

Regular Meeting
South Washington Watershed District
Tuesday November 14, 2017
6:00 p.m.
Woodbury Public Works Building
2301 Tower Drive, Woodbury, MN 55125

1. Call to Order

Manager Lavold called the meeting to order at 6:00 p.m. Additional consent agenda item: November 8, 2017 workshop meeting minutes. Agenda set per Manager Lavold.

Roll Call:

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

Staff:

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

Others None

2. Open Forum None

3. Consent Agenda

The R. Gordon Nesvig letter was pulled from the Consent Agenda. Items on the Consent Agenda include: October 10, 2017 Regular Board meeting minutes, November 8, 2017 Workshop meeting minutes, October Treasurers Report: accounts payable \$561,533.77, accounts receivable \$10,681.35, fund balance \$18,336,141.86, 4M fund balance \$15,531,784.29, Calendar Events, Development Reviews, Wetland Conservation Act Notices and Decisions, Cost Share Applications and Payments, and Miscellaneous Correspondence. A motion was made by Manager Johnson to accept the consent agenda. Manager ChapdeLaine seconded. Motion carried unanimously.

4. Manager's Report

- **Manager Lavold-** Manager Lavold reported that he attended the Washington County Commissioners Board Workshop.
- **Manager Johnson-** Manager Johnson reported that he attended the Water Consortium meeting.
- **Manager ChapdeLaine-** None
- **Manager Madigan-**None
- **Manager Pereira-** None

5. **Attorney's Report**

- DR Horton Land Purchase. DR Horton contacted SWWD to discuss purchasing some land from SWWD. Attorney Clinton provided the details. The managers authorized Attorney Clinton to contact DR Horton to begin the negotiation process.

6. **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. Andy Schilling provided an update on the SWWD Prairie Learning Center. Andy Schilling informed the Managers that the BMP Cost Share agreement with 21 Oaks has been cancelled. However, the same developer would like to work with SWWD on a similar cost share agreement for a new housing development.
- Overflow Update. The Managers had a workshop on November 8 to discuss Phase V of the Overflow project. The managers reviewed the memo summarizing the discussion held at the November 8th workshop. After discussion, a motion was made by Manager Johnson to direct staff to begin assembling the necessary documents to receive quotes for appraisal services, gain right-of-entry for survey and geotechnical work, RFQ for design, survey and geotechnical services, general scope of services and budget for emergency response plan, and to communicate this information to the Cities of Cottage Grove and Woodbury and the land owners. Manager ChapdeLaine seconded. Motion carried unanimously.
- 2018 Land Lease-McHattie, Swanson, Goebel. Construction is planned for Ravine Parkway in Cottage Grove for 2018. In cooperation with Ravine Parkway construction the SWWD will final grade those portions of CD-P86 that have not been graded and stabilize County Road 19. This area is currently being farmed and the SWWD has been collected rent for farming. Since the areas will be disturbed for construction most of the farming will cease. Staff is recommending any remaining areas that can be farmed not be charged rent. After discussion, a motion made by Manager Johnson to approve not charging farming rent to McHattie, Swanson, and Goebel due to the land development in the area. Manager Madigan seconded. Motion carried unanimously. Staff will send notification.
- Board Personnel Committee. Appointment to the SWWD Board Personnel Committee is done annually. A motion was made by Manager Madigan to appoint Manager Johnson and Manager ChapdeLaine to the 2018 Board Personnel Committee. Manager Pereira seconded. Motion carried unanimously. The Board personnel committee met with Staff to discuss the 2018 health insurance benefits. The personnel committee is recommending the following Policies for 2018:
Health Insurance: The District will offer one small group health insurance plan based on employee consensus. The District will pay up to \$600.00 per month of the monthly premium. If the health insurance monthly premium is over \$600.00, the employee will be responsible for the remainder of the premium costs, by a payroll deduction of his/her wages.
Health Savings Account: If the employees preferred health insurance plan is one with a Health Saving Account (HSA), the District will contribute up to \$2,000.00 per employee to help fund the HSA. The employee may elect to contribute to the HSA up to the set limits established by the Internal Revenue Service by a payroll

deduction of his/her wages. The HSA account is administered through Optum Bank. The District will pay the monthly administrative fee for the HSA. The annual elected contribution funds to the HSA will be available on January 1st. The employee will be responsible for any tax reporting requirements. If the employee leaves the District before the HSA contribution funds are earned, the District will retain the amount owed to the District from the employee's final pay check. The employee will be responsible for re-payment in full to the District.

Dental Insurance: The District will offer Dental Insurance at the employee's own cost.

After discussion a motion was made by Manager Johnson to adopt the health and dental insurance policies recommended by the personnel committee for 2018.

Manager Pereira seconded. Motion carried unanimously. Staff will update the SWWD employee handbook to reflect the changes.

- MAWD Annual Meeting Resolutions and Voting Delegates. The MAWD Annual Conference is November 30-December 2, 2017. The managers reviewed the proposed MAWD Resolutions and had no comments. A motion was made by Manager Madigan to have Managers Lavold and Pereira serve as the voting delegates at the MAWD Annual Meeting. Manager Johnson seconded. Motion carried unanimously.
- SWWD Office Space. The City of Woodbury will be demolishing the current building that serves as the SWWD office space. Demolition is scheduled for April 1, 2018. Staff is working with the City and other agencies on the new SWWD office space and will keep the Board informed.
- R. Gordon Nesvig Letter. SWWD received a letter from R. Gordon Nesvig regarding the Grey Cloud Slough Crossing project. The managers reviewed the letter and authorized staff to send a response letter.

7. Cottage Grove Ravine Parkway

- The alignment of Ravine Parkway has shifted due to conflicts with the power line easement. The new alignment will affect the DNR conservation easement. The City of Cottage Grove is asking the SWWD to deed the property to the City. The City will then go through the process to vacate the easement. Mr. Jack Clinton has reviewed the information. After discussion, a motion was made by Manager Johnson to approve the quit claim deed with the City of Cottage Grove. Manager ChapdeLaine seconded. Motion carried unanimously.

8. CDSF Inlet fix

- Sun-Ram Construction has completed repairs to the CD-P86 inlet structure. The first and final pay request has been submitted. After discussion, a motion was made by Manager Madigan to approve final payment to Sun-Ram Construction for \$49,689.05. Manager Pereira seconded. Motion carried unanimously.

9. **Adjourn**

- The next regular Board Meeting will be held on Tuesday, December 12th at 6:00 pm. A motion was made by Manager Johnson to adjourn at 7:05 p.m. Manager ChapdeLaine seconded. Motion carried unanimously.

Respectfully submitted,

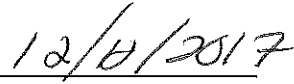


Melissa Imse, Office Manager

Approved/By:



Mr. Don Pereira, Secretary



Date