VALLEY BRANCH WATERSHED DISTRICT
Minutes of Regular Meeting No. 850 Held in the
Lake Elmo City Council Chambers
Thursday, January 13, 2011
APPROVED
MINUTES

MANAGERS PRESENT: David Bucheck, President; Lincoln Fetcher, Vice President; Dale Borash, Treasurer; Jill Lucas, Secretary, and Ed Marchan, Manager

MANAGER ABSENT: None

STAFF PRESENT: John Hanson, Engineer, Barr Engineering; Ray Marshall, Attorney, Lawson Marshall McDonald Galowitz and Wolle; Ray Roemmich, Inspector; Melissa Imse, Recording Secretary

STAFF ABSENT: None

OTHERS PRESENT: None

CALL TO ORDER President Bucheck called the meeting to order at 7:03 p.m.

ANNOUNCEMENTS President Bucheck introduced the two new VBWD managers, Jill Lucas and Ed Marchan.

MANAGERS OATH OF OFFICE The managers signed the oath of office for 2011. Attorney Marshall will file the oaths.

APPROVAL OF MINUTES After discussion of the December 9, 2010 meeting minutes, motion was made by Fetcher and seconded by Borash to approve the minutes as amended. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS Under the Engineers report: #5 Raleigh Creek Parcel. Item#6 Silver Lake Update. Under the Managers report: Item#7 Budget Update. Under the Consent Agenda: BMP Cost Share Payments for Squidrito/ Lake Elmo and 2009/2010 Lake Elmo Street Improvement projects.

PUBLIC FORUM None

CITIZEN ADVISORY COMMITTEE None

SECRETARY’S REPORT President Bucheck distributed the mail.

INSPECTOR’S REPORT Inspector Roemmich reported on the following project: The 3M landfill site in Oakdale.

ATTORNEY’S REPORT Attorney Marshall presented the Discovery Crossing documents for President Bucheck and Manager Lucas signature.

TREASURER’S REPORT None

WASHINGTON CONSERVATION DISTRICT None

ENGINEER’S REPORT Permit Close-Out: Century College Truck Training Facility, Afton and West Lakeland Township After discussion, motion was made by Fetcher and seconded by Borash to release the $6,000.00 surety. Motion carried unanimously.
Annual Systems and Eagle Point Lake Dam Inspections  In October of 2010 Barr Engineering, Inc. inspected the Project 1007 drainage system, the Olson Lake Estates Pond Outlet Project, and the Downs Lake Neighborhood Flood Duration Reduction Project. All systems appeared to be performing adequately, however Barr recommends eight maintenance items. The managers reviewed the recommended maintenance items and directed Barr to obtain a cost estimate from John Buelow to complete the maintenance items.

Lake St. Croix Total Maximum Daily Load (TMDL) Study and Valley Creek Loading Data  Recently the Minnesota Pollution Control Agency (MPCA) and Wisconsin Department of Natural Resources (WDNR) issued a preliminary draft of the TMDL report for total phosphorus contribution to Lake St. Croix. The managers reviewed the memo from Barr Engineering regarding the implications for VBWD and the other municipal separate storm sewer systems (MS4s) located within the watershed district. The managers directed Barr Engineering to draft a letter to the MPCA requesting clarification of the MPCA’s expectations of the VBWD in regards to the TMDL and MS4 responsibilities. The managers may request a meeting with the MPCA for further discussion.

Tri-Lakes Improvement Association Annual Meeting  The Tri-Lakes Improvement Association has requested an update from VBWD at their annual meeting. Vice President Fetcher will attend and present at the meeting.

Raleigh Creek Land Parcel  The City of Lake Elmo and the Lake Elmo City Bank would like to work with the VBWD on a purchase or swapping of land adjacent to Raleigh Creek. After project review and discussion, the managers directed Barr Engineering and Lawson Law Firm to work with the City of Lake Elmo and Lake Elmo Bank.

Silver Lake Update  Vice President Fetcher provided an update on the work with the Washington Conservation District (WCD) and the Silver Lake residents.

MANAGERS’ REPORT

Consent Calendar  After discussion, motion was made by Buchech and seconded by Fetcher to approve the consent calendar. Motion carried unanimously.

BMP Cost Share Payment Requests  Engineer Hanson had presented to the managers the final payment requests that he had received from Rusty Schmidt. After discussion, motion was made by Buchech and seconded by Fetcher to approve payment of $499.60 to the City of Lake Elmo and the Squidritos for the native prairie project cost. Motion carried unanimously. After discussion, motion was made by Buchech and seconded by Fetcher to approve payment of $7,107.00 to the City of Lake Elmo for the 2009/2010 street improvement project. Motion carried unanimously.

Best Management Practice (BMP) Community Grant Cost Share Request: Lake Elmo 2011 Street Improvement Project  After discussion, motion was made by Buchech and seconded by Fetcher to approve the City of Lake Elmo 2011 street improvement project community grant in the amount of $17,000.00. Motion carried unanimously.

BMP Cost Share Program Policy Considerations for 2011  The managers reviewed and discussed the following 2011 BMP Cost Share policies:

- **Setting deadlines for reimbursement requests** - The VBWD will require a completion of cost share projects within one year of approval, with the option of requesting a project extension for another year.
- **Establishing a habitat cost-share program** - The VBWD will not establish a habitat program at this time.
- **Revising payment based solely on pounds per phosphorous removed** - The VBWD decided not to use this as a method of payment for 2011 BMP program. They will re-visit this payment method for the 2012 BMP program.
- **Focus on a particular area of the VBWD** - The managers will not specifically designate a focus area for 2011, but would like the WCD/Metro SWCD’s to conduct a free sub-watershed assessment of the Lake DeMontreville and Lake Olson subwatershed.
2011 Washington Conservation District Service Agreement  After discussion, motion was made by Bucheck and seconded by Lucas to approve the 2011 Washington Conservation District Service Agreement for $41,580.00. Motion carried unanimously. Attorney Marshall will send the signed agreement.

Election of Officers  The VBWD 2011 Officers are as follows:
A motion was made by Marchan and seconded by Lucas to nominate Dave Bucheck as the VBWD President. No other nominations were made. Motion carried unanimously.
A motion was made by Marchan and seconded by Borash to nominate Lincoln Fetcher as the VBWD Vice President. No other nominations were made. Motion carried unanimously.
A motion was made by Bucheck and seconded by Fetcher to nominate Dale Borash as the VBWD Treasurer. No other nominations were made. Motion carried unanimously.
A motion was made by Bucheck and seconded by Fetcher to nominate Jill Lucas as the VBWD Secretary. No other nominations were made. Motion carried unanimously.
Ed Marchan will serve as the remaining VBWD Manager.

Next Meeting - January 27, 2011  All managers plan to attend the meeting.

2011 Budget Update  President Bucheck will work with Accountant Martinson to get the final 2010 numbers and then he will call a budget subcommittee meeting to prepare an adjusted 2011 budget to bring back to the full VBWD Board for approval.

OLD BUSINESS
None.

NEW BUSINESS
None.

FUTURE ITEMS
None.

ADJOURNMENT  Motion was made by Fetcher and seconded by Marchan at 10:10 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/s/ Jill Lucas

Jill Lucas, Secretary

Minutes Approved by Managers on 1/27/2011