

Regular Meeting  
**South Washington Watershed District**  
**Tuesday, February 12, 2019**  
**6:00 p.m.**  
Woodbury City Hall  
8301 Valley Creek Road, Woodbury, MN 55125

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

Manager Pereira called the meeting to order at 6:05 p.m.

Items added to the Consent Calendar: Cost Share applications for Justin Terrones and Dan Cederstrom, and Item #9-City of Cottage Grove Irrigation Controller Program request, and Item #10-Legal Services Agreement. 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

Jack Lavold, Manager

**Staff:**

Matt Moore, District Administrator

Melissa Imse, Office Manager

Jack Clinton, Attorney

**Others:** None

**2. Public Open Forum:** None

**3. Consent Agenda**

Items on the Consent Agenda include: January 8, 2019 Regular Board meeting minutes, January Treasurer's Report: accounts payable \$379,723.45 accounts receivable \$59,125.78, fund balance \$16,458,833.38 4M fund balance \$17,100,728.30, Washington County Final 2018 Tax Settlement \$26,614.24, Northland Bond Payment \$3,335,325.16, Calendar Events, Development Reviews, Wetland Conservation Act, Cost Share applications, Miscellaneous Correspondence, Item #9-City of Cottage Grove Irrigation Controller Program, and Item #10-Legal Services Agreement. A motion was made by Manager Johnson to approve the consent agenda. Manager Madigan seconded. Motion carried unanimously.

**4. Manager's Report**

- **Manager Pereira-** Manager Pereira reported that he attended the LSC One Watershed One Plan workshop.
- **Manager Johnson-** None
- **Manager ChapdeLaine-** None
- **Manager Madigan-** None
- **Manager Lavold-** Manager Lavold reported that he attended a 3M Settlement 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, BMP Design work, East Mississippi Modeling and Retrofit Analysis, Lower St. Croix Rural BMP Targeting, and Markgrafs Lake Retrofit Analysis.
- Overflow Phase V Appraisals. Mr. Clinton provided a verbal update on the Phase V Appraisals. The appraisal process is taking longer than expected as the appraiser is having difficulty confirming some of the real estate sales comparisons in the area.
- LSC One Watershed One Plan Update. The LSC 1W1P policy committee met on January 28, 2019. The committee has committed to monthly meetings until June to put the finishing touches on the plan. In January they reviewed the draft land and water resources inventory, desired future conditions and priority issues, received a presentation on phosphorus loading in Lake St. Croix from the Science Museum and reviewed the survey results from Angie Hong's discussion with Agricultural Producers. Good progress has been made by the advisory committee of reviewing and prioritizing the issues. The group will be continuing work on priority issues as well as measurable goals and strategies.
- Telecommuting Policy. As an element of the office remodel and temporary relocation, the SWWD staff are now fully mobile and electronic with the office allowing staff to work from remote locations. The managers reviewed the draft telecommuting policy to allow staff to work remotely. After discussion, a motion was made by Manager Madigan to adopt the SWWD Telecommuting policy and add it to the SWWD policy manual. Manager Johnson seconded. Motion carried unanimously.
- MAWD 2019 Dues. The MAWD due structure was approved by the membership in 2018. The SWWD dues are \$7,500.00. A motion was made by Manager Madigan to approve the MAWD dues of \$7,500.00. Manager ChapdeLaine seconded. Motion Carried unanimously. The MAWD Legislative Reception and Breakfast is February 20<sup>th</sup> and 21<sup>st</sup>. Administrator Moore will set up meetings with Senator Bigham, Representative Steve Sandell, and Representative Anne Claflin.

**6. SWWD Coordinated Capital Improvement Program and Policy**

- At the January meeting, the managers directed staff to develop language in the CCIP program policy that would address after-the-fact funding requests to bring back to the board for review. Staff revised the CCIP policy to reflect that change. The managers reviewed the policy and made edits to the policy. After discussion, a motion was made by Manager Madigan to approve the SWWD CCIP policy with the suggested changes. Manager Lavold seconded. Motion carried unanimously.
- The managers reviewed the 2019 CCIP program information and application. The 2019 CCIP will offer a grant match for up to 50% of the total project cost. CCIP grants are funded by stormwater utility fees, and therefore are allocated to projects in the SWWD management unit. A motion was made by Manager Madigan to approve the 2019 CCIP with a budget of up to \$500,000.00, with a

grant match for eligible projects up to 50%. Manager Lavold seconded.  
Motion carried unanimously.

**7. Houston Task Orders: Task Order 2019-001, Development Review Services; Task Order 2019-002, Application Hosting, GIS Technical Support, and PTM App Support Services**

- The managers reviewed the annual task order contracts with Houston Engineering for Development Review services and Application Hosting, GIS Technical Support, and PTM App Support services. A motion was made by Manager Johnson to approve Task Order 2019-001 and Task Order 2019-002. Manager Lavold seconded. Motion carried unanimously.

**8. HR Green Task Order HRG2019-001**

- The HR Green Task Order is for final design and construction administration of an underground stormwater filtration BMP located in Newport at 15<sup>th</sup> Street and Cedar Avenue. After discussion, a motion was made by Manager Johnson to approve Task Order HRG2019-001 for up to \$11,686.00. Manager ChapdeLaine seconded. Motion carried unanimously.

**11. Adjourn**

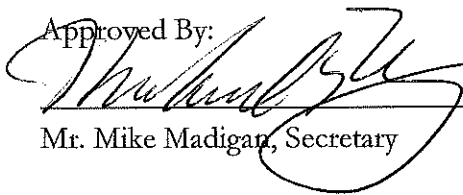
- The next regular Board Meeting will be held on Tuesday, March 12<sup>th</sup> at 6:00 pm. A motion was made by Manager Johnson to adjourn at 6:53 pm. Manager Madigan seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Office Manager

Approved By:



Mr. Mike Madigan, Secretary

3/12/2019

Date

