



MEMORANDUM

TO: BCWD Board of Managers
FROM: Karen Kill
RE: 2024 Annual Business Meeting
DATE: January 8, 2024

Annual Meeting. The regular meeting of the Board in January each year will be the annual business meeting. In addition to any other business which may come before this meeting, the Board will designate the depository or depositories for District funds and financial assurance instruments submitted to the District, adopt a schedule of regular meetings for the year, and select officers. The schedule of regular meetings will be filed in the records of the District.

b) Election of Officers

The Board will, at the District's annual meeting, elect from among its members the following officers: President, Vice President, Treasurer and Secretary. An officer will serve until replaced by the election of a successor. No board member may hold more than one office at a time, but the Board may, at its discretion, name a Second Vice President.

Existing slate of Officers:

Klay Eckles – President
Celia Wirth – Vice President
Gerald Johnson – Treasurer
Chuck LeRoux – Secretary
Debra Sahulka – Manager

c) Board Subcommittee Appointments (Per Diems Approved for Attendance)

- Citizen Advisory Committee Liaisons – Celia Wirth (Charles LeRoux as alternate)
- Technical Advisory Committee Liaison – Klayton Eckles
- East Metro Water Resources Education Program Liaison – Administrator primary, Board Manager Gerald Johnson as necessary
- Best Management Practices Program Subcommittee – Gerald Johnson
- Bylaws and Policies – Celia Wirth
- Minnesota Watersheds Board Liaison – Vacant
- Metro Minnesota Watersheds Liaison – Celia Wirth; alternate Charles LeRoux
- Lower St Croix One Watershed One Plan – Klayton Eckles; alternate Gerald Johnson

d) Annual Selection of Bank and Location of Financial Assurance Instruments

Current bank is US Bank for checking and selected as official bank in 2023. Have held investment funds in 4M fund in 2023. Recommend designating US Bank and 4M Fund as depositories in 2024.

Managers:

Klay Eckles, President • Celia Wirth, Vice-President • Gerald Johnson, Treasurer • Chuck LeRoux, Secretary • Debra Sahulka



Permit Deposit Fees and Cash Escrows were held in a separate account in 4M Fund. Other financial assurance instruments (such as letters of credit or performance bonds) were held at the BCWD office in a fireproof safe.

e) Annual Selection of Official Newspaper

In 2023, White Bear Lake Press and the Stillwater Gazette were selected as the official newspapers..

f) Regular Meeting Dates

Second Wednesday of the Month at 6:30 PM

Meetings will take place, unless noticed otherwise, at Family Means, 1875 Northwest Ave S, Stillwater in the large conference room:

Dates:

January 10, 2024

February 14, 2024

March 20, 2024 – NOTE – Third Wednesday of Month

April 10, 2024

May 8, 2024

June 12, 2024

July 10, 2024 - 2024 Budget Workshop 5-6:30pm *and Regular Meeting*

August 14, 2024 - 2024 Budget Workshop 5-6:30pm *and Regular Meeting*

September 11, 2024

September 14, 2024 –2024 Community Event at Brown’s Creek Park in Stillwater 10am-1pm

October 9, 2024

November 13, 2024

December 11, 2024

g) Citizens Advisory Committee

- *Citizens Advisory Committee. There is established, in accordance with Minnesota Statutes section 103D.331, a citizens advisory committee to the Board of Managers. The committee will be known as the Citizens Advisory Committee (CAC). The CAC will advise the Board of Managers on water-related community concerns and issues, and assist with the development and implementation of the education and outreach activities of the District. The CAC will meet according to a schedule set annually by the members of the CAC, and at such other times as may be determined by a majority of the members. All meetings of the CAC are open to the public.*

Residents seeking re-appointment in 2024:

Anne Maule-Miller – Co-Chair

George Vania – Co-Chair

Jyneen Thatcher

Yihong Gao

Steven Merchant

Managers:

Klay Eckles, President • Celia Wirth, Vice-President • Gerald Johnson, Treasurer • Chuck LeRoux, Secretary • Debra Sahulka



Aimee Eberle
Hallie Chasensky

Tentative 2024 CAC meeting dates (2nd Monday of even months 6:30-8PM)

Feb 12, 2024
Apr 8, 2024
June 10, 2024
Aug 12, 2024
Oct 14, 2024
Dec 9, 2024

h) BCWD Board Training – discuss possible training topics & and whether eligible for per diem/expenses

- Washington County Water Consortium monthly meetings
- Legislative Water Commission monthly Meetings
- MN Watersheds Day at the Capitol (Feb), Summer Tour (June), and Annual Meeting (Dec)
- Metro Minnesota Watersheds quarterly meetings
- Water Resources Conference (Oct)
- Internal Trainings
 - Private Data – natural heritage data, archeological data, endangered/threatened species data
 - Diversity, Equity, and Inclusion
 - Others?

i) Annual Review of BCWD Bylaws and Policies – Will discuss with board at meeting

Managers:

Klay Eckles, President • Celia Wirth, Vice-President • Gerald Johnson, Treasurer • Chuck LeRoux, Secretary • Debra Sahulka