



MINUTES OF THE BOARD OF DIRECTORS – April 26, 2023 REGULAR BOARD MEETING

Attendance		Present	Absent
Jim Lindner, Chair	City of Gem Lake	x	
John Shuman	City of North Oaks	x	
Rob Rafferty	City of Lino Lakes		X*
Ed Prudhon	White Bear Township	x	
Dan Jones, Vice Chair	City of White Bear Lake		x*
Bill Walsh	City of White Bear Lake	X**	
Katherine Doll Kanne	City of Vadnais Heights	x	
Phil Belfiori	Administrator	x	
Brian Corcoran	Water Resources Mgr.	x	
Dawn Tanner	Program Development Coord.	x	
Nick Voss	Education & Outreach Coord.	x	
Lauren Sampedro	Watershed Tech & Program Coord.	x	

*= with prior notice

** = alternate

Others in attendance: Connie Taillon (City of White Bear Lake), Terry Huntrods (VLAWMO Technical Commission), Chris Knopik, Ezra Koetz (Clifton, Larson, Allen LLP), Greg Wilson (Barr Engineering)

I. Call to Order

The meeting was called to order at 7:03 pm by Chair Lindner.

II. Approval of Agenda

The agenda for the April 26, 2023 Board meeting was presented for approval.

A motion was made by Director Walsh and seconded by Director Doll Kanne to approve the April Board meeting agenda.

Vote: Shuman: aye, Doll Kanne: aye. Lindner: aye. Prudhon: aye, Walsh: aye. Motion passed.

III. Approval of Minutes

The minutes from the February 28 Board meeting were placed on the agenda for approval, as presented. No comments from the Directors.

A motion was made by Director Prudhon and seconded by Director Shuman to approve the February 28th meeting minutes. Vote: Shuman: aye, Doll Kanne: abstain. Lindner: aye, Prudhon: aye, Walsh: abstain. Motion passed.

IV. Visitors and Presentations

A. Oath of Office Director Doll Kanne and Director Shuman took the oath of office to serve on the VLAWMO Board, administered by Belfiori.

B. TEC Report to the Board and February Finance Report

Huntrods presented the April finance report and April TEC report to the Board as included in the packet. Notable items include the 319 biochar project with monitoring starting in spring, the Oak Knoll spent lime study, Wilkinson Lake BMP, Pleasant Lake carp management, and a new groundwater webpage posted on the VLAWMO website..

Discussion:

Director Shuman inquired about what possible roadblocks exist on the efforts included in the TEC report to Board, and if there's anything that the Board can possibly help with.

Huntrods and Administrator Belfiori provided that there aren't known challenges at this time, but they would appear on a regular basis as action items and proposals brought to future meeting agendas.

B. Public Visitors

None

V. Consent Agenda

Chair Lindner asked if any Board members wished to speak on any of the consent agenda items, no requests were made from directors.

Consent agenda items on the agenda and included in the February Board packet were as follows:

- A. Update on Wilkinson Lake Deep Water Wetland Restoration Project
- B. Consider Public Drainage Inspection Protocol & 2023 Public Drainage System Inspection Report
- C. Consider VLAWMO Monitoring Field Safety Policy
- D. Consider authorizing Amelia Lake SLMR
- E. Consider MOU with NOHOA and revised service agreement for 2023 with RCD for Pleasant Lk aquatic plant survey
- F. Update on E Vadnais Lake Subwatershed Resiliency Study

Discussion: Administrator Belfiori informed the Board that V.E. had an update on the agreement between packet formation and the meeting.

A motion was made by Director Prudhon and seconded by Director Doll Kanne to approve the consent agenda. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Walsh: aye. Motion passed.

VI. Business

A. Administration

1. Election of Board Officers, VLAWMO subcommittee and Update on TEC chair/officers

Chair Lindner initiated discussion of the roles and positions available for Board officers and the subcommittee in 2023.

Discussion:

Chair Lindner provided an update that subcommittee meetings will be in-person going forward due to counsel guidance on the open meeting law. Administrator Belfiori described the subcommittee as a valuable working session with three Board members, allowing a deeper level of detail than regular meetings. The subcommittee meetings are beneficial to budget arrangement as well as complex projects.

Chair: Jim Lindner

A motion was made by Director Prudhon and seconded by Director Walsh to approve Director Lindner to serve as Chair of the Board of Directors. Vote: Shuman: aye, Doll Kanne: aye, Lindner: abstain, Prudhon: aye, Walsh: aye. Motion passed.

Vice-Chair: Dan Jones

A motion was made by Director Prudhon and seconded by Director Shuman to approve Director Jones to serve as Vice Chair of the Board of Directors. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Walsh: aye. Motion passed.

Secretary Treasurer: Katherine Doll Kanne

A motion was made by Director Doll Kanne and seconded by Director Walsh to approve Director Doll Kanne to serve as Secretary Treasurer of the Board of Directors. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Walsh: aye. Motion passed.

Subcommittee: Jim Lindner, Ed Prudhon, Katherine Doll Kanne

A motion was made by Director Walsh and seconded by Director Doll Kanne to approve Chair Lindner, Director Prudhon, Director Doll Kanne to sit on the Board subcommittee. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Walsh: aye. Motion passed.

B. Projects and Programming

1. Consider 2022 Audit – CLA presentation

VLAWMO's auditors Chris Knopik and Ezra Koetz with Clifton, Larson, Allen LLP presented a summary of the 2022 audit results as included in the April Board packet. The audit results included an unmodified opinion from the auditors, internal controls over financial reporting, and Minnesota legal compliance. The auditors encouraged documentation and review of internal controls.

The auditors also displayed the reserves and assured the Board that they're adequate and sustainable..

A Governance communication letter was provided, which expressed that the auditors are comfortable with management's estimates, that no difficulties or disagreements were encountered, and assurance that receivables, payables, and wages were properly issued.

Lastly the auditors explained that the signed letter is prepared and that the final step in this process is Board approval.

Discussion:

Director Walsh requested more description of the 2022 MPCA loan. Administrator Belfiori provided that it's a no interest MPCA loan that paid for a significant portion of the sheet pile on Lambert Lake Pond in 2021 in Vadnais Heights. This loan program is part of the State Clean Water Legacy program.

A motion was made by Director Prudhon and seconded by Director Shuman to approve the 2022 Financial Report and audit documents and direct them to be distributed to the appropriate state and local agencies. Vote: Shuman: aye, Doll Kanne: aye. Lindner: aye. Prudhon: aye, , Walsh: aye. Motion passed.

2. Consider Resolution 01-2023 regarding Oak Knoll Pond spent lime demonstration project 

Tanner introduced the packet items for this agenda item and the project team including Connie, Greg Wilson, Phil, and Dawn. The project planning and proposed implementation are in partnership with the City of White Bear Lake.

Background includes a grant program in partnership with RWMWD treating two ½ acre ponds, one of which was within VLAWMO on Ash St in Lino Lakes. The current project is a scaled-up demonstration and experiment using spent lime as a water quality improvement technique to address internal phosphorus loading in Oak Knoll Pond/Wood Lake in White Bear Lake.

The feasibility study results to conduct a demonstration project in Oak Knoll Pond/Wood Lake were presented to the Board. Tanner outlined the components of the feasibility study technical and social feasibilities, permitting by the MPCA, and the cost estimate.

Wilson described the technical feasibility analysis, which started with a lab analysis of Oak Knoll Pond water. From this, the pH conditions were investigated and the calculated projected dose was indicated. It would be expected that the treatments would take 1.5-2 months to apply the full dose, with active monitoring for pH during the project to ensure compliance with permit requirements.

Wilson noted that the 10 completed easements received for accessing the pond are adequate for the project and for a cost-effective procedure. Wilson estimated the cost to be \$83,100, and that the budget includes approved 50% cost-share with the City of White Bear Lake as well as VLAWMO 2023 budget. Tanner noted that subwatershed budgeted funds are sufficient to cover the outlined costs.

Tanner noted the timing for proposed next steps include creating a scope of work, receiving quotes, and bringing these back to the June 2023 VLAWMO Board meeting .Tanner lastly outlined the components of Resolution 01-2023 as included in the April Board Packet.

RESOLUTION NO. 01-2023

Of the Vadnais Lake Area Water Management Organization (VLAWMO)

A RESOLUTION APPROVING THE FEASIBILITY STUDY FOR SPENT LIME DEMONSTRATION PROJECT FOR OAK KNOLL POND/WOOD LAKE, MOU BETWEEN THE CITY OF WHITE BEAR LAKE AND VLAWMO, SCOPE OF WORK FOR FINAL PROJECT DESIGN /INSPECTION, AND AUTHORIZE VLAWMO SUBCOMMITTEE TO CONSIDER FINAL PROJECT CONTRACT DOCUMENTS AND SOLICIT QUOTES

Resolution 01-2023 was moved by Director _____ and second by Director _____.

WHEREAS, Oak Knoll Pond is a public water wetland that functions as a stormwater pond and receives runoff from the surrounding neighborhoods;

WHEREAS, Oak Knoll Pond is located in the Goose Lake subwatershed. East Goose Lake is on the State of Minnesota’s Section 303(d) impaired waters list for excess nutrient through the Clean Water Act;

WHEREAS, internal load feasibility study and implementation, detention pond retrofit and maintenance, and emerging technologies demonstrations were identified as Goose Lake nutrient reduction strategies in the 2014 VLAWMO Total Maximum Daily Load (TMDL) Implementation Plan;

WHEREAS, the VLAWMO Board authorized participation in the research project with Barr Engineering and experimental spent lime treatment of Ash Street Pond in Lino Lakes during 2021;

WHEREAS, Barr Engineering reported that internal load was reduced and such reductions were maintained in treatment ponds (~0.5 acres in size) that were part of the spent lime research project that was conducted in 2021;

WHEREAS, the VLAWMO Board authorized the spent lime feasibility study with Barr Engineering to treat a larger waterbody to see if spent lime treatment is a technology for water quality improvement that can be scaled up;

WHEREAS, field samples were collected, monitoring conducted, and lab analyses were conducted to determine that Oak Knoll Pond/Wood Lake is a suitable waterbody for spend lime treatment due to water and sediment chemistry;

WHEREAS, the recently completed feasibility study (attached in the April 26, 2023, Board packet) determined that the Project is socially and technically feasible and cost effective for a spent lime demonstration project on Oak Knoll pond;

WHEREAS, the City of White Bear Lake has been an active participant and financial partner during each step of the spend lime demonstration project development to date and has budgeted for a cost share in the currently proposed demonstration project;

WHEREAS, the attached Feasibility Study and scope of work dated April 18, 2023, from Barr Engineering identifies the anticipated engineering work needed to prepare plans and specs, conduct the solicitation of quotes, provide a recommendation for a contractor to complete the Project, and provide Project development of plans and specs, request for quotes, oversight and inspection in the amount of \$15,000 and provides a cost estimate for completion of the Project at an anticipated \$60,500, with a recommended 10% contingency;

WHEREAS, VLAWMO and City mutually desire to partner on the spent lime demonstration project in Oak Knoll Pond/Wood Lake that is resulting from the recently completed spent lime feasibility study and have prepared a corresponding MOU (attached) between VLAWMO and the City for 50% payment each of the attached scope of work from Barr Engineering. The City Council is unable to act on the MOU until May 9th however the contract with Barr Engineering for development of plans /specs and contract documents will be signed by April 28th to allow Barr Engineering the time need to complete work items for the May subcommittee packet; and

WHEREAS, the VLAWMO Board desires to move forward with the development of final contract documents and solicitation of quotes for consideration at an upcoming meeting of either the VLAWMO subcommittee or VLAWMO Board.

NOW, THEREFORE, BE IT RESOLVED, by the Vadnais Lake Area Watershed Management Organization Board of Directors that the Board authorizes:

- 1) Approval of the Oak Knoll Pond Spent Lime Demonstration Treatment Feasibility Study dated April 18, 2023
- 2) Approval of the scope of work from Barr Engineering dated April 18, 2023, to complete final demonstration project contract documents, solicit quotes, and inspect project implementation
- 3) Approval of MOU with City of White Bear Lake, which identifies 50% cost share on Barr Engineering above mentioned scope of work, and
- 4) The VLAWMO subcommittee to consider final design plans/specs and authorize soliciting quotes for the demonstration project.

Adopted this 26th day of April 2023 on a vote of ___ yeas and ___ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
Dan Jones	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ed Prudhon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rob Rafferty	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Shuman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Katherine Doll Kanne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Lindner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bill Walsh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BY THE VLAWMO BOARD

Chairperson

Attest: _____
Administrator

Discussion:

Director Lindner inquired whether any property owners were against the study. Wilson noted that correspondence indicates either support for the project or a lack of an expressed opinion.

Director Shuman asked about the level of confidence that the residents around the pond support the project. Tanner affirmed that the responses were supportive at the public meeting and staff received inquiries on if and how residents can help.

Director Doll Kanne inquired about the next steps after the proposed project is completed and if VLAWMO is unique in pursuing this type of water quality study. Wilson noted that the increase from the 2022 study to this 2023 application is an increase of about 10 times larger in pond size. Wilson described that the experimental or demonstration study is an attempt to bridge the gap between what has been documented to work on a small level and other water treatment methods that have been established on a larger lake scale, such as alum treatment.

Wilson affirmed that this study at this level of treatment with accompanying dosing, monitoring, and project scope is providing new information to the previously completed lab work and field tests.

Wilson stated that a value of spent lime is that it is a low-cost byproduct of water treatment processes currently used as an agricultural field amendment. Its use in water quality improvement is of high interest in the field as a potential, cost-effective alternative to alum.

Director Prudhon inquired about whether discussion took place on residential fertilizer use and other yard practices around the pond. Tanner noted that the pond receives stormwater and cost share projects were highlighted at the community meeting. Chair Lindner asked if the pond has always been there or if it is man-made. Wilson noted that the pond is in the public water inventory, and was likely pre-existing before development occurred. With that, it was likely modified to meet the function of a stormwater pond for the development.

A motion was made by Director Walsh and seconded by Director Doll Kanne to approve Resolution 01-2023 Approving the feasibility study for spent lime demonstration project for Oak Knoll Pond/Wood Lake, MOU between the City of White Bear Lake and VLAWMO, scope of work for final project design/inspection, and authorize VLAWMO subcommittee to consider final project contract documents and solicit quotes. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Walsh: aye. Resolution passed.

C. Budgets

1. Discussion and consideration of 4-year partnership projects table

Administrator Belfiori introduced the agenda item with an overview of 2022 strategic planning process. He then noted that this 4 year table is based on interviews and feedback from key staff from the various municipal and local partners. This feedback was then incorporated into the next draft which was discussed with the VLAWMO Board subcommittee in March.

Administrator Belfiori referred to the presented project table and noted that capital projects are budgeted according to subwatershed. Efforts that are not specific capital projects include watershed-wide program partnerships.

Administrator Belfiori expressed the various example scenarios for long-range budget planning and fund balance management are high level and for illustrative purposes only and are to inform the 2024 preliminary draft budget, as outlined in the April Board packet. Administered Belfiori noted that the budget expressed in the packet is focused on VLAWMO direct expenditures and did not assume grant or partnership funding. -

Administrator Belfiori expressed that 5% fund balance high level scenario identifies completing two thirds of the projects outlined in the project table. He noted that striving for two thirds of the projects may be amore realistic approach to long range budgeting planning. He also noted that factors such as inflation may create unknowns and higher costs when projects are pursued in the future, and that not all of the projects may occur due to the complex nature of partnerships and economic feasibility.

Administrator Belfiori expressed a comparison of tax levy income of the watersheds in Ramsey County compared to VLAWMO. He noted that VLAWMO is very competitive for the value it provides for its residents.

Discussion:

Director Walsh asked about for clarification on the difference between scenarios 4 and 5, Director Shuman clarified which scenario would be the Administrator’s recommendation. Administrator Belfiori responded that the two scenarios are the same except scenario 5 involves drawing down the fund balance. He noted that this agenda item does not include his 2024 budget recommendation and that his recommendation would be provided at the Board subcommittee meeting and that the subcommittee would then bring a budget recommendation to the full Board. This discussion serves as a high level budget planning discussion only and is a precursor to the June 2023 Board meeting budget discussion. Chair Lindner provided that the subcommittee will have discussed, planned, and prepared insight for the June Board meeting. Administrator referred to the slide on page 121 of the Board packet which outlined the 2024 budget planning process.

Director Walsh asked about the history of VLAWMO SSU increases. Administrator Belfiori provided that at the time he joined VLAWMO three years ago the increase has been 5%, 9% and 7%. He noted that the increases have been lower than other watersheds and has allowed for more large scale high impact projects to be implemented.

Director Doll Kanne inquired about what the public response to SSU increases has been. Administrator Belfiori expressed that overall comments have been supportive. He noted that increases are according to the Board’s level of comfort in managing the fund balance. He noted that the primary task at this time is deciphering what the VLAWMO Board philosophy is in managing the fund balance. Director Prudhon added that he has not received any comments from the public.

Director Lindner provided a perspective on long-range planning in that the ultimate consideration is what VLAWMO desires to accomplish, and that per the VLAWMO calendar year this conversation and decision making process will return every year.

Director Walsh expressed support for not managing the fund balance down to the lowest possible per the fund balance policy but closer to the upper end of the policy range. Director Walsh inquired about if or how the current Minnesota State budget surplus may compliment the VLAWMO 2024 budget. Administrator Belfiori noted that VLAWMO does get regular updates on legislature activity.

Doll Kanne asked whether striving for 2/3 of projects is a historical pattern VLAWMO pursues, and what the rationale is for the remaining 1/3. Administrator Belfiori responded that the remaining 1/3 of the projects aren’t to be abandoned but to be spaced out in a longer term basis. He noted that project partnerships can create delays in timing between

many organizations, and this is the primary cause for aspired projects to not be completed in their projected timeline.

A motion was made by Director Shuman and seconded by Director Doll Kanne to approve that the attached 4-year partnership project table (Attachment 1) generally captures a high-level long range plan for partnership projects for the VLAWMO. Vote: Shuman: aye, Doll Kanne: aye. Lindner: aye, Prudhon: aye, Walsh: aye. Motion passed.

2. Discussion and authorization of VLAWMO subcommittee to provide recommendations on rough draft preliminary 2024 budget 🐦

Administrator Belfiori introduced the budget presented is not considered the staff recommended budget and is a rough draft only and is meant as a preview to the subcommittee activity planned for May 2023. He described the projects proposed as outlined in pages 117-119 of the April Board packet.

He outlined the target dates for subcommittee and Board meetings, and noted that traditionally the Board invites a VLAWMO Technical Commission member to attend the subcommittee meetings.

Discussion:

None

A motion was made by Director Walsh and seconded by Director Prudhon to authorize the Subcommittee to review the draft 2024 budget materials and provide the full Board recommendation(s) at the June 28 meeting. Vote: Shuman: aye, Doll Kanne: aye. Lindner: aye, Prudhon: aye, Walsh: aye. Motion passed.

VII. Discussion

None

VIII. Administration Communication

1. Discussion on possible VLAWMO project summer tour

Administrator Belfiori inquired about a 2-3 hour summer tour of notable VLAWMO cost-share and capstone projects. Directors Lindner, Shuman and Doll Kanne expressed interest.

VII. Adjourn

A motion was made by Director Walsh and seconded by Director Doll Kanne to adjourn at 8:34 pm.

Shuman: aye, Doll Kanne: aye. Lindner: aye, Prudhon: aye, Walsh: aye. Motion passed.

Minutes compiled and submitted by Nick Voss.