VALLEY BRANCH WATERSHED DISTRICT
Minutes of Regular Meeting No. 1000
Held in Baytown Township Community Center  APPROVED
Thursday, June 28, 2018  MINUTES

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

MANAGER ABSENT: Jill Lucas, President

STAFF PRESENT: John Hanson, Engineer, Barr Engineering; Tracy Galowitz, Attorney, Galowitz Olson; Jeff Brower, Inspector; and Melissa Imse, Recording Secretary

STAFF ABSENT: Susannah Torseth, Attorney

OTHERS PRESENT: None

CALL TO ORDER
Vice President Fetcher called the meeting to order at 7:01 p.m.

ANNOUNCEMENTS
None

ADDITIONAL AGENDA ITEMS
Item 4# Under Manager's Report, Silver Lake Outlet

PUBLIC FORUM
None

CONSENT CALENDAR
A motion was made by Marchan and seconded by Haider to remove the Treasurer's Report from the Consent Calendar. Motion carried unanimously. The managers discussed the current cash balance and Treasurer Marchan reported that the first tax settlement payment for VBWD would be received on July 1st. After discussion, a motion was made by Fetcher and seconded by Marchan to approve the Treasurer's Report. Motion carried unanimously. A motion was made by Marchan and seconded by Haider to approve the Consent Calendar. Motion carried unanimously.

The following items were presented for the Managers’ approval:
The June 14, 2018 Meeting Minutes
Best Management Practices Cost-Share Program: $500 Plant Grant to Christ Lutheran Church, Lake Elmo
Payment Application #4 Recommendation: 2016 VBWD Clean Water Fund-Silver Lake Bioretention Basin Improvements Permit: Oak Green Minor Subdivision, Afton

UPDATES AND REQUESTS FROM PARTNERS AND VOLUNTEERS
None

PERMIT PROGRAM
Inspector’s Report
Inspector Brower reported on the following projects: Burr Oaks, Hidden Meadows, Hammes, MNDOT 94 Rest Stop, Southwind, Arbor Glen, and Eastview Place.

ATTORNEY’S REPORT
None

ENGINEER’S REPORT
Clean Water Fund: Silver Lake Filtration Basin
The bid opening for the spent-lime filtration basin northwest of Silver lake was on June 20, 2018. The VBWD received six bids. The lowest responsible bidder was Rachel Contracting.
After discussion, a motion was made by Fetcher and seconded by Haider to award the construction bid to the lowest responsible bidder, Rachel Contracting, in the amount of $152,210.73 for the construction of the spent-lime filtration basin northwest of Silver Lake. Motion carried unanimously.

**Clean Water Fund Watershed-Based Pilot Program** By June 30, the Minnesota Board of Water and Soil Resources (BWSR) needs to know how VBWD plans to use the $78,760 Clean Water Fund pilot program money. After discussion, a motion was made by Fetcher and seconded by Marchan to approve the use of the Clean Water pilot program grant money for the VBWD Water Quality Cost Share Program. Motion carried unanimously.

**ANNUAL PUBLIC HEARING: MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)**

At 7:30pm, Vice President Fetcher suspended the regular meeting and opened the public hearing for the MS4 report. Attorney Galowitz stated that the public hearing had been properly noticed. No comments on the MS4 report were received and no public was present at the hearing. At 7:32 pm, Vice President Fetcher closed the public hearing and reconvened the regular meeting. After discussion, a motion was made by Fetcher and seconded by Marchan to approve the 2017 MS4 Annual Report. Motion carried unanimously.

**MANAGERS’ REPORT**

**Meeting Location and Meeting Recordings** Secretary Haider reported that he spoke with Lake Elmo Mayor Pearson about the VBWD using the City Hall at Lake Elmo for their regular board meetings and the use of the audio/video equipment at City Hall. Secretary Haider stated that there would be a $55.00 charge to VBWD for use of the City Hall for four hours. Secretary Haider will get more details on what is included in the cost and whether there are cheaper options. The managers want all five managers present when a decision to move or stay at Baytown Township Community Center is made.

**50th Anniversary** Treasurer Marchan reported that he will work a shift at the Washington County Fair and hand out VBWD water bottles and buttons. Angie Hong wrote a story and sent to the local newspapers and will send it to the Pioneer Press and Star Tribune. Secretary Haider has discussed with Lake Elmo officials the possibility of having an open house at Lake Elmo City Hall.

**2017 Financial Audit** Treasurer Marchan distributed the 2017 financial audit. The auditor will present the findings at the July 12 meeting. Treasurer Marchan reported that he ordered the security stamp for the VBWD checks and plans to use the stamp going forward as part of good business practices by the VBWD.

**Silver Lake Outlet** Vice President Fetcher reported on a meeting he and Barr Engineering had with Ramsey County and the DNR regarding high water level complaints from residents. Vice President Fetcher and Barr Engineering will meet with the cities and then the residents. Ramsey County would like another entity to be responsible for inspecting, operating, and maintaining the lake’s outlet structure because it's not in Ramsey County and their involvement in lakes has changed. Vice President Fetcher would like VBWD to consider taking over these responsibilities and discuss it with the 2019 budget discussions.

**REPORTS**

**Managers** None

**Administrator/Engineer Report** Engineer Hanson distributed the mail.

**Attorney** None

**Website Administrator** There will be future discussions about the repository feature of the new VBWD website.

**Inspector** None

**FUTURE MEETINGS AND BUSINESS**

**Next Meetings – July 12, 2018 and July 26, 2018** Vice President Fetcher will be absent at the July 12th meeting. All the other managers plan to attend the meetings.
Workshop on the Water: Hudson, July 12, 2018 4pm

Washington County Fair, August 1-5

2019 Budget Workshop, August 7, 2018 5pm President Lucas and Engineer Hanson have prepared a draft 2019 budget for the managers to review.

National Night Out, Lion’s Park, Lake Elmo, August 7, 6-9pm

OLD BUSINESS
None.

NEW BUSINESS
None.

FUTURE ITEMS
None.

ADJOURNMENT
Motion was made by Fetcher and seconded by Marchan at 8:00 p.m. to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted,

/s/ Anthony Haider

Anthony Haider, Secretary

Minutes approved by managers 7-12-2018