APPROVED

RCWD Board of Managers Workshop

Monday, May 8, 2023

**Rice Creek Watershed District Conference Room  
4325 Pheasant Ridge Drive NE, Suite 611, Blaine, Minnesota**

**And**

**Meeting also conducted by alternative means   
(teleconference or video-teleconference) from remote location**

The Board convened the workshop at 1:00 p.m.

Attendance: Board members Mike Bradley, John Waller, Jess Robertson, Marcie Weinandt, Steve Wagamon

Absent:

Staff: Administrator Nick Tomczik, Public Drainage Inspector Tom Schmidt, Water Monitoring Technician Catherine Nester (video-conference); Lake & Stream Program Manager Matt Kocian; Office Manager Theresa Stasica

Consultants: Ellen Hinrichs (video-conference)- Career Enhancement Options, Inc., District Engineer Chris Otterness

Visitors: none

**Staff Performance Appraisal Approach**

Administrator Tomczik provided accomplishments update to the Board on the Human Resource items implemented in the past year. He informed the Board that the next items to address are performance appraisal process to be undertaken by the Administrator and salary survey, both items include work with District Human Resources consultant Hinrichs. The appraisal process intended to be in place by the end of this year and staff to return with salary survey effort. The Board by consensus supported the plan. Administrator Tomczik updated the Board on the Project Program Manager hiring process. The District may need to use alternative approaches, potential recruiter, to fill the position.

**Mobi Trac Equipment Consideration**

Public Drainage Inspector Schmidt informed the Board that the Mobi Trac and attachments is limited in use for the District’s needs and recommended selling the Mobi Trac and attachments, researching consignment or other approaches of selling of the equipment. The Board by consensus agreed with staff’s recommendation and directed staff to investigate a reasonable price and options.

**RCWD Jurisdictional Boundary Project Update**

Staff and District Engineer’s Otterness provided a presentation to the Board on the process to date in preparing a recommended boundary change, feedback from cities/WMOs, boundary management policy/law basics, and next steps for the boundary modification petition. The Board by consensus agreed to the recommended next steps undertaken with HEI. An HEI task order to provide boundary petition assistance will be on the Board’s Wednesday meeting agenda for consideration.

Manager Robertson informed the Board that she would have to leave soon for a standing prior commitment. The Board discussed moving the schedule of workshop start times to accommodate.

**Monitoring Program Update Presentation**

Lake and Stream Program Manager gave a presentation to the Board on the District monitoring program.

Manager Robertson left the workshop.

**Metro Watersheds Legislative Funding**

President Bradley tabled this item to a future meeting.

**Administrator Updates**

Administrator Tomczik updates:

* Schedule a Special Board Workshop on June 5, 2023 at 9:00 a.m. at the District office to receive and review HEI’s report regarding its review of the additional information received during the public information meeting at the Board’s April 26th meeting.

Manager Wagamon left the workshop at this time.

The Board discussed HEI’s memo regarding the evaluation of maintenance alternatives. The Board by consensus scheduled the special workshop and would like to take board action at the following board meeting.

* Informed Board of a petitioner’s concern regarding PDS bond expenditures.
* Inform Theresa if you would like to attend MN Watersheds Summer Tour.

The workshop was adjourned at 3:10 p.m.