

Regular Meeting  
South Washington Watershed District  
Tuesday November 12, 2013  
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 5a-1-Great River Greening Contract Amendment and Item 9-Personnel Sub-Committee Salary Survey meeting (closed session)

After discussion, a motion was made by Manager Johnson to move Agenda Item 6-SWWD Financial Audit and Item 7-2013/2014 Insurance to the consent agenda. Manager Pereira seconded. Motion carried unanimously.  
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

Melissa Imse, SWWD Administrative Assistant

John Loomis, SWWD Water Resources Specialist

Jack Clinton, SWWD Attorney

**Others:**

Jim Stoker

**2. Open Forum**

None

**3. Consent Agenda**

Items on the Consent Agenda include: October 8, 2013 Regular Board meeting minutes, October Treasurer's Report: accounts payable \$359,051.19, receivables \$2,226.77, 4M fund balance \$13,183,482.86, Calendar Events, Development Reviews, WCA Reviews, October Cost Share Payments, Miscellaneous Correspondence, SWWD Financial Audit, and 2013/2014 Insurance. Motion was made by Manager Johnson to accept the consent agenda. Manager Madigan seconded. Motion carried unanimously.

**4. Manager's Report**

- Manager Lavold- No report.

- **Manager Pereira** - No report.
- **Manager Johnson** - Manager Johnson reported that he attended the Metro MAWD meeting, and the Washington County Consortium meeting.
- **Manager Hanna** - Manager Hanna reported that he met with the SWWD Personnel Sub-Committee.
- **Manager Madigan**- Manager Madigan reported that he applied for his re-appointment as the SWWD Board Manager.

## 5. **Administrator Report**

- **SWWD Project Updates.** Administrator Moore included in the board packet project updates on: SWWD Watershed Overflow, Clear Channel Pond, Grey Cloud Slough, Trout Brook, Colby Lake Neighborhood Retrofit, Powers Lake Water Quality, 80<sup>th</sup> St Drainage Improvements, and Colby Lake Water Re-Use.
- Due to additional acres of seeding in the CD-P86 area, Great River Greening submitted an amendment to the Central Corridor Prairie/Savanna Establishment contract. After discussion, a motion was made by Manager Johnson to approve the amended contract for seeding with Great River Greening for up to \$100,601.00. Manager Madigan seconded. Motion carried unanimously.
- **MAWD Resolutions and Nomination of Delegates to the MAWD Annual Meeting.** The MAWD Annual Conference is December 5-7, 2013. The Managers reviewed the proposed MAWD Resolutions. After discussion, a motion was made by Manager Madigan 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 Pereira seconded. Motion carried unanimously.
- **Authorize Clear Channel Pond Payment.** Minnesota Native Landscapes has begun construction of the Clear Channel project at the south end. Due to the start time and submittal of pay requests, Staff is requesting authorization to pay the contractor upon approval by the engineer. Payments will be made to the contractor and placed on the following month's claims roster. After discussion, a motion was made by Manager Johnson to approve the payments to Minnesota Native Landscapes. Manager Pereira seconded. Motion carried unanimously.
- **2014 Land Leases.** The Managers reviewed the 2014 Land Leases for the areas being farmed in CD-P86. Staff prepared one-year leases to provide for pending development in the areas of Cottage Grove around CD-P86 south. After discussion, a motion was made by Manager Johnson to approve the 2014 land lease agreements. Manager Madigan seconded. Motion carried unanimously.
- **Trout Brook Projects.** SWWD and WCD have developed two projects in the Trout Brook watershed. Staff is requesting Board approval for project funding and to develop bid documents. Proposed funding is 75% 2012 Clean Water Funds/25% Lower St. Croix Stormwater Utility Funds. Bidding processes will be carried out by WCD who will also oversee construction.

Staff will request Board approval for construction contracts once contractors are selected. After discussion, a motion was made by Manager Johnson to approve the Robert Schuster project for up to \$33,018.80, and to develop bid documents. Manager Madigan seconded. Motion carried unanimously.

- MS4 Application. Staff prepared SWWD's application for re-authorization of MS4 permit coverage under the revised MS4 permit. The application must be submitted by December 6. After discussion, a motion was made by Manager Johnson to approve the MS4 application and authorized Staff to submit the application. Manager Madigan seconded. Motion carried unanimously.

8. **2014 Blue Thumb Agreement**

- The Board reviewed the 2014 Blue Thumb Partners' Agreement. A motion was made by Manager Johnson to approve the 2014 Blue Thumb Partners' agreement and \$500.00 contribution. Manager Madigan seconded. Motion carried unanimously.

**Adjourn**

At 7:30 pm, the Board adjourned the regular Board meeting to a closed session for performance review for the District Administrator. A motion was made by Manager Johnson to adjourn the closed session at 8:05 pm. Manager Madigan seconded. Motion carried unanimously. The next regular Board Meeting will be held on Tuesday December 10<sup>th</sup> at 7:00 pm.

**Summary of the Closed Session from November 12, 2013**

- The managers reviewed the salary survey, discussed comparable pay for administrators in the metro area, and discussed adjusting the compensation of the Administrator to be more in line considering the Administrator's experience, performance and professional standing relative to other administrators. The Board acknowledged the Administrator's close oversight and monitoring of the contractors during construction of the Central Draw Overflow Project and successful and timely completion of construction.

Respectfully submitted,



Melissa Imse, Administrative Assistant

Approved By:



Mr. Don Pereira, Secretary

1/14/14  
Date

