

**VALLEY BRANCH WATERSHED DISTRICT**  
**Minutes of Regular Meeting No. 985**  
**Held in Baytown Township Community Center**  
**Thursday, August 24, 2017**

**APPROVED**  
**MINUTES**

**MANAGERS PRESENT:** Dave Bucheck, President; Ed Marchan, Treasurer; and Anthony Haider, Manager

**MANAGER ABSENT:** Lincoln Fetcher, Vice President

**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:** Daniel Kylo, West Lakeland Township, and Washington County Commissioner Fran Miron

**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 August 10, 2017 meeting minutes as amended. Motion carried unanimously.

**ADDITIONAL AGENDA ITEMS** Under Engineer's Report Item #4-Sunnybrook Lake Update. A **motion** was made by Lucas and seconded by Marchan to approve the agenda with the additional item. Motion carried unanimously.

**PUBLIC FORUM** Mr. Daniel Kylo was present to discuss the VBWD 2018 budget.

**CITIZEN ADVISORY COMMITTEE** None

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

**INSPECTOR'S REPORT** Inspector Brower reported on the following projects: Afton Village, ISWEM, Manning Avenue TH95, Royal Golf Club, Burr Oaks, Southwind, Hammes, CSAH 13 Olson Lake Trail, Jamaca/55<sup>th</sup> Street Improvements, Jasmine Court, Lindgren, Keats Avenue, and Stillwater Area High School.

**ATTORNEY'S REPORT**

**Cedar Bluff Letter of Credit** Attorney Torseth reported the attorney for the Cedar Bluff development contacted her asking to reduce the surety and update the letter of credit that is up for renewal. In the past the VBWD has used a formula to calculate the amount of surety based on the development of the property. After discussion, a **motion** was made by Marchan and seconded by Lucas to approve reducing the surety amount from \$48,000 to \$18,000 for the Cedar Bluff development. Motion carried unanimously.

**WASHINGTON CONSERVATION DISTRICT** None

## **ENGINEER'S REPORT**

**Silver Lake Bioretention Site** The construction bids for the Silver Lake Bioretention Improvement project were received on Tuesday August 24, 2017. The managers reviewed the bids. After discussion, a **motion** was made by Marchan and seconded by Lucas to award the construction bid to Penn Contracting, Inc. in the amount of \$89,528.00. Motion carried unanimously. A **motion** was made by Marchan and seconded by Haider to authorize President Bucheck to sign the contract with Penn Contracting upon Attorney Torseth's review. Motion carried unanimously.

**Wildflower Shores Wetland Bank Payment for Vegetation Maintenance Spraying** After discussion, a **motion** was made by Bucheck and seconded by Lucas to approve payment to Prairie Restorations in the amount of \$999.96 for vegetation maintenance spraying at Wildflower Shores. Motion carried unanimously. A **motion** was made by Bucheck and seconded by Lucas to approve the purchase agreement of the VBWD Wildflower Shores wetland credits for \$3,421.00. Motion carried unanimously.

**Kelle's Creek Septic System Inspection Pilot Program-Cost Share Application and Payment Requests** After discussion, a **motion** was made by Marchan and seconded by Lucas to approve the cost share payment of \$5,000 to David Kadrie for his septic system replacement cost. Motion carried unanimously. After discussion, a **motion** was made by Bucheck and seconded by Marchan to approve the cost share application for Alice Journey and Paul Anderson for up to \$5,000 as part of the Kelle's Creek Septic System pilot program. Motion carried unanimously.

**Sunnybrook Lake Update** The water levels at Sunnybrook Lake have come down. President Bucheck and Secretary Lucas had met with Washington County Commissions Miron and Kriesel to discuss the 2018 VBWD budget and the flooding issues at Sunnybrook Lake. The Commissioners suggested that stormwater reuse be explored, the Managers talk with residents/stakeholders, and that the residents/stakeholders have "skin in the game" when it comes to paying for a project. President Bucheck, Secretary Lucas, Engineer Hanson, and Washington County Commission Miron would like to meet with Mr. Reagan with Indian Hills Golf course to discuss further mitigation/pumping efforts as part of maintaining appropriate water levels at Sunnybrook.

## **MANAGERS' REPORT**

**2018 Budget** President Bucheck and Secretary Lucas met with Washington County Commissions Miron and Kriesel to discuss the 2018 VBWD budget and the flooding issues at Sunnybrook Lake. President Bucheck provided a draft 2018 budget. The managers reviewed and discussed the line items in the draft budget.

***At 9:30 President Bucheck suspended the regular meeting. At 9:35 President Bucheck reconvened the meeting.***

After discussion, a **motion** was made by Bucheck and seconded by Lucas to authorize Attorney Torseth to publish the 2018 VBWD budget hearing for Thursday, September 14, 2017 with the VBWD levy of \$1,065,000.00. Motion passed on a 3-1 vote with Treasurer Marchan opposed. The managers would like to have a more detailed discussion on the 2018 budget line items at a future meeting.

**Tour** Barr Engineering provided the managers with an itinerary for the September 7<sup>th</sup> tour. All managers plan to attend the tour.

## **TREASURER'S REPORT**

Treasurer Marchan distributed copies of the Administrative and Program Budgets Fiscal Year 2017, dated July 2017, and the Treasurer's Report dated August 24, 2017. After discussion, a **motion** was made by Marchan and seconded by Haider to approve the Treasurer's report. Motion carried unanimously.

## **FUTURE BUSINESS**

**Next Meetings – September 14 and September 28, 2017** President Bucheck and Manager Haider will be absent at the September 28<sup>th</sup> meeting. All other managers plan to attend the meetings.

## **OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**FUTURE ITEMS**

None.

**ADJOURNMENT**

**Motion** was made by Marchan and seconded by Lucas at 9:45 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

*/s/ Jill Lucas*

Jill Lucas, Secretary

**Minutes Approved by Managers 9/14/2017**