VALLEY BRANCH WATERSHED DISTRICT
Minutes of Regular Meeting No. 937
Held in the City of Lake Elmo City Hall
Thursday, April 9, 2015

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

MANAGER ABSENT: Dave Bucheck, President

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

STAFF ABSENT: None

OTHERS PRESENT: David Eastwood and Jim Golden, Afton Sewer Treatment System; John Muller, Silver Lake Improvement Association; James Landini, Washington Conservation District; and Jenifer Sorensen, Minnesota Department of Natural Resources

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

ANNOUNCEMENTS
None

APPROVAL OF MINUTES
After discussion, motion was made by Borash and seconded by Marchan to approve the March 26, 2015 meeting minutes as amended. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS
None

PUBLIC FORUM
John Muller with the Silver Lake Improvement Association (SLIA) was present to express concern about the high water level of Silver Lake. The SLIA has contacted the Minnesota Department of Natural Resources (DNR) to have the lake outlet lowered. The DNR refused the request. Mr. Muller said that the draft VBWD 2015-2025 Watershed Management Plan lists the lake’s outlet at El. 988.78, which is higher than what the DNR said the outlet must be (El. 988.5). Mr. Muller asked if the VBWD could have the outlet lowered to El. 988.5. Vice President Fetcher said the VBWD investigated the elevations several years ago and would need to gather that information before having further discussions on the outlet levels.

David Eastwood was present to thank the VBWD for submitting comments on the EAW for the City of Afton sewer treatment system project. He was concerned about the VBWD financial commitment to the City of Afton’s Old Village flooding, water quality, and sanitary improvements for up to $500,000.00 over a ten year period. The managers provided background information on the decision to help fund the project, and will review the permit from the City to ensure all of the VBWD requirements will be met.

Jim Golden was present on behalf of Citizens For Valley Creek, Inc. (CFVC), a Minnesota non-profit corporation. He told the managers that the comments submitted on the EAW were very thorough and good. He asked of the VBWD could request for an Environmental Impact Statement (EIS) on the City of Afton sewer treatment system project. The managers explained that VBWD is just responsible for submitting comments on the EAW. VBWD has no control on whether an EIS is done.

CITIZEN ADVISORY COMMITTEE
None
SECRETARY’S REPORT  Engineer Hanson distributed the mail.

INSPECTOR’S REPORT  Inspector Roemmich reported that he contacted Washington County to discuss the erosion control issue along at a ravine stabilization project on St. Croix Trail S in Afton.  Washington County installed silt fence to control the erosion.  Washington County then removed the silt fence and installed an erosion blanket.  The erosion blanket does not seem to be controlling the erosion.  Secretary Lucas will contact Washington County to discuss the erosion.

ATTORNEY’S REPORT  Attorney Marshall reviewed with the managers the Clean Water Fund contract with the City of Lake Elmo, VBWD, and Conservation Corps for rain garden maintenance projects within VBWD.  The managers have questions regarding the VBWD responsibilities in the contract.  Attorney Marshall will contact Wendy Griffin with the Washington Conservation District to discuss the VBWD terms of the contract.

TREASURER’S REPORT  Treasurer Borash reminded the managers that per diems are due.

WASHINGTON CONSERVATION DISTRICT  James Landini with the Washington Conservation District was present to discuss two potential Top 50! projects in Afton.  One project is northeast of Manning Avenue and 22 nd Street North (Wamstad Property).  The intermittent portion of Valley Creek flows through the parcel and the proposal is to construct a grass waterway to convey the runoff in the channel.  The VBWD does require a drainage easement over the project.  After discussion, a motion was made Fetcher that if/when a permit for the Wamstad property comes to VBWD for the intermittent work on Valley Creek, VBWD would waive the easement requirement with a 10 year maintenance period.  No second on the motion.  Motion failed.  The managers directed Engineer Hanson to contact Mr. Wamstad to ask if he would be amendable to having an easement over the swale and to attend a future VBWD Board meeting to discuss.

ENGINEER’S REPORT

Legal Boundary  As part of the VBWD Management Plan update, and plan updates by adjacent watershed districts, Barr Engineering reviewed and identified parcels that should be transferred in and out of VBWD.  This will make the VBWD legal boundary more closely match the hydrologic boundary.  Engineer Hanson has been working with adjacent watershed districts on the legal boundary, and provided the managers an outline of process for updating the legal boundary.  Engineer Hanson will continue to work the other watershed districts to update the boundary.

Silver Lake Bioretention Basin  Engineer Hanson provided a draft Memorandum of Understanding (MOU) between the VBWD and the City of North St. Paul.  The managers reviewed the MOU and authorized John to send it to the City of North St. Paul.

2014 Basin Water Quality Results and 2015 Monitoring Plan  Barr Engineering completed the 2014 Basin Water Quality monitoring.  Barr Engineering recommends VBWD continue to monitor the 20 basins.  The managers reviewed the 2014 basin water quality results.  After discussion, a motion was made by Fetcher and seconded by Lucas to add up to 2 monitoring stations locations on Valley Creek (one at St. Croix Trail/CSAH 18/Former Hwy 95 and one at a site TBD upstream) for monitoring E. coli. Motion passed on a 3-1 vote, with Treasurer Borash opposed.  After discussion, a motion was made by Fetcher and seconded by Borash to authorize Barr to implement the recommended 2015 basin water quality monitoring plan.  Motion carried unanimously.

Draft 2014 Annual Report  The item will be discussed at the next VBWD meeting.

Clean Water Fund Grant Agreement for Kelle’s Creek Septic System Assessment  The VBWD received a 2015 Clean Water Fund grant from the State of Minnesota for conducting a septic system inventory in the Kelle’s Creek watershed for $48,000.  After discussion, a motion was made by Lucas and seconded by Marcharn to approve grant agreement C15-2471 for the Kelle’s Creek septic system assessment.  Motion carried unanimously.

Spring Inspections  Barr Engineering will perform the following annual inspections in the spring:
Kelle’s Creek:  Barr’s team will coordinate with Managers Lucas and Marchan and with James Landini of Washington Conservation District to meet and inspect the creek on Thursday, April 16 at 3 p.m.
Valley Creek:  Barr’s team with coordinate with Manager Lucas.
Raleigh Creek:  Barr’s team with coordinate with Managers Fetcher and Marchan for visits.
Others:  Barr’s team will notify the Managers of the times and so they can join the team, if they are available.

**VBWD Watershed Restoration and Protection Strategies (WRAPS) and Total Maximum Daily Loads (TMDLs) Reports**  Engineer Hanson provided an update on the WRAPS and TMDL reports. The Minnesota Pollution Control Agency and Barr Engineering will be scheduling the final stakeholder meeting in May. Secretary Lucas is interested in attending the meeting.

**MANAGERS’ REPORT**

**Draft 2014 Financial Audit**  After discussion, **motion** was made by Fetcher and seconded by Lucas to approve the VBWD 2014 Financial Audit with the suggested changes, authorize Treasurer Borash to sign the representation letter for the 2014 financial audit, and direct Treasurer Borash to have the VBWD auditor submit the 2014 Financial Audit to the Board of Water and Soil Resources and the State Auditor. Motion carried unanimously.

**13925 44th Street South, Afton**  A resident of 13925 44th Street South in Afton has contacted VBWD to discuss water ponding on his property due to, in his opinion, an inadequately sized culvert owned by the City of Afton. Secretary Lucas contacted the Afton City Administrator to discuss. The City of Afton will continue to work with the property owner and neighboring property owners to clean the culverts.

**2015 Goals**  After discussion, a **motion** was made by Lucas and seconded by Borash to approve the 2015 VBWD Goals. Motion carried unanimously.

**East Metro Water Resources Education Program**  Angie Hong, with the East Metro Water Resources Education Program, is requesting feedback on the proposed budget for the 2016-2018 EMWREP contract, the annual contribution rate calculation, and the creation of a “special projects” fund. The managers had no comment on the proposed 2016-2018 budget. Manager Fetcher suggested that if more money is needed for materials that the contribution rate be raised accordingly.

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

**Next Meetings – April 23 and May 14, 2015**  President Bucheck will be absent at the April 23rd meeting. All other managers plan to attend the meetings.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**FUTURE ITEMS**

None.

**ADJOURNMENT**

**Motion** was made by Borash and seconded by Marchan at 9:25 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/jl/ Jill Lucas

Jill Lucas, Secretary

Minutes approved by managers on 4/23/2015
Consent Calendar

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. The following items are presented for Board approval/adoPTION:

   A. $1,800 Individual Grant for Aimmee Hauer at 5787 Highland Court N. in Lake Elmo and the Lake DeMontreville watershed

   B. $250.00 Individual Grant for Marge Sagstetter at 1625 Hydram Ave. N. in Oakdale and the Eagle Point Lake watershed.

   C. $500.00 Plant Grant for Maria Marin at 4411 Helena Way in Oakdale and the Beutel Pond Watershed

   D. $500.00 Plant Grant for Mitchell and Jeanne and Judith and Robert Leppicello at 13393 26th St. N. in West Lakeland Township and the Mergens Pond watershed