VALLEY BRANCH WATERSHED DISTRICT
Minutes of Regular Meeting No. 951
Held in the City of Lake Elmo City Hall
Thursday, November 12, 2015

MANAGERS PRESENT: Dave Bucheck, President; Lincoln Fetcher, Vice President; Jill Lucas, Secretary; and Ed Marchan, Manager

MANAGER ABSENT: Dale Borash, Treasurer

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: Ray Marshall, Attorney, Lawson, Marshall, McDonald and Galowitz; Brian Buchmayer, Steve Keene, Sunnybrook Lake Resident

CALL TO ORDER
President Bucheck called the meeting to order at 7:15 p.m.

ANNOUNCEMENTS
None

APPROVAL OF MINUTES
After discussion, motion was made by Lucas and seconded by Marchan to approve the October 22, 2015 meeting minutes. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS
Under Engineer's Report-Item 8-Department of Natural Resources meeting

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: HWY 694 ramps, Oakdale Park Trails, Wamstead Property, and Lake Elmo Park Reserve.

ATTORNEY'S REPORT
VBWD By-Laws
Attorney Torseth updated the VBWD By-Laws. The managers reviewed the updated By-Laws. After discussion, motion was made by Fetcher and seconded by Marchan to approve the updated the VBWD By-Laws dated November 12, 2015. Motion carried unanimously.

TREASURER'S REPORT
None

WASHINGTON CONSERVATION DISTRICT
None

ENGINEER'S REPORT
Kelle's Creek Watershed Septic System Inspections Program
At a previous VBWD meeting, Manager Marchan requested additional information on incentives offered by other local government units for septic system replacements. The managers reviewed the information from Washington County about other local government incentives for septic
system replacements. After discussion, the managers agreed to provide a financial incentive. Secretary Lucas and Manager Marchan will serve on a subcommittee to develop details. Barr will organize a meeting with the subcommittee.

**Clean Water Fund Valley Creek Watershed Ravine Stabilization Project**  The contract between the Minnesota Board of Water and Soil Resources (BWSR) for the Clean Water Fund Ravine Stabilization projects expires on December 31, 2015. Darlene Moynagh, who owns land immediately downstream of Project 1 (Nathan Landucci), contacted Barr to express interest in working with VBWD to stabilize sections of the ravine on her property. This would expand the original scope of the grant to include Ms. Moynagh’s property. After discussion, a **motion** was made by Fetcher and seconded by Marchan to approve expanding the scope of Project 1 to include Darlene Moynagh’s property under the Clean Water Fund Grant. Motion carried unanimously. Attorney Torseth will develop an agreement with Ms. Moynagh stipulating that she is willing to participate and allow VBWD to obtain easements. Barr will request a 1-year grant extension from BWSR.

After discussion, a **motion** was made by Buccheck and seconded by Marchan to approve payment to Henning Professional Services in the amount of $3,013.90. Motion carried unanimously.

**Sunnybrook Lake**  At a previous VBWD meeting, the managers ordered a survey to determine whether flood insurance is required for the low elevation homes around Sunnybrook Lake and help determine how to reduce the flood risk. Of the 11 properties surveyed, only one structure has a basement and lowest ground elevation above 982.8 feet. After discussion, the managers directed Barr Engineering to send letters to the homeowners who had their property surveyed, to develop concept level plans for reducing flood risk, and meet with a contractor to obtain cost estimates.

**Permit Request: Stillwater Area High School and Pony Activity Center, Oak Park Heights**  After discussion, the managers decided to table the permit.

**Variance Request: Wildflower at Lake Elmo, Permit 2014-28**  After discussion, a **motion** was made by Fetcher and seconded by Marchan to approve the variance request for permit 2014-28 Wildflower at Lake Elmo. Motion carried unanimously.

**Recommendation for Payment: Valley Branch Watershed District 2015 Capital Improvement Project**  After discussion, a **motion** was made by Fetcher and seconded by Marchan to approve payment of $1,277.90 to Wildflower Shores Wetland bank. Motion carried unanimously.

**Department of Natural Resources meeting**  At the request of the managers, Barr Engineering has arranged a meeting with the MnDNR on Thursday November 19 to discuss aquatic plant management in the Tri-lakes. President Bucheck and Secretary Lucas plan to attend.

At 8:00 President Bucheck suspended the meeting. At 8:09 President Bucheck reconvened the meeting.

**MANAGERS’ REPORT**

**Minnesota Association of Watershed Districts Annual Meeting**

a. **Certificate of Membership and Delegate Appointment Form and Proxy Form**  President Bucheck will serve as the voting delegate and Vice President Fetcher will serve as the alternate voting delegate for VBWD at the MAWD Annual meeting.

b. **2015 Resolutions**  The managers reviewed the proposed resolutions.

**Consent Calendar**  President Bucheck removed from the consent calendar item A. to increase the VBWD match to a Washington Conservation District Clean Water Fund Lake St. Croix Rural Subwatershed Grant from $15,072 to $23,040 for stabilizing a ravine on the Peter Hill and Grant Wiessner. After discussion, the Managers will not approve the funding change until there are at least 2 construction bids. Barr Engineering will notify the Washington Conservation District. After discussion, a **motion** was made by Buccheck and seconded by Fetcher to approve the consent calendar. Motion carried unanimously.

**Next Meetings – December 10, 2015 and January 14, 2016**  All managers plan to attend the meetings.
Letter from Afton  President Bucheck received a letter from the City of Afton requesting payment of $50,000.00 for the Afton Storm Sewer Improvements. The managers directed Barr Engineering to contact the City of Afton to provide an update on the project.

OLD BUSINESS
None.

NEW BUSINESS
None.

FUTURE ITEMS
None.

ADJOURNMENT
Motion was made by Fetcher and seconded by Lucas at 8:52 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/s/ Jill Lucas

Jill Lucas, Secretary

Minutes approved by managers on 12/10/2015

Consent Calendar
Consent calendar items are generally defined as items of routine business that do not require discussion and can be 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 the Managers’ approval:

a. Increase the VBWD match to a Washington Conservation District Clean Water Fund Lake St. Croix Rural Subwatershed Grant from $15,072 to $23,040 for stabilizing a ravine on the Peter Hill and Grant Wiessner properties in the Kelle’s Creek watershed
b. Approve the following Minnesota Wetland Conservation Act Notice of Decisions for Wetland Boundaries
   i. County Road 65, West Lakeland and Baytown Townships
   ii. CSAH 17, Lake Elmo
   iii. 13635 30th Street North, West Lakeland Township