, RPBCWD Board of Managers Regular Monthly Meeting

PRESENT:

Managers:

Jill Crafton, Treasurer
Tom Duevel, outgoing Vice President, incoming Secretary
Larry Koch*
Dorothy Pedersen, outgoing Secretary, incoming President
David Ziegler, outgoing President, incoming Vice President

Staff:

Amy Bakkum, Office Administrator
Zach Dickhausen*, Natural Resources Coordinator
Liz Forbes, Communications Manager
Andrew Hartmann, Water Resources Technician
Terry Jeffery, District Administrator
Eleanor Mahon,* Community Engagement Coordinator
Josh Maxwell, Water Resources & Fisheries Manager
Dylan Monahan, Administrative Assistant
Mat Nicklay, Natural Resources Technician
Alaina Portoghese*, Communications Specialist
Louis Smith, Attorney, Smith Partners
Scott Sobiech, Barr Engineering Company

Other Attendees:

Andrew Aller*
Rod Fisher*, EP Duck Lake Assoc.
Sharon McCotter
Ted Melby
Bill Satterness
Carol Standal*

**Attended the meeting virtually.*

1. Call to Order of Board of Managers Regular Monthly Meeting

- 1 President Ziegler called to order the Wednesday, January 10, 2024, Board of Managers Regular
- 2 Meeting at 7:00 p.m. at the District Office, 18681 Lake Drive East, Chanhassen, Hennepin
- 3 County, Minnesota.

4 President Ziegler announced that pursuant to Minnesota Statutes 103D.021, Subd. 1 and his own
 5 declaration, this meeting is being held in person in public. He said that the District recognizes a
 6 manager may have a legitimate reason, based on advice from a healthcare professional, for not
 7 attending a meeting in a public place in person and in such circumstances may participate in the
 8 meeting remotely. President Ziegler said members of the public may participate in person or
 9 remotely.

10 Louis Smith called attendance for the Board of Managers as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Present
Duevel	Present
Koch	Present*
Pedersen	Present
Ziegler	Present

12 *Before responding, Manager Koch stated he objects to holding this meeting because it was not set on the
 13 schedule and the requisite eight-days' notice by mail was not given and that without waiving his objection
 14 he is present.

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2. Approval of Agenda

16 Manager Pedersen moved to accept the agenda as written. Manager Duevel seconded the motion.

17 Manager Koch requesting removing Consent Agenda items b – i and adding them as Action
 18 Items.

19 Administrator Jeffery said at the request of the applicant, agenda item 6F – Approve After the
 20 Fact Permit 2023-053 Helgeson Lot Improvements has been removed from the agenda. He said
 21 the applicant has submitted a written request to extend the review period.

22 Administrator Jeffery reported that there is no update on the lawsuit Larry Koch v. RPBCWD and
 23 Terry Jeffery. He recommended agenda item 9a – Update on the Lawsuit Larry Koch v.
 24 RPBCWD and Terry Jeffery be removed from the agenda.

25 Upon a roll call vote, the motion carried 5-0 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes

Koch	Yes*
Pedersen	Yes
Ziegler	Yes

27 *Before responding, Manager Koch stated, "Subject to my prior objections."

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3. Matters of General Public Interest

29 President Ziegler explained the procedures for raising matters of public interest.

30 Bill Satterness of 8597 Red Oak Drive, Eden Prairie summarized the three topics of his
 31 comments: his perspective, principles, and Spring Road. He said he is here as an individual
 32 and he is also a director of the Friends of Red Rock Lake. Mr. Satterness said he is a former
 33 manager candidate and a former member of the Citizens Advisory Committee. He said he
 34 was elected as the CAC's first chair in 2013. He said when he first got involved with the
 35 District, the District inspired him because it was independent minded and kept its overhead
 36 extremely low. He said he fought the transition to becoming just another bloated
 37 bureaucratic, empire-building tax and spend agency. Mr. Satterness said he stopped
 38 attending because the managers stopped listening to him. He said he now regrets he was not
 39 paying attention in 2023. Mr. Satterness said regarding topic two, principles, the District's
 40 only reason for being, its only focus is water resources. He said primarily you should be
 41 concerned with the lakes because that is where the water is. Mr. Satterness said creeks are
 42 temporary conduits of the water. He said springs are fed by groundwater. He said you
 43 should already know that to buy land on the east side of Spring Road will not do anything
 44 for the water in that spring, because that is fed from groundwater on the west side. Mr.
 45 Satterness said the second principle is you should not be unduly influenced by politics. He
 46 said you are not a slush fund for city parks departments or any one feel-good cause. Mr.
 47 Satterness said you should be responsive to the priorities of the 100,000 taxpayers in our 47-
 48 square miles. He said we want good value for our money. Mr. Satterness said we do not
 49 want you to build a monument to yourselves and your ever-increasing number of
 50 employees. He said the average person on the street would say they want you to improve the
 51 condition of the 13 major lakes so they can be fully enjoyed by all citizens. Mr. Satterness
 52 said regarding his third topic, Spring Road, in the last 10 years your budget has tripled to
 53 over \$4,000,000. He said now you plan to take on debt and raise taxes and postpone
 54 projects. Mr. Satterness asked what else could you do with an extra \$5,800,000? He said
 55 that amount is almost 300 times the \$20,000 or so you spend per year for Red Rock Lake.
 56 Mr. Satterness said an analogy here is if the amount you spend per year on Red Rock Lake
 57 is one inch high, the amount you plan to spend for Spring Road would be 24 feet high. Mr.
 58 Satterness said years ago there was a television commercial for men in Skin Bracer
 59 [aftershave product] – a man would slap himself and then say thanks, I needed that. Mr.
 60 Satterness said he hopes that is how you will see Manager Koch's lawsuit. Mr. Satterness
 61 said he urges you to undo this mistake. He said it is not your role but is the City's role to

62 decide how that tract will be used. Mr. Satterness said it is certainly not your role to own
 63 land in perpetuity. He concluded by saying get back to the basics.

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4. Reading and Approval of Meeting Minutes

65 **a. Approve Minutes of the December 13, 2023, Regular Monthly Meeting of the**
 66 **RPBCWD Board of Managers**

67 Manager Pedersen moved to approve the minutes of the December 13, 2023, Regular
 68 Monthly Meeting as submitted. Manager Duevel seconded the motion.

69 Manager Crafton noted the following edits: on line 117 replace 20207 with 2017, on line
 70 129 delete the words “has been” after the word “trending,” on line 150 replace “at” with
 71 “as” and on line 281 replace the word “one” with “on” in front of “the other side”.

72 President Ziegler said a correction to line to correctly identify the manager that made the
 73 motion [President Ziegler] and seconded [Manager Pedersen] the motion.

74 Manager Koch said the managers agreed on a process for reviewing the minutes and
 75 submitting comments and reviewing the mark ups. He said he thinks we should follow the
 76 rules and procedures we have adopted. He said the Board secretary needs to make sure
 77 there is a process and procedure and have efficient minutes and documentation. Manager
 78 Koch said he believes we hire somebody, pay somebody to actually transcribe these
 79 minutes and it would seem to him that person at the very least should be proofreading this
 80 and at least making notations of changes that they see should be made so we could save
 81 time and be directed to the changes that are obvious.

82 Upon a roll call vote, the motion carried 5-0 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	Yes*
Pedersen	Yes
Ziegler	Yes

84 *Prior to voting Manager Koch stated, “Approval of the minutes with proposed amendments.”

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b. Approve Minutes of the December 26, 2023, Special Meeting of the Board of Managers

Manager Pedersen moved to accept the minutes of the December 26, 2023, Special Meeting of the Board of Managers Meeting. Manager Duevel seconded the motion.

Manager Crafton noted an edit to line 59 to correct the table of votes to note Manager Koch abstained from the vote.

Manager Koch objected to the consideration of these minutes on the basis he thinks that meeting was illegally held as he thinks the requisite notice was not given.

Upon a roll call vote, the motion carried 4-1 as follows:

<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	No*
Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch stated, "Without waiving my prior objections."

5. Committee and Member Reports

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a. Adopt Resolution 2024-001 Receiving Committee Reports.

i. Receive Citizens Advisory (CAC) Minutes and Report

Sharon McCotter reported the CAC did not make any motions at its most recent meeting. She said the Committee had a robust discussion regarding the idea of developing a template for lake vegetation management plans. Ms. McCotter said regarding that idea, the CAC shows some support for it as the CAC is in favor of using existing watershed data, avoiding redundancy, facilitating the ability to get plans put together more quickly, and reducing costs.

ii. Receive Governance Committee Report (No Meeting Held in December)

President Ziegler said the Governance Committee did not meet in December.

111 **iii. Receive Audit and Finance Committee Report (No Meeting Held in**
 112 **December)**

113 Manager Crafton said the Audit and Finance Committee did not meet and does
 114 not have a report.

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116 **iv. Receive Personnel Committee Report (No Meeting Held in December)**

117 Manager Pedersen said the Personnel Committee did not meet and does not have
 118 a report.

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120 Manager Pedersen moved to adopt Resolution 24-001 to Receive Committee Reports.
 121 Manager Crafton seconded the motion.

122 Manager Koch said he restates his prior comments on the resolution.

123 Upon a roll call vote, the motion carried 4-1 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	No*
Pedersen	Yes
Ziegler	Yes

125 *After voting Manager Koch said he does not waive any of his objections.

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127 **b. Confirm Board Representation for January 22, 2024, CAC Meeting**

128 Manager Duevel volunteered to be the Board representative for the January 22nd CAC
 129 meeting.

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6. Consent Agenda

131 **a. Adopt Resolution 24-002 to Approve Consent Agenda**

132 [No action taken.]

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7. Old Business

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[There were no Old Business agenda items.]

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8. New Business

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a. Items Removed from Consent Agenda

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i. Receive December Staff Report

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Manager Crafton moved to receive the December staff report. Manager Pedersen seconded the motion.

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Manager Koch asked for the report format as well as the financial report format to be modified so the column headers are repeated on each page. Manager Koch asked staff to have the auditors and accountants find out if his interpretation of 103D is correct in that a separate fund needs to be set up for each capital project and once you have allocated money to it, the money is stuck in that account for those purposes.

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Manager Koch said he notices Administrator Jeffery is sitting on a number of the District's committees. Manager Koch expressed his concern about time commitments and not devoting sufficient time to the operations of the District. He said he does not think the Administrator is spending the appropriate amount of time to address minutes or data requests.

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Manager Koch asked if the annual communication will be the topic of a workshop. Administrator Jeffery said the draft report will be ready by the Board's January workshop.

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Manager Koch said the District does not have adopted policies for many of the items listed in the District's audits. He said he has previously provided draft policies and it is time to make sure the District has adopted policies.

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Manager Koch asked regarding the increased water clarity of Lake Riley if any analysis has been done to determine the degree to which the zebra mussels versus the alum treatments have contributed to the improved clarity.

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Administrator Jeffery said Joe Bischoff of Barr Engineering said given the timing it is not tenable that the improvement is the result of zebra mussels and he is confident it is a direct result of the alum treatment. Manager Koch asked to be provided with any studies.

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Manager Koch asked to see the Score Your Shore data.

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Manager Koch said he believes the District's website needs a lot of work. He said it is very difficult to find things on it. He said he believes the site needs to

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168 be reviewed by third parties and there should be website consultants engaged
 169 under IT people.

170 Manager Koch asked why we are going back to groundwater. He said he does
 171 not believe the District has the authority to deal with groundwater.

172 Administrator Jeffery said shallow groundwater/near surface groundwater is
 173 integral to maintaining hydrology within lakes, wetlands, streams and is integral
 174 to considerations of channel erosion, habitat changes within wetlands, and flood
 175 storage throughout the District. Manager Koch said he thinks we need a study
 176 done before we spend money on a groundwater program.

177 Manager Koch asked if it would be worthwhile to try to recoup costs of the
 178 MNRAM Access database. He said it seems that a lot of people are accessing it.
 179 Manager Koch said regarding the Lake Riley alum treatment he thinks it is
 180 appropriate for staff to provide objective data when reciting the data in reports.

181 Manager Koch said he thinks a workshop topic should be about whether
 182 wetlands are worth protecting and if so, why. Manager Koch asked if the
 183 Middle Riley Creek project is closed out. Administrator Jeffery said he is
 184 sending Bearpath an invoice.

185 Manager Crafton said she thinks it is apparent the website is improving
 186 constantly and staff member Liz Forbes is doing great work. Manager Crafton
 187 said staff member Josh Maxwell is doing great work with the wetland data and
 188 database. She said she wants staff to know she has complete faith in their work
 189 and they are doing an amazing job. Manager Crafton said she thinks it is
 190 extremely important for Administrator Jeffery to be involved in the District's
 191 committees.

192 Manager Duevel agreed with Manager Crafton's comments about District staff.
 193 He said centerpiece to the District's work is coordinating with state and federal
 194 agencies. Manager Duevel said the District's website has a lot of audiences and
 195 has a lot of data on it. He said it is continually evolving and the work of the
 196 District's staff seems pretty phenomenal to him.

197 Manager Koch said he stands by all of his comments and it sounds to him like
 198 Manager Crafton and Manager Duevel are trying to make excuses. Manager
 199 Koch said he has sent many comments about the website to no avail. He said
 200 the District's accounting is not any more complicated than any other business'
 201 accounting.

202 Upon a roll call vote, the motion carried 4-1 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Yes

Duevel	Yes
Koch	No*
Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, "Subject to all my prior objections, without waiving them."

ii. Receive December Engineer’s Report

Manager Koch commented he thinks staff should track their time spent on calls, emails, and meetings by engineers and, apparently, staff regarding pre-application so we can be appropriately compensated for their time.

Manager Koch said he would like to see a copy of the memo delivered to the District Administrator as referenced in the Engineer’s Report on page 3, Task Order 040.

Manager Pedersen moved to accept the December Engineer’s Report. Manager Crafton seconded the motion.

Upon a roll call vote, the motion carried 5-0 as follows:

<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	Yes*
Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, "Without waiving my prior objections."

iii. Receive December Regulatory Report

Manager Koch said he thinks it would be great if the report would contain more information such as the various rules that are at play in the various permits. He asked staff to put page numbers on the report in the future. He said he would like to see more analysis and more information on the permits as they move through time instead of just summaries. Manager Koch suggested the report

226 include a column listing next steps. He said some of the permits in the report
 227 have been outstanding for a long time and we need to move them forward.
 228 Manager Pedersen moved to accept the December regulatory report. Manager
 229 Duevel seconded the motion.

230 Upon a roll call vote, the motion carried 5-0 as follows:

<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	Yes*
Pedersen	Yes
Ziegler	Yes

231 *Prior to voting Manager Koch said, "Without waiving my objections."
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233 **iv. Approve Permit 2023-020 Bush Lake Veterinary Clinic Modification**
 234 **Request as Presented in the Board Action Section of the Permit**
 235 **Review Report**

236 Manager Pedersen moved to approve Permit 2023-020 Bush Lake Veterinary
 237 Clinic Modification as presented in the Board action section of the permit
 238 review report. Manager Crafton seconded the motion.

239 Manager Koch commented he has concerns about how on page 8 of the permit
 240 memo the general requirements tie into the recommendations and the
 241 stipulations. He said he thinks we could do a better job of making sure the
 242 conditions set forth in the report are actually part of the general requirements.
 243 Manager Koch said it would be better if the conditions were listed or at least
 244 referenced to the paragraph number.

245 Manager Koch moved to amend the motion to state we adopt the proposed
 246 resolutions set forth on page 1 of the report subject to the engineer, legal, and
 247 staff reviewing and modifying as appropriate the general requirements,
 248 recommendations, and stipulations. The motion to amend died due to lack of a
 249 second.

250 Upon a roll call vote, the motion carried 4-1 as follows:
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<i>Manager</i>	<i>Action</i>
Crafton	Yes

Duevel	Yes
Koch	No*
Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, "Without waiving my objections."

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v. **Approve Permit 2023-064 Rainbow Drive Culvert Replacement as Presented in the Proposed Board Action Section of the Permit Review Report**

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Manager Crafton moved to approve Permit 2023-064 Rainbow Drive Culvert Replacement. Manager Duevel seconded the motion.

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Manager Koch said he has the same issues he raised with the previous permit request. Manager Koch moved to amend the motion by adopting the proposed resolution set forth on page 1 of the report on the condition that staff, engineer, and legal counsel review the wording in terms of the general requirements, recommendations, and stipulations so that the requirements upon which the permit is granted are clear and concise. The motion to amend died due to lack of a second.

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Manager Koch asked that someone read the resolution. Administrator Jeffery read aloud the resolution as follows:

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Manager Crafton moved and Manager Duevel seconded the adoption of the following resolutions based on the permit report that follows and the presentation of the matter at the January 10, 2024, meeting of the managers. Resolved that the application for Permit 2023-064 is approved, subject to the condition and stipulations set forth in the Recommendations section of the report. Resolved that on determination by the RPBCWD administrator that the conditions of approval have been affirmatively resolved, the RPBCWD president or administrator is authorized and directed to sign and deliver Permit 2023-064 to the applicant on behalf of RPBCWD.

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Upon a roll call vote, the motion carried 4-1 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	No*

Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, "Without waiving my objections."

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vi. Adopt Resolution 24-003 Naming Official Newspapers for Publication of RPBCWD Notices

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Manager Pedersen moved to adopt Resolution 24-003 Naming Official Newspapers for Publication of RPBCWD Notices. Manager Crafton seconded the motion.

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Manager Koch asked if these publications cover all the residences in the district. Administrator Jeffery said to the best of his knowledge and without knowing the full circulation of all these publications, they geographically cover all places in the District.

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Manager Koch said it seems to him it would be incumbent on the District to inquire and determine if these newspapers cover all the residents in the District so we avoid any objection that people were not given the proper notices. Administrator Jeffery responded these publications are the only ones published in the District short of the *Star Tribune* or *St. Paul Pioneer Press*. Manager Koch said we should do the homework and make sure the publications cover all the residences.

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Manager Koch moved to amend the resolution to direct staff and legal counsel to confirm that these publications cover all the residences within the District. The motion died due to lack of a second.

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Upon a roll call vote, the motion carried 4-1 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	No*
Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, "Without waiving my objections."

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vii. Adopt Resolution 24-004 Naming US Bank and the 4M Fund as the Official Depository for RPBCWD Funds.

Manager Pedersen moved to adopt Resolution 24-004 Naming U.S. Bank and the 4M Fund as the Official Depository for RPBCWD Funds. Manager Duevel seconded the motion.

Manager Koch said he is not sure the resolution accurately reflects the District’s process. He said he believes 4M and its affiliates would be the correct depositories. Administrator Jeffery said U.S. Bank is the District’s depository and once deposited into U.S. Bank the District’s funds are held within the District’s account with the 4M Fund. Manager Koch asked if it is necessary for the Board to adopt this resolution at this time.

Louis Smith said the Governance Manual requires the District to annually designate its depository. He said this resolution is framed to cover both U.S. Bank and 4M and is consistent with the needs of both institutions and the District.

Manager Crafton said she thinks the resolution is perfectly adequate language and she has no objections to it.

Upon a roll call vote, the motion carried 4-1 as follows:

<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	No*
Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, “Without waiving my objections.”

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b. Accept December Treasurer’s Report

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Manager Crafton said the December Treasurer’s Report has been reviewed in compliance with our internal controls and procedures. She moved to accept the December Treasurer’s Report. Manager Pedersen seconded the motion.

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Manager Koch said he provided a receipt for a meal and apparently payment of this cost is being rejected, despite his pointing out to Administrator Jeffery that the Governance Manual provides for payment of the receipt Manager Koch submitted. Manager Koch pointed out on page 2 of the December Treasurer’s report a charge is listed for which

334 there is no receipt. He said he finds it ironic for someone to be charging things and
 335 having no receipts. Manager Koch said what is good for the goose is good for the
 336 gander.

337 Manager Koch commented he does not think we are complying with 103B.241. He said
 338 he thinks the Audit and Finance Committee should be looking into that.

339 Manager Koch asked where in the balance sheet the \$50,000 payment for Spring Valley
 340 is reflected. Administrator Jeffery said on page 6 of 10, under Opportunity Projects, line
 341 item 4660 Real Estate. Manager Koch said that is not the question and perhaps
 342 Administrator should review this balance sheet with the accountants and auditors.
 343 Manager Koch said he believes the \$50,000 should be reflected as an asset as it is not
 344 committed. He said it may also be required to be reflected as a liability on that balance
 345 sheet.

346 Manager Koch remarked he believes the \$50,000 is an illegal expenditure because in his
 347 opinion there was not a valid meeting held to authorize that payment. He said
 348 furthermore that payment was not required under the terms of the agreement and
 349 therefore would constitute an illegal unwarranted expenditure by the District.

350 Manager Koch asked who authorized the payment of three credit card statements. He
 351 said to his knowledge no such policy has been presented to the managers for approval.
 352 Manager Koch commented he believes the standing policy adopted is that the District
 353 only reports income when it is received but reports expenses when accrued. He said if
 354 his belief is correct, then we would not be reporting the \$30,000 in anticipated interest
 355 income because we had not approved accrual statements for income. Manager Koch
 356 said these issues need to be addressed by the accountants, auditors, Audit and Finance
 357 Committee, and the Treasurer. Manager Koch said he thinks labor costs should be
 358 allocated to the various areas of services so they have a better handle on how much it
 359 costs to provide a particular service or product.

360 Manager Koch said the second half levy payment by the counties is not reflected in the
 361 report. He asked if we received those payments. Administrator Jeffery said he received
 362 notification the payments were distributed through ACH and he will follow up with the
 363 accountant as to why the payments are not reflected in the report.

364 Manager Koch commented he would appreciate the report formatting include headers
 365 on every page.

366 Upon a roll call vote, the motion carried 4-1 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	No*

Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, “Without waiving my prior objections.”

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c. Adopt Resolution 24-006 Approving Payment of the Bills

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Manager Crafton moved to adopt Resolution 24-006 Approving Payment of the Bills.

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Manager Pedersen seconded the motion.

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Manager Koch said he assumes “bills” means the expenses listed on page 1 of 1 under expenses. Administrator Jeffery said that is correct. Manager Koch commented electronic payments have been made without the Board’s approval and he thinks the payments approval process should be reviewed and, if necessary, revised.

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Upon a roll call vote, the motion carried 4-1 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	No*
Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, “Without waiving my objections.”

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d. Adopt Resolution 24-007 Adopting Schedule of Meetings for the Board of Managers in 2024

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Manager Pedersen moved to adopt Resolution 24-007 Adopting Schedule of Meetings for the Board of Managers in 2024. President Ziegler seconded the motion.

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President Ziegler noted March 6, 2024, is Legislative Day. Administrator Jeffery suggested holding the Board’s March Regular Meeting on March 13, 2024. Manager Koch requested holding the January 2024 workshop on January 25th instead of January 18.

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Manager Koch moved to amend the resolution to update the proposed 2024 Schedule of Meetings to hold the March regular Board meeting on March 13th and the January workshop on January 25th and to include a workshop in each month. He said they can be cancelled if necessary. The motion died due to lack of a second.

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Manager Pedersen moved to amend the schedule to hold the January workshop on January 25th and the March meeting on March 13th. Manager Crafton seconded the motion.

Upon a roll call vote, the motion to amend carried 4-1 as follows:

<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	No*
Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, “Without waiving any of my prior objections.”

Upon a roll call vote, the amended motion carried 4-1 as follows:

<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	No*
Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, “Without waiving any of my objections.”

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e. Adopt Resolution 24-008 Acknowledging Schedule of Meetings for the Citizen Advisory Committee in 2024

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Manager Pedersen moved to adopt Resolution 24-008 as written. Manager Crafton seconded the motion.

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Upon a roll call vote the motion carried 4-0 as follows:

<i>Manager</i>	<i>Action</i>
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Crafton	Yes
Duevel	Yes
Koch	Abstain*
Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, "Without waiving my objections."

f. Adopt Resolution 24-009 Appointing Citizen Advisory Committee Members for 2024

Manager Pedersen moved to adopt Resolution 24-009 Appointing Citizen Advisory Committee Members for 2024. Manager Crafton seconded the motion.

Upon a roll call vote the motion carried 4-0 as follows:

<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	Abstain*
Pedersen	Yes
Ziegler	Yes

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*Prior to voting Manager Koch said, "Without waiving any of my prior objections."

g. Adopt Resolution 24-010 Appointing Managers to Standing Committees: Personnel, Governance, and Audit and Finance

Governance Committee

Manager Crafton moved to appoint Manager Duevel and Manager Ziegler to the Governance Committee. Manager Pedersen seconded the motion.

Manager Koch clarified the nomination process. He nominated himself for the Governance Committee.

Mr. Smith clarified all of the managers votes need to be public and recorded.

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Manager Koch said point of order there is an opportunity for nominees or others to speak before voting. Manager Koch, Manager Duevel, and Manager Ziegler each commented on his background, qualifications, and experience.

The managers voted on the nominations to the Governance Committee as follows:

<i>Manager</i>	<i>Slot 1</i>	<i>Slot 2</i>
Crafton	Ziegler	Duevel
Duevel	Ziegler	Duevel
Koch	Koch	Koch
Pedersen	Ziegler	Duevel
Ziegler	Ziegler	Duevel

433

Mr. Smith summarized that Manager Ziegler is elected to slot 1 and Manager Duevel is elected to slot 2 on the Governance Committee.

434
435
436

Personnel Committee

437

Manager Crafton nominated Manager Pedersen for the Personnel Committee. Manager Pedersen nominated Manager Crafton for the Personnel Committee. Manager Koch nominated himself.

438
439
440

Manager Koch described his experience and qualifications to serve on this committee. Manager Crafton described her vision for the committee and her experience serving on the committee. Manager Pedersen described her qualifications and experience.

441
442
443

The managers voted on the nominations to the Personnel Committee as follows:

444
445

<i>Manager</i>	<i>Slot 1</i>	<i>Slot 2</i>
Crafton	Crafton	Pedersen
Duevel	Crafton	Pedersen
Koch	Koch	Koch
Pedersen	Crafton	Pedersen
Ziegler	Crafton	Pedersen

446

447 Mr. Smith summarized that Manager Crafton is elected 4-1 to slot 1 and Manager
 448 Pedersen is elected 4-1 to slot 2 on the Personnel Committee.

449

450 **Audit and Finance Committee**

451 Manager Crafton nominated Manager Duevel to the Audit and Finance Committee.
 452 Manager Koch nominated himself. Manager Pedersen nominated Manager Crafton.

453 Manager Koch described his vision for the committee and his experience and
 454 qualifications to sit on this committee. Manager Crafton described her qualifications and
 455 her experience serving on the committee. Manager Duevel described his qualifications
 456 and experience.

457 The managers voted on the nominations to the Audit and Finance Committee as
 458 follows:

<i>Manager</i>	<i>Slot 1</i>	<i>Slot 2</i>
Crafton	Crafton	Duevel
Duevel	Crafton	Duevel
Koch	Koch	Koch
Pedersen	Crafton	Duevel
Ziegler	Crafton	Duevel

459

460 Mr. Smith summarized that Manager Crafton is elected to slot 1 and Manager Duevel is
 461 elected to slot 2 on the Audit and Finance Committee.

462

463 **h. Adopt Resolution 24-011 Electing President, Vice President, Treasurer, and**
 464 **Secretary**

465 Manager Koch opposed doing a slate.

466

467 **President**

468 Manager Crafton nominated Manager Pedersen. Manager Koch nominated himself.

469 Manager Koch described his skills, experience, and qualifications. Manager Pedersen
 470 described her excitement for the future of the District. She described her qualifications
 471 and experience.

472 President Ziegler nominated himself. He described his experience and qualifications.

473 The managers voted on the nominations for Board President as follows:

474

<i>Manager</i>	<i>Nominee for President</i>
Crafton	Pedersen
Duevel	Pedersen
Koch	Koch
Pedersen	Pedersen
Ziegler	Pedersen

475

476

Mr. Smith summarized that Manager Pedersen is elected as Board President.

477

478

Vice President

479

Manager Crafton nominated Manager Ziegler. Manager Koch nominated himself.

480

Manager Ziegler said he repeats his previous comments on his experience and

481

qualifications. Manager Koch described his skills, experience, and qualifications.

482

The managers voted on the nominations for Board Vice President as follows:

483

<i>Manager</i>	<i>Nominee for Vice President</i>
Crafton	Ziegler
Duevel	Ziegler
Koch	Koch
Pedersen	Ziegler
Ziegler	Ziegler

484

485

Mr. Smith summarized that Manager Ziegler is elected as Board Vice President.

486

487

Treasurer

488

Manager Pedersen nominated Manager Crafton. Manager Koch nominated himself.

489
490
491
492
493

Manager Crafton summarized her experience. Manager Koch described his experience and qualifications and attention to detail and some of the work he would focus on as Treasurer.

The managers voted on the nominations for Board Treasurer as follows:

<i>Manager</i>	<i>Nominee for Treasurer</i>
Crafton	Crafton
Duevel	Crafton
Koch	Koch
Pedersen	Crafton
Ziegler	Crafton

494
495
496

Mr. Smith summarized that Manager Crafton is elected as Board Treasurer.

497

Secretary

498

Manager Pedersen nominated Manager Duevel. Manager Koch nominated himself.

499

Manager Duevel said his previous comments regarding his qualifications carry over.

500

Manager Koch described his experience and qualifications and organizational skills and some of the work he would focus on as Secretary.

501

502

The managers voted on the nominations for Board Secretary as follows:

503

<i>Manager</i>	<i>Nominee for Secretary</i>
Crafton	Duevel
Duevel	Duevel
Koch	Koch
Pedersen	Duevel
Ziegler	Duevel

504

505

Mr. Smith summarized that Manager Duevel is elected as Board Secretary.

506

9. Discussion Items

507 [No discussion items remained on the agenda].

508

10. Member Reports

509 • **Manager Reports**

510 Manager Koch restated his report from last month and reiterated he thinks it is
511 critical to have an HR consultant. He said to his knowledge the District is not
512 complying with the laws that went into effect January 1, 2024.

513 Manager Koch suggested reordering the meeting agenda going forward. Manager
514 Koch said he would like Minnesota Watersheds to get behind holding remote
515 meetings. Manager Koch said the Board should address the financial statements that
516 were tabled from last month and this should have been at the top of the list of Old
517 Business items for this meeting.
518

519 • **Administrator Report**

520 Administrator Jeffery said Manager Pedersen put forward a proposal to Minnesota
521 Watersheds regarding doing a joint salary survey.
522

523 • **Legal Counsel Report**

524 Legal Counsel had no report.

11. Upcoming Board Topics

- 525 • EHAP Workshop
- 526 • District Administrator Annual Review

527

12. Upcoming Events

528 Administrator Jeffery said he will send the list of proposed 2024 events to the managers and
529 it can be discussed at a future workshop.

530

13. Adjournment

531 Manager Pedersen moved to adjourn the meeting. Manager Duevel seconded the motion.

532 Upon a roll call vote, the motion carried 5-0 as follows:

533

<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	Yes*
Pedersen	Yes
Ziegler	Yes

534 *Prior to voting Manager Koch said, "Without waiving any of my prior objections."

535

536 The meeting adjourned at 10:13 p.m.

537

538

539

540

Respectfully submitted,

541



542

Tom Duevel, Secretary

543