

Regular Meeting
South Washington Watershed District
Tuesday June 12, 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 6:00 p.m.

Roll Call:

Don Pereira-President

Brian Johnson-Vice President

Kevin ChapdeLaine-Treasurer

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: May 7, 2018 Regular Board meeting minutes, June 4, 2018 Special meeting minutes, Calendar Events, Development Reviews, Wetland Conservation Act Notices and Decisions, Cost Share Applications, and Miscellaneous Correspondence.

May Treasurers Report: accounts payable \$103,856.01, accounts receivable \$19,237.21 fund balance \$18,060,164.00, 4M fund balance \$14,860,306.71.

A motion was made by Manager ChapdeLaine to accept the consent agenda. Manager Johnson seconded. Motion carried unanimously.

4. **Manager's Report**

- **Manager Pereira-** Manager Pereira took oath of office to serve on the SWWD Board from 2018-2021.
- **Manager Johnson-** Manager Johnson reported that he attended the Washington County Consortium meeting.
- **Manager ChapdeLaine-** 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, East Mississippi Modeling and Retrofit Analysis, and Lower St. Croix Rural BMP Targeting.

- Overflow Phase V. The final alignment is being determined but waiting on the geotechnical report to make a determination on the route around 80th Street. Preliminary analysis indicated that soils south of 80th Street were not conducive to boring the pipe which would push the alignment to the west. It is expected that the geotechnical report will be done in June, and a final alignment can be worked out with the City of Cottage Grove's comprehensive plan and the land owners. Then survey work can be completed.
- Minnesota Department of Natural Resources (DNR) Easement Update. The City of Cottage Grove and SWWD were present at the LCCMR for the DNR presentation of the release of 0.33 acres of the conservation easement June 5th meeting. The presentation went well and former Representative McNamara, a LCCMR member, was present to move the approval. The following steps are now needed going forward:
 - City of Cottage Grove to develop a corrective legal description for the boundary line between conservation easement and soon-to-be public park
 - Approval of legal description of that new boundary line by DNR survey supervisor
 - SWWD to file corrective deed for SWWD land intended for the public park (the existing deed inadvertently conveys land to the city that is within the DNR's easement)
 - The approval by the Minnesota Management and Budget of release of the same 0.33 acres and temporary construction easement of 0.75 acres (the bonding dollars used for the original purchase)
 - DNR to draft, approve and record the conservation easement amendment using above-referenced new boundary line
- Office Move Update. Staff has moved into temporary office space within City Hall. The managers reviewed the costs associated with the temporary office move, and a cost estimate to build the new SWWD offices at Public Works. Staff has worked with the City Staff on the temporary office space lease. When the lease is complete, Staff will bring the lease agreement to the Board for approval.
- SWWD Board Packets. In an effort to conserve paper and staff time for paper board packet preparation, the managers discussed converting to an electronic distribution or access of the monthly board packets. The managers decided to try electronic viewing of the SWWD Board packet for the July meeting.
- August Board Meeting Date. Due to the primary election, the August Board meeting date will have to be re scheduled to either Monday August 13th or Wednesday August 15th.
- Ravine Park Segment 3 Debris Removal. The contractor continues to wrap up work at Ravine Park. Remaining work includes disposal of a debris pile near the new entrance which was collected and stockpiled from SWWD's channel work area. SWWD and Washington County staff have worked with the contractor on a potential solution at a modest increased cost to SWWD.

6. 2019 Draft Budget

- The managers reviewed the 2019 draft budget and schedule. After discussion, a motion was made by Manager Johnson to adopt the 2019 SWWD budget schedule and authorize staff to publish notice of the 2019 budget public hearing for the

August 13th Board meeting. Manager ChapdeLaine seconded. Motion carried unanimously.

7. **Monitoring Reports**

- The managers reviewed the 2017 annual monitoring reports. The monitoring reports are available on the SWWD website. After discussion, a motion was made by Manager Johnson to accept the 2017 annual monitoring reports. Manager ChapdeLaine seconded. Motion carried unanimously.

8. **One Watershed One Plan-Washington County Watershed Based Funding Memorandum of Agreement**

- The managers reviewed the Memorandum of Agreement for the watershed based funding (1W1P) for Washington County partners. The agreement has been reviewed by several attorneys during development and signed off by the Washington County Attorney. Mr. Jack Clinton has reviewed the document. SWWD has identified a project in the East Mississippi sub watershed to apply the funds to. After discussion, a motion was made by Manager Johnson to approve the Memorandum of Agreement for the watershed based funding (1W1P) for Washington County partners. Manager ChapdeLaine seconded. Motion carried unanimously.

9. **Newport Network 6 Device Design, Task Order 2018-002 with HR Green**

- Staff completed the Newport retrofit analysis which identified a potential BMP at 15th and Cedar. The BMP identified is an underground system which would tie in to the City of Newport's stormsewer system. Staff has worked with HR Green to prepare a task order for design services, which will advance the project to 30% design and provide the information necessary to pursue additional project funding. After discussion, a motion was made by Manager ChapdeLaine to approve task order 2018-002 with HR Green for design services for the Newport Network 6 BMP. Manager Johnson seconded. Motion carried unanimously.

10. **Adjourn**

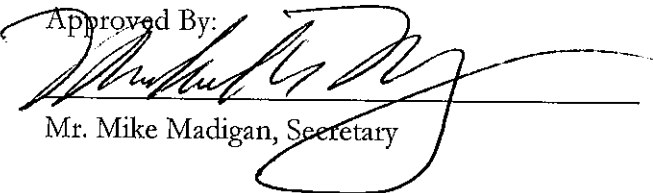
- The next regular Board Meeting will be held on Tuesday, July 10th at 6:00 pm. A motion was made by Manager Johnson to adjourn at 6:45 p.m. Manager ChapdeLaine seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Office Manager

Approved By:



Mr. Mike Madigan, Secretary


Date

