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

MANAGER ABSENT:  Lincoln Fetcher, Vice President

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:  Brian Buchmayer

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

ANNOUNCEMENTS  President Bucheck announced that Secretary Lucas was up for re-appointment this November.

APPROVAL OF MINUTES  After discussion of the August 8, 2013 meeting minutes, motion was made by Borash and seconded by Marchan to approve the minutes. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS  Under Engineers Report: Item G6-Lake Elmo Roadway raingarden cost share project, Item G7-Wildflower Shores, and Item G8-Clean Water Funds Grant

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: Sewer force main in Mahtomedi, and a new residential project in Lake Elmo.

ATTORNEY’S REPORT  Attorney Marshall reported that he published the VBWD budget hearing notice.

TREASURER’S REPORT  Treasurer Borash distributed copies of the Administrative and Program Budgets Fiscal Year 2013, dated July 2013, and the Treasurer’s Report dated August 22, 2013. After discussion, motion was made by Borash and seconded by Lucas to approve the Treasurer's Report. Motion carried unanimously. After discussion, a motion was made by Borash and seconded by Lucas to contract with HLB Tautges Redpath to conduct the 2013 VBWD financial audit. Motion carried unanimously.

WASHINGTON CONSERVATION DISTRICT  None

ENGINEER’S REPORT  Permit Request: Section 34 Water and Sewer Utility Extension, Lake Elmo  After discussion, motion was made by Lucas and seconded by Borash to approve permit 2013-19 for section 34 water and sewer utility extension in
Lake Elmo with the suggested site specific conditions, and waive the permit and surety fees. Motion carried unanimously.

**Kelle's Creek Stabilization**  A survey of Kelle's Creek was completed by Barr Engineering in June 2013. After reviewing the survey results, the managers reviewed the options and determined to continue monitoring the scarps and re-survey them in two years to estimate the rate of scarp erosion and the sediment loading to the creek.

**Raleigh Creek Stabilization**  In December 2012, Barr Engineering completed a survey and erosion summary for portions of Raleigh Creek. The managers directed Barr Engineering to have fallen trees in the creek removed and to provide a detailed assessment of the site in the spring of 2013. On August 5, 2013, Barr Engineering completed the assessment. The managers reviewed the assessment and options to stabilize the creek. After discussion, motion was made by Bucheck and seconded by Lucas to clean out the channel by removing all or portions of deadfall trees to restore flow to the main channel of the creek for up to $4,000.00, and to re-evaluate the project in the spring of 2014. Motion carried unanimously.

**Goose Lake Ravine Stabilization**  A ravine on the David and Diane Zimmerhakl property drains to the north basin of Goose Lake. Mr. Zimmerhakl attempted to independently stabilize erosion problems. In July 2013, Mr. Zimmerhakl mailed photos and videos he took of the ravine shortly after two major storm events that left damage to the ravine. The managers reviewed pictures of the ravine. After discussion, the managers authorized Barr Engineering to complete a site visit to evaluate the project site and the design of the original project, and to prepare recommendations on repair costs.

**Results of the June 2013 Point Intercept Macrophyte Surveys**  The managers reviewed the results of the point intercept plant surveys at Long Lake, Lake DeMontreville, Lake Olson, Lake Jane, Eagle Point Lake, Lake Elmo, Horseshoe Lake, Lake Edith, Lake McDonald, and Sunfish Lake. The managers authorized Barr Engineering to complete the tasks outlined in the memo. After discussion, a motion was made by Borash and seconded by Marchan to authorize Barr Engineering to spend up to $2,000.00 to conduct a point intercept survey of Long Lake in the spring of 2014. Motion carried unanimously.

**Lake Elmo Roadway Raingarden Cost Share Project**  President Bucheck attended a meeting with the City of Lake Elmo and the Washington Conservation District to discuss the seven raingardens that are not functioning properly and repair solutions and cost. Jay Riggs will be discussing repair options and costs with the contractor and will report back to VBWD.

**Wildflower Shores**  The managers reviewed a proposal from Prairie Restoration to create a native landscape at the Wildflower Shores wetland. After discussion, a motion was made by Bucheck and seconded by Marchan to contract Prairie Restoration for locust tree removal and straw mulch at the Wildflower Shores wetland for up to $11,175.00. Motion carried unanimously.

**Clean Water Fund Grants**  Tara Kline with the Washington Conservation District contacted VBWD to see if the watershed would be interested in partnering for a 25% grant match. The managers requested additional information on the grants.

**MANAGERS’ REPORT**

**2013 Budget**  President Bucheck provided an update of the 2013 committed fund balance.

**2014 Budget**  President Bucheck provided the managers with an over view of the 2014 draft budget. Each manager provided feedback. President Bucheck will update the 2014 budget for the managers to review.

**Next Meeting - September 12, 2013 and September 26, 2013**  All managers plan to attend the meetings.

**2015-2025 Watershed Management Plan Update**  The managers will be having a workshop on October 10th to discuss the plan update. The VBWD stakeholder meeting will be held on October 30th. Time and location to be determined.
OLD BUSINESS
None.

NEW BUSINESS
None.

FUTURE ITEMS
None.

ADJOURNMENT
Motion was made by Borash and seconded by Lucas at 9:05 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/s/ Jill Lucas

Jill Lucas, Secretary

Minutes approved by managers 9/12/2013