

Regular Meeting
South Washington Watershed District
Tuesday October 2, 2007
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 7:05 p.m.

Roll Call:

Jack Lavold - President
Denny Hanna-Vice President
Brian Johnson-Vice President
Mike Pouliot – Treasurer
Don Pereira - Secretary

Staff:

Matt Moore, SWWD Administrator, Melissa Imse, Administrative Assistant

Others:

Jack Clinton, Attorney

2. Open Forum

None

3. Consent Agenda

Items on the Consent Agenda include: September 11, 2007 Regular Minutes, September 2007 Treasurer's Report, Calendar Events, Development Reviews, 2008-2009 Professional Services Request, SWWD Employee Handbook, 4M Fund Email Notification, and Miscellaneous. Manager Pereira made a motion to accept the Consent Agenda. Manager Pouliot seconded. Motion carried unanimously.

4. Manager's Report

- **Manager Pouliot** – No report.
- **Manager Johnson**- No report.
- **Manager Pereira** – No report.
- **Manager Hanna**- No report.
- **Manager Lavold** – No report.

5. Administrator's Report

Administrator Moore reported on the following:

- Watershed Plan Update. The BWSR Board approved the SWWD Watershed Plan at their meeting on Wednesday, September 26th. The next step is to have the SWWD Board adopt the plan within 120 days. This will occur at the November 13th meeting.
- Administrator Moore presented to the Board a memo regarding the SWWD's 2002 General Obligation Bonds from Paul Donna from Northland Securities. Mr. Donna is recommending refunding the 2002 General Bonds and issuing new bonds to save

the District some money. The Board approved to proceed with the refunding of the 2002 bonds.

- Administrator Moore presented to the Board the report of the new SWWD office space from Jason Mundstock of CB Ellis Richards. The report provided by Mr. Mundstock indicated the rental charges for the office space at 2302 Tower Drive, Woodbury MN were within an acceptable market range. Mr. Mundstock did not send an invoice to the SWWD and the Board would like staff to send him a Thank You note and will keep him in mind for future business.

6. Waiver of Tort Form

- Information regarding 2008 insurance liability coverage was provided to the Board. In the past the Board has waived the monetary limits on tort liability established in Minnesota Statute. Manager Hanna recommended waiving the monetary limits on tort liability.
- Motion was made by Manager Hanna to waive the monetary limits on tort liability. Manager Pouliot seconded. Motion carried unanimously.

7. 2008 Budget

- 2008 Stormwater Utility Fees. Certification of the 2008 Stormwater Utility fees to Washington County must occur by October 15th. As per the discussion at the September 26th workshop, the 2008 Stormwater fees will be as follows: The 75% area will be charged \$98.51 per REU. The 25% area will be charged \$27.52 per REU. Manager Johnson led Board discussion of the 75/25 area fees. Resolution #2007-107 Certifying the 2008 Stormwater Utility Rates and Fees for taxes payable in 2008 was then presented to the Board for approval.
- Motion was made by Manager Pouliot to approve Resolution #2007-107 2008 Stormwater Utility Rates and Fees. Manager Pereira seconded. Manager Johnson opposed. Motion carried.
- 2008 Final Levy Certification. Upon completion of the 2008 Stormwater Utility fees, the Board has adjusted the 2008 Budget. Budget adjustments have reduced the levy by \$85,000.00. The final levy certification for 2008 is \$620,565.00 this represents a 12.4% increase from 2005/2006. Total SWWD budget for 2008 is \$2,955,565.00 a 9.5% increase from 2007.
- Motion was made by Manager Pouliot to approve the Final 2008 Budget. Manager Lavold seconded. Motion carried unanimously.

8. Design Manual Budget Extension

- Administrator Moore stated that after meeting with the Cities regarding the Design Manual that some additional work was needed to finalize the Manual. Administrator Moore presented the Board a task list of projects and costs provided by Houston Engineering needed to complete the Manual.
- Motion was made by Manager Johnson to approve the Design Manual Budget Extension by Houston Engineering, Inc. Manager Pouliot seconded. Discussion followed. Motion carried unanimously.

9. Cost Share Program

- The SWWD Staff prepared and presented to the Board the cost share program for rain garden projects with the City of Cottage Grove for Pine Tree Pond Park. As part of the agreement, the City of Cottage Grove has requested to cost share with the SWWD an informational kiosk for the park. The Board has request more information on the cost of the kiosk.
- Motion was made by Manager Johnson to approve the Cost Share Agreement with the City of Cottage Grove for Pine Tree Pond Park with the exception of the kiosk at this time. Manager Pereira seconded. Discussion followed. Motion carried unanimously.

Motion to adjourn SWWD regular meeting at 7:29 p.m. was made by Manager Hanna and seconded by Manager Pouliot. Motion carried unanimously.