

MEETING MINUTES

Riley-Purgatory-Bluff Creek Watershed District

April 15, 2026, RPBCWD Board of Managers Regular Monthly Meeting

Attendees:

Managers Jill Crafton (Secretary); Tom Duevel (Treasurer); Bonnie Nelson (Vice President), Dorothy Pedersen, and Leslie Stovring

Staff/Advisors Liz Forbes (Deputy District Administrator), Terry Jeffery (District Administrator), Dylan Monahan (Watershed Planner), Louis Smith (Smith Partners), and Scott Sobiech (Barr Engineering)

Other Attendees Aaron Anderson*; Larry Koch*; Michael*; Joe Siedl; Joann Syverson

**Attended the meeting virtually.*

Call to Order of Board of Managers Regular Monthly Meeting

President Pedersen called the meeting to order at 7:00 p.m. at the District Office, 18681 Lake Drive East, Chanhassen, Hennepin County, Minnesota, and all managers were in attendance.

1. Approval of Agenda

Manager Crafton moved to approve the agenda. Manager Stovring seconded the motion. Scott Sobiech requested removing from the Consent Agenda item b – Approve Permit 2025-072 Eden Springs, and item d – Approve Permit 2026-012 CSAH 62 Culvert Replacement Project.

President Pedersen announced the items will be moved to the New Business agenda. The motion carried with no managers opposing.

2. Matters of General Public Interest

No matters of general public interest raised.

3. Reading and Approval of Meeting Minutes

a. Approve Minutes of the March 18, 2026, RPBCWD Board of Managers Workshop and Regular Meeting

Manager Stovring moved to approve the minutes of the March 18, 2026, RPBCWD Board of Managers workshop and regular meeting. Manager Crafton seconded the motion.

President Pedersen said Joann Syverson requested an edit on line 29 of the regular Board

meeting minutes to change the word “restricted” to “prohibited.” Manager Stovring requested an edit to lines 25-26 of the workshop minutes to insert “if it leaves us at risk of needing an NPDES permit.” Manager Crafton noted an edit on page 5, item 6B in the regular meeting to insert that legal counsel had brought to the Board’s attention that the resolution needed to be modified to only include action on payment of the bills. Manager Crafton also noted that on line 104, the repetition of “Manager Nelson” should be removed and on lines 136 – 137 to change the word “centering” to “entering.”

The managers consented to the edits to the minutes as discussed. The motion carried with no managers opposed.

4. Committee and Member Reports

a. Receive April 7, 2026, Audit and Finance Committee Report and Minutes

Manager Duevel reported the Committee had a call with Don Patterson and Joshua Morenos from Barry Dunn to discuss status and issues. Manager Duevel said Red Path is finishing up audit tasks, such as providing data to the auditors (ABDO), and Barry Dunn is coordinating with all parties. Manager Duevel announced the Committee believes the transfer of anything related to Red Path should be completed and over to Barry Dunn by the end of April.

Manager Crafton commented on the good collaboration, and she brought up the topic of the 4M Fund. Manager Duevel said the 4M Fund topic will be included down the road with conversations about the more detailed elements of the system.

b. Receive March Administrator Report

Administrator Jeffery mentioned he and Manager Pedersen met with Hennepin County Commissioner Goetell, members of the Nine Mile Creek Watershed District and the Lower Minnesota River Watershed District, and Hennepin County staff to consider how all of these groups impact the Minnesota River, and he has further meetings planned this spring. Administrator Jeffery said there is no action in front of the Board on the topic, he just wanted the Board to be aware those conversations are happening.

Administrator Jeffery reminded the Board that the District’s lease expires on April 30, 2027, and it is written to automatically go to a month-to-month lease on May 1, 2027. He said he is exploring other opportunities, such as the office space the Eden Prairie police department will be vacating. Administrator Jeffery noted that a conversation the Board and staff should have, once there are budget numbers, is around the consideration of additional bonding and if the District has capacity to do additional bonding.

Administrator Jeffery reported the auto mechanic shop deemed the District’s gray pickup truck unsafe to drive due to the condition of its undercarriage. He said he will come back to the Board with a request to approve funds from the District’s reserves for a replacement. He said there are two serviceable pickup trucks right now.

55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95

c. Receive March Staff Report

Manager Crafton said she would like more information about, and hold a District workshop on, the WCA rule updates and how they line up with what the District is doing. Administrator Jeffery said Joe Bischoff will be attending the Board's meeting in May and one part of his presentation is on the Whole Lake Management plan, a topic that will touch on how wetlands fit into that whole aspect. Administrator Jeffery said staff member Zach Dickhausen is working with the new WCA rules, and the topic it can be part of the May workshop or regular meeting agenda topic.

Manager Nelson said she did not see any updates in the staff or Administrator's report about the property cleanup and interim use plan of the Spring Road property. Manager Stovring agreed the topic should be included in the staff or Administrator's report. Administrator Jeffery agreed. Manager Nelson asked if it is included in his work plan. Administrator Jeffery said it should be.

Manager Nelson commented she did not see any update in the reports about the letter being drafted by Smith Partners to go to the cities. Administrator Jeffery said it is being drafted and is waiting for his signature. Manager Nelson said it would be nice for the update to be included in his Administrator's report.

Manager Stovring recommended that the reports provide updated information and if there is no new information, then the reports should note there is no new information instead of repeating old information.

d. Receive March Engineer's Report

No questions or comments on the March Engineer's Report.

e. Receive March Regulatory Report

Administrator Jeffery said the District has been working with Lennar on the park that is on Prince's former property and Lennar has asked for the release of its financial assurance. He said both the City of Chanhassen and the District declined the request because Lennar has not properly mitigated the soil in all the yards and has not properly dedicated buffer in all the yards. Administrator Jeffery reported he has been working with Lennar, the City, and the HOA on a resolution, but progress has hit a standstill and he may bring this topic back in front of the Board.

f. Receive Legal Report

No legal report.

g. Receive Manager Reports

Manager Nelson informed the group that the DNR launched an online tree canopy mapping tool and information has been shared about it with the managers.

96 Manager Crafton described a pledge she is undertaking to strive for clear air and water
97 and good stewardship. She said it includes an assessment and requires an understanding of
98 nature.

99 Manager Duvel reported that he went to a town hall meeting and Hennepin County
100 Commissioner Edelson was talking about status of Hennepin County and its budget. He
101 noted budget cuts roll down and the District is likely going to be impacted because the
102 District's partners are dealing with similar budget considerations.

5. Consent Agenda

104 a. **Adopt Resolution 26-018 Authorizing the Administrator, with Advice of Counsel, to**
105 **Enter into an Agreement with PLM to Provide 2026 Aquatic Invasive Species**
106 **Management**

107 c. **Approve Permit 2026-009 Chanhassen High School Parking Lot Improvements as**
108 **Presented in the Recommended Board Action Section of the Permit Review Report**

109 e. **Approve Permit 2026-018 Market Boulevard Reconstruction as Presented in the**
110 **Recommended Board Action Section of the Permit Review Report**

111 f. **Authorize the Administrator to Work with Legal to Develop and Execute a Contract**
112 **with Landbridge for Two Additional Years of Vegetation Management at the Rice**
113 **Marsh Lake Water Quality**

114 g. **Adopt Resolution 26-019 Approve Settlement Agreement of Koch Versus RPBCWD**
115 **and Authorize Execution**

116
117 Manager Nelson moved to approve the Consent Agenda as adjusted to remove items B
118 and D . Manager Crafton seconded the motion. The motion carried with no managers
119 opposing.
120

6. New Business

121 a. **Items Removed from Consent Agenda**

122 i. **Approve Permit 2025-072 Eden Springs as Presented in the Recommended**
123 **Board Action Section of the Permit Review Report**

124 Scott Sobiech said he pulled this permit off the Consent Agenda to talk about a
125 specific portion of this project. He said the plan pulls back the outflow to Riley
126 Creek away from the creek bank and by doing so, the project is no longer
127 planning to do work in public waters. Mr. Sobiech explained that it means the
128 District's general permit no longer comes into play and the Rule G analysis
129 essentially goes away.

Mr. Sobiech pointed out that water from this development will still be discharged to Riley Creek, but it will be discharged at the top of the bank and rip rap will get the discharge down to the water level. He said the developer provided the District with computations that demonstrate the rip rap is sized to minimize the potential for erosion and meets the District's rules.

Mr. Sobiech recommended that if the Board moves forward to conditionally approve the permit, the Board should follow the conditional approval the way it is written but with the removal of the Rule G analysis from the permit, because that analysis is no longer applicable.

Manager Nelson moved to approve Permit 2025-072 Eden Springs as presented in the recommended Board action of the permit review report except with the removal of the subpart G analysis because it is no longer applicable. Manager Duevel seconded the motion. The motion carried with no managers opposing.

ii. Approve Permit 2026-012 CSAH 62 Culvert Replacement Project as Presented in the Recommended Board Action Section of the Permit Review Report

Mr. Sobiech said he pulled this permit off of the Consent Agenda because he was copied on an email from the DNR summarizing that this project is being viewed as a water level control structure in addition to a waterbody crossing.

Mr. Sobiech explained that the General Permit issued to the District does not allow for District approvals of water level control structures but does allow for approval of water body crossings. He stated that the DNR recommended that the District move forward but to make clear in the permit report that the District's approval is only for the waterbody crossing and not the water level control structure portion of the crossing.

Mr. Sobiech noted that the sheet pile weir is viewed by the DNR as the water level control structure and the culvert represents the crossing. He summarized that this means the applicant would need to go directly to the DNR for approval of anything regarding the water level control structure, and the District can approve the waterbody crossing.

Manager Crafton asked if the applicant is aware they need to contact the DNR. Mr. Sobiech said yes, the DNR reached out to the applicant directly.

Manager Duevel moved to approve Permit 2026-012 as presented. Manager Nelson recommended the motion's language specifies the resolution only includes the waterbody crossing, which is the culvert, and not the water level control structure. Manager Duevel consented to Manager Nelson's recommended language. Manager Crafton seconded the motion with Manager Nelson's friendly language modification. The motion carried with no managers opposing.

**b. Discussion of 2025 Treasurer's Report Format and Adopt Resolution 26-015
Accepting the Treasurer's Report and Approving Payment of the March Bills**

Administrator Jeffery said the resolution needs to be amended to authorize only the payment of the March bills.

Manager Duevel moved to adopt Resolution 26-015 modified to only approve payment of the March bills. Manager Stovring seconded the motion. The motion carried with no managers opposing.

**c. Adopt Resolution 26-020 Acknowledging Accounting and Payment Software Update
and Suspending Certain Provisions of Internal Controls and Procedures for
Financial Management**

Administrator Jeffery described the transition and convergence happening around the District's financial management processes and procedures, including new vendors and software.

Manager Duevel highlighted financial management items and new processes being resolved, such as payroll accruals and the credit card cutoff date. He described items that are being worked on, such as the process around assurances paid in cash and permit fee deposits. Administrator Jeffery pointed out these are the types of things the Audit and Finance Committee are discussing and the Board will need to review and adopt the new processes. He recommended the Audit and Finance Committee and the Governance Committee jointly meet to develop recommendations.

Mr. Smith said the issue that Resolution 26-020 is trying to address is that the District's Governance Manual outlines a financial management process that is the old, paper-driven wet-signature process for approving bills and issuing payments. He said the District has moved, under advice of the District's accountants and work by the Board's Treasurer and Audit and Finance Committee, to better software that will produce better reports and a bill payment system that is still based in separation of duties but does a better job of managing that process for accountability.

Mr. Smith explained the resolution does three things:

- Acknowledges the District has changed software to the Sage Interact and Bill.com for reporting and bill payment and that software will produce better reporting and payment for the District.
- Temporarily suspends the part of the District's Governance Manual called, "Internal Controls and Procedures for Financial Management," because it is written based on a paper bill and two-signature per paper check approval system and gives the District time to carefully understand the software system.
- Directs the Audit and Finance Committee and the Governance Committee to bring to the Board, by July 1st, recommended revisions to the District's financial management procedures.

Mr. Smith said the District's accountability for separation of duties, tracking, and reporting will be very well documented, but in terms of how the District wants to describe it in its Governance Manual, he recommends the District take about three months to update the manual.

Manager Duevel moved to adopt Resolution 26-020. Manager Stovring seconded the motion. Upon a vote the motion carried with no managers opposing.

d. Approve Permit 2026-016 Modifying Permit 2025-079 Fox Hollow Street Reconstruction to Allow for Reliance Upon North Lotus Lake Stormwater Park for Regulatory Compliance with a Cooperative Agreement

Administrator Jeffery reminded the Board that in February it approved a permit for the City of Chanhassen for the Fox Hollow neighborhood. He said at that time the City was planning to put in a temporary stormwater BMP in North Lotus Lake Park in the same location where the District's permanent BMP will be constructed. Administrator Jeffery said District and City staff have since recognized there is a high probability that the District will be ready to put in the permanent BMP before the City achieves final completion of their road project.

Administrator Jeffery said the resolution in front of the Board asks the District to allow the City of Chanhassen to rely on the North Lotus Lake Stormwater Park Project for the City's stormwater management, with conditions that the District and the City enter into an agreement, and in the event the City does not enter into agreement, the City would have to come back to the District before the completion of the project to demonstrate how the City will meet compliance with the District's rules for that project.

Mr. Smith added that the permit the District just approved is a good guide on what the City would need to do.

Manager Nelson commented that the Board had approved the District to move ahead with design up to a certain percent completion and asked if the design will need to come back to the Board based on the action in front of the Board tonight. Administrator Jeffery said the Board approved up to 60% design and he believes an agreement will be drafted for the Board's action at the June meeting, at which point the Board could authorize moving forward on design completion.

Manager Nelson moved to approve Permit 2026-016 Modifying Permit 2025 079 to allow for reliance upon North Lotus Lake Stormwater Park for regulatory compliance with a cooperative agreement, with the condition that the City of Chanhassen and the District enter into the agreement. Manager Duevel seconded the motion. The motion carried with no managers opposing.

e. **Discuss and Adopt Resolution 26-017 Providing Direction to Staff to Prepare Resolutions to be Brought to MN Watersheds for Consideration**

Administrator Jeffery reported that Minnesota Watersheds sent out a call for resolutions to be submitted in May and voted on in July. He said he is not coming to the Board with specific resolutions to approve and has provided in the Board meeting packet a copy of the resolutions still on the books. Administrator Jeffery said Resolution 22-06 limiting wake boat activities will sunset after this year's session.

Manager Nelson said she is not sure Resolution 22-06 in its current form would go anywhere, and so she drafted a proposed resolution. She explained that her proposed resolution is focused on protecting lake ecosystems and shoreline integrity in terms of boats and working with the DNR to see if a BMP equivalent can be created for wake boats in a lake ecosystem. Manager Nelson stated considerations could include minimum depth, minimum setback, and using science-based data to set some sort of benchmark at state law, which local ordinances could rely on. She said her proposal might have a wider acceptance with other watersheds.

Manager Crafton said she thinks a better approach is instead of focusing on boat activity to focus on restricting the wake surfing activity.

Administrator Jeffery said he appreciates the approach Manager Nelson is proposing. He said he believes this has to be a DNR issue and a statewide implementation that points to the science behind it.

Manager Stovring agreed with Administrator Jeffery's comment and added that the process for a city to set rules and regulations regarding lake use is very laborious and it would be very helpful if there was a better, consistent standard.

Administrator Jeffery asked for direction from the Board on which items the Board wants staff and legal counsel to draft resolutions to bring back at the May meeting for the managers' consideration to move forward to Minnesota Watersheds for consideration.

Mr. Smith clarified that he and staff are looking for the Board's direction on what topics of resolutions, if any in addition to the wake surfing topic, the Board is interested in, so he and staff can draft the resolutions and come prepared to the Board's May meeting.

Manager Nelson raised the topic of the resolution regarding funding of St. Anthony Falls Laboratory additional research on the effects of wake boats on aquatic ecosystems.

Administrator Jeffery suggested drafting general support for a scope of work. President Pedersen and Manager Crafton mentioned the DEP resolution that is still open. Manager Nelson brought up the topic of chloride. Administrator Jeffery said he expects Nine Mile Creek Watershed District and the Basset Creek WMO will take the lead on that topic.

President Pedersen said she is hearing that the managers are in consensus regarding the focus of the resolution and with the direction to staff to come back to the Board with the draft resolution language.

7. Discussion Items

a. Cybersecurity

Administrator Jeffery and Liz Forbes reminded staff to complete the training.

b. Field Trip to the Shakopee Mdewakanton Sioux Cultural Center

The managers summarized their experiences and learnings from the tour.

8. Upcoming Board Topics

a. Whole Lake Management Plan Update – May

b. Lotus Lake Alum Study Update – May

c. Fund Balance Review and Preliminary Budget Discussion – May

d. Review Proposals and Interview Candidate Firms for Conceptual Architectural Work for Spring Road Conservation Project – TBD

e. Rule- by-Rule Board Discussions – late summer

9. Upcoming Events

a. District Creek Week – June 7 – June 13, 2026

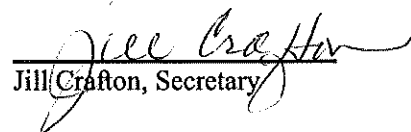
b. Governance Committee – TBD (May)

10. Adjourn

Manager Stovring moved to adjourn the meeting. Manager Crafton seconded the motion. The motion carried with no managers opposing.

The meeting adjourned at 8:34 p.m.

Respectfully submitted,


Jill Crafton, Secretary

