MEETING MINUTES

Riley-Purgatory-Bluff Creek Watershed District

August 19, 2026, RPBCWD Board of Managers Regular Monthly Meeting

Attendees:

Managers	Jill Crafton (Secretary); Tom Duevel (outgoing Treasurer; incoming President); Jessica Loftus (incoming Treasurer); Bonnie Nelson (Vice President),and Leslie Stovring
Staff/Advisors	Liz Forbes (Deputy District Administrator), Michelle Gardner (Operations Manager); Andrew Hartmann* (Regulatory Program Coordinator), Terry Jeffery (District Administrator), Louis Smith (Smith Partners), Scott Sobiech (Barr Engineering)
Other Attendees	Judy Harder; Marcia Kolb (CAC); Andrew LaPalme (VAA); Michelle Miller*; Ron Spoden (ASTR)

Attended the meeting virtually.

Call to Order of Board of Managers Regular Monthly Meeting

Vice President Nelson called the meeting to order at 7:00 p.m. at the District Office, 18681 Lake Drive East, Chanhassen, Hennepin County, Minnesota. Managers Crafton, Duevel, and Stovring and incoming manager Jessica Loftus were in attendance.

1. Oath of Office – Jessica Loftus

Jessica Loftus took the Oath of Office for the role of manager for the Riley Purgatory Bluff Creek Watershed District Board of Managers. Ms. Loftus was appointed by the Hennepin County Board of Commissioners and joins the RPBCWD Board as its newest manager.

2. Approval of Agenda

Manager Stovring moved to approve the agenda. Manager Duevel seconded the motion. Manager Crafton requested adding to the agenda an item about having a 3rd party do exit interviews with two former District staff members, an item about EHAP to discuss inviting Fred Rozumalski to present on EHAP and talk about adopting the EHAP. The managers consented to the adjustments to the agenda as mentioned. The motion carried with no managers opposing.

3. Election of Officers

Vice President Nelson explained that the Board needs to fill the Board President role vacated by former manager Dorothy Pedersen. Manager Nelson nominated herself as

president. Manager Duevel nominated himself as president. Manager Duevel and Manager Nelson each provided comments regarding their interest in and qualifications for the role. Tom Duevel was appointed Board President in a roll call vote 3-2 as follows:

Manager	*Action*
Crafton	Duevel
Duevel	Duevel
Loftus	Duevel
Nelson	Nelson
Stovring	Nelson

Vice President Nelson noted the Board needs to appoint a Board Treasurer because Tom Duevel had been in that role. Manager Stovring nominated Manager Loftus for the role of Treasurer. Jessica Loftus was appointed Treasurer in a roll call vote 5-0 as follows:

Manager	*Action*
Crafton	Loftus
Duevel	Loftus
Loftus	Loftus
Nelson	Loftus
Stovring	Loftus

Manager Crafton commented that Manager Pedersen had been on the Personnel Committee, so that Committee will need a member appointed as well. President Duevel directed staff to add this to the next Board meeting agenda.

4. Public Hearing on RPBCWD 2027 Budget and Levy

Administrator Jeffery walked through the proposed 2027 RPBCWD budget and levy. He summarized the proposed 2027 expenditures and percent change over the adopted 2026 budget.

He said the proposed budget includes a 4.6% increase in Operating and Administrative costs, related to staff additions and increases in health insurance cost, other benefits costs, and the step-ups in employee compensation. Administrator Jeffery said the 2027 budget proposes a 2.5% increase for District-wide programs. He pointed out that the bulk of the proposed increase in budget for 2027 is for capital projects, which would increase 45% over 2026.

Administrator Jeffery summarized that the proposed 2027 budget is $8,770,220, which is a 23.9% increase of the 2026 budget of $7,078,066. He reminded the managers of their discussion last month about spending down the District reserves by about $4 million and transferring funds from the Bluff Creek fund, to bring the District's levy for 2027 to $4,475,000, which is a 5% increase over 2026.

At 7:25 p.m. President Duevel opened the public hearing and called for comments. There were three members of the public in attendance at the meeting. After calling for comments again and hearing no comments, President Duevel closed the public hearing at 7:26 p.m.

5. Reading and Approval of Meeting Minutes

a. Approve Minutes of the July 15, 2026, RPBCWD Board of Managers Workshop and Regular Meeting

Manager Stovring moved to approve the minutes of the July 15, 2026, RPBCWD Board of Managers workshop and regular meeting. Manager Loftus seconded the motion. Manager Crafton noted an edit to be made on line 193 of the Regular meeting minutes to correct the spelling of Hyland. Manager Nelson said line 31 in the Board workshop minutes need to clarify the amount listed is the total estimated operating cost levy.

The managers consented to the edits. The motion carried with no managers opposing.

6. Committee and Member Reports

a. Receive July Administrator Report

Terry Jeffery mentioned staff will register the managers next week for the Minnesota Water Resources conference, for those managers planning to attend.

b. Receive July Staff Report

Manager Stovring said this report seemed very repetitive to the June report and it left her wondering what was done.

c. Receive July Engineer's Report

No questions or comments were raised.

d. Receive July Regulatory Report

Administrator Jeffery noted the report was uploaded today to the District's website.

e. Receive Managers Reports

Manager Crafton mentioned soil health delivery grants. She said she has been bringing up the topic at the Minnesota Board of Water and Soil Resources that it is important to do more about soil health. Manager Crafton said she heard at last week's meeting that BWSR is pushing forward with a lot of the things she has been suggesting. She said she wants to point out that there is more statute-driven messaging out there and direction to follow through on some of these things. Manager Crafton said she is happy with the progress..

f. Receive Legal Report

Manager Nelson asked if there is any news to report about the Plumbing Board and the ordinance on stormwater reuse. Mr. Smith said no updates and the next meeting of that group is in September.

g. Receive August 6, 2026, CAC Report and Minutes

CAC member Marcia Kolb noted the CAC meeting minutes are in the Board meeting packet. She said there is an HOA stormwater education workshop that CAC member Hannah Peterson is developing. Ms. Kolb said the CAC suggests hosting a meet and greet of other watershed CACs. Administrator Jeffery asked if the CAC is organizing the meet and greet or if the CAC is asking staff to assist. Ms. Kolb said the CAC plans to discuss it at its next meeting. Manager Crafton recommended the CAC draft a recommended budget for the meet and greet. Administrator Jeffery said the District's budget includes funds for such CAC activities.

7. Consent Agenda

No items on the Consent Agenda.

8. New Business

a. Items moved off the Consent Agenda

No items.

b. Adopt Resolution 26-032 Accepting the July Treasurer's Report and Approving Payment of the Bills

Manager Nelson moved to adopt Resolution 26-032 Accepting the July Treasurer's Report and Approving Payment of the Bills. Manager Stovring seconded the motion. The motion carried with no managers opposing.

c. Adopt Resolution 26-033 Setting the 2027 Budget and Levy and Authorizing the Administrator to Submit to Carver and Hennepin County Auditors

Manager Stovring moved to adopt Resolution 26-033 Setting the 2027 Budget and Levy and Authorizing the Administrator to Submit to Carver and Hennepin County Auditors. Manager Crafton seconded the motion. Upon a roll call vote, the motion carried 5-0 as follows:

Manager	*Action*
Crafton	Yes
Duevel	Yes
Loftus	Yes
Nelson	Yes
Stovring	Yes

d. Approve Permit 2026-029 Minnetonka Middle School East Variance Request from Rule D – Westland and Creek Buffers as Presented in the Recommended Board Action Section of the Permit Review Report

Scott Sobiech described the proposed project for Minnetonka Middle School East, which would include two building additions, a bus lane, modifications to two ballfields, and other parking and driveway modifications. He said the project proposes a subsurface stormwater management system, a bioretention system, and disconnected impervious surface. Mr. Sobiech said the applicant requests a variance from the District's buffer width requirements.

Manager Stovring asked if the trail would stay in the buffer. Mr. Sobiech responded yes, it is an existing trail and will stay. He said the District's rules allow existing trails to stay. Mr. Sobiech went through the Engineer's compliance review.

Mr. Sobiech said the project's erosion control plan generally complies. He noted that before the District would issue a permit, the District needs to know who the contractor is that is responsible for erosion control on the site. Mr. Sobiech reported the applicant is asking for a variance from the District's Rule D, subsection 3.2 to allow less than the

average and minimum buffer width for the medium value wetland. He reminded the Board of the District's Rule K "Variance Criteria."

Mr. Sobiech walked through the engineer's review of the variance request. He said per the information submitted from the applicant, the proposed buffer minimum width of two feet, which is a 90% shortfall of the buffer width requirement, will not change the character of the wetland. Mr. Sobiech said there is a city trunk storm sewer system running along the east side of the wetland. He said the applicant looked at discharging their proposed line into that trunk storm sewer rather than putting it into the wetland.

Manager Nelson asked if the proposed buffer could extend further toward the drainage pipe. There was discussion about the site's existing ball fields and the wetland edges. Mr. Sobiech noted the City of Minnetonka had concerns about the idea of discharging storm water into the trunk storm sewer even though the flow rates are reduced, because the area downstream has known flooding issues. He explained the design includes an oversized stormwater management system to provide rate control beyond the minimum requirement as well as abstraction and water quality treatment. He said it means there will be a little less water, which will be a lot cleaner, making it to the wetland.

Mr. Sobiech said the practical difficulty is a direct result of the applicant wanting to do the project and needing to discharge into the wetland.

Mr. Sobiech said the District Engineer determines that the applicant's basis for the variance presents a mixture of technical and nontechnical matters best assessed by the managers. He said the District Engineer makes no determination as to whether there is adequate technical basis for the managers to rely on and commits the variance determination to the managers' discretion. Manager Nelson asked if the proposed buffer could extend further toward the drainage pipe. There was discussion about the site's existing ball fields and the wetland edges.

Ron Spoden of ASTR, representing the applicant, addressed the manager comments about whether the buffer could be extended more than two feet in the area between the wetland and track. He said the school is interested in keeping space around the track for spectators, the long jump area, and for equipment like lawnmowers to move through. Mr. Spoden commented that there is a storm sewer easement at the end of the track as well and the design does not put buffer in the easement. He said it is not unprecedented to put buffer in an easement. Manager Nelson said she would like to see the design plan with the easements, utilities, and proposed buffer indicated. The group discussed further if some of that space could be used to increase the buffer to extend it closer to the edge of the track. Mr. Sobiech displayed a site map with a purple line indicating area to consider including in the buffer.

Mr. Sobiech mentioned an additional idea of adding a bioswale to the design, such as locating it at the edge of the fence. He said such a technique was used on the golf course at Bearpath. Mr. Sobiech explained it is a small infiltration trench to capture runoff and allow water to filter through. He said it does not provide the same benefits provided by the deep roots and habitat in buffers, but the bioswale does provide many storm water mitigation benefits.

Manager Nelson proposed that the Board could approve the variance on the condition that the applicant would install a bioswale as proposed by the applicant's engineer and discussed in tonight's meeting

Manager Stovring moved to approve the variance request from Rule D - Wetland and Creek Buffers - for Permit 2026-029 Minnetonka Middle School East for the reasons set forth in the engineer's variance and permit report and with the further condition that applicant modify the plans to construct a bioswale as presented at tonight's meeting. Manager Loftus seconded the motion. The motion carried with no managers opposing.

e. Approve Permit 2026-029 Minnetonka Middle School East as Presented in the Recommended Board Action Section of the Permit Review Report

Manager Nelson moved to approve Permit 2026-029 Minnetonka Middle School East as modified from the Recommended Board Action Section of the Permit Review Report to revise the design to include the bioswale as presented by the applicant at tonight's meeting. Manager Stovring seconded the motion. The motion carried with no members opposing.

f. Staff Exit Interviews by Third Party

Manager Crafton said she would like exit interviews with two former staff members to occur and to be conducted by a third party. Manager Duevel said it makes sense to do the exit interviews. Mr. Smith said if the Board wants to pursue this action, it can make a motion to that effect to direct Administrator Jeffery to come back with a proposal. Manager Loftus said she has a recommendation on a contact Administrator Jeffery could reach out to regarding that work. Manager Stovring said she would like to see a proposal. She added that an exit process is a good topic as part of a discussion about the employee handbook.

Manager Crafton moved to approve Administrator Jeffery to follow up with Manager Loftus for the contact regarding the work to design and conduct the exit interviews. Manager Duevel seconded the motion. The motion failed 3-2 with Managers Stovring, Loftus, and Nelson voting against and Managers Crafton and Duevel voting in favor.

g. Discuss Adding EHAP Presentation to Future Agenda and Discuss Adding EHAP Adoption for Future Agenda

Manager Crafton said she would like the Board to direct Administrator Jeffery to invite Fred Rozumalski to present on EHAP to the Board at next month's meeting.

Manager Nelson commented that the Board and staff have not finalized the EHAP and more review, and likely revisions, are needed. She questioned the timing of that work in coordination with the 10-Year Plan update timeline. Administrator Jeffery said the Board could have a workshop on the EHAP and subsequently have the adoption of the

EHAP as an action item on the meeting agenda. The Board directed Administrator Jeffery to add the EHAP presentation and discussion as a September workshop topic.

9. Discussion Items

a. Payroll System Orientation

Liz Forbes provided payroll system training documents and walked the managers through the resources. She conducted a short training on the system.

b. Ten-Year Plan Schedule Update per Letter from the Minnesota Board of Water and Soil Resources

Administrator Jeffery reported that BWSR confirmed that date that the District's 10-Year Plan was approved. He noted that the date affects the schedule of the Plan update, which, based on the approval date, is not due until 2028. Administrator Jeffery said he is working with Mr. Monahan on the Plan update timeline and will provide the managers with an updated schedule.

10. Upcoming Board Topics

a. RPBCWD Fall Tour (9/30/26)

b. Manager Retreat (10/6/26)

11. Upcoming Events

a. MN Watershed Summer Tour (8/25/26 – 8/26/26)

b. MN Water Resources Conference (10/13/26 – 10/14/26)

12. Adjourn

Manager Nelson moved to adjourn the meeting. Manager Stovring seconded the motion. The motion carried with no members opposing.

The meeting adjourned at 9:33 p.m.

Respectfully submitted,

Jill Crafton, Secretary