MANAGERS PRESENT: Dave Bucheck, President; Lincoln Fetcher, Vice President; Jill Lucas, Secretary; Ed Marchan, Treasurer; and Anthony Haider, 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: Charlie Wamstad, Joseph Reithmeyer, Melissa Barrett, Rick Packer, John Mueller, and Brett Emmons

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

ANNOUNCEMENTS
President Bucheck welcomed the new VBWD Manager Anthony Haider. The VBWD received a thank you letter for the Metro WaterShed Contribution.

APPROVAL OF MINUTES
After discussion, motion was made by Marchan and seconded by Lucas to approve the April 28, 2016 meeting minutes as amended. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS

PUBLIC FORUM None

CITIZEN ADVISORY COMMITTEE None

INSPECTOR’S REPORT
Inspector Roemmich reported on Stillwater Area High School, Hunters Crossing, Manning Avenue near Oakland Junior High School, and Lake Elmo Avenue construction.

ATTORNEY’S REPORT
Oath of Office For Manager Anthony Haider Attorney Torseth prepared the Oath of Office for Manager Haider. Manager Haider read and signed the Oath of Office.

Stillwater Area High School Stormwater Management Maintenance Agreement, Permit 2015-25
The VBWD previously approved and signed the agreement. Attorney Torseth reported that the agreement needed to re-signed and notarized. President Bucheck and Secretary Lucas signed the agreement.

Records Retention Policy and Schedule/Public Data Request Policy Attorney Torseth incorporated the changes to the Records Retention policy as discussed at the VBWD May 5th workshop. After discussion, a motion was made by Lucas and seconded by Fetcher to approve the VBWD Electronic Records Management Retention Policy and the VBWD Public Data Request Policy. Motion carried unanimously.
Wildflower Shores Wetland Bank Update  Attorney Torseth reported that the easement has been signed and sent to Minnesota Board of Water and Soil Resources for signature. The signed easement will be sent back to VBWD for recording.

Valley Creek Ravine Stabilization Project: Moynagh Easement  At the previous VBWD meeting, the managers authorized Attorney Torseth to negotiate drainage easement purchase with the Moynaghs. Attorney Torseth has obtained an appraisal and agreement for the easement on the Moynagh property. After discussion, a motion was made by Marchan and seconded by Fetcher to approve the easement agreement with the Moynagh residence for $14,850. Motion carried unanimously.

MS4 Public Hearing Notice  The managers authorized Attorney Torseth to publish the MS4 Public Hearing notice for the June 23rd meeting.

2016 Water Monitoring Agreement with Washington Conservation District  A motion was made by Bucheck and seconded by Lucas to approve the 2016 Water Monitoring Agreement with Washington Conservation District for $49,500. Motion carried unanimously.

TREASURER’S REPORT  Treasurer Marchan distributed copies of the Administrative and Program Budgets Fiscal Year 2016, dated April and May 2016, and the Treasurer’s Report dated May 26, 2016. After discussion, motion was made by Marchan and seconded by Fetcher to approve the Treasurer’s report. Motion carried unanimously. Treasurer Marchan reminded the managers that per diems are due.

WASHINGTON CONSERVATION DISTRICT  None

ENGINEER’S REPORT

Permit Requests

a. 1987 Manning Avenue South, Driveway Move, Afton  After discussion, a motion was made by Lucas and seconded by Fetcher to approve the variance for the 60 foot buffer for permit 2016-02, the 1987 Manning Avenue South driveway move in Afton. Motion carried unanimously. After discussion, a motion was made by Marchan and seconded by Lucas to approve permit 2016-02 for the 1987 Manning Avenue South driveway move in Afton with the suggested site specific conditions. Motion carried unanimously.

b. Oak-Land Junior High School Bus Turn Around, Lake Elmo  After discussion, a motion was made by Lucas and seconded by Marchan to approve the permit 2016-16 for the Oak-Land Junior High School bus turn around in Lake Elmo with suggested site specific conditions. Motion carried unanimously.

c. Nelson Estates, Afton  After discussion, a motion was made by Fetcher and seconded by Marchan to approve the permit 2016-13 for Nelson Estates in Afton with suggested site specific conditions. Motion carried unanimously.

d. ISD 864 Utility and Street Improvements, Woodbury  After discussion, a motion was made by Fetcher and seconded by Marchan to approve the permit 2016-14 for ISD 864 utility and street improvements in Woodbury with suggested site specific conditions. Motion carried unanimously.

e. Royal Golf Club at Lake Elmo, Lake Elmo  After discussion, a motion was made by Fetcher and seconded by Marchan to approve the variance for the wetland buffer for the Royal Golf Club at Lake Elmo permit 2016-15. Motion carried unanimously. After discussion, a motion was made by Fetcher and seconded by Marchan to approve the permit 2016-15 for the Royal Golf Club at Lake Elmo with the revised suggested site specific conditions. Motion carried unanimously. After discussion, a motion was made by Fetcher and seconded by Lucas to approve the Minnesota Wetland Conservation Act Notice of Decision for the delineation of wetlands at the Royal Golf Club at Lake Elmo. Motion carried unanimously. After discussion, a motion was made by Fetcher and seconded by Marchan to approve the Minnesota Wetland Conservation Act Notice of Decision for the incidental wetland determination for the Royal Golf Course at Lake Elmo. Motion carried unanimously.

Minnesota Wetland Conservation Act Notice of Decision: Lake Elmo Park Reserve Swim Pond Improvement Project  After discussion, a motion was made by Lucas and seconded by Marchan to approve the
Minnesota Wetland Conservation Act Notice of Decision: Lake Elmo Park Reserve Swim Pond Improvement project. Motion carried unanimously.

**Kelle’s Creek Septic System Inspection Pilot Program-Participation Update** Engineer Hanson reported that VBWD has received ten septic system inspection applications. Inspections of those systems have been scheduled or are in the process of being scheduled by the inspectors. Engineer Hanson attended an Afton City Council workshop to discuss the VBWD inspection program, the City’s ordinance, and the pros and cons of making inspections mandatory. The Managers directed Barr to answer the questions about the septic system inspection program posed by Afton.

**Bid Recommendation-2016 Capital Improvements Project Maintenance** As authorized by the managers at the March 10, 2016 meeting, Barr solicited a bid to have tree, brush, and debris removal throughout the Project 1007 system. After discussion, a motion was made by Fetcher and seconded by Marchan to award the bid to Buelow Excavating to complete items 1-12 listed in Table 1 of the memorandum by Barr, and not to exceed $6,112.00. Motion carried unanimously.

**Silver Lake Improvement Association Study Request** Property owners around Silver Lake met with City of North St. Paul Staff to discuss the concerns regarding consistently high lake levels resulting in wet basements and erosion of their shoreline property. Engineer Hanson attended the meeting. At the meeting, representative from the Silver Lake Improvement Association requested VBWD study options and the effects options that would allow for the lowering of the lake. After discussion, the managers declined to take any action until the residents gather more data (e.g., how many properties flood, how often, how severe, what flood protection and shoreline stabilization measures been taken, when, and how much did the cost, etc.)

**Groundwater “Feed Your Brain”** Barr Engineering has been asked to present at the upcoming ground water "Feed Your Brain" workshop. The managers authorized Barr to present at the workshop.

**MANAGERS’ REPORT**

**Meetings Attended and Upcoming Meetings** No report.

**Community Cost-Share Grant Request from Lake Elmo Public Library** The Lake Elmo Public Library submitted a Community Cost Share grant application for $44,468.00 to construct a tree trench and rain garden in the library’s parking lot. Brett Emmons was present from the library to discuss the project with the managers. Due to large amount of cost share dollars requested, the Managers will consider the request at the next meeting.

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

**FUTURE BUSINESS**

**Next Meetings – June 9 and June 23, 2016** Secretary Lucas will be absent at the June 9th meeting. All other managers plan to attend the meetings.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**FUTURE ITEMS**

None.

**ADJOURNMENT**

Motion was made by Fetcher and seconded by Marchan at 10:07 p.m. to adjourn the meeting. Motion carried unanimously.
Respectfully Submitted,

/s/ Jill Lucas

Jill Lucas, Secretary

Minutes approved by managers 6/9/2016

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. Best Management Practices Cost-Share Program grants of:
   i. $650 for an Individual Grant for Blake Devcic to create a prairie at 1727 Newberry Ave, West Lakeland Township, in the West Lakeland Storage Sites Subwatershed
   ii. $2,000 for an Individual Grant for Mark Borgwardt to create a prairie at 2421 Stagecoach Trail South, Afton, in the Main Stem of Valley Creek Subwatershed

b. Best Management Practices Cost-Share Program reimbursement of:
   i. $2,500 for an Individual Grant to Sheila and Jay Schlechte for a rainwater garden at 2697 Greystone Ave N., Oakdale, in the Raleigh Creek Subwatershed