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: None

CALL TO ORDER
President Bucheck called the meeting to order at 7:02 p.m.

ANNOUNCEMENTS
None

APPROVAL OF MINUTES
After discussion, motion was made by Lucas and seconded by Marchan to approve the November 10, 2016 meeting minutes as amended. Motion carried unanimously.

ADDITIONAL AGENDA ITEMS
Under Engineer’s Report #4-Sunnybrook Lake and Under Manager’s Report #9-2017 Budget

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: Jasmine Hills, Hammes Property, Settlers Ridge, Save A Tree, Stillwater Area High School, and Downtown Lake Elmo.

ATTORNEY’S REPORT
Attorney Torseth presented the Stormwater Maintenance agreements for signature for Rock Point Church and SuperAmerica in Oakdale.

WASHINGTON CONSERVATION DISTRICT
2016 Board of Water and Soil Resources Clean Water Fund Grant Partnership Request-Agriculture Best Management Practices Soluble Phosphorus Reduction
The managers reviewed the memo from the Washington Conservation District regarding the 2016 BWSR Clean Water Fund Grant opportunity for Agriculture BMPs. The managers will consider potential projects.

Cooperative Weed Management Area Grant Match Support
The managers reviewed the memo from the Washington Conservation District regarding the Cooperative Weed Management area Grant match support. The managers will consider potential projects.
ENGINEER’S REPORT

2016 Infrastructure and Conveyance Systems Inspections  The managers reviewed the 2016 Infrastructure and Conveyance System inspection memo prepared by Barr Engineering. The Managers asked that Nathan Campeau, the Barr project manager of the inspections, attend the January 12, 2017, meeting to summarize the report and discuss recommendations with them. The managers also discussed waiting to finalize the 2016 expenses to better prepare and plan for 2017 budget items.

Project 1007 Structure 6 Stop Log Replacement Change Order 1  At the July 14, 2016 VBWD meeting, the managers approved the replacement of stop logs in Project 1007, and awarded the contract to Minger Construction Company. The contract documents stipulated that the work should be substantially complete by October 15, 2016. Due to high water levels and the length of time required to manufacture the aluminum stop logs, the work has not been completed. Change Order 1 would extend the completion date to February 1, 2017. After discussion, a motion was made by Bucheck and seconded by Marchan to approve Change Order 1. Motion carried unanimously.

Wetland Credit Purchases from Wildflower Shores Wetland Bank

1. Northeast Metro Business Park  The wetland replacement on site did not develop as required, so Barr worked with the Technical Evaluation Panel for the Wetland Conservation Act to issue a Minnesota Wetland Conservation Act Replacement Order. To fulfill the requirements, the permit holder proposes to purchase credits from the VBWD Wildflower at Lake Elmo Bank. The managers reviewed the purchase agreement and transaction form for Withdrawal of Wetland Credits from the Minnesota Wetland Bank. After discussion, a motion was made by Fetcher and seconded by Marchan to approve the sale for .133 acres for $7,315.00 to Premier Bank and to sign the purchase agreement. Motion carried unanimously.

2. Royal Golf Club of Lake Elmo  At the November 10, 2016 VBWD meeting, the managers approved the purchase of wetland credits for the proposed wetland impacts at the Royal Golf Club of Lake Elmo. The applicant proposes to purchase credits from the VBWD Wildflower at Lake Elmo Bank. The managers reviewed the purchase agreement and transaction form for Withdrawal of Wetland Credits from the Minnesota Wetland Bank. After discussion, a motion was made by Fetcher and seconded by Lucas to approve the sale for .6944 acres for $38,192.00 and to sign the purchase agreement. Motion carried unanimously.

Sunnybrook Lake  Due to high water levels on Sunnybrook Lake, the Managers directed Attorney Torseth and Barr Engineering to update the agreement with Indian Hills Golf Course to pump water from Keats Pond, and for Barr to draft a letter to residents informing them of the situation.

MANAGERS’ REPORT

Consent Calendar  President Bucheck pulled the Rock Point Church Wetland Boundary and Type Decision 60-day extension item from the Consent Calendar to update the date. The Cimarron Community Center was on the Consent Calendar as a permit close out. Attorney Torseth disclosed that she is on the Board of Family Means that built the Cimarron Community Center. After discussion, a motion was made by Lucas and seconded by Marchan to approve the Consent Calendar. Motion carried unanimously.

Website  Vice President Fetcher provided an update on the new VBWD website, and will continue to work on his framework ideas and get a list of potential contactors by the January 12, 2017, meeting.

2016 MAWD Annual Meeting and Trade Show  President Bucheck, Secretary Lucas, and Manager Haider provided details on the MAWD Annual meeting.

Inspection Services  Inspector Roemmich will no longer be providing inspection services for VBWD in 2017. The managers thanked Inspector Roemmich for his years of services to VBWD. Barr provided a memo for potential inspection services available for VBWD. After discussion, the Managers would like to hire an individual contractor. If after a search, a qualified individual cannot be found, the managers will consider other options. Treasurer Marchan and Barr Engineering will draft a recruitment plan.

Designation of District Bank and District Newspaper  A motion was made by Marchan and seconded by Lucas to retain the Lillie Suburban Newspaper as the District’s legal newspaper, and to retain the Lake Elmo Bank as the District’s official bank for 2017. Motion carried unanimously.
Election of Officers  A motion was made by Marchan and seconded by Lucas to maintain the following Officers for 2017:

Dave Bucheck - VBWD President  
Lincoln Fetcher - VBWD Vice President  
Jill Lucas - VBWD Secretary  
Ed Marchan - VBWD Treasurer  
Tony Haider - VBWD Board Manager  
Motion carried unanimously.

Future Meeting Schedule  The managers discussed the whether the Board should meet once a month rather than twice a month. After discussion, the managers decided to keep the VBWD board meetings twice a month.

Meeting Procedures  After discussion, the managers decided to keep the meeting procedures the same.

2017 Budget  President Bucheck will update budget information and present a 2017 line-item budget at a January board meeting.

TREASURER’S REPORT  Treasurer Marchan distributed copies of the Administrative and Program Budgets Fiscal Year 2016, dated October 2016/November 2016, and the Treasurer’s Report dated December 8, 2016. After discussion, a motion was made by Marchan and seconded by Fetcher to approve the Treasurer’s report. Motion carried unanimously.

FUTURE BUSINESS  
Next Meetings – January 12 and 26, 2017  Secretary Lucas will be absent at the January 26th meeting. All other managers plan to attend the meetings.

OLD BUSINESS  
None.

NEW BUSINESS  
None.

FUTURE ITEMS  
None.

ADJOURNMENT  
At 9:45 the managers adjourned to a closed session. The purpose of the closed meeting was to discuss the contract with the Recording Secretary. A Motion was made by Lucas and seconded by Marchan at 9:50 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/s/ Jill Lucas

Jill Lucas, Secretary

Minutes approved by managers 1/12/2017
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. Recommendations for Payments:
   i. Beaver-Removal Cost-Share Program: Payment of $350 to Shari Johnson to reimburse her for beaver removal
   ii. 2016 Project 1007 Mowing: Payment of $1,800 to Buelow Excavating, Inc. for annual mowing of Project 1007
   iii. Raleigh Creek Tree Removal – Tablyn Park: Payment of $1,600 to Buelow Excavating, Inc. for removal of two trees over Raleigh Creek
   iv. Wildflower Shores Wetland Bank: Payment of $298.28 to Prairie Restorations, Inc. for vegetation maintenance spray

b. Minnesota Wetland Conservation Act Notice of Decision: No Wetland Determination—Thone Settler’s Ridge Property, Woodbury

c. Wetland Boundary and Type Decision 60-Day Extension: Rockpoint Church Northern Parcel

d. Permit Closeout Requests:
   i. Oakdale SuperAmerica
   ii. Cimarron Community Center, Lake Elmo

e. Best Management Practices Cost-Share Program:
   i. Final payment (second partial payment) of $6,053.13 for an Individual Grant to Grant Wiessner at 3750 Paradox End Ave S. Afton, MN, 55001
   ii. Extension request for a Buckthorn Removal Grant to Nathan Landucci for his property in Afton, MN
   iii. $500 for a Plant Grant for Ken Schaan for a project at 3555 Gershwin Ave N. Oakdale and the Raleigh Creek Subwatershed