

VALLEY BRANCH WATERSHED DISTRICT
Minutes of Regular Meeting No. 978
Held in Baytown Township Community Center
Thursday, April 27, 2017

APPROVED
MINUTES

MANAGERS PRESENT: Dave Bucheck, President; Lincoln Fetcher, Vice President; and Ed Marchan, Treasurer

MANAGER ABSENT: Jill Lucas, Secretary and Anthony Haider, Manager

STAFF PRESENT: John Hanson, Engineer, Barr Engineering; Susannah Torseth, Attorney, Galowitz Olson; Jeff Brower, Inspector; and Melissa Imse, Recording Secretary

STAFF ABSENT: None

OTHERS PRESENT: Rick Packer, Brian Kallio, Brian Krystofiak, Melissa Barrett, Jim Felten, and Clark Schroeder, The Royal Golf Club; Tom Barnes, Mike Biebl, Ann Bucheck, and others, residents near The Royal Golf Club

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

ANNOUNCEMENTS None

APPROVAL OF MINUTES After discussion, **motion** was made by Marchan and seconded by Fetcher to approve the April 13, 2017 meeting minutes as amended. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS None

PUBLIC FORUM None

CITIZEN ADVISORY COMMITTEE None

SECRETARY'S REPORT Engineer Hanson distributed the mail.

INSPECTOR'S REPORT Inspector Brower reported that he went with Engineer Hanson on some project sites within VBWD. Inspector Roemmich has offered to meet with Inspector Brower and Inspector Brower will follow-up. Inspector Brower will be going on more project site inspections with the inspector for Ramsey-Washington Metro Watershed District. Inspector Brower reported that he will be attending upcoming stormwater and erosion control classes at the University of Minnesota. Inspector Brower reported that he attended the St. Croix Summit.

ATTORNEY'S REPORT

Inspector Contract Attorney Torseth reviewed the contract for Inspector Brower and is working with WayPoint Insurance on appropriate insurance coverage for Inspector Brower. The VBWD managers and Inspector Brower signed the contract for inspection services.

By-Laws No changes have been made to the bylaws pending the signature of the order officially changing the VBWD Principal Place of Business to Baytown Township Community Building.

Annual CAMP Contract Attorney Torseth presented the annual Citizen-Assisted Monitoring Program contract with the Metropolitan Council for signature.

WASHINGTON CONSERVATION DISTRICT None

ENGINEER'S REPORT

Permit Request: The Royal Golf Club at Lake Elmo, Lake Elmo After discussion, a **motion** was made by Fetcher and seconded by Marchan to extend permit 2017-06 application for the Royal Golf Club at Lake Elmo for another 60 days. Motion carried unanimously.

Permit Request: MNDOT St. Croix Travel Information Center (SP 8282-129), West Lakeland Township After discussion, a **motion** was made by Marchan and seconded by Fetcher to approve permit 2017-13, MNDOT St. Croix Travel Information Center (SP 8282-129) in West Lakeland Township with the suggested and applicable site specific conditions. Motion carried unanimously.

Permit Request: Williams New Home, Baytown Township After discussion, a **motion** was made by Fetcher and seconded by Marchan to table permit 2017-14, Williams new home in Baytown Township. Motion carried unanimously.

Permit Request: Easton Village, Lake Elmo After discussion, a **motion** was made by Marchan and seconded by Fetcher to table permit 2017-12, Easton Village in Lake Elmo. Motion carried unanimously.

2016 Annual Report After discussion, a **motion** was made by Fetcher and seconded by Marchan to approve the VBWD 2016 Annual Report. Motion carried unanimously.

Scheduling MS4 Public Hearing The Municipal Separate Storm Sewer Systems (MS4) Annual Report for 2016 must be completed and submitted to the MPCA by June 30, 2017. Prior to submittal, the VBWD needs to have a public hearing. After discussion, the managers authorized Attorney Torseth to publish notice for the MS4 Public Hearing on Thursday, June 22, 2017.

Recommendation for Bid Award –Tree and Log Removal At the January 17, 2017 VBWD meeting, the managers authorized Barr to solicit bids for tree and log removal in the West Lakeland Storage area and DeMontreville Ravine as part of maintenance items listed in the 2016 VBWD Infrastructure and Conveyance Systems Inspections report. Buelow Excavating submitted a bid for the tree and log removal. The managers reviewed the bid. After discussion, a **motion** was made by Fetcher and seconded by Marchan to award the bid for tree and log removal in the West Lakeland Storage area and DeMontreville Ravine for up to \$2,300. Motion carried unanimously.

Wildflower Shores Wetland Bank-2017 Management At the April 13, 2017 VBWD meeting, the managers approved the change order with Prairie Restorations, Inc for the 2017 maintenance items at the Wildflower Shores Wetland Bank. President Bucheck signed the change order.

Recommendation for Payment-Kelle's Creek Septic System After discussion, a **motion** was made by Fetcher and seconded by Marchan to approve payment to Brian Humpal in the amount of \$1,700.00 for septic system inspections as part of the Kelle's Creek Septic System program. Motion carried unanimously.

MANAGERS' REPORT

Budget President Bucheck and Treasurer Marchan had met and reviewed the budget. President Bucheck will send out the revised version.

2017 Water Quality Monitoring Actions At the April 13, 2017 VBWD meeting, the managers approved Option 1 listed in the Barr memo; share the Valley Creek E. coli data with the MPCA, and conduct some form of public outreach to inform the public of the 2016 monitoring results. After review of the 2017 VBWD budget, the managers reviewed adding monitoring actions in Option 2. After discussion, a **motion** was made by Bucheck and seconded by Marchan to approve monitoring 1/3 of the low priority basins for up to \$3,600. Motion carried unanimously. A **motion** was made by Marchan and seconded by Bucheck to conduct a point-intercept plant survey at Silver Lake for up to \$3,500. Motion carried unanimously.

Website Vice President Fetcher is waiting for some responses to questions he posed the potential website contractors. Once a contractor is selected, Vice President Fetcher will forward the contract to Attorney Torseth for review. Vice President Fetcher has meet with Engineer Hanson and Recording Secretary Imse to review website content.

TREASURER'S REPORT

Treasurer Marchan distributed copies of the Administrative and Program Budgets Fiscal Year 2017, dated March 2017, and the Treasurer's Report dated April 27, 2017. After discussion, **motion** was made by Marchan and seconded by Fetcher to approve the Treasurer's report. Motion carried unanimously.

Treasurer Marchan reported that he was unable to attend the Lake Elmo wellhead protection meeting, and that he will present an updated per diem policy to the Board soon. Treasurer Marchan will be working with Attorney Torseth to draft management responses to the auditor's findings, and he will investigate whether VBWD has received any money from others for purchasing credits from the VBWD Wildflower Shores Wetland Bank.

FUTURE BUSINESS

Next Meetings – May 11 and May 25, 2017 All managers plan to attend the meetings.

Minnesota Association of Watershed Districts Summer Tour None of the managers plan to attend.

OLD BUSINESS

None.

NEW BUSINESS

None.

FUTURE ITEMS

None.

ADJOURNMENT

Motion was made by Marchan and seconded by Fetcher at 9:30 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/s/ Ed Marchan

Ed Marchan, Acting-Secretary

Minutes approved by managers 5/11/2017