VALLEY BRANCH WATERSHED DISTRICT
Minutes of Regular Meeting No. 1001
Held in Baytown Township Community Center APPROVED
Thursday, July 12, 2018 MINUTES

MANAGERS PRESENT: Jill Lucas, President; Anthony Haider, Secretary; Ed Marchan, Treasurer; and Dave Sewell, Manager

MANAGER ABSENT: Lincoln Fetcher, Vice-President

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

STAFF ABSENT: None

OTHERS PRESENT: Peggy Moeller, Redpath and Company; Lee Rossow, Halcyon Cemetery

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

ANNOUNCEMENTS
None

ADDITIONAL AGENDA ITEMS
Under Manager’s Report 6a-VBWD Post Office Box

PUBLIC FORUM
None

CONSENT CALENDAR
A motion was made by Haider and seconded by Marchan to remove the Permit: Halcyon Cemetery, Lake Elmo. Motion carried unanimously. After discussion, a motion was made by Marchan and seconded by Sewell to approve Permit 2018-16, Halcyon Cemetery in Lake Elmo with the suggested and applicable site specific conditions. 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 28, 2018 Meeting Minutes
- Permit: 30th and Manning Avenue, Lake Elmo
- Best Management Practices Cost-Share Program:
  - $1,250 for an individual grant to Linda Ott for a project at 7831 50th St. N., Lake Elmo, in the Lake Olson watershed
  - $5,000 for an individual grant for Grant Wiessner for a project at 3750 Paradox Avenue, S. Afton, in the Kelle’s Creek watershed
  - Final Payment of $1,000 for a community grant to the City of Oakdale for a project at Oakfield Park in the Buettel Pond watershed
- Kelle’s Creek Septic System Inspection Pilot Program-After-the-fact cost share application and payment request

UPDATES AND REQUESTS FROM PARTNERS AND VOLUNTEERS
Engineer Hanson distributed Chuck Taylor’s lake level report.

AUDITOR
Peggy Moeller with Redpath and Company presented an overview of the VBWD 2017 Financial Audit. After discussion, a motion was made by Haider and seconded by Marchan to accept the VBWD 2017 Financial Audit. Motion carried unanimously.
PERMIT PROGRAM

Inspector’s Report Inspector Brower reported on the following projects: Rockpoint Church, Islamic Center, Arbor Glen, Burr Oaks, Lake Elmo outlet structure, Eastview, Royal Oaks Golf Course, Manning Trail, Cedar Bluffs, North Star, and Jarvis Weehouse.

Inspector Brower reported that he attend the St. Croix workshop on the water and that he will be absent at the July 26, 2018 VBWD meeting.

Castle Elementary School Addition and Renovation, Oakdale After discussion, a motion was made by Marchan and seconded by Haider to deny permit 2018-24 Castle Elementary School Addition and Renovation in Oakdale. Motion carried unanimously. A motion was made by Lucas and seconded by Marchan to deny the variance application for the permit. Motion carried unanimously.

ATTORNEY’S REPORT

Attorney Torseth provided a memo on the Cedar Bluff Development project surety renewal. After discussion, a motion was made by Marchan and seconded by Lucas to authorize Attorney Torseth to request an extension of the Cedar Bluff Development project Letter of Credit in the amount of $12,000. Motion carried unanimously.

ENGINEER’S REPORT None

MANAGERS’ REPORT

50th Anniversary Secretary Haider and Treasurer Marchan provided an update on the 50th Anniversary planning efforts including a creation of a VBWD 50th Anniversary post card.

REPORTS

Managers Treasurer Marchan led a discussion on the cost of the VBWD post office box. After discussion, the managers decided to keep the post office box.

President Lucas reported that she and Engineer Hanson have met individually with eight homeowners in the Sunnybrook Lake neighborhood. The meetings with the homeowners have been positive. In her absence, President Lucas authorized Engineer Hanson to continue to meet with two of the remaining homeowners. Engineer Hanson provided an update on the FEMA floodproofing and flood insurance guidelines.

Administrator/Engineer Report Engineer Hanson distributed the mail.

Attorney None

Website Administrator None

Inspector None

FUTURE MEETINGS AND BUSINESS

Next Meetings – July 26, 2018 and August 9, 2018 President Lucas and Manager Sewell will be absent at the July 26th meeting. All the other managers plan to attend the meetings.

Washington County Fair, August 1-5, 2018 Treasurer Marchan and Inspector Brower plan to attend.

2019 Budget Workshop, August 7, 2018 5pm

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

OLD BUSINESS

None.

NEW BUSINESS

None.
84  **FUTURE ITEMS**
85  None.
87
88  **ADJOURNMENT**
89  **Motion** was made by Marchan and seconded by Haider at 8:03 p.m. to adjourn the meeting.  Motion carried unanimously.
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92  Respectfully Submitted,
93
94  /s/ Anthony Haider
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96  Anthony Haider, Secretary
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98  Minutes approved by Managers 7/26/2018