

Regular Meeting
South Washington Watershed District
Tuesday April 10, 2018
6:00 p.m.
Woodbury Public Works Building
2301 Tower Drive, Woodbury, MN 55125

1. Call to Order

Manager Pereira called the meeting to order at 6:03 p.m. No changes or additions to the agenda.

Roll Call:

Don Pereira-President
Brian Johnson-Vice President
Kevin ChapdeLaine-Treasurer
Mike Madigan-Secretary

Staff:

Matt Moore, Administrator
Melissa Imse, Office Manager
John Loomis, Water Resources Program Manager
Andy Schilling, Watershed Restoration Specialist
Jack Clinton, Attorney

Others: None

2. Open Forum None

3. Consent Agenda

Items on the Consent Agenda include: March 13, 2018 Regular Board meeting minutes, March Treasurers Report: accounts payable \$265,255.48, accounts receivable \$168,955.43 fund balance \$18,371,113.23, 4M fund balance \$15,289,223.22, Calendar Events, Development Reviews, Wetland Conservation Act Notices and Decisions, Cost Share Applications, and Miscellaneous Correspondence. A motion was made by Manager Madigan to accept the consent agenda. Manager Johnson seconded. Motion carried unanimously.

4. Manager's Report

- **Manager Pereira-** Manager Pereira reported that he has a conflict with the May board meeting date. He will contact staff and let them know if he can make arrangements to be at the May 8th meeting or re-schedule the board meeting for May 7th.
- **Manager Johnson-** None
- **Manager ChapdeLaine-** None
- **Manager Madigan-**None

5. Administrator Report

- **SWWD Project Updates.** Included in the board packet are project updates on: SWWD Watershed Overflow, Grey Cloud Slough, Trout Brook, Conservation Corridor, Greenway Vision and Plan, Climate Adaptation and Resiliency Plan, BMP Design work, and East Mississippi Modeling and Retrofit Analysis.

- Overflow Phase V. As part of the CDO Phase V design, SWWD will need to conduct land surveys and geotechnical investigations on private property within the project area. The SWWD has received sign agreements with the affected land owners granting SWWD access to the property to conduct surveys and geotechnical investigations. Staff, SRF Consulting, and City of Cottage Grove have met twice to coordinate alignment of Phase V, and the future local collector street and Ravine Parkway. Coordination will continue with the goal of finalizing a pipe alignment by end of March so that geotechnical data can be collected in the field before the ground thaws. Staff and SRF Consulting have been coordinating with the landowners on the field work to collect survey and geotechnical information. On Wednesday and Thursday March 28th and 29th were very warm and caused a major snowmelt event. The fields were too wet to allow for test borings. Drilling was scheduled for March 30th to April 6. Drilling has been rescheduled for April 23rd. SWWD will continue to coordinate with the land owners to conduct the drilling prior to planting season we are attempting to get dry conditions before entering the fields and causing damage.
- Minnesota Department of Natural Resources (DNR) Easement Update. Staff from the City of Cottage Grove and SWWD met with DNR staff on April 3, 2018. Attorneys from all entities were also present. The discussion went very well and all parties agree that there is a solution to the issue of impacts to the easement, however it will take time. The City and SWWD will work together to assemble the necessary paperwork to be filed with the State.
- One Watershed One Plan.
 - Lower St. Croix. The LSC 1W1P request for proposals was sent to a pool of consultants and are due on April 23rd. A policy committee meeting is being scheduled and a steering committee meeting is set for April 12th. The managers reviewed the proposals and assigned Don Pereira as the SWWD representative to the 1W1P Policy Committee, and Kevin ChapdeLaine as the alternate.
 - Washington County. The Washington County Watershed Based Funding work group has met with the Cities and has communicated back to the Cities that for this cycle of funding the allocation will be divided equally between 10 groups. The Work Group will continue to meet to develop a Memorandum of Understanding and continue to work on a watershed approach to applying the funding for the next cycle.
- SWWD Record Retention. Staff has begun the process of gathering the SWWD records and files and gathering quotes to digitally scanning and store the documents. One quote was received from Indigital, Inc. Staff is getting another quote this week from Metro Sales to compare prices. After discussion, a motion was made by Manager Johnson to authorize Administrator Moore to proceed with a contract for record scanning and retention, not to exceed \$8,000.00. Manager ChapdeLaine seconded. Motion carried unanimously.
- Jack Lavold. Mr. Jack Lavold was appointed to the Washington County on Tuesday April 3, 2018. Due to his appointment Mr. Lavold is required to resign from the SWWD Board according to State law. May 21st Washington County Commissioners and Staff will be hosting an Open House style meeting with the watershed districts in Washington County.

- **3M Settlement.** Public meetings have started. Administrator Moore has attend the meeting in Cottage Grove. The court-approved agreement settling the lawsuit specifies how the grant from 3M can be spent by the Minnesota Pollution Control Agency (MPCA) and the Minnesota Department of Natural resources (DNR). It sets two top priorities for funding and provides guidelines for using any remaining money after those two issues are adequately addressed. It also directs the MPCA and DNR to set up a working group to guide use of the funds. The next steps:
 - To continue to ensure all interim safe drinking water needs are met.
 - Identify potential water quality and natural resource projects through a series of public open houses and working groups. The first steps in this process include:
 - Spring 2018 — Host open houses/listening sessions in the east metro area
 - Spring/Summer 2018 — Establish one or more working groups to help identify possible projects and prioritize funding. Groups will include representatives of east metro communities, 3M, and the state of Minnesota. Comments from the working groups are due back to MPCA by April 16, 2018.
 - Determine a schedule for reporting progress on investing funds in clean water and natural resource projects (MPCA, DNR).

6. 2017 Annual Report

- The managers reviewed the SWWD 2017 Annual Report. After discussion, a motion was made by Manager Johnson to accept the 2017 Annual Report and authorize submittal to the required State Agencies. Manager Madigan seconded. Motion carried unanimously.

7. 2018 Coordinated Capital Improvement Program

- The SWWD received 7 CCIP applications for 2018. The total funding request is \$559,719. The 2018 budget is \$500,000 to be allocated for projects within the South Washington Management Area. The remaining dollars could be funded with CCIP reserves. After discussion, a motion was made by Manager Johnson and seconded by Madigan to approve the 2018 CCIP applications and project funding for up to \$559,719. Motion carried unanimously.

8. Ravine Parkway CDSF Grading Project

- The City of Cottage Grove and SWWD are finalizing the construction plans and specifications for the Ravine Parkway Project which includes SWWD CDSF grading and CSAH 19 Stabilization. After discussion, a motion was made by Manager Johnson to approve the cooperative agreement for engineering and construction with the City of Cottage Grove with a base bid of \$368,143.81 and the alternate bid of \$1,153,366.99. Manager Madigan seconded. Motion carried unanimously. In addition due to realignments of Ravine Parkway the City is providing quit claim deeds for the SWWD to both provide additional right-of-way to the City and for the City to convey excess property back to the SWWD. Two temporary easements for the construction or temporary cul-de-sacs at each end of Military Road. After discussion, a motion was made by Manager Johnson to approve the quit claim deeds and the temporary easements. Manager ChapdeLaine seconded. Motion carried unanimously.

9. **2018 BMP Maintenance Contract**

- Staff sent out a request for quotes to maintain 15 street-side and parking raingardens and 1 storm pond iron-sand filter located in Woodbury, Cottage Grove, and St. Paul Park. This is the second year of contracted maintenance for most of the BMPs. Maintenance is required under existing agreements with each municipality. Staff received two quotes for the work. After discussion, a motion was made by Manager Johnson to approve the contract to the lowest quote provided by Outdoor Lab Landscape Design, Inc. for \$7,200, as well as, an additional allowance of \$5,000 for additional materials and labor beyond general maintenance specified for the BMPs. Manager ChapdeLaine seconded. Motion carried unanimously.

10. **Adjourn**

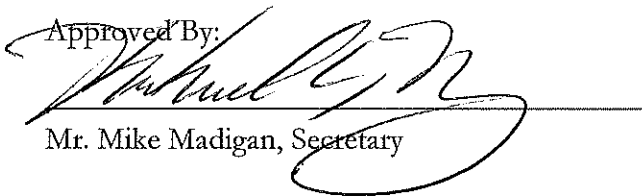
- The next regular Board Meeting will be held on Tuesday, May 8th at 6:00 pm. A motion was made by Manager Johnson to adjourn at 6:55 p.m. Manager ChapdeLaine seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Office Manager

Approved By:



Mr. Mike Madigan, Secretary

5/7/18
Date