VALLEY BRANCH WATERSHED DISTRICT  
Minutes of Regular Meeting No. 941  
Held in the City of Lake Elmo City Hall  
Thursday, June 11, 2015  
APPROVED MINUTES

MANAGERS PRESENT: Dave 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; Susannah Torseth, Attorney, Lawson Marshall McDonald and Galowitz; Ray Roemmich, Inspector; and Melissa Imse, Recording Secretary

STAFF ABSENT: None

OTHERS PRESENT: Chuck Taylor, Citizens Advisory Committee; Brian Krafthefer; Jennifer Koehler, Barr Engineering; Girard Goder, Washington County Public Health and Environment; Stephanie Souter, Washington County; Jim Golden, Afton Sewer Treatment System; Mike and Candice Kramer, Sunnybrook Lake residents; Mark Have, Afton Natural Resources and Groundwater Committee; Jim Arkell, Lake Elmo resident

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

ANNOUNCEMENTS  
None

APPROVAL OF MINUTES  
After discussion, motion was made by Lucas and seconded by Fetcher to approve the May 28, 2015 meeting minutes. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS  
Under the Attorney’s report, Public Meeting Notice. Under Manager’s report, Item 5-BMP Inspections by Washington Conservation District

PUBLIC FORUM  
None

CITIZEN ADVISORY COMMITTEE  
Chuck Taylor was present to discuss the lake level report.

SECRETARY’S REPORT  
Engineer Hanson distributed the mail.

INSPECTOR’S REPORT  
Inspector Roemmich reported that there are no new projects within VBWD. All existing projects look good.

ATTORNEY’S REPORT  
Variance Request Application Form  
The managers reviewed and provided Attorney Torseth edits to the form. After discussion, a motion was made by Lucas and seconded by Borash to approve the Variance Request Application form with suggested changes. Motion carried unanimously.

Permit Application Form  
The managers reviewed the form. After discussion, a motion was made by Borash and seconded by Marchan to approve the VBWD Permit Application form. Motion carried unanimously.
Contract with Washington Conservation District  After discussion, a motion was made by Bucheck and seconded by Lucas to approve the 2015 monitoring contract with Washington Conservation District. Motion carried unanimously. President Bucheck and Secretary Lucas signed the agreement.

Citizens for Valley Creek Request  Mr. Jim Golden, representing the Citizens for Valley Creek has requested data from the VBWD regarding the proposed Afton Wastewater Treatment System. Mr. Golden has received the information requested.

Public Hearing Notice for the Watershed Management Plan Update  The managers reviewed the draft public hearing notice for the Watershed Management Plan. After discussion, a motion was made by Borash and seconded by Marchan to approve the public hearing notice for the VBWD Watershed Management Plan as amended. Motion carried unanimously. Attorney Torseth will publish the notice.

TREASURER’S REPORT  None

WASHINGTON CONSERVATION DISTRICT  None

ENGINEER’S REPORT

Kelle’s Creek Septic System Assessment  Jen Koehler and Girard Goder gave a presentation on the Kelle’s Creek Septic System Assessment for the 2015 Clean Water Fund grant. The managers would like to investigate the potential failing septic systems through an inspection program, and are supportive of using VBWD funds to help pay for the replacement of identified failing septic systems along Kelle’s Creek. The managers would like to start communications with the City of Afton regarding the septic system replacement program.

Permit Request: Oakdale 2015 Street Improvements, Oakdale  A motion was made by Fetcher and seconded by Marchan to remove permit 2015-09 from the table. Motion carried unanimously. The City of Oakdale has completed many of the outstanding items on the permit. After discussion, a motion was made by Fetcher and seconded by Borash approve permit 2015-09 with suggested site specific conditions and to waive the permit and surety fees for Oakdale 2015 Street Improvements. Motion carried unanimously.

Permit Request: 4715 Lake Elmo Avenue North, Lake Elmo  After discussion, motion was made by Marchan and seconded by Borash to approve permit 2015-14 with changes made to the suggested site specific conditions for 4715 Lake Elmo Avenue North in Lake Elmo. Motion carried unanimously.

Sunnybrook Lake  As directed by the VBWD managers, Barr Engineering has begun investigating the VBWD past policy regarding floodproofing and reviewing past floodproofing information related to the low homes around Sunnybrook Lake. The managers reviewed floodproofing options. The managers directed Barr to send a letter to the Sunnybrook residents to see if there is an interest in completing a survey of the homes to determine which homes are in a floodplain, and to seek a volunteer homeowner to develop a floodproofing measure for the home and cost.

2015-2025 Watershed Management Plan  The managers reviewed the draft response comments to the VBWD 2015-2025 Watershed Management Plan, and provided comments to Barr.

Valley Creek Ravine Stabilization Projects  Attorney Torseth provided an update on the easement acquisitions. The managers will be having a closed meeting on Wednesday, June 17, at Lawson Law Firm to discuss the final easement acquisition. Attorney Torseth will post the proper notices. After discussion, a motion was made by Fetcher and seconded by Marchan to authorize Barr to advertise for bids for the VBWD Clean Water Fund ravine stabilization project, and to authorize Barr to submit the Conditional Use Permit package to the City of Afton. Motion carried unanimously.

Minnesota Wetland Conservation Act Notice of Decision: Deidrich Property, Lake Elmo  After discussion, motion was made by Borash and seconded by Lucas to approve the Minnesota Wetland Conservation Act Notice of Decision for the Deidrich property in Lake Elmo. Motion carried unanimously.

MANAGERS’ REPORT

MS4 Annual Public Hearing  At 9:05 pm President Bucheck made a motion to suspend the regular meeting and opened the public hearing for comments on the annual report for the Municipal Separate Storm Sewer Systems for the 2014 calendar year for VBWD. Treasurer Borash seconded. Motion carried unanimously. No comments were received.
A **motion** was made by Borash and seconded by Marchan, to close the public hearing and resume the regular meeting. Motion carried unanimously.

**MS4 Annual Report**  After discussion, **motion** was made by Fetcher and seconded by Marchan to approve the 2014 MS4 Annual Report and authorize Barr to submit the report. Motion carried unanimously.

**Resolution #2015-01 Fund Transfer**  No Discussion.

**Afton Listening Sessions and Proposed Wastewater Treatment System**  The managers authorized any VBWD manager and Engineer Hanson to attend the June 23 MPCA Citizen’s Board meeting. Secretary Lucas or Engineer Hanson will invite staff from Wenck to a future VBWD meeting to get a summary of sites evaluated for the treatment system.

**Next Meetings – June 28 and July 9, 2015**  Vice President Fetcher will be absent at the July 9th meeting. All other managers plan to attend the meetings.

**BMP Inspections by Washington Conservation District**  President Bucheck will communicate with WCD about the BMP inspection program.

**OLD BUSINESS**
None.

**NEW BUSINESS**
None.

**FUTURE ITEMS**
None.

**ADJOURNMENT**
**Motion** was made by Borash and seconded by Marchan at 10:09 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/\s/ Jill Lucas

Jill Lucas, Secretary

Minutes approved by managers 6/25/2015