

Regular Meeting
South Washington Watershed District
Wednesday November 9, 2011
7:00 p.m.
Woodbury Public Works Building
2301 Tower Drive, Woodbury, MN

1. **Call to Order**

Manager Lavold called the meeting to order at 7:00 p.m.
Additional Agenda Items: Item 5F WCA request
Agenda set per Manager Lavold.

Roll Call:

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

Staff:

Matt Moore, SWWD Administrator
John Loomis, SWWD Water Resource Technician
Melissa Imse, SWWD Administrative Assistant

Others:

Jack Clinton, SWWD Attorney

2. **Open Forum**

None.

3. **Consent Agenda**

Items on the Consent Agenda include: October 11, 2011 regular meeting minutes, October Treasurer's Report accounts payable \$568,370.42 receivables \$464,686.32, 4M fund balance \$14,457,006.51, 2011 GO Bond Balance \$3,469,356.57, Calendar Events, Development Reviews, October Cost Share applications and payments, and Miscellaneous Correspondence. Motion was made by Manager Hanna to accept the consent agenda. Manager Johnson seconded. Motion carried unanimously.

4. **Manager's Report.**

- **Manager Lavold-** None.
- **Manager Johnson-** Manager Johnson reported that he attended the City of Woodbury meeting with Administrator Moore and Manager Madigan. Manager Johnson reported that Administrator Moore gave a SWWD presentation to his Men's Club at church.
- **Manager Hanna-** Manager Hanna reported that he attended the Washington County Commissioners Meeting on November 1 to discuss the SWWD 2012 budget.
- **Manager Madigan-** None.
- **Manager Pereira-** None.

5. Administrator Report

- SWWD Project Updates. Administrator Moore included in the board packet project updates on:

SWWD Watershed Overflow:

Washington County took action on the agreement at their October 25th meeting. A kickoff project management team meeting is being scheduled and the Survey and geotechnical work is being developed for this fall. A draft EAW is being prepared and should be ready for internal review in the near future with additional information on the Roadway project. The portion of the project to stabilize CSAH 19 and construct a berm between CD-P86N and 86S remains on hold. Approval of the agreement will begin the design process and should proceed quickly through the end of the year. The City of Cottage Grove is evaluating the central ravine analysis and potential storage improvements.

Clear Channel Pond:

We will begin discussions with the City of Cottage Grove about project parameters. The SWWD is gathering quotes for the demolition of the site, and we will also conduct a boundary survey to update property lines.

Grey Cloud Island Slough

Houston Engineering (HEI) has started the Grey Cloud Slough Restoration feasibility study. The study will examine options to restore flow to the channel and answer questions that have repeatedly been raised by various local, state, and federal agency representatives participating in SWWD's Technical Advisory Committee (TAC) for the project. HEI has completed necessary survey work and acquired the Army Corps of Engineers' existing 2D model for the area. Additionally, SWWD staff was able to acquire existing geotechnical data and historic plan sets from Washington County. Over the next month, HEI will process the survey data and evaluate the existing model to determine if it is adequate or if we would be better off using a simpler modeling approach. We are on track to complete the feasibility study by spring at which time we will have another TAC meeting to discuss the results and develop a plan to implement the preferred option.

Wilmes Ravine:

Project completed awaiting invoice by the City of Woodbury.

Newport Ravine:

Closing is complete for two of the four properties with closings on the remaining two either near done or done. Closing on the property will achieve a right-of-way certificate from MNDOT for federal funding purposes. The Board has approved the plans and authorized advertisement for bids once the certificate is received the advertisement can occur. Timing of this project will need to be determined.

St. Paul Park:

Nothing new at this time.

Grants:

No change.

The Washington Conservation District in cooperation with the SWWD submitted two Clean Water Legacy Grant applications. The first application is for implementation of projects listed in the Powers Lake subwatershed assessment. The second application is for retrofits to the Oakdale Library draining to Armstrong

- **Wetland Conservation Act.** The SWWD Staff has received requests from the Cities of Cottage Grove and Woodbury, and Denmark Township requesting that the SWWD become the Local Governmental Unit (LGU) responsible for the administration of the State Wetland Conservation Act (WCA) within the SWWD boundaries. Board discussion followed. No Board action taken

6. SWWD Rules Update Public Hearing

- Minnesota Statute 103D.341 requires watershed districts to hold a public hearing on proposed or amended rules prior to adoption. A motion was made by Manager Hanna to open the SWWD Rules Update Public Hearing. Manager Johnson seconded. Motion carried unanimously. No public was present for comment. A motion was made by Manager Hanna to hold the record open for 30 days to receive comments. Manager Madigan seconded. Motion carried unanimously. The Staff will compile comments during the period and make recommendations to the Board at the December 13, 2011 meeting.

7. 2012 Blue Thumb Partners' Agreement

- The Board reviewed the 2012 Blue Thumb Partners' Agreement. A motion was made by Manager Hanna to approve the 2012 Blue Thumb Partners' agreement and \$1500.00 contribution. Manager Madigan seconded. Motion carried unanimously.

8. Central Draw Overflow Design Contract Agreement

- Washington County requested design services for the CSAH 19-20-22 project in conjunction with the SWWD Central Draw Overflow project. The two projects will share right-of-way and therefore the SWWD work order and contract will be amended to include roadway design services for Washington County CSAH 19-20-22. The project budget is estimated to be \$349,894.00. At the October 2011 regular meeting, the SWWD Managers approved the amended contract for \$349,894.00. With additional work needed for the soil survey the new contract amount for the project is \$523,219.00. After review and discussion, a motion was made by Manager Johnson to approve the amended contract in the amount of \$523,219.00. Manager Madigan seconded. Motion carried unanimously.

9. 2012 Insurance

- Administrator Moore and Manager Hanna discussed the 2012 insurance coverage. Manager Hanna requested that the coverage on Crime be raised to \$500,000.00. Staff will contact Bearence Management Group to change the coverage amount. A motion was made by Manager Hanna to approve the 2012 insurance coverage with the additional coverage to the Crime policy. Manager Pereira seconded. Motion carried unanimously.

10. SWWD 2011 Financial Audit

- The managers reviewed the 2011 auditing services letter provided by HLB Tautges Redpath, Ltd. After discussion, a motion was made by Manager Johnson to approve 2011 financial auditing services provided by HLB Tautges Redpath, Ltd. in the amount of \$12,900.00. Manager Madigan seconded. Motion carried unanimously

Lake. Both grants were awarded funding and work will begin to develop work plans. The TOP50P project in the Lower St. Croix watershed is getting underway.

Trout Brook:

No change.

The SWWD convened a technical committee for this project on April 28th. The consensus of the group is that the habitat/water quality restoration project best fits in the Clean Water Legacy grant program. Due to the limited area of potential trout habitat the clean water projects are a higher priority and will lead to habitat improvements. The SWWD will be working with Denmark Township, the City of Afton, the State Park and landowners in the sub-watershed to develop specific projects. Staff will also develop a link to the Top50P project with the WCD.

- SWWD Land Acquisition. Administrator Moore included in the board packet an update on the land acquisition for:

SWWD Watershed Overflow:

The County Board took action on the Agreement at a meeting on October 25th. The County and SWWD will work cooperatively on right-of-way acquisition. Progress on the selection of an alignment and determination of Right-of-way will begin in earnest over the next couple of months. Survey and geotechnical activities are planned for this fall.

Clear Channel Pond:

Acquisition complete.

Newport Ravine:

Closing is complete for two of the four properties with closings on the remaining two either near done or done. Closing on the property will achieve a right-of-way certificate from MNDOT for federal funding purposes.

- MAWD Conference. The MAWD Annual Conference is December 1-3, 2011. After discussion, a motion was made by Manager Lavold to appoint Manager Johnson and Manager Hanna as the SWWD voting delegates and Manager Pereira as the voting alternate delegate for the MAWD Annual Conference. Manager Madigan seconded. Motion carried unanimously. A motion was made by Manager Hanna to approve registration for all SWWD Managers and Staff who would like to attend the 2011 MAWD Conference. Manager Madigan seconded. Motion carried unanimously. The Managers review the proposed MAWD resolutions.
- 2012/2013 Professional Services. Administrator Moore explained that the SWWD is required to biannually solicit for professional services. The SWWD staff has published notice in South Washington and Woodbury Bulletin, and sent letters of request to an existing pool of consultants. Manager's Johnson and Madigan were appointed to serve on a sub-committee to review the proposals and make a recommendation to the full Board at the December meeting.
- Clear Channel Pond Home Demolition. Staff has drafted a request for quote and contract, and special provision documents for the demolition of the residential home at the Clear Channel Pond project site. It is anticipated that the demolition of the home will be below the statutory contracting requirements of \$100,000.00 that will allow the SWWD to move forward with the project without advertising for bids. Staff is requesting three quotes.

11. Adjourn

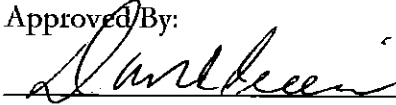
- The next regular Board Meeting is scheduled for Tuesday, December 13th at 7pm. A motion was made by Manger Johnson to adjourn at 7:38 p.m. Manger Pereira seconded. Motion carried unanimously.

Respectfully submitted,

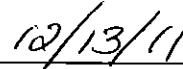


Melissa Imse, Administrative Assistant

Approved By:



Mr. Donald Pereira, Secretary



Date

