VALLEY BRANCH WATERSHED DISTRICT
Minutes of Regular Meeting No. 963
Held in the City of Lake Elmo City Hall
Thursday, July 14, 2016

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: John Bender, Westwood Professional Services

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

ANNOUNCEMENTS None

APPROVAL OF MINUTES After discussion, a motion was made by Marchan and seconded by Lucas to approve the June 23, 2016 meeting minutes. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS None

PUBLIC FORUM None

CITIZEN ADVISORY COMMITTEE Chuck Taylor’s lake level report was included in the board packet and reviewed by the managers.

SECRETARY’S REPORT Engineer Hanson distributed the mail.

INSPECTOR’S REPORT Inspector Roemmich reported on the following projects: Stillwater Area High School, Manning Avenue near Oakland Junior High School, Savona, and Settlers Ridge Parkway utility work.

ATTORNEY’S REPORT None

TREASURER’S REPORT Treasurer Marchan reported that he received the audit engagement letter from Redpath and Company for the 2016 VBWD financial audit. Treasurer Marchan may look at getting quotes from other auditing firms. Attorney Torseth will send Treasurer Marchan the required process for soliciting bids.

WASHINGTON CONSERVATION DISTRICT None

ENGINEER’S REPORT
Permit Requests:
  a. Hammes Property, Lake Elmo After discussion, a motion was made by Lucas and seconded by Marchan to approve permit 2016-20 for the Hammes property in Lake Elmo with the suggested and applicable site specific
conditions. Motion carried unanimously. A motion was made by Bucheck and seconded by Lucas to correct the permit number for the Hammes property to permit 2016-19. Motion carried unanimously.

b. **ISWEM Islamic Center, Afton**  After discussion, a motion was made by Lucas and seconded by Fetcher to approve permit 2016-20 for ISWEM Islamic Center in Afton with the suggested and applicable site specific conditions. A motion was made by Bucheck and seconded by Fetcher to table permit 2016-20. Motion carried unanimously. A motion was made by Bucheck and seconded by Lucas to approve the Minnesota Wetland Conservation Act Notice of Decision for the Islamic Society of Woodbury/East Metro ISWEM Center in Afton. Motion carried unanimously. A motion was made by Bucheck and seconded by Fetcher to remove permit 2016-20 from the table. Motion carried unanimously. The managers then voted to on permit 2016-20, and the motion carried unanimously.

c. **Mike Henry Fill on Long Lake, Pine Springs**  After discussion, a motion was made by Fetcher and seconded by Marchan to approve permit 2016-21 for Mike Henry fill on Long Lake in Long Lake with the suggested site specific conditions, with the additional requirement of adding a buffer per the VBWD rules and the payment of the after-the-fact permit fee. Motion carried unanimously.

**Recommendation for Payment: Removal of Beaver Dam and Downed Trees on Shari Johnson Property**  After discussion, a motion was made by Lucas and seconded by Marchan to approve payment of $7,340.00 to Tri-County Services, Inc for the downed trees on Shari Johnson trees. Motion carried unanimously.

**Systems Inspections and Maintenance Status and Bid Recommendations**  Barr Engineering prepared a memo regarding the bids for system inspections and maintenance items. Barr is requesting direction as to what items to complete. After discussion, a motion was made by Bucheck and seconded by Lucas to increase the 2016 systems inspections and maintenance budget from $110,000 to $155,000 by transferring money from the Contingency and/or Emergency Fund so that all previously authorized work can occur in 2016, and to authorize Barr to formally issue a Notice of Award to Minger Construction Co., LLC, and to replace the stop logs in Structure 6, and authorize Barr to formally issue a Notice of Award to Nadeau Co., LLC, and to stabilize Valley Creek on the Rivas property, and authorize President Bucheck to sign the agreements with Minger Construction Co., LLC and Nadeau Co., LLC. Motion carried unanimously.

**Kelle’s Creek Septic System Inspection Pilot Program Update**  After discussion, a motion was made by Fetcher and seconded by Lucas to approve payment of $340.00 to Brian Humpal for a septic system inspection. Motion carried unanimously.

**Bid Recommendation: 2016 VBWD Clean Water Fund Moynagh Ravine Stabilization**  Barr Engineering received a total of seven bids for the Moynagh Ravine stabilization project. After discussion, a motion was made by Lucas and seconded by Haider to award the bid for the Moynagh Ravine stabilization project to Fitzgerald Excavating, the lowest responsible bidder, for up to $94,720.00. Motion carried on a 4-1 vote with Vice President Fetcher opposed.

**Lake Plant Survey Data Request**  The managers authorized Barr Engineering to provide lake plant survey data to the Lake DeMontreville/Olson Association.

**MANAGERS’ REPORT**

**Washington County Fair**  If any of the VBWD managers would like to volunteer to work at the Washington County, they can sign up with Angie Hong.

**Tour**  The VBWD tour will be Wednesday, September 14th.

**Website**  Engineer Hanson plans to meet with Vice President Fetcher to discuss the website prior to the July 28th meeting.

**FUTURE BUSINESS**

**2017 Budget**  President Bucheck, Treasurer Marchan, and Engineer Hanson will meet early next week to draft a conceptual 2017 budget and levy for the full Board to discuss at its July 28 meeting.
Next Meetings – July 28 and August 11, 2016  Secretary Lucas will be absent at the July 28th meeting. President Buchek and Vice President Fetcher will absent at the August 11th meeting.

OLD BUSINESS
None.

NEW BUSINESS
None.

FUTURE ITEMS
None.

ADJOURNMENT
Motion was made by Fetcher and seconded by Marchan at 9:05 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/s/ Jill Lucas

Jill Lucas, Secretary

Minutes approved by managers 7/28/2016