

**VALLEY BRANCH WATERSHED DISTRICT**  
**Minutes of Regular Meeting No. 982**  
**Held in Baytown Township Community Center**  
**Thursday, July 13, 2017**

**APPROVED**  
**MINUTES**

**MANAGERS PRESENT:** Dave Bucheck, President; Lincoln Fetcher, Vice President; Jill Lucas, Secretary; Ed Marchan, Treasurer; and Anthony Haider, Manager

**MANAGER ABSENT:** None

**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:** Joyce Germscheid, John Muller, and Rick Gelbmann from the Silver Lake Improvement Association member; Link Lavey, Lake DeMontreville-Olson Association; Kinmounth family; Candice Kreamer and Steve Keene, Sunnybrook Lake residents; Jim Felton and another Royal Golf Club representative; Austin Young, Alchemy Architects, Jarvis weeHouse

**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 Lucas to approve the June 8, 2017 meeting minutes. Motion carried unanimously.

**ADDITIONAL AGENDA ITEMS** None

**PUBLIC FORUM** Members from the Silver Lake Improvement Association were present to request assistance from VBWD for lake treatment to Silver Lake. They are currently looking for additional funding resources for lake treatment since the lake treatment can cost up to \$4,000/year. The Managers agreed to assist with technical support and plant surveys and will keep in mind the Silver Lake Improvement Associations' request to help fund the \$4,000/year treatment cost.

**CITIZEN ADVISORY COMMITTEE** Chuck Taylor's lake level report was included in the board packet for the managers to review.

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

**INSPECTOR'S REPORT** Inspector Brower reported on the following projects: Afton Village, Afton Indian Trail, Lake Elmo Phase 2 and 3, Lake Elmo Street Improvements, Hammes, Lindgren, Wildflower Phase I and II, Lake Elmo Shoppes, MnDot Travel Center, Royal Golf Club, Shari Johnson, Easton Village, and Williams Residence.

**ATTORNEY'S REPORT**

**Redefining VBWD Easements at Raleigh Creek on Kinmounth Property** At the June 8, 2017 VBWD meeting, the managers authorized Attorney Torseth and Barr Engineering to work with the Kinmounths on an easement modification for the managers to review at a future meeting. Attorney Torseth prepared the easement modification. After discussion, a **motion** was made by Fetcher and seconded by Marchan to approve the prepared recording of the easement pending Attorney Torseth's and Barr Engineering review, and have them work with the homeowners on the

easement. Motion carried unanimously.

**WASHINGTON CONSERVATION DISTRICT** The VBWD received a contract from the Washington Conservation District to provide watercraft inspection services within the VBWD. A **motion** was made by Fetcher and seconded by Marchan to authorize President Bucheck to sign the agreement. Motion carried unanimously.

**2016 Invoices** VBWD received 2016 invoices from WCD for services in 2016. After review, the managers agreed to pay the invoices. President Bucheck will follow up with Jay Riggs to discuss.

## **ENGINEER'S REPORT**

### **Permit Requests:**

- a. **Southwind, Lake Elmo-Permit 2017-10 (Revised)** The managers issued this permit in April 2017. There are minor changes made to the permit. After discussion, a **motion** was made by Marchan and seconded by Lucas to approve revised permit 2017-10 for Southwind in Lake Elmo. Motion carried unanimously.
- b. **Jarvis weeHouse, Lake Elmo** After discussion, a **motion** was made by Lucas and seconded by Marchan to approve a variance for permit 2017-22, Jarvis weeHouse in Lake Elmo. Motion carried 4-0, with Manager Haider opposed. After discussion, a **motion** was made by Bucheck and seconded by Marchan to approve permit 2017-22, Jarvis weeHouse in Lake Elmo, to include the applicable and standard site specific conditions. Motion carried 4-0, with Manager Haider opposed.
- c. **Lisa and Curt Dunn House, Afton** After discussion, a **motion** was made by Marchan and seconded by Lucas to approve permit 2017-19, Lisa and Curt Dunn House in Afton, to include the applicable and standard site specific conditions. Motion carried unanimously.
- d. **Keats Avenue & Jocelyn Road Improvements, Grant** After discussion, a **motion** was made by Marchan and seconded by Lucas to approve permit 2017-24, Keats Avenue and Jocelyn Road improvements in Grant, to include the applicable and standard site specific conditions. Motion carried unanimously.
- e. **Lion's Park, Lake Elmo** After discussion, a **motion** was made by Marchan and seconded by Lucas to approve permit 2017-23, Lion's Park in Lake Elmo, to include the applicable and standard site specific conditions. Motion carried unanimously.
- f. **Village Park Preserve, Lake Elmo** After discussion, a **motion** was made by Marchan and seconded by Lucas to approve permit 2017-21, Village Park Preserve in Lake Elmo, with the additional condition to address the soil borings and the applicable and standard site specific conditions. Motion carried unanimously.

### **Permit Closeout Requests:**

- a. **Permit 2016-15-The Royal Golf Club at Lake Elmo** After discussion, a **motion** was made by Bucheck and seconded by Marchan to approve the Stormwater Maintenance agreement between VBWD and Royal Golf Club. Motion carried unanimously. After discussion, a **motion** was made by Fetcher and seconded by Marchan to approve permit closeout 2016-15, the Royal Golf Club in Lake Elmo. Motion carried unanimously.
- b. **Permit 2015-06-Village Preserve, Lake Elmo** After discussion, a **motion** was made by Fetcher and seconded by Marchan to approve releasing \$42,000 of the surety for Village Preserve in Lake Elmo. Motion carried unanimously.

**Minnesota Wetland Conservation Act Notice of Decision-Wetland Boundaries and Types, Mulcahy Hadley Avenue, Oakdale** After discussion, a **motion** was made by Fetcher and seconded by Marchan to approve the Minnesota Wetland Conservation Act Notice of Decision-Wetland Boundaries and Types for the Mulcahy Hadley Avenue project. Motion carried unanimously.

### **2017 Erosion Inventories:**

- a. **Kelle's Creek**
- b. **Swede Hill Creek Subwatershed**
- c. **Valley Creek**

After discussion, the managers decided to table additional action in 2017 regarding the erosion inventories and consider budgeting for doing work in 2018.

**Recommendation for Payment-Kelle's Creek Septic System Inspection Pilot Program** After discussion, a **motion** was made by Marchan and seconded by Lucas to approve payment of \$340 to Brian Humpal for septic system

inspection services at 4676 Ozark Avenue. Motion carried unanimously.

**Recommendation for Bid Award-Tree Removal on Raleigh Creek** Under the manager's direction, Barr solicited and received a bid for tree removal on Raleigh Creek. After discussion, a **motion** was made by Fetcher and seconded by Marchan to award the bid to Buelow Excavating for tree removal on Raleigh Creek for up to \$800. Motion carried unanimously.

**One Watershed One Plan Planning Grant** There is going to be an upcoming stakeholder meeting on Tuesday, August 27, 2017. Engineer Hanson will attend and Secretary Lucas may attend.

**Snowplow Retrofit Cost-Share Request** The City of Lake Elmo sent VBWD a cost share request for retrofitting two snow plow trucks to better control salt use. The managers are sympathetic to the issue, but do not have the budget to contribute at this time.

**Lennar Purchase Agreement for Wetland Credits from VBWD Wetland Bank** After discussion, a **motion** was made by Fetcher and seconded by Marchan to approve the Lennar purchase agreement for wetland credits from VBWD wetland bank. Motion carried unanimously.

## **MANAGERS' REPORT**

**Sunnybrook Lake Flooding** The managers held a workshop with the City of Grant on Tuesday, July 11, 2017 to discuss the Sunnybrook Lake Flooding. After discussion, a **motion** was made by Bucheck and seconded by Fetcher to direct Barr Engineering to:

Prepare an outline of a work plan for a future Sunnybrook Lake area flood mitigation project including in particular the critical items which must be resolved in 2017 as pre-conditions for the project:

- a.) Assure that the water storage area adjacent to Indian Hills Golf Club would be available for long term usage.
- b.) Assure that the City of Grant will continue to work with the VBWD to the completion of the project.
- c.) Develop a separate plan which considers the funding options available to the district (including grants, loans, bonding, assessments, etc)
- d.) Develop a first level cost analysis of the project which will guide item "c"

Motion carried unanimously.

The VBWD received an invoice from Mr. Reagan with Indian Hills Golf Course for pumping. After discussion, a **motion** was made by Bucheck and seconded by March to approve paying \$10,000 for the pumping. Motion carried unanimously.

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

**Website** Vice President Fetcher sent the signed contract to Revise to begin the development of the new VBWD website. Vice President Fetcher will schedule a meeting with Recording Secretary Imse and Engineer Hanson to review the content of the existing website and determine what to transfer to the new website.

**Minnesota Association of Watershed Districts Summer Tour** President Bucheck provided an update on the MAWD Summer Tour.

**Sally Manzara Interpretative Nature Center** VBWD has been asked to contribute to a learning panel about the VBWD that would be a part of the nature center. Manager Haider and Engineer Hanson attended the visioning committee meeting regarding building the nature center on June 22, 2017. VBWD will wait to be contacted by the designer of the panels to meet, but will contribute to a panel.

## **TREASURER'S REPORT**

Treasurer Marchan distributed copies of the Administrative and Program Budgets Fiscal Year 2017, dated May/June 2017, and the Treasurer's Report dated July 13, 2017. After discussion, a **motion** was made by Marchan and seconded by Fetcher to approve the Treasurer's report. Motion carried unanimously.

VBWD received a bid from Tri County Services, Inc for the removal of a downed tree in Valley Creek on Shari Johnson's property. After discussion, a **motion** was made by Marchan and seconded by Fetcher to approve bid from Tri County

Services, Inc in the amount of \$1,200 to remove the tree on Shari Johnson's property. Motion carried unanimously.  
**Manager Per Diem Policy** Treasurer Marchan will continue to work on the Manager Per Diem Policy.

#### **FUTURE BUSINESS**

**Next Meetings – July 27 and August 10, 2017** Sectary Lucas will be absent the July 27<sup>th</sup> meeting. Manager Haider will be absent the August 10<sup>th</sup> meeting, and Vice President Fetcher is questionable about attending the August 10<sup>th</sup> meeting.

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

None.

#### **FUTURE ITEMS**

None.

#### **ADJOURNMENT**

**Motion** was made by Fetcher and seconded by Lucas at 9:56 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

*/s/ Jill Lucas*

Jill Lucas, Secretary

#### **Minutes approved by managers on 7/27/2017**

##### **Consent Calendar**

Consent calendar items are generally defined as items of routine business that do not require discussion and can be approved in one vote. The Managers may elect to pull a consent calendar item(s) for discussion and/or separate action. The following items are presented for the Managers' approval:

Best Management Practices Cost-Share Projects

- a. A \$500 native plant grant for Ann Ledy for a project at 15196 Afton Hills Drive South, Afton and the Main Stem Valley (Branch) Creek subwatershed
- b. Final payment of \$480.95 to Jason Willett for a buckthorn removal project at 12811 53rd Street in Baytown Township and the McDonald Lake subwatershed