



Board of Managers Meeting Minutes

Wednesday - April 13th, 2022 - 3:00 p.m.

Mendota Heights City Hall

Managers and Alternates in Attendance:

Sharon Lencowski, Chair - Inver Grove Heights
Mary Jeanne Schneeman, Mendota Heights
Sheila Vanney, West St. Paul
Shannon Nelson, Sunfish Lake

Karen Reid, Saint Paul
Tom Sutton, Lilydale
Jill Smith, Mendota Heights

Advisors and Others in Attendance:

Ryan Ruzek, Mendota Heights
Pat Murphy, Saint Paul
Greg Williams, Barr Engineering

Krista Spreiter, Mendota Heights
Melissa King, BWSR
Joe Barten, Dakota County SWCD

1. Call Meeting to Order

1.1 Public Comment / Introductions

Audience members may address the Board regarding items not on the agenda.

1.2 Approval of Agenda* (Additions/Corrections/Deletions)

Motion by Schneeman to approve the agenda, second by Reid; motion passed.

2. Approve March 9th, 2022 Meeting Minutes

Motion by Nelson to approve the previous meeting minutes, second by Schneeman; motion passed.

3. Approve April 13th, 2022 Financial Summary & Invoices

Spreiter provided a summary of the financial information.

Motion by Reid to approve the financial summary, second by Vanney; motion passed.

4. LRMWMO Joint Powers Agreement (JPA) Update

Barten provided background on the need to update the JPA due to expiration. Joel Jamnik provided additional background on the JPA and update process. Jamnik note that he can combine the various JPA elements and digitize into one version for future review by the LMRWMO Board.

Motion by Reid to direct the LMRWMO Legal Counsel to draft a simplified, combined, and digitized version of the JPA for future review and modification by the LMRWMO Board, second by Schneeman; motion passed.

5. Review and Approve Submittal of Draft LMRWMO Annual Report and Attachments

Barten summarized the information in the annual report. He noted that he anticipates this will be the last year to create the newsletter, as the annual report can serve as the required communication piece in future years and the WMO can work to an e-newsletter in the future. Vanney noted a typo on page 6. Board members personal information will be removed from the reports in the future as well.

Motion by Vanney to authorize the LMRWMO Administrator to submit the annual report to the State Board of Water and Soil Resources, second by Nelson; motion passed.

6. Review Comments to City of Mendota Local Water Plan and Authorized Barr Engineering to Prepare and Send Plan Review Comment Letter

Williams summarized the information in the packet.

Motion by Vanney to direct Barr Engineering to send the comment letter to the City of Mendota, second by Schneeman; motion passes.

7. Review & Approve Chloride Training Translator Scope & Agreement

Barten summarized the information in the packet and asked for feedback and potential approval from the Board to execute an agreement with All in One Translation Services.

Motion by Reid to authorize the LMRWMO Board Chair to execute an agreement with All in One Translation Services that includes the scope of work in the meeting packet, second by Schneeman; motion passes.

8. Review Interstate Valley Creek Study Request for Proposals (RFP) and Authorize Administrator to Seek Proposals from Consultants

Barten asked for feedback on the RFP and noted that he had coordinated with City of Mendota Heights staff in creation of the scope of work. He suggested creation of a Board committee to review and rank proposals received and provide a recommendation to the full Board at the next meeting.

Motion by Vanney to direct the LMRWMO Administrator to seek proposals from qualified consultants per the RFP included in the packet, second by Reid, motion passes

Motion by Reid to form a Board committee of volunteer Managers, Alternates, or City Advisors to review and rank proposals and provide a recommendation to the full LMRWMO Board, second by Nelson, motion passes.

9. Request for Presentation to Rogers Lake Residents with Mendota Heights Staff

Barten explained that he had been requested to participate in a presentation for Mendota Heights residents on shoreline management and restoration in coordination with City staff, Krista Spreiter.

Barten was in support of the presentation and noted it would require around 8 hours of time and could be covered under the general education LMRWMO budget line item. The Board discussed who could attend and whether this presentation could be expanded to a larger audience in the future. There was consensus to go ahead with this presentation by the LMRWMO Administrator in coordination with City of Mendota Heights staff.

10. Watershed Management Plan Update

The Board will review the implementation plan in more detail at the next meeting and Barr anticipates having a draft plan for review in June. The Board discussed the vision statement briefly and will discuss again at the next meeting.

11. Other Updates

11.1 MPCA Agreement for Chloride Training

Barten noted that the simple agreement between the LMRWMO and MN Pollution Control Agency will be executed to note the sharing of information for the project.

11.2 Member City Updates

Member City staff provided updates on current or upcoming projects.

12. Agenda Items for Next Meeting: May 11th, 2022

13. Meeting adjourned at 5:00 pm