

**VALLEY BRANCH WATERSHED DISTRICT**  
**Minutes of Regular Meeting No. 869**  
**Held in the Lake Elmo City Hall**  
**Thursday, January 12, 2012**

**APPROVED**  
**MINUTES**

**MANAGERS PRESENT:** David Bucheck, President; Lincoln Fetcher, Vice President; Dale Borash, Treasurer; Jill Lucas, Secretary; and Ed Marchan, Manager

**MANAGER ABSENT:** None

**STAFF PRESENT:** John Hanson, Engineer, Barr Engineering; Ray Marshall, Attorney, Lawson Marshall McDonald Galowitz and Wolle; Ray Roemmich, Inspector; Melissa Imse, Recording Secretary

**STAFF ABSENT:** None

**OTHERS PRESENT:** Roger Johnson, CAC and Rusty Schmidt, Washington Conservation District

**CALL TO ORDER** President Bucheck called the meeting to order at 7:00 p.m.

**ANNOUNCEMENTS** None

**APPROVAL OF MINUTES** After discussion of the December 8, 2011 meeting minutes, **motion** was made by Fetcher and seconded by Marchan to approve the minutes. Motion carried unanimously.

**ADDITIONAL AGENDA ITEMS** Under the Consent Agenda: Final payment approval of \$2,500.00 to Judy Burns.

**PUBLIC FORUM** None

**CITIZEN ADVISORY COMMITTEE** Roger Johnson reported residents of Lake Elmo, Jane and DeMontreville-Olson are gathering to discuss efforts to protect their lakes from zebra mussels. The residents are working collaboratively to apply for grant money from the Minnesota Department of Natural Resources to have gated boat launch inspection sites for each of the lakes. The residents may request the support from the VBWD in this effort.

**SECRETARY'S REPORT** Engineer Hanson distributed the mail.

**INSPECTOR'S REPORT** Inspector Roemmich reported on the following projects: Ziemer Residence on Silver Lake and the Washington County Regional Park. After discussion on the Ziemer project, the managers directed Engineer Hanson to send a letter indicating the needed site work to close-out the permit.

**ATTORNEY'S REPORT**  
**Managers Oath of Office**

The managers signed the oath of office for 2012. Attorney Marshall will file the oaths.

**WOMP 2 Agreement**

The managers signed the WOMP 2 amendment.

**Contract Renewals**

Attorney Marshall will prepare draft contract renewals for Inspector Roemmich and Recording Secretary Imse for 2012.

**TREASURER'S REPORT** Treasurer Borash reported that Secretary Lucas will be absent for the January 26, 2012 meeting, and will be processing her per diem payment before she leaves.

**WASHINGTON CONSERVATION DISTRICT** Rusty Schmidt gave a summary presentation on the VBWD Best Management Practices grants program for 2011. Rusty also provided some programming suggestions for the 2012 BMP cost-share program for the managers to consider. He will be emailing to the managers a current list of BMP grant projects and costs.

#### **ENGINEER'S REPORT**

**Plan Amendment** The VBWD submitted the draft 2011 Major Plan Amendment to the Minnesota Board of Water and Soil Resources (BWSR) for 90-day review on September 26, 2011. The BWSR Board approved the Plan Amendment on December 14, 2011. The VBWD must adopt the Plan Amendment within 120 days of the BWSR approval. After discussion, **motion** was made by Borash and seconded by Fetcher to adopt the VBWD 2011 Major Plan Amendment. Motion carried unanimously. Barr will distribute copies of the adopted Plan Amendment to the appropriate agencies.

**VBWD Watershed Restoration and Protection Program** Barr provided a draft work plan for the VBWD Watershed Restoration and Protection Program for the managers to review. The Minnesota Pollution Control Agency (MPCA) needs a draft work plan by early February. The managers reviewed the focus and protection waters and provided feedback to Engineer Hanson.

**Raleigh Creek-Payment Application** After discussion, **motion** was made by Fetcher and seconded by Borash to approve Payment Application #3 for the Raleigh Creek Stabilization project in the amount of \$5,759.17. Motion carried unanimously.

**Grant Opportunities** Engineer Hanson compiled a list of potential grant opportunities for VBWD to consider. The managers reviewed the list and directed Engineer Hanson to determine which of the grants to apply for according to the VBWD 2012 budget and Work Plan.

#### **Communications**

**Minnesota Pollution Control Agency** Engineer Hanson sent a letter to the MPCA for clarification regarding the expectation of the VBWD for implementing the TMDL and for continuation in the MS4 program. The managers reviewed and discussed the letter.

**St. Croix MIDS Pilot Community Project** Engineer Hanson sent a letter of support to Jay Riggs the Project Manager for the City of Afton MIDS project. The managers reviewed and discussed the letter.

**The Williams Property-2793 Division Street, North St. Paul** Engineer Hanson drafted a letter to Mr. and Mrs. Williams regarding the proposed project at 2793 Division Street in North St. Paul. The managers reviewed the letter and provided comments.

#### **MANAGERS' REPORT**

**Consent Calendar** After discussion, **motion** was made by Bucheck and seconded by Marchan to approve the consent calendar. Motion carried unanimously.

**Nametags** Recording Secretary Imse distributed the VBWD name tags. The managers thanked Recording Secretary Imse.

**2011 Accomplishments and 2012 Planning** President Bucheck reviewed the 2011 VBWD accomplishments with the managers. President Bucheck, Treasurer Borash, other interested managers, and Engineer Hanson will meet to discuss details of the 2012 budget in a workshop. The detailed budget will be presented to the full Board at the next meeting for discussion and possible vote.

**Next Meeting - January 26, 2012** Manager Lucas will be absent. The remaining managers plan to attend.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**FUTURE ITEMS**

None.

**ADJOURNMENT**

**Motion** was made by Borash and seconded by Fetcher at 9:44 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

*/s/ Jill Lucas*

Jill Lucas, Secretary

**CONSENT CALENDAR**

The following items were approved at the January 12, 2012 meeting:

1. BMP Cost-Share Payments
  - A. Final payment of \$2,500.00 to Judy Burns.

**Minutes approved by Managers 1/26/2012**