VALLEY BRANCH WATERSHED DISTRICT
Minutes of Regular Meeting No. 909
Held in the City of Lake Elmo City Hall
Thursday, December 12, 2013

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

MANAGER ABSENT: None

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: Chuck Taylor, Citizen Advisory Committee; and James Gasperini and Jay Osborn, Osborn Permit

CALL TO ORDER
President Bucheck called the meeting to order at 7:30 p.m.

ANNOUNCEMENTS
Vice President Fetcher has been re-appointed to the Valley Branch Watershed District.

APPROVAL OF MINUTES
After discussion of the November 14, 2013 meeting minutes, motion was made by Lucas and seconded by Marchan to approve the minutes as amended. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS

PUBLIC FORUM
None

CITIZEN ADVISORY COMMITTEE
Engineer Hanson distributed copies of Chuck Taylor’s lake level and precipitation reports. Recording Secretary Imse will post the report on the VBWD website.

SECRETARY’S REPORT
Engineer Hanson distributed the mail.

INSPECTOR’S REPORT
Inspector Roemmich reported on the following projects: A horse barn project in the City of Grant, Kwik Trip in Oakdale, Lake Elmo Well #4, Lake Elmo sewer project, Eaglebrook Church, and Eastview in Woodbury.

ATTORNEY’S REPORT
Attorney Marshall presented the Springborn contract for signature.

TREASURER’S REPORT
Treasurer Borash distributed copies of the Administrative and Program Budgets Fiscal Year 2013, dated November 2013, and the Treasurer’s Report dated December 12, 2013. After discussion, motion was made by Borash and seconded by Marchan to approve the Treasurer’s report. Motion carried unanimously.

Final Levy Certification
After review and discussion, motion was made by Borash and seconded by Fetcher to approve the 2014 VBWD final levy of $752,167.00, and to sign the resolution for the final administrative and program budget for tax levy purposes payable 2014 to Ramsey and Washington Counties. Motion carried unanimously.

WASHINGTON CONSERVATION DISTRICT
President Bucheck provided an update on a meeting that was held with the Washington Conservation District and the Contractor that did the work on the failing Lake Elmo roadway.
raingarden projects. The Contractors cost for repairing the raingardens was much lower than was previously anticipated. Therefore, the VBWD cost participation is $663.45.

ENGINEER’S REPORT

Permit Request: Runyan Residence, West Lakeland Township  After discussion, motion was made by Borash and seconded by Marchan to approve permit 2013-25, and to waive the permit and surety fees for the Runyan residence. Motion carried unanimously.

Permit Request: Osborn Agriculture Building  After discussion, motion was made by Borash and seconded by Lucas to approve permit 2013-27 Osborn Agriculture building, and to waive the permit and surety fees. Motion carried unanimously.

Public Hearing: Rules and Regulations  At 8:00 p.m., a motion was made by Bucheck and seconded by Borash to suspend the regular meeting and open the VBWD Rules and Regulations public hearing. No public was present for the public hearing. A motion was made by Borash and seconded by Fetcher to close the VBWD Rules and Regulations public hearing and resume the regular meeting. Motion carried unanimously.

Payment Requests: 2013 Project 1007 Mowing and Wildflower Shores Wetland Bank  Both payment requests were approved on the Treasurer’s Report.

System and Dam Inspections  Barr Engineering conducted inspections of and maintenance recommendations for various VBWD projects. The managers reviewed the inspection report. After discussion, a motion was made by Bucheck and seconded by Marchan to authorize Barr to submit the 2013 Annual Inspection of Eagle Point Dam Lake letter to the Minnesota Department of Natural Resources. Motion carried unanimously. After discussion, motion was made by Fetcher and seconded by Marchan to authorize Barr to submit the 2013 Interstate 94 Rest Area Dam Inspection letter to the Minnesota Department of Transportation. Motion carried unanimously.

Silver Lake Bioretention Basin  Barr Engineering met with the North St. Paul City Staff to review the plans and began to negotiate roles and responsibilities for implementing and maintaining the Silver Lake bioretention basin. Vice President Fetcher will represent the VBWD, and attend a City of North St. Paul City Council meeting to discuss the project details and funding.

Long Lake Water Levels  Barr Engineering has continued to communicate with the Minnesota Department of Transportation (MnDOT) officials about the plugged or damage culvert under Highway 36. MnDOT is in violation of its VBWD permit, and it appears that Long Lake will flood unless actions are taken. MnDOT contacted Barr and will drill a new culvert under Highway 36. MnDOT will apply for a VBWD permit to do the work. Barr will continue work with MnDOT on determining potential flood level implications.

Doerr's Pond Culvert  In September 2013, Lyle Doerr contacted Engineer Hanson with concern about the deterioration of a 100-year old cattle crossing/culver and the possibility of it collapsing. If the structure collapses, it could cause flooding in the area. Barr Engineering prepared Doerr's Pond cattle crossing structure replacement options and cost estimates for the managers to consider. Barr contacted Grant City Engineer and discussed the issue at Doerr's Pond. The City Engineer would like a VBWD manager to attend a City Council meeting to discuss the project and concerns.

MANAGERS’ REPORT

Rules and Regulations  After discussion, a motion was made by Bucheck and seconded by Fetcher to approve the VBWD Rules and Regulations. Motion carried unanimously.

Landlocked Basin Management  At the Lake Elmo City Council meeting on October 15th, the City Council revised the stormwater management ordinance. The revised ordinance removes the following standard: "The volume of stormwater runoff discharging from a proposed site shall not be greater than the volume of stormwater runoff discharging prior to the proposed site alteration for the 2-, 10-, and 100-year storm events." Because water levels of
landlocked basins are sensitive to changes in run off volumes, this raises concerns on the effects of the removal of this standard to landlocked basins. President Bucheck will be meeting with the City of Lake Elmo Administrator on December 18 to ask that a study be done to investigate implications of the ordinance change.

**Annual Selection of Official Bank and Newspaper** A motion was made by Borash and seconded by Lucas to designate the Lake Elmo Bank as the District's official bank for 2014, and to retain the Lillie Suburban Newspaper as the District's legal newspaper. Motion carried unanimously.

**Annual Minnesota Association of Watershed Districts (MAWD) Conference** Vice President Fetcher and Secretary Lucas attended the conference, and provided a summary of the conference seminars. 2014 MAWD Summer Tour will focus on the St. Croix River basin. VBWD and other watershed districts will host the tour.

**Afton Stormwater Study-University of Minnesota** Secretary Lucas was not able to attend, but Engineer Hanson did attend a presentation by the University of Minnesota students about the City of Afton stormwater issues at the City of Afton City Council meeting on December 10.

**Meeting with North St. Paul Environmental Commission** The meeting will take place in January.

**East Metro Water Resources Education Program (EMWREP)** Vice President Fetcher attend the EMWREP planning session. The session focused on the 2013 accomplishments and 2014 planning.

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

**Next Meetings - January 9, 2014 and January 23, 2014** All managers plan to attend the meetings.

**2014 Budget** President Bucheck updated the 2013 committed funds budget carry over. The managers reviewed the 2014 Administrative budget. President Bucheck will update the 2014 budget, and bring back a final 2014 budget for approval.

**OLD BUSINESS**
None.

**NEW BUSINESS**
None.

**FUTURE ITEMS**
Election of Officers.

**ADJOURNMENT**
Motion was made by Borash and seconded by Fetcher at 9:52 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/s/ Jill Lucas

Jill Lucas, Secretary

Minutes approved by managers 1/9/2014
**Consent Calendar** items are generally defined as items of routine business, not requiring discussion, and approved in one vote. The Managers may elect to pull a consent calendar item(s) for discussion and/or separate action.

1. The following best management practices cost share projects are presented for Board approval of payment:
   A. Catherine Helms final payment for an Individual Grant for $472.42.
   B. City of Lake Elmo 2012 Roadways Project payment to Washington Conservation District for $663.45.

2. The following best management practices cost-share project is presented for Board approval of an extension:
   A. Ella and Armando Menendez.