

Regular Meeting  
South Washington Watershed District  
Wednesday January 14, 2009  
7:00 p.m.  
Woodbury Public Works Building  
2301 Tower Drive, Woodbury, MN

1. **Call to Order**

Manager Hanna called the meeting to order at 7:01 p.m.

Agenda Items Added:

Wilmes Lake Sub-watershed Update was pulled from the consent agenda and added to item 5f.

5f. Tax Forfeited Land

Agenda set, with additions, per Manager Hanna.

**Roll Call:**

Denny Hanna -Vice President

Brian Johnson-Vice President

Don Pereira – Secretary

Michael Madigan-Treasurer via conference call

**Staff:**

Matt Moore, SWWD Administrator, Melissa Imse, Administrative Assistant

**Others:**

Jack Clinton, Attorney, Jay Riggs, Rusty Schmidt, and Angie Hong, Washington Conservation District

2. **Open Forum**

None.

3. **Consent Agenda**

Items on the Consent Agenda include: Approval of December 2008 regular meeting minutes, December Treasurer's Report accounts payable \$33930.60 receivables \$1,393,199.43 4M fund balance \$10,361,074.01, Calendar Events, Development Reviews, Cost Share Payments, and Miscellaneous Correspondence. Motion was made by Manager Johnson to accept the consent agenda. Manager Madigan seconded. Motion carried unanimously.

4. **Manager's Report**

- **Manager Hanna** – Manager Hanna reported that Manager Lavold, Administrator Moore, and himself met with the LSCWMO Board on Wednesday, December 10<sup>th</sup>. Manager Hanna reported that the meeting went well and that they answered any questions they had. Manager Hanna gave the LSCWMO a copy of the SWWD watershed plan.
- **Manager Johnson**- Manager Johnson reported that he had been re-appointed to the Groudwater Advisory Committee for a 3 year term. Manager Johnson reported that he gave the new County Commissioner, Lisa Weik a copy of the watershed overview packet.

- **Manager Pereira** – No Report.
- **Manager Madigan**- No Report.

5. **Administrator's Report**

Administrator Moore reported on the following:

- **Pay Equity Report.** Administrator Moore stated that watershed districts are subject to pay equity reporting requirements according to the Minnesota State Statues. The Board reviewed the report included in the packet. A motion was made by Manager Johnson to approve the 2008 pay equity report. Manager Madigan seconded. Motion carried unanimously.
  - **Technical Position Description and Authorization to Hire.** Administrator Moore provided the board a draft job description and hiring schedule for the water resources technician. The board discussion followed. A motion was made by Manager Pereira to approve the water resource technician job description and authorization to hire at a salary range of \$35,000-45,000 annually. Manager Madigan seconded. Motion carried unanimously.
  - **Staff Training.** Administrator Moore informed the board of the upcoming training opportunity at the U of M for Melissa Imse, administrative assistant. Administrator Moore would like the board to consider establishing a training and development budget for staff. Board discussion followed. A motion was made by Manager Hanna to approve a staff training/development budget and to allow Administrator Moore to authorize appropriate training courses for staff. Manager Johnson seconded. Motion carried unanimously.
  - **WCD Conservation Center Support.** Mr. Jay Riggs with the Washington Conservation District presented an overview of the concept plans for a new Conservation Center to house multiple water resource management agencies together. The WCD is requesting SWWD participation for 1/3 of the costs to conduct preliminary designs and cost estimate for the project. Board discussion followed. Manager Hanna recommended tabling the issue until the full board is present to discuss next month. Managers Pereira, Johnson and Madigan were in agreement.
  - **MS4 Permit Update.** Administrator Moore reported that the Minnesota Pollution Control Agency issued coverage of the SWWD under the MS4 permit. The permit extends coverage for the SWWD from June1, 2006 through May 31, 2011.
  - **Wilmes Lake Update.** Two parcels of land north of the 94 frontage road are for sale. The SWWD has provided the City of Lake Elmo with information regard potential stormwater storage needs in those locations.
- Tax Forfeited Land.** The Woodbury Bulletin reported that Washington County had looked into transferring some tax forfeited land to the cities of Woodbury and Cottage Grove. Administrator Moore will look into this further and report back to the Board.

6. **Presentations from the Washington Conservation District.**

- Ms. Angie Hong and Mr. Rusty Schmidt gave brief presentations to the Board recapping the 2008 Education and BMP Cost Share Program. Copies of the presentation were included in the board packet. The Board will discuss where the targeted efforts will be for 2009. The Board thanked Angie and Rusty for a job well done in 2008, and looks forward to working together in 2009.

7. **Annual Meeting.**

- As per the SWWD Board and By-laws, the Board shall elect officers at the first regularly scheduled meeting in January.

Officers for 2009 are:

Jack Lavold – President

Dennis Hanna – Vice President

Brian Johnson – Vice President

Don Pereira – Secretary

Mike Madigan – Treasurer

SWWD named US Bank, 4M Fund/PMA, and Northland Securities as its financial institutions and the South Washington County Bulletin and Woodbury Bulletin as its official newspapers for 2009, Regular Meetings will continue to be on the second Tuesday of the month at 7:00 pm, Manager Per Diem will be \$75/day, Mileage reimbursement will be .55/mile, all other reimbursements will be at cost.

Motion was made by Manager Hanna to approve 2009 Election of Officers and 2009 Annual Information as included in board packets. Manager Johnson seconded. Motion carried unanimously.

8. **WCD 2009 Service Agreement.**

- Agreement included in board packets. Motion to approve 2009 WCD Service Agreement was made by Manager Johnson and seconded by Manager Madigan. Motion carried unanimously.

9. **City of Woodbury SWMP**

- The City of Woodbury has responded to SWWD comments on the surface water management plan. Staff has reviewed the response and revised plan. The City has addressed the SWWD comments. Staff recommends approval of Woodbury Surface Water Management Plan. A motion was made by Manager Johnson to adopt resolution #2009-100, approving the Woodbury Surface Water Management plan, January 2009. Manager Pereira seconded. Motion carried unanimously.

10. **2009 Legal Services Agreement**

- Agreement include in board packets. Motion to approve 2009 Legal Services Agreement was made by Manager Pereira and seconded by Manager Johnson. Motion carried unanimously.

11. **Adjourn**

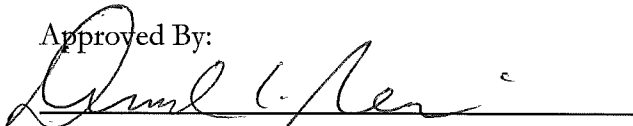
- The next regular Board Meeting is scheduled for Tuesday February 10<sup>th</sup> at 7pm. The meeting adjourned at 9:10 p.m. motion by Manger Johnson and seconded by Manger Pereira.

Respectfully submitted,



Melissa Imse, Administrative Assistant

Approved By:



Mr. Donald Pereira, Secretary



Date

