

Regular Meeting
South Washington Watershed District
Tuesday January 10, 2012
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 7:00 p.m.
Additional Agenda Items: Item 5E 4b Demonstration Update
Agenda set per Manager Hanna

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: December 13, 2011 regular meeting minutes, December Treasurer's Report accounts payable \$422,477.46 receivables \$1,879,617.16, 4M fund balance \$18,306,034.37, 2011 GO Bond Balance \$3,011,651.39, 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 Lavold-** None.
- **Manager Johnson-** Manager Johnson reported that he attended the Water Consortium meeting. Manager Johnson reported that there is an open BWSR Board Manager position, and if anyone on the SWWD Board was interested in applying to let him know by Friday January 13th. Manager Johnson reported that the MAWD Board meeting will be held on January 13th. The MAWD legislative breakfast will be held on March 7th and 8th. The MAWD Annual meeting will be held on November 29-December 1 in Alexandria. Manager Johnson reported on the potential involvement of Watershed Districts in controlling aquatic invasive species. Manager Johnson pulled the Administrative Financial Report from the consent agenda. Manager Johnson discussed and encouraged staff to utilize the employee training and equipment budget.
- **Manager Hanna-** None.

- **Manager Madigan-** None.
- **Manager Pereira-** Manager Pereira reported that he attend a DNR Round Table and the presentations and discussions on aquatic invasive species in Minnesota.

5. **Administrator Report**

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

SWWD Watershed Overflow:

Design work and EAW preparation are both well underway. Geotechnical and Survey work has been completed. The next project management team (PMT) meeting will be Friday January 13th. The agenda will include geotechnical investigation results, preferred alignment, and a Cottage Grove council workshop.

Clear Channel Pond:

Staff has received bids for demolition of the residential property. We will begin discussions with the City of Cottage Grove about project parameters for the pond.

Grey Cloud Island Slough

Preliminary geotechnical evaluation is complete and is attached. HEI is updating the US Army Corps model for the Grey Cloud channel which will provide a better idea of the flows and water level we are dealing with. The preliminary geotechnical evaluation and model results will be used to establish design criteria for the future crossing. Design criteria will be forwarded to SWWD's Technical Advisory Committee for input prior to subsequent design work.

Wilmes Ravine:

Project completed awaiting invoice by the City of Woodbury.

Newport Ravine:

The project has been advertised for bids and bids are due January 17th. The Board will review the bids at the February meeting with the City awarding a bid on February 16th.

St. Paul Park:

Nothing new at this time.

Grants:

The Washington Conservation District in cooperation with the SWWD secured two Clean Water Fund (CWF) FY2011 grants. The first is for implementation of projects listed in the Powers Lake subwatershed assessment. Outreach for the Powers project will begin in spring 2012. The second CWF grant is for retrofits to the Oakdale Library draining to Armstrong Lake which is also expected to begin in 2012. Modeling for the WCD's TOP50P project (LCCMR) in the Lower St. Croix watershed is complete and outreach will begin soon.

The BWSR grants sub-committee has recommended funding of two of SWWD's FY2012 CWF grant applications. The first project is for outreach and implementation of projects in the Colby 1st neighborhood. Priority projects were identified in the Colby Lake subwatershed retrofit assessment and will help reduce phosphorus loading to the lake. The second project is for outreach and installation of priority BMPs in the Trout Brook watershed. Both projects are expected to begin in 2012.

Trout Brook:

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 BWSR grants sub-committee has recommended funding of SWWD's Trout Brook watershed restoration grant CWF application. The project will fund implementation of projects that were identified through WCD's TOP50P project. Additionally, staff is meeting with Afton Alps on 12/7/2011 to begin a dialogue regarding improvements on their property.

- 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:

Acquisition complete.

- 2012 Annual Workplan and Budget. The 2012 workplan and budget has been reformatted to include the Lower St. Croix budget, staff time, grants, and capital expenditures. The Managers reviewed and commented on the draft workplan. Staff will be finalizing the workplan to include bond proceeds and fund balance.
- Pay Equity Report. Watershed Districts are required to submit a pay equity report to the State of Minnesota every three years. The Managers reviewed the pay equity report and directed staff to submit the report. President Lavold signed the Pay Equity Implementation Report. Notice of the Pay Equity report will be posted for 90 days.
- 4b Demonstration Update. The SWWD Staff has drafted a letter of support to the City of Woodbury's recent letter to MPCA regarding Surface Water Regulations in Minnesota. The Managers reviewed and commented on the letter. Staff will finalize the letter for SWWD Board signature.

6. 2012 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 2012 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 2012. Regular Meetings will continue to be on the second Tuesday of the month at 7:00 pm. Manager Per Diems will be at the Statutory rate, Mileage reimbursement will be at the IRS allowable rate, and all other reimbursements will be at cost.

Motion was made by Manager Hanna to approve 2012 Election of Officers, 2012 Annual Information, and the SWWD Policy Manual. Manager Madigan seconded. Motion carried unanimously.

7. 2012 BMP Cost Share Program and Budget

- After review and discussion, a motion to approve 2012 BMP Cost Share Program and budget was made by Manager Johnson and seconded by Manager Pereira. Motion carried unanimously. The 2012 BMP Cost Share program budget is set at \$70,000.00. Of that, \$28,000.00 (40%) is allocated for residential projects, and \$42,000.00 (60%) is allocated for commercial projects. The 2012 BMP Cost Share program funding will be based on a \$5000.00/lb. total phosphorous reduction (estimate of the phosphorous reduction will be done at the same time as the project concept is completed). SWWD contribution will be set using the total project cost.

8. 2012 Legal Services Agreement

- After review and discussion, a motion to approve the 2012 Legal Services Agreement was made by Manager Madigan and seconded by Manager Johnson. Motion carried unanimously.

9. 2012 Service Agreement Washington Conservation District

- Agreement included in board packets. A motion was made by Manager Johnson to approve 2012 WCD Service Agreement. Manager Pereira seconded. Motion carried unanimously.

10. Armstrong, Markgrafs, and Wilmes Lake Water Quality Modeling

- SWWD has worked with Houston Engineering (HEI) since January of 2010 to complete both watershed and in-lake modeling for SWWD's Northern Watershed (NWS). The NWS includes Armstrong, Markgrafs, Powers, Wilmes, Colby, and Bailey Lakes. To date, all watershed modeling upstream of Bailey Lake has been completed and in-lake modeling for Colby and Powers Lakes has been completed. Staff recommends moving forward with in-lake modeling for Armstrong, Markgrafs, and Wilmes Lakes in 2012. The results will support a watershed and lake management plan for the entire NWS, except for Bailey Lake. This work is included in the 2012 budget. A motion was made by Manager Johnson to approve the Armstrong, Markgrafs, and Wilmes Lake water quality modeling scope of services and budget not to exceed \$42,500.00. Manager Madigan seconded. Motion carried unanimously.

11. Adjourn

- The next regular Board Meeting is scheduled for Tuesday, February 14th at 7pm. A motion was made by Manger Madigan to adjourn at 7:58 p.m. Manger Pereria seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Administrative Assistant

Approved By:



Mr. Donald Pereira, Secretary



Date

