

**VALLEY BRANCH WATERSHED DISTRICT**  
**Minutes of Regular Meeting No. 988**  
**Held in Baytown Township Community Center**  
**Thursday, October 12, 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:** Link Lavey, DeMontreville/Olson Lake Association; Greg and Angela Wentz, Sunnybrook residents; and Wendy Griffin, Lake Elmo Association

**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 Lucas and seconded by Marchan to approve the September 28, 2017 meeting minutes. Motion carried unanimously.

**ADDITIONAL AGENDA ITEMS** None

**PUBLIC FORUM** Link Lavey with the DeMontreville/Olson Lake Association thanked the VBWD for completing the June 2017 point intercept plants surveys. He will also be sending the VBWD managers a list of topics that he'd like them to discuss at a future meeting.

**CITIZEN ADVISORY COMMITTEE** None

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

**INSPECTOR'S REPORT** Inspector Brower reported on the following projects: Afton Village, Brockman Trucking, Dunn Residence, Hammes, Royal Golf Club, Burr Oaks, Southwind, Olson Lake Trail, Arbor Glen, ISWEM, SavATree, Northport, Easton Village, McDonald Drive Circle N, Cedarleaf Point, Jarvis Weehouse, Stillwater Area High School, Village Preserve/Wildflower, and Rockpoint Church

**ATTORNEY'S REPORT** None

**WASHINGTON CONSERVATION DISTRICT** None

## **ENGINEER'S REPORT**

**Sunnybrook Lake** President Bucheck, Secretary Lucas, and Engineer Hanson met with Mr. Regan with the Indian Hills Golf Course to review concepts and determine preferences for infrastructure locations. They also discussed pumping rates, periods of operations, and change in water surface elevations. Barr Engineering will be updating models to include more recent rainfall and calculate the 1% probability flood level of area under various project scenarios. Secretary Lucas, Treasurer Marchan, and Engineer Hanson met with the City of Grant Mayor and Administrator to discuss the project. The City would like VBWD to take a lead role in the communication with the affected residents about the project and funding.

**Next Steps:** President Bucheck will be setting up a meeting with Washington County Commissioner Miron to find out if Washington County will support the project, including assisting the VBWD in bonding and collecting taxes and possibly fees. VBWD will be meeting with the Sunnybrook Lake neighborhood residents after the meeting with the Washington County Commissioner(s). After the meeting with Commissioner Miron, the managers might ask Attorney Torseth to review the requirements of various funding options. The side slopes along the raised section of Keats Avenue has been graded. The managers asked that Inspector Brower contact the Grant city administrator to have erosion controls installed along Keats Avenue and Jocelyn Road. Greg Wentz, a Sunnybrook Lake neighborhood resident, asked whether the proposed project will eliminate the flood insurance requirement. Engineer Hanson will confirm whether a FEMA Letter of Map Revision could be done to officially lower the 100-year flood level of Sunnybrook Lake, if the project is constructed, and eliminate the insurance requirement.

**June 2017-Point-Intercept Plant Surveys at Long Lake, Lake DeMontreville, Lake Olson, Lake Jane, Lake Elmo, and Silver Lake** Barr Engineering provided the VBWD with a memo regarding the June 2017 Point-Intercept plant surveys. The managers requested that the memo be posted to the VBWD website, and to notify the stakeholders of the surveys. Link Lavey provided an update on the treatment to Lakes DeMontreville and Olson. Wendy Griffin provided an update on the treatment to Lake Elmo.

**One Watershed One Plan (1W1P)** Engineer Hanson attended the One Watershed One Plan meeting on October 12, 2017. Engineer Hanson stated that the 1W1P workplan and memorandum of agreement are being drafted and should be available for the managers to consider in the next six weeks.

**Project 1007 Press Release** Barr Engineering drafted a press release on the 30 year anniversary of Project 1007. The managers reviewed the press release and authorized Barr to send it out.

## **MANAGERS' REPORT**

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

**Logo and Branding** Vice President Fetcher contacted Revise, the VBWD website developer, to get a quote for creation of a new VBWD logo. The quote was for \$1,000.00. After discussion, a **motion** was made by Fetcher and seconded by Lucas to approve the contract with Revise to create a new VBWD logo for up to \$1,000.00. Motion carried unanimously.

**Website** Vice President Fetcher updated the managers on the website revisions. He provided a draft review of the new website menu items and layout. The managers will provide comments to Vice President Fetcher on the draft menu items and layout. Vice President Fetcher received a quote from Flatrock to create a new "Am I in VBWD" mapping feature for the new website. After discussion, a **motion** was made by Fetcher and seconded by Haider to approve the contract with Flatrock to create the new mapping feature for the website for up to \$200.00. Motion carried unanimously.

**Meeting Recordings** The managers discussed audio recording of the VBWD meetings and their desire for transparency. Currently the VBWD meetings are being audio recorded, but have not been posted. After discussion, a **motion** was made by Haider and seconded by Marchan to officially audio record the VBWD meetings and to make the recordings easily accessible to the public. Motion carried on a 4-1 vote. Vice President Fetcher opposed. The managers directed Barr to present 3 options for recording devices.

**Governor Dayton's 25 by 25 Town Hall Meeting** Secretary Lucas provided a summary of Governor Dayton's 25 by 25 town hall meeting on Thursday, October 5, 2017.

**Washington County Comprehensive Plan Open House** Secretary Lucas provided a summary of the Washington County Comprehensive Plan Open House that was held on October 10, 2017.

**Sally Manzara Interpretive Nature Center** The VBWD will have designated space within the Sally Manzara Interpretive Nature Center. Manager Haider will provide a 200-300 word document regarding VBWD and Sunfish Lake to be posted within the Sally Manzara Interpretive Nature Center.

#### **TREASURER'S REPORT**

Treasurer Marchan asked that the Managers submit their third quarter per diems. He will work with Accountant Martinson on possibly presenting budget summaries differently.

#### **FUTURE BUSINESS**

**Next Meetings – October 26 and November 9, 2017** All the managers plan to attend the meetings.

**November and December VBWD Meetings** A **motion** was made by Fetcher and seconded by Lucas to cancel the second VBWD meetings in November and December due the Holidays. Motion carried unanimously.

**Washington County Commissioners' Meeting with Watershed Organizations: Washington County Government Center, 9am, November 14, 2017** The managers directed Barr to use Project 1007 for the featured slide. Barr will submit the requested documents to Washington County staff. Secretary Lucas and possibly Vice President Fetcher plan to attend the meeting.

**2017 Minnesota Association of Watershed Districts Annual Meeting and Tradeshow-November 30-December 3, 2017; Arrowwood Resort, Alexandria, MN** A **motion** was made by Bucheck and seconded by Marchan to approve covering the expenses for any manager who would like to attend the MAWD Annual Meeting. Motion carried unanimously. Secretary Lucas, Treasurer Marchan, and Manager Haider plan to attend the MAWD Annual Meeting. President Bucheck and Vice President Fetcher may also attend.

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

None.

#### **FUTURE ITEMS**

None.

#### **ADJOURNMENT**

**Motion** was made by Marchan and seconded by Lucas at 9:50 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

*/s/ Jill Lucas*

Jill Lucas, Secretary

**Minutes approved by managers 10/26/2017**

## **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:

### **A. Cost-Share Grants**

- i. Final payment of \$1,920 for buckthorn removal grant to Oak Woode Ponds Townhome Homeowners Association for a project at 3741 Granada Ct. N, Oakdale in the Raleigh Creek watershed
- ii. Extension to August 30, 2018, of plant grant to Tony Mutter of Afton in the North Fork of Valley Creek watershed
- iii. Extension to June 30, 2018, of a plant grant to Judith Roman of West Lakeland Township in the West Lakeland Storage Sites watershed