VALLEY BRANCH WATERSHED DISTRICT
Minutes of Regular Meeting No. 886
Held in the City of Lake Elmo City Hall           DRAFT
Thursday, September 27, 2012

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; Bill Armstrong, Attorney, Lawson Marshall McDonald Galowitz and Wolle; Ray Roemmich, Inspector; Melissa Imse, Recording Secretary

STAFF ABSENT:  None

OTHERS PRESENT:  Bryce Fossand, MnDOT

CALL TO ORDER  President Bucheck called the meeting to order at 7:02 p.m.

ANNOUNCEMENTS  None

APPROVAL OF MINUTES  After discussion of the September 13, 2012 meeting minutes, motion was made by Borash and seconded by Fetcher to approve the minutes as amended. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS  Under Engineer’s Report Items: #7-Oakdale Lot, #8-Raleigh Creek Culvert, and #9-Lake DeMontreville Appropriation. Under Manager’s Report Items: #2-Washington County Commissioners Budget Presentation, #3-Childrens Water Fest, and #4-White Bear City Council Meeting

PUBLIC FORUM  None

CITIZEN ADVISORY COMMITTEE  None

SECRETARY’S REPORT  Engineer Hanson distributed the mail.

INSPECTOR’S REPORT  Inspector Roemmich reported on the following projects: The Zimmer Residence, the Schwartz Residence in West Lakeland, and Park Tool in Oakdale.

ATTORNEY’S REPORT  Attorney Armstrong presented the Park Tool maintenance agreement for VBWD signature.

TREASURER’S REPORT  Treasurer Borash distributed copies of the Administrative and Program Budgets Fiscal Year 2012, dated August 2012, and the Treasurer's Report dated September 27, 2012. After discussion, motion was made by Borash and seconded by Fetcher to approve the Treasurer's Report. Motion carried unanimously.

WASHINGTON CONSERVATION DISTRICT  Mr. Jay Riggs, with the Washington Conservation District (WCD), contacted VBWD regarding the 2013 BMP Technical Services contract with the WCD. After discussion, the managers directed Engineer Hanson to provide Mr. Riggs the VBWD 2013 BMP technical services budget of $42,000.00, and to have the WCD provide the VBWD analysis of the $5,000.00 per pound of phosphorous removal BMP funding mechanism for 2012 BMP projects.
ENGINEER’S REPORT

Permit Request: MnDOT SP 8204-63 (Stabilization of South Shore of Long Lake), Pine Springs

After discussion, motion was made by Fetcher and seconded by Borash to approve permit 2012-16a for the stabilization of south shore of Long Lake in Pine Springs with the suggested site specific condition changes. Motion carried unanimously.

Permit Request: MnDOT SP 8204-65 (TH 36 from Highlands Trail to Keats Avenue), Lake Elmo and Grant

After discussion, motion was made by Fetcher and seconded by Marchan to approve permit 2012-16b for the Highway 36 improvements from Highland Hills Trail to Keats Avenue in Lake Elmo and Grant with the suggested site specific conditions. Motion carried unanimously.

Permit Request: MnDOT SP 8204-55 (TH 36 Hinton Trail Intersection), Lake Elmo and Grant

After discussion, motion was made by Bucheck and seconded by Marchan to table permit 2012-16c for the Highway 36 improvements at the Hinton Trail intersection in Lake Elmo until all and more complete permit documents are received and reviewed. Motion carried unanimously.

Permit Request: Eagle Brook Church, Woodbury

After discussion, motion was made by Fetcher and seconded by Marchan to approve permit 2012-18 for the Eagle Brook Church in Woodbury with the suggested and additional site specific conditions and to require the permit fee and surety, with allowance for a joint surety between the VBWD and the City of Woodbury in the amount of $94,000. Motion carried unanimously.

City of Lake Elmo Comprehensive Plan Amendment

Engineer Hanson provided a draft comment letter on the City of Lake Elmo Comprehensive Plan Amendment for the Managers to review. After discussion, the Managers authorized Engineer Hanson to submit the response letter with suggested changes.

Kelle's Coulee Work Plan

A previous study completed for the former Lower St. Croix Watershed Management Organization (LSCWMO) identified numerous locations of stream bank erosion issues along Kelle's Coulee in Afton. Barr Engineering provided the VBWD survey options to consider for pre-design work to stabilize the stream bank. At the September 13th VBWD meeting, the managers directed Engineer Hanson to contact the City of Afton to see if existing survey data exists. Engineer Hanson reported that Barr Engineering has communicated with WSB, Afton’s current engineering consultant, and SEH, Afton’s previous consultant and found very limited existing survey information. After discussion, a motion was made by Bucheck and seconded by Fetcher to authorize Barr Engineering to complete the Kelle’s Coulee investigation and pre-design scope of work with a budget of $41,600.00. Motion carried unanimously. Managers Lucas and Marchan requested to be involved with and kept up to date on the project status.

Oakdale Lot

A request has submitted to VBWD on a proposed home site and lot located on a wetland buffer. The construction proposal does not require a VBWD permit; however, it must comply with the VBWD Rules and Regulations on wetland buffers. After discussion, a motion was made by Bucheck and seconded by Fetcher to direct Barr Engineering to contact the requestor that VBWD Board approves a variance to the VBWD wetland buffer Rules and Regulations on the condition that a rain garden or other appropriate features be installed on the property to capture runoff from the new impervious surfaces. Motion carried unanimously.

Raleigh Creek Culvert

The landowner upstream of 28th Street North as well as city of Lake Elmo staff and a council member have requested that the VBWD remove culvert as soon as possible and restore the channel at 28th Street. The culvert is no longer needed because access to an adjacent lot has been provided from the west. At a previous VBWD meeting, the Managers directed Barr Engineering to prepare a cost estimate for removing the culvert and restoring the channel. Barr estimates the cost to remove the culvert to be approximately $17,600.00. After discussion, a motion was made by Bucheck and seconded by Lucas to approve the removal of the Raleigh Creek culvert. Manager Fetcher opposed. Motion carried on a 4 to 1 vote.

Lake DeMontreville Appropriations

Molly Shodeen with the State of Minnesota DNR contacted VBWD to consider a contractor’s request for temporary water use from Lake DeMontreville for the City of Lake Elmo construction project to water newly placed sod. After discussion, the managers determined the estimated water consumption for the project and granted temporary water use from Lake DeMontreville. No VBWD permit needed for the request.
MANAGERS’ REPORT

Next Meeting - October 11, 2012  All managers plan to attend.

Washington County Commissioners Meeting, Tuesday October 9, 2012  President Bucheck informed the Managers that he will be presenting the 2013 VBWD budget and levy at the Washington County Commissioners meeting on Tuesday, October 9, 2012.

Children’s Water Fest  Secretary Lucas reported that she volunteered at the Children’s Water Fest, and provided a summary of the festival.

City of White Bear Lake Council Meeting  Manager Marchan provided a VBWD update to the White Bear Lake City Council. The Council was appreciative of the presentation by Manager Marchan and VBWD.

Insurance Renewal  President Bucheck indicated that he had provided a verbal approval to process the insurance renewal policy documents. The Board supported his action.

OLD BUSINESS
None.

NEW BUSINESS

FUTURE ITEMS
None.

ADJOURNMENT
Motion was made by Borash and seconded by Lucas at 9:35 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/s/ Jill Lucas

Jill Lucas, Secretary

Minutes approved by Managers 10/11/2012