VALLEY BRANCH WATERSHED DISTRICT
Minutes of Regular Meeting No. 901
Held in the Lake Elmo City Hall
Thursday, July 25, 2013

MANAGERS PRESENT: Lincoln Fetcher, Vice President; Dale Borash, Treasurer; and Ed Marchan, Manager

MANAGER ABSENT: David Bucheck, President; Jill Lucas, Secretary

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

STAFF ABSENT: None

OTHERS PRESENT: Nancy Kafka and Ned Phillips with the Belwin Conservancy; Jim Klem, Jim Klem Construction; Rick Packer, Centra Homes; and Stephen Mastey, Landscape Architecture, Inc.

CALL TO ORDER
Vice President Fetcher called the meeting to order at 7:00 p.m.

ANNOUNCEMENTS
None

APPROVAL OF MINUTES
After discussion of the June 27, 2013 meeting minutes, motion was made by Borash and seconded by Marchan to approve the minutes. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS
None

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: Lake Elmo Well #4 and the Kwik Trip on Highway 5 in Oakdale.

ATTORNEY’S REPORT
Attorney Marshall reviewed the Stormwater Quality Treatment Facility Maintenance Agreement (MCES L7 Forcemain) and presented the agreement for signature.

TREASURER’S REPORT
Treasurer Borash distributed copies of the Administrative and Program Budgets Fiscal Year 2013, dated June 2013, and the Treasurer’s Report dated July 25, 2013. After discussion, motion was made by Borash and seconded by Fetcher to approve the Treasurer’s report. Motion carried unanimously. After discussion, motion was made by Borash and seconded by Marchan to authorize Treasurer Borash to issue a check to the United States Postal Service for rental payment of the VBWD post office box. Motion carried unanimously.

WASHINGTON CONSERVATION
None
ENGINEER’S REPORT

Permit Request: Valley Creek Trout Habitat Improvement, Afton Nancy Kafka and Ned Phillips with the Belwin Conservancy were present to discuss the proposed project. After discussion, motion was made by Fetcher and seconded by Marchan to table permit 2013-09 and directed Engineer Hanson to work with the Belwin Conservancy on the project scope and potential buffer solutions. Motion carried unanimously.

Permit Request: Rivas House, Afton Jim Klem with Klem Construction was present to answer questions about the permit application. After discussion, motion was made by Fetcher and seconded by Marchan to approve permit 2013-13 with suggested site specific conditions and to waive the permit and surety fees. Motion carried unanimously.

Permit Request: 9905 Tapestry Road, Lake Elmo Stephen Mastey with Landscape Architecture was present to answer questions about the permit application. After discussion, motion was made by Borash and seconded by Marchan to approve permit 2013-15 with suggested site specific conditions and to waive the permit and surety fees. Motion carried unanimously.

Permit Request: Eastview Place, Woodbury Rick Packer with Centra Homes was present to answer questions about the permit application. After discussion, motion was made by Borash and seconded by Marchan to approve permit 2013-08 with suggested site specific conditions. Motion carried unanimously.

Permit Request: Lake Elmo Avenue Sewer Infrastructure Improvement, Lake Elmo After discussion, motion was made by Borash and seconded by Fetcher to approve permit 2013-14 with suggested site specific conditions and to waive the permit and surety fees. Motion carried unanimously.

Permit Request: Robbins Residence, Lake Elmo After discussion, motion was made by Borash and seconded by Marchan to approve permit 2013-12 with suggested site specific conditions and to waive the permit and surety fees. Motion carried unanimously.

Surety Reduction Request: Cedar Bluff Homestead in Afton Cedar Bluff Development, LLC is requesting the project permit be closed out and the surety be further reduced. After discussion, motion was made by Borash and seconded by Marchan to reduce the surety for the Cedar Bluff Development by $6,000.00 and to maintain $128,000.00 in surety. Motion carried unanimously.

2005-2015 Watershed Management Plan Barr Engineering prepared notification letters to stakeholders to provide comments to the VBWD on priority issues, summaries of relevant water management goals, and pertinent water resource information. After review and discussion, motion was made by Borash and seconded by Marchan to send the notification letters to the stakeholders with the suggested revisions. Motion carried unanimously.

Payment Request: Valley Creek Stabilization-Native Vegetation Establishment The payment request was approved on the Treasurers report dated July 25, 2013.

MANAGERS’ REPORT

2014 Budget Presentation to Washington County Board President Bucheck had authorized Engineer Hanson to meet with the Washington County Staff to discuss the 2014 budget presentation to the Washington County Commissioners. The focus of the meeting was to review the definitions of the Administration budget items for all of the Washington County watersheds. Washington County Staff will compile and send out the definitions to the watersheds.

St. Croix River Workshop Vice President Fetcher and Engineer Hanson attended the St. Croix River workshop. Vice President Fetcher provided a summary of the workshop.

Next Meetings - August 8, 2013 and August 22, 2013 All managers plan to attend.

OLD BUSINESS
None.
NEW BUSINESS
None.

FUTURE ITEMS
None.

ADJOURNMENT
Motion was made by Borash and seconded by Fetcher at 8:50 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/s/ Ed Marchan

Ed Marchan, Acting Secretary

Minutes approved by managers on 8/8/2013