MANAGERS PRESENT: Lincoln Fetcher, Vice President; Jill Lucas, Secretary; and Ed Marchan, Treasurer

MANAGER ABSENT: Dave Bucheck, President; Anthony Haider, Manager

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 and Roger Johnson, Citizens Advisory Committee; Steve and Karen Keene, Sunnybrook Lake; and Steve West, Landsted, LLC

CALL TO ORDER Vice President Fetcher called the meeting to order at 7:07 p.m.

ANNOUNCEMENTS None

APPROVAL OF MINUTES After discussion, motion was made by Marchan and seconded by Lucas to approve the September 8, 2016 meeting minutes. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS None

PUBLIC FORUM Steve and Karen Keene, residents of the Sunnybrook Lake neighborhood, were present to get an update on the cost sharing flood proofing measures for Sunnybrook Lake. The Managers are waiting for the residents to obtain cost estimates for the work before making a decision.

CITIZEN ADVISORY COMMITTEE Chuck Taylor reported on the lake level report from September. Roger Johnson was present to discuss lake level readings on Lake DeMontreville and Lake Olson.

SECRETARY’S REPORT Engineer Hanson distributed the mail.

INSPECTOR’S REPORT Inspector Roemmich reported on the following projects: Stillwater Area High School, housing developments in Lake Elmo, Hammes, Savona, Settlers Ridge, Manning Avenue-10th Street, Oak-Land Junior High School, and construction in downtown Lake Elmo.

ATTORNEY’S REPORT Attorney Torseth presented the Stormwater Maintenance Agreement for Hammes property for signature. Vice President Fetcher and Secretary Lucas signed the agreement.

TREASURER’S REPORT Treasurer Marchan distributed copies of the Administrative and Program Budgets Fiscal Year 2016, dated August 2016, and the Treasurer's Report dated September 22, 2016. After discussion, motion was made by Marchan and seconded by Lucas to approve the Treasurer’s report. Motion carried unanimously.
WASHINGTON CONSERVATION DISTRICT  Matt Downing with the Washington Conservation District informed VBWD that Sandy Peterson, with Stillwater Area High School, has retired and her students will no longer be doing the volunteer stream monitoring on Valley Creek. The VBWD would like to continue the volunteer monitoring of Valley Creek, and directed WCD and Barr to find another school within VBWD to continue the monitoring.

ENGINEER’S REPORT

1. Permit Request

   a. Sewell Private Boat Landing, Lake Elmo  After discussion, a motion was made by Marchan and seconded by Lucas to approve permit 2016-26 for the Sewell Private Boat Landing in Lake Elmo with the suggested site specific and applicable standard conditions. Motion carried unanimously.

   b. Mike Henry Retaining Wall, Pine Springs  Early this summer, the Managers issued an after-the-fact permit for a beach sand blanket at this property. The landowner submitted a permit fee for that project and requested a permit for the retaining wall. The property owner plans to construct it above the 100-year level. Therefore, no VBWD permit is required.

   c. Lindgren Residence, Grant  After discussion, a motion was made by Fetcher and seconded by Marchan to table permit #2016-24 Lindgren Residence, Grant until a complete review of the permit is done. Motion carried unanimously.

   d. Rock Point Church-Parking Lot Expansion Phase I, Lake Elmo  After discussion, motion was made by Fetcher and seconded by Marchan to table permit 2016-25 for the Rock Point Church parking lot in Lake Elmo for further information. Motion carried unanimously.

2. Erosion and Inadequate Infiltration at Permitted Projects  Engineer Hanson has contacted the developers and representatives for the Wildflower at Lake Elmo, Savona, and Kwik Trip about erosion and non-functioning infiltration basins at their permitted projects. After discussion, the managers directed Barr Engineering to prepare letters to all permit holders reminding them that infiltration basins must drain dry within 48 hours, and if they are not draining dry, corrective actions are needed. In addition, as requested by the City of Lake Elmo, Barr will prepare a memo regarding the floodplain near Wildflower are Lake Elmo/Village Preserve/Kruegers, including comparing 2016 precipitation data to other years and reviewing the development plans and permit application models to determine if construction was done as planned and if stormwater management facilities are functioning as assumed.

3. West Lakeland Township Request for VBWD to be an Interested Party in Prairie Island Indian Community’s Trust Application to Bureau of Indian Affairs  The Prairie Island Indian Community (PIIC) has purchased land directly west of Oak Land Junior High School. If PIIC puts the land in a trust, it will not be required to follow VBWD rules and regulations when the land is developed. After discussion, the managers directed Barr to file VBWD to be a known interested party to PIIC. This will keep VBWD aware of the development plans for the site.

4. Watershed Modeling Results:

   a. Flood Levels within the Downs Lake Watershed  Barr Engineering prepared hydrologic and hydraulic modeling for the Downs Lake watershed to determine flood levels. After discussion, a motion was made by Marchan and seconded by Lucas to direct Barr to submit a revised memo on the modeling results for the Downs Lake watershed to Lake Elmo, Baytown Township, and West Lakeland Township; and use the existing conditions for defining the 1%-annual-chance flood elevations and notify property owners within around the flood extents of their proximity to the flood plain; and if a Letter of Map Revisions (LOMR) is not pursued, notifying property owners of their flood risk would allow them the opportunity to decide whether they would like to obtain flood insurance. Motion carried unanimously. The
managers would like to discuss at a future meeting, submitting an application for a LOMR to FEMA.

b. **Flood Levels within Acorn Lake, Echo Lake, Weber Pond, Long Lake, and Capaul’s Pond Watersheds.** Barr Engineering prepared hydrologic and hydraulic modeling for these watersheds to determine flood levels. After discussion, the managers directed Barr to share the modeling results within the study areas with the cities. After further discussion, the managers decided to wait in sharing the results of the Downs Lake study and this study until Attorney Torseth has time to review the risks and obligations of the VBWD. She will prepare a memo for the managers to review. The managers will regulate to the resulting flood levels. In the case of Downs Lake, they will regulate to the existing (pre-development) flood levels, as they are slightly higher. The Managers requested that Barr investigate and report to them what other entities are doing when they determine higher flood levels than FEMA flood levels.

c. **Goetschel Pond Letter of Map Revision** After review, Barr made updates to the Goetschel Pond modeling and recalculated the 1%-annual-chance flood levels.

5. **Legal Boundary Adjustments** In January, the managers directed Barr to work with watershed organizations adjacent to the VBWD and VBWD Cities and Townships to revise the VBWD legal boundary. VBWD has received resolutions approving the VBWD boundary change from all affected watershed organizations, cities, and townships. After discussion, a motion was made by Fetcher and seconded by Lucas to approve Resolution 2016-04 supporting the VBWD boundary change. Motion carried unanimously.

6. **Recommendation for Payment: Raleigh Creek Tree Removal** After discussion, a motion was made by Fetcher and seconded by Marchan to approve payment of $850.00 to Buelow Excavating for the tree removal in Raleigh Creek. Motion carried unanimously.

7. **Recommendation for Partial Payment: 2016 Capital Improvements Project Maintenance** After discussion, a motion was made by Fetcher and seconded by Marchan to approve payment of $3,643.00 to Buelow Excavating for 2016 Capital Improvements Project maintenance work. Motion carried unanimously.

8. **Recommendation for Payment: Valley Creek Repairs on Rivas Property** After discussion, a motion was made by Fetcher and seconded by Marchan to approve payment of $33,315.00 to Nadeau Companies, LLC for repairs on the Rivas property. Motion carried unanimously.

9. **Recommendation for Payment: Valley Creek Watershed Ravine Stabilization Project** After discussion, a motion was made by Fetcher and seconded by Marchan to approve payment of $10,366.95 to Nadeau Companies, LLC for stabilizing the ravines on the Landucci property and 30th and Trading Post Trail. Motion carried unanimously. A motion was made by Fetcher and seconded by Marchan to approve Change Order 1 with Fitzgerald Excavating to increase the contract time by ten days for the Moynagh Ravine stabilization project. Motion carried unanimously. A motion was made by Fetcher and seconded by Marchan to approve payment of $91,951.00 to Fitzgerald Excavating for the Moynagh Ravine stabilization project. Motion carried unanimously.

10. **Recommendation for Payment: Kelle’s Creek Septic System Inspection Pilot Program** After discussion, a motion was made by Fetcher and seconded by Marchan to approve payment of $340.00 to Brian Humpal for septic system inspection done at 4393 Odell Avenue South. Motion carried unanimously.
MANAGERS’ REPORT

Website  Vice President Fetcher reviewed his work to develop a framework for the website. He will send his documents with an explanation to President Bucheck and Manager Haider for their input.

Consent Calendar  After discussion, a motion was made by Lucas and seconded by Marchan to approve the Consent Calendar. Motion carried unanimously.

Washington County Commissioners Workshop  Engineer Hanson provided an update of the Washington County Commissioners workshop held on Tuesday, October 4, 2016. Secretary Lucas gave an update on her meeting with the Washington County Commissioners.

FUTURE BUSINESS

Next Meetings – October 27, 2016 and November 10, 2016  President Bucheck will be absent at the October 27th meeting. All other managers plan to attend the meetings.

OLD BUSINESS
None.

NEW BUSINESS
None.

FUTURE ITEMS
None.

ADJOURNMENT
Motion was made by Marchan and seconded by Lucas at 9:37 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/js/ Jill Lucas

Jill Lucas, Secretary

Minutes approved by Managers 10/27/2016

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. Final payment of $500 for a Plant Grant to Cathy Gierke for a project at 9440 53rd St. N. in Lake Elmo
b. Final payment of $402.26 for a Plant Grant to Lorna Leistikow for a project at 6586 48th St. Pl N. in Oakdale
c. Partial payment of $1,248 for an Individual Grant to Kevin Murphy for a project at 5805 Manning Ave S. in Afton
d. Final payment of $5,927.75 for an Individual Grant to Charlie Wamstad for a project at 1987 Manning Ave S. in Afton
e. Final payment of $5,000 for an Individual Grant for Lynette Kramer Kirkwold for a project at 8010 DeMontreville Trl Ct. N. in Lake Elmo