Minutes of Regular Meeting # 761 Held in the Lake Elmo City Council Chambers
Thursday, October 26, 2006

MANAGERS PRESENT: Lincoln Fetcher, President; Don Scheel, Secretary; Dale Borash, Treasurer; Duane Johnson, Manager

MANAGERS ABSENT: Dave Bucheck, Vice President

STAFF PRESENT: John Hanson, Barr Engineering; Ray Marshall, Attorney; Ray Roemmich, Inspector; and Karen Schultz, Recording Secretary

STAFF ABSENT: None

OTHERS PRESENT: Mike Murphy, Larson Engineering, Century College Permit; Michael Brandt, McCombs Frank Roos Association, Inc., City Walk, Woodbury

CALL TO ORDER President Fetcher called the meeting to order at 7:05 p.m.

ANNOUNCEMENTS There were no announcements.

APPROVAL OF MINUTES After discussion of the minutes of the October 12, 2006 meeting, motion was made by Scheel and seconded by Borash to approve the minutes as corrected. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS Added to the agenda under Managers: Silver Lake; under Engineer: St. Paul School District Program Name Change at Belwin.

AGENDA ITEMS MOVED TO NEXT MEETING President Fetcher moved the managers= Administrator discussion to the next meeting. He also moved the BMP Cost Share Program to the next meeting.

PUBLIC FORUM There was no discussion in the Public Forum segment of the meeting.

SECRETARY=S REPORT Secretary Scheel reported that the mail has been distributed.

INSPECTOR=S REPORT Inspector Roemmich reported on his activities since the last meeting.

ATTORNEY=S REPORT Park Meadows Project Attorney Wolle reported that the plat in the Park Meadows project has been recorded, but the cash surety has not yet been paid. President Fetcher directed Attorney Wolle to send a letter by Certified Mail, to Joe Bush, the developer of the Park Meadows project, telling him that he still needs to pay the cash surety. The managers directed Attorney Wolle to also contact the Lake Elmo City Attorney to discuss the issue.

TREASURER=S REPORT Treasurer Borash distributed copies of the Administrative and Program Budgets for Fiscal Year 2006 dated 9/30/06, and the Treasurer=s Report dated October 26, 2006. After discussion, motion was made by Fetcher and seconded by Borash to approve the Treasurer=s Report. Motion carried unanimously.

ENGINEER=S REPORT Permit Request: Century College Learning Resources and Science Center, Mahtomedi At the last meeting, Engineer Hanson presented information on a project on the Century College campus, Mahtomedi, to remove four parking lots and associated access roads, construct one parking lot, and a science and learning center. The managers agreed to table the issue until the managers receive a more viable storm
water treatment plan that meets VBWD requirements. At this meeting, motion was made by Borash and seconded by Scheel to remove the issue from the table for discussion. Motion carried unanimously. After presentation of a revised plan including the addition of stormwater management, motion was made by Johnson and seconded by Scheel to approve Permit # 2006-31 with the engineer’s site specific conditions, and standard conditions, and also with the changes made by the managers relating to Site Specific Condition # 4, and Standard Condition # 8. Motion carried unanimously.

**Permit Revision: City Walk, Woodbury, Permit # 2006-33** Engineer Hanson presented information on a revision to Permit # 2003-12, located southeast of Woodbury Drive and Hudson Road, Woodbury in part of W 1/2 Section 2, Township 28 North, Range 21 West. The purpose of the project is to construct a preschool/day care facility with associated parking lot and playground within the City Walk mixed-use development.

After discussion of the water management concerns, wetland management concerns, groundwater concerns, and erosion control concerns, motion was made by Borash and seconded by Scheel to approve Permit # 2006-33 with the conditions issued in Permit # 2003-12. Motion carried unanimously.

**Project Close-Out Request: Stonewood Meadows, Afton** Engineer Hanson had provided the managers with information on the close-out request from Stonewood Meadows project in Afton. He recommended that the managers close-out the project if Inspector Roemmich is satisfied with the project, and once the developer submits proof that the required minimum floor elevations have been recorded. After discussion, motion was made by Scheel and seconded by Borash that the managers close-out the Stonewood Meadows project in Afton, with the conditions stated by Engineer Hanson. Motion carried unanimously.

**Project Close-Out Request: Legacy Farm, Afton** Engineer Hanson had provided the managers with information on the close-out request from Legacy Farm project in Afton. He said he does not recommend that the managers close-out the project because Inspector Roemmich is not satisfied with the project, the elevation of the outlet structure of a pond needs to be shown on the as-built drawing, and the developer needs to submit proof that the drainage easements have been recorded. The managers did not close-out the project.

**Project Close-Out Request: Tapestry at Charlotte≠s Grove, Lake Elmo** Engineer Hanson had provided a draft letter to the developer of the Tapestry at Charlotte≠s Grove project in Lake Elmo. In the letter Engineer Hanson noted that he would recommend to the managers that they should not close-out the project until additional information is submitted. The managers agreed they will not act on the issue because it cannot be determined if the project is in compliance with the permit conditions. President Fetcher directed Engineer Hanson to send a letter to the developer of the Tapestry at Charlotte≠s Grove, listing the reasons for not closing out the project.

**VBWD Rules** Engineer Hanson reported that he has updated the rules according to managers≠ comments at the last meeting. He is preparing to mail the updated rules to the stakeholders and ask for comments within a month. The managers discussed the rule-making process. They directed Engineer Hanson to work with Attorney Wolle to send out the proposed rules under the official process described in Minnesota Statutes.

**Valley Creek Stabilization Projects** Engineer Hanson had mailed to the managers a draft flyer to be sent to the property owners of identified restoration projects along Valley Creek. Engineer Hanson asked for comments on the flyer, and he asked for the managers≠ authorization to send the flyers soon, and to post the information on the VBWD website. The managers suggested changes to the flyer, and gave Engineer Hanson the requested authorization.

**Project 1007 Maintenance** Engineer Hanson requested permission to advertise for bids for the maintenance work needed in the 1007 Project. Motion was made by Scheel and seconded by Borash to authorize Engineer Hanson to advertise for bids to repair the 1007 Project. Motion carried unanimously.
Permit Website  Engineer Hanson said the map of the permitted projects, the approved permits, and scanned project plans has been posted to the website. President Fetcher said he had tried to use the map, but noted some linking errors. He gave some suggestions to Engineer Hanson.

2006 Habitat Monitoring  Engineer Hanson had mailed to the managers a report on the 2006 habitat monitoring. He summarized the report for the managers at the meeting. The managers directed Engineer Hanson to suggest to Angie Hong, the Watershed District Educator, that an article should be written on buckthorn as part of her newspaper and newsletter columns.

Silver Lake Bioretention Site  President Fetcher said there are issues about maintaining the weeding at the bioretention site on Silver Lake. He said there are many non-native plants that need to be removed. He said the City of North St. Paul does not have the staff to do it. He said he told the City Manager to contact the managers for assistance.

President Fetcher said a sign should be placed at the bioretention site. After discussion, motion was made by Fetcher and seconded by Scheel to direct Engineer Hanson to arrange for a sign to be designed and placed at the bioretention site. Motion carried unanimously.

Silver Lake Water Quality  President Fetcher said it would be useful to measure the water coming into Silver Lake during the winter months. After discussion, motion was made by Scheel and seconded by Fetcher to authorize the expenditure of up to $2,500 for sampling various snowmelt events. Motion carried unanimously. President Fetcher, who lives very near the lake, volunteered to work with Barr Engineering to collect the samples.

President Fetcher said he will attempt to hold a meeting within the next few months with all the stakeholders in Silver Lake issues to discuss roles and responsibilities and goals for the lake.

MANAGERS REPORT Next Meeting - November 9, 2006  The managers expect to have a quorum present at the next meeting on November 9, 2006.

Cancellation of November 23rd and December 28th Meetings Motion  was made by Borash and seconded by Scheel to cancel the November 23, 2006 meeting, and the December 28, 2006 meeting, as is done every year. Motion carried unanimously.

MAWD Convention, November 30-December 2, 2006 Motion  was made by Borash and seconded by Scheel to reimburse expenses and registration to any manager attending the 2006 MAWD Convention November 30-December 2, 2006. Motion carried unanimously.

MAWD Convention Delegate  Since it isn’t sure which managers are able to attend the MAWD Convention, motion was made by Fetcher and seconded by Borash to appoint any one manager attending, as the VBWD delegate to the convention. Motion carried unanimously.

St. Paul School District Name Change at Belwin  The St. Paul Public School program at the Belwin Outdoor Education Center has changed its name to Valley Creek Environmental Learning Center. After discussion, the managers directed Engineer Hanson to draft a letter to Belwin, congratulating them on their anniversary and the name change.

ADJOURNMENT  Motion made by Johnson and seconded by Borash at 9:53 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,
/s/ Don Scheel, Secretary

Don Scheel, Secretary

Minutes Approved by Managers 11/09/06