

Regular Meeting  
South Washington Watershed District  
Tuesday, November 13, 2018  
6:00 p.m.  
Woodbury Public Works Building  
2301 Tower Drive, Woodbury, MN 55125

**1. Call to Order and Setting of Agenda**

Manager Pereira called the meeting to order at 6:00 p.m.

Items added to the Consent Calendar: Item #7-Task Order Amendments with HR Green. Item #9-Ravine Parkway Project. Item #10-Flood Risk Management Plan with HDR. Item #11-SWWD CDO Phase V Geotechnical Services Amend Task Order with SRF.

A motion was made by Manager Johnson to approve the meeting agenda. Manager Madigan seconded. Motion carried unanimously.

**Roll Call:**

Don Pereira-President

Brian Johnson-Vice President

Kevin ChapdeLaine-Treasurer

Mike Madigan, Secretary

**Staff:**

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: October 9, 2018 Regular Board meeting minutes, October Treasurer's Report: accounts payable \$363,670.51, accounts receivable \$66,421.54, fund balance \$19,108,242.65 4M fund balance \$16,174,469.67, Calendar Events, Development Reviews, Wetland Conservation Act Notice of Application, Cost Share Payments, Miscellaneous Correspondence, Item #7-Task Order Amendments with HR Green, Item #9-Ravine Parkway Project, Item #10-Flood Risk Management Plan with HDR, and Item #11-SWWD CDO Phase V Geotechnical Services Amend Task Order with SRF. A motion was made by Manager Johnson to approve the consent agenda. Manager ChapdeLaine seconded. Motion carried on a 3-0 vote with Manager Pereira abstaining.

**4. Manager's Report**

- **Manager Pereira-** None
- **Manager Johnson-** Manager Johnson reported that he attended the SWWD 25<sup>th</sup> Anniversary celebration, budget meeting with the Washington County Commissioners, budget workshop with Washington County, SWWD employee benefits meeting, and the Water Consortium meeting.
- **Manager ChapdeLaine-** Manager ChapdeLaine reported that he attend the SWWD 25<sup>th</sup> Anniversary celebration, budget workshop with Washington County, SWWD employee benefits meeting, and the One Watershed One Plan policy meeting.

- **Manager Madigan-** Manager Madigan reported that he attended the 3M Settlement committee meeting.

## 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, BMP Design work, East Mississippi Modeling and Retrofit Analysis, and Lower St. Croix Rural BMP Targeting. Staff informed the managers of a change order for the outdoor classrooms at Middleton Elementary and Lake Middle schools. The change order is for Landbridge for additional seed and seed preparation of the site disturbed by tree planting and other site construction activity.
- **MAWD Annual Meeting.** The MAWD Annual meeting is November 29-December 1 at Arrowwood Conference Center in Alexandria. A motion was made by Manager Johnson to authorize SWWD staff and managers attendance to the MAWD Annual meeting. Manager Madigan seconded. The motion carried unanimously. Staff will send in a group registration. The SWWD voting delegate for the MAWD Annual meeting will be Manager Lavold and the alternate delegate will be Manager Madigan.

## 6. 2019 Employee Benefits

- The Board personnel committee met with Staff to discuss the 2019 health insurance benefits. The personnel committee is recommending the following Policies for 2019:  
**Health Insurance:** The District will offer one small group health insurance plan based on employee consensus. The District will pay up to \$800.00 per month of the monthly premium. If the health insurance monthly premium is over \$800.00, 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 employees final pay check. The employee will be responsible for re-payment in full to the District. After discussion a motion was made by Manager Johnson to adopt the health and health savings account insurance policies recommended by the personnel committee for 2019. Manager ChapdeLaine seconded. Motion carried unanimously. Staff will update the SWWD employee handbook to reflect the changes.

## 8. Construction Agreement with City of Oakdale

- The managers reviewed the Construction Agreement with the City of Oakdale to complete the 15th and Hilo Iron-Enhanced Sand Filter (IESF) project to be installed in conjunction with the City's pond and dry creek bed maintenance at the same location. The City will manage the quote process, and contract administration for the project. This project was identified in the Armstrong Lake Subwatershed Analysis approved in September 2018. The IESF project is located on city property and is modeled to reduce phosphorus to Armstrong lake by 4.0 lbs annually. After discussion, a motion was made by Manager Johnson to approve the construction agreement with the City of Oakdale for the 15<sup>th</sup> and Hilo iron enhanced sand filter project for up to \$35,000. Manager ChapdeLaine seconded. Motion carried unanimously.

11. **Adjourn**

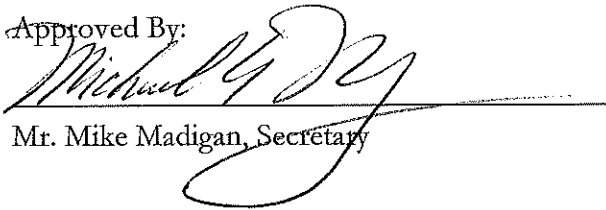
- The next regular Board Meeting will be held on Tuesday, December 11<sup>th</sup> at 6:00 pm. A motion was made by Manager Johnson to adjourn at 6:31 p.m. Manager Madigan seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Office Manager

Approved By:



Mr. Mike Madigan, Secretary

10/12/18  
Date

