

Regular Meeting
South Washington Watershed District
Tuesday, July 9, 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 6:00 p.m.

Item #8 was moved to the Consent Agenda: City of Afton Local Water Management Plan, Resolution #2019-008

A motion was made by Manager ChapdeLaine to approve the meeting agenda as amended. Manager Johnson 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
- John Loomis, Program Manager
- Andy Schilling, Watershed Restoration Specialist
- Jack Clinton, Attorney

Others:

- None

2. Public Open Forum None

3. Consent Agenda

Items on the Consent Agenda include: June 11, 2019 Regular Board meeting minutes, June Treasurer's Report: accounts payable \$190,699.55 accounts receivable \$28,961.82, fund balance \$16,579,927.50, 4M fund balance \$16,527,110.81, Calendar of Events, Development Reviews, Wetland Conservation Act, Cost Share Program, Miscellaneous Correspondence, and Item #8-City of Afton Local Water Management Plan, Resolution #2019-008.

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

4. **Manager's Report**

Manager Pereira – Manager Pereira reported that he attended the MAWD Summer Tour, and the June One Watershed One Plan meeting. He reported that he will be absent from the July One Watershed One Plan meeting. Manager ChapdeLaine will cover the meeting in Manager Pereira's absence.

Manager Johnson – No Report.

Manager Lavold – Manager Lavold reported that there has been no major water issues with all of the recent rainfall events.

Manager ChapdeLaine – Manager ChapdeLaine reported that he attended the BMP workshop in Newport. He also reported that he toured the Grey Cloud Channel by boat on the Mississippi River.

Manager Madigan – No Report.

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. Final plans and specifications have been completed. Right-of-way acquisition offers have been delivered to the land owners for their consideration. Staff and SRF will begin to follow up with land owners. Administrator Moore provided an update on the land acquisition, time line, and options for acquisition. The managers directed Staff to provide further information on the timing and cost of the land acquisition at the August Board meeting.

SWWD Office Furniture. Staff received a quote from ABF Furniture for office furniture for four work stations and conference room for the SWWD office remodel at Woodbury Public Works. The SWWD board approved the expenditure as part of the 2019 budget. A motion was made by Manager Madigan to authorize Staff to purchase office furniture with ABF Furniture for up to \$19,000. Manager ChapdeLaine seconded. Motion carried unanimously. Administrator Moore is continuing to work with the City of Woodbury on a long term office lease.

SWWD Water Resource Technician. Andy Schilling, the current SWWD Water Resources Technician is resigning on July 26, 2019. There is a need to continue to fill the position. Staff will be reviewing and refining the BMP Specialist position description and workload analysis. The focus of the position will continue to provide project development to increase the projects on the ground. The position will work with land owners, Cities, Washington County and State and Federal agencies to identify and implement BMP projects. After discussion, a motion was made by Manager Johnson to authorize Staff to develop a position description and to post the position as soon as possible. Manager ChapdeLaine seconded. Motion carried unanimously. The Board thanked Andy for his years of service at SWWD.

6. **2020 Draft Budget.** The second draft of the 2020 budget was presented to the Board. Staff will continue to work through each management area and the operational budget to refine for August. Staff will publish notice for the 2020 Budget Hearing which will be held at the August 12th Board meeting.

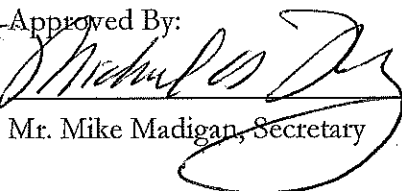
7. **Revised Purchase Agreement with Donnay Homes.** Attorney Clinton has been working with the attorney with Donnay Homes on revising the purchase agreement to update the feasibility and closing dates. All other items of the agreement remained the same. A motion was made by Manager Johnson to approve the revised purchase agreement with Donnay Homes. Manager ChapdeLaine seconded. Motion carried unanimously.
8. **City of Afton Local Water Management Plan.** This item was approved under the Consent Agenda.
9. **Task Order #2019-001 with SRF Consulting for Phase V Overflow Professional Services.** Task order #2019-001 with SRF Consulting is for authorizing construction engineering support from SRF for CDO phase 5. Task order includes finalizing bid documents, bidding support, permitting support, full time construction observation and inspection, and as-built documentation. After discussion, a motion was made by Manager Johnson to approve Task Order #2019-001 with SRF Consulting for \$379,425. Manager Madigan seconded. Motion carried unanimously.
9. **Washington Conservation District Funding Agreement for 319/MPCA Grants.** Staff has been partnering with the Washington Conservation District (WCD) on 3 proposed rural stormwater BMPs where WCD has encumbered funds from an EPA 319 grant (passed through MPCA) to help cover project implementation costs. WCD has experienced long reimbursement timelines from the grant extending 60-90 days, causing issues with contractor payment. SWWD and WCD staff have drafted the following funding agreement where SWWD will provide funds to cover the 319/MPCA amount for each project to be reimbursed by WCD once they are reimbursed – no more than 120 days after the project is completed. A motion was made by Manager Johnson to approve the WCD funding agreement for the 319/MPCA grants. Manager Lavold seconded. Motion carried unanimously.
10. **Adjourn**
The next regular Board Meeting will be held on Monday, August 12th at 6:00 pm. A motion was made by Manager Johnson to adjourn at 7:16 pm. Manager Madigan seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Office Manager

Approved By:



Mr. Mike Madigan, Secretary

8-12-19

Date

