VALLEY BRANCH WATERSHED DISTRICT
Minutes of Regular Meeting No. 964
Held in the City of Lake Elmo City Hall
Thursday, July 28, 2016

MANAGERS PRESENT: Dave Bucheck, President; Lincoln Fetcher, Vice President; Ed Marchan, Treasurer; and Anthony Haider, Manager

MANAGER ABSENT: Jill Lucas, Secretary

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: PJ Disch, Loucks, Inc.

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 Haider to approve the July 14, 2016 meeting minutes. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS Under Attorney’s Report: Resolution to execute a contract with Nadeau Companies, and a Resolution to execute a contract with Minger Construction. Under Manager’s Report: H5-Master Water Stewards Program and H6-Snow Removal and Salt Policy

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: Residential projects with erosion control issues with the recent rainfall, Manning Avenue near Oakland Junior High School, Royal Golf Club at Lake Elmo, Savona, and Settlers Ridge Parkway utility work.

ATTORNEY’S REPORT Attorney Torseth prepared two resolutions for the managers to review. After discussion, a motion was made by Bucheck and seconded by Fetcher to approve the resolution to authorize the execution of the contract with Nadeau Companies for the Rivas property stream repair project. Motion carried unanimously. After discussion, a motion was made by Fetcher and seconded by Bucheck to approve the resolution to authorize the execution of the contract with Minger Construction for the Project 1007 maintenance work. Motion carried unanimously.

TREASURER’S REPORT Treasurer Marchan provided copies of the Administrative and Program Budgets Fiscal Year 2016, dated June 2016, and the Treasurer’s Report dated July 28, 2016. After discussion, motion was made by Marchan and seconded by Fetcher to approve the Treasurer’s report. Motion carried unanimously. Treasurer Marchan
reported that as a cost saving effort, VBWD will be using Lake Elmo Bank for ordering District checks. Treasurer Marchan is looking at getting quotes from other auditing firms for the VBWD annual audit.

WASHINGTON CONSERVATION DISTRICT None

ENGINEER’S REPORT
Permit Request: Settlers Ridge Senior Housing, Woodbury After discussion, a motion was made by Fetcher and seconded by Haider to approve permit 2016-17 for the Settlers Ridge Senior Housing in Woodbury with the suggested and applicable specific conditions, and with the variance. Motion carried unanimously.

Permit Close-Out Request: SuperAmerica, Oakdale No discussion.

Sunnybrook Lake Flood Risk Reduction Status The managers reviewed the status of work. Barr Engineering will summarize the cost estimates for the managers to review from the contractors for flood mitigation for the interested homeowners around Sunnybrook Lake. The managers then can decide if they would like Barr to investigate possible grants, and if they would like to provide any VBWD funds to implement the work.

Wildflower Shores Wetland Bank After discussion, a motion was made by Buecheck and seconded by Marchan to approve payment of $375.00 to Prairie Restoration for maintenance work to the Wildflower Shores Wetland Bank. Motion carried unanimously.

Draft Flood Risk Reduction Status The managers reviewed and provided comments on the draft of the flood control in the Tri-Lakes area brochure. The brochure provides information on the VBWD Project 1007.

MANAGERS’ REPORT
Website Vice President Fetcher and Engineer Hanson met to discuss the redesign of the VBWD website. Vice President Fetcher will begin to look at conceptual ideas and content for the new website. Funding will need to be added to the 2017 budget for the new website.

2017 Budget President Buecheck reviewed the Committed Fund worksheet for 2016 and the draft 2017 budget with the managers. After discussion, a motion was made by Fetcher and seconded by Marchan to approve the 2017 VBWD Administrative Budget for $160,000.00. Motion carried unanimously. The 2017 budget hearing will be published for Thursday, September 8, 2016.

Consent Calendar After discussion, a motion was made by Fetcher and seconded by Marchan to approve the Consent Calendar with the exception of item C. final payment of $500.00 to the Spinnaker Cove Courthomes II. The plant grant was paid out previously. Motion carried unanimously.

Kelle’s Creek Ravine at Afton Cartway There is an eroding gully adjacent to the Afton cartway, north of Afton Boulevard Court South and south of Afton Boulevard South. The Washington Conservation District (WCD) mentioned a stabilization project at a spring 2016 VBWD meeting and the managers directed the WCD to develop a concept plan. After discussion, the managers are interested in a stabilization project, but would like to pursue possible Clean Water grant funds in 2018, and to budget VBWD funds for the project.

Master Water Stewards Program VBWD received a request from Angie Hong with the EMWREP program to see if VBWD would be interested in being a host for the Water Stewards Program, and if so, how much VBWD would be able to financially contribute to each of the Master Water Stewards in the watershed district. After discussion, the managers decided not to participate in the program.

Snow Removal and Road Salt Policy VBWD received a request from Steve Woods of the Freshwater Society to see if VBWD would be interested in making a contribution to join a consortium of other watersheds to provide a model snow and ice removal policy for municipal use. After discussion, the managers decided not to participate.

FUTURE BUSINESS
Next Meetings – August 11 and August 25, 2016 President Buecheck and Vice President Fetcher will be absent at the August 11, 2016 meeting.
OLD BUSINESS
None.

NEW BUSINESS
None.

FUTURE ITEMS
None.

ADJOURNMENT
Motion was made by Fetcher and seconded by Marchan at 9:36 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/s/ Anthony Haider

Anthony Haider, Acting-Secretary

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. $500 for a Plant Grant for Sanford for a project at 3569 Gershwin Avenue North in Oakdale and the Raleigh Creek Subwatershed
b. $500 for a Plant Grant for Tony Mutter for a project at 1815 Stagecoach Trail in Afton and the North Fork Valley Branch Creek Subwatershed
d. An extension of the Wiessner/Hill Individual $22,419 Grant for a gully stabilization project at 3750 Paradox Avenue South in Afton, which was approved on August 13, 2015
e. An extension of the Wamstad Individual $4,500.20 Grant for a grassed waterway at 1987 Manning Avenue South in Afton, which was approved on August 13, 2015
f. An extension of the Murphy Individual $2,033.20 Grant for a grassed waterway at 5805 Manning Avenue South in Afton, which was approved on August 13, 2015
g. An extension of the Menendez Individual $750 Grant for a raingarden at 3105 Layton Court North in Lake Elmo, which was approved on July 9, 2015

Minutes approved by managers 8/25/2016