

Regular Meeting  
South Washington Watershed District  
Tuesday, June 9, 2020  
6:00 p.m.  
Zoom Video Conference

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

Manager Pereira called the meeting to order at 6:00 p.m. Applewood Pointe Permit was added to the Agenda. A motion was made by Manager Johnson to approve the agenda as amended. Manager ChapdeLaine seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

**Roll Call:**

- Don Pereira, President
- Brian Johnson, Vice President
- Kevin ChapdeLaine, Treasurer
- Mike Madigan, Secretary
- Sharon Doucette, Manager

**Staff:**

- Matt Moore, District Administrator
- Melissa Imse, Operations Manager
- John Loomis, Program Manager
- Tony Randazzo, Watershed Restoration Specialist
- Attorney Jack Clinton

**Others:** Justin Nilson and Dan Belka

**2. Public Open Forum** None

**3. Consent Agenda**

Items on the Consent Agenda include: May 12, 2020 Regular Board meeting minutes, May Treasurer's Report: accounts payable \$3,056,581.89 accounts receivable \$3,018.65, fund balance \$12,132,041.72, 4M fund balance \$12,238,953.00, Calendar of Events, Development Reviews, Wetland Conservation Act, Cost Share Program, and Miscellaneous Correspondence. A motion was made by Manager Johnson to approve the consent agenda. Manager ChapdeLaine seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

**4. Manager's Report**

**Manager Pereira** – Manager Pereira reported that he attended the Water Consortium meeting virtually on line.

**Manager Johnson** – No report.

**Manager ChapdeLaine** – No report.

**Manager Madigan** – No report.

**Manager Doucette** – No report.

**5. Administrator Report**

**SWWD Project Updates.** Included in the board packet are project updates on: SWWD Learning Center, SWWD Watershed Overflow, Trout Brook, Glacial Valley Park and Open space, BMP Design work, East Mississippi Modeling and Retrofit Analysis, Markgrafs Lake Retrofit Analysis, and Northern Watershed Regional BMPs.

**August Board Meeting Date.** The Regular SWWD August Board meeting falls on primary election day therefore the meeting date must be changed and set to provide for notice of the 2021 budget hearing. The meeting will be held on Monday August 10, 2020 at 6:00 pm.

**6. MS4 Annual Public Meeting.** A motion was made by Manager ChapdeLaine to open the Public Hearing. Manager Johnson seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

One person was present. No comments from the public were received. A motion was made by Manager Madigan to accept the MS4 Annual Report. Manager Doucette seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

Staff will prepare the annual report and submit to the State. A motion was made by Manager ChapdeLaine to close the Public Hearing. Manager Johnson seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

**7. Overflow Phase V, Pay Request #3.** Pay request #3 of \$735,245.94 includes work completed through May 31, 2020 and material cost of all pipe delivered to the site. A motion was made by Manager ChapdeLaine to approve Pay Request #3 for \$735,245.94. Manager Johnson seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea

- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

Overflow Phase V construction is through 80<sup>th</sup> Street with the roadway opened backed up. Pipework is complete. Final grading is expected to be completed in June. The land owners will be doing the seeding work. A motion was made by Manager Johnson to authorize Administrator Moore to move forward with a grading plan for up to \$40,000. Manager ChapdeLaine seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

- 8. SWWD 2019 Financial Audit.** The 2019 Financial Audit has been completed by Abdo, Eick & Meyers. Mr. Justin Nilson with Abdo, Eick & Meyers was present at the meeting and provided an overview of the SWWD 2019 Financial Audit. A motion was made by Manager ChapdeLaine to accept the 2019 Financial Audit and authorize Staff to submit the audit to the State Agencies. Manager Johnson seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

- 9. 2021 Draft Budget.** The first draft of the 2021 budget was presented to the Board. The first draft represents a 3.5% overall increase from the 2020 budget. Staff will begin working through each management area and the operational budget to refine for July. With the completion of the overflow project, the 2021 budget will focus on resiliency, restoration, and coordinate capital improvement projects and programs. A motion was made by Manager ChapdeLaine to adopt the 2021 budget schedule, and authorize staff to publish the budget hearing. Manager Johnson seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

A motion was made by Manager ChapdeLaine to change the SWWD Official Newspaper to the St. Paul Pioneer Press. Manager Johnson seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

**10. Monitoring Reports.** The managers reviewed the 2019 monitoring results. Manager Madigan suggested a future board workshop to look at water quality of the lakes within SWWD. This workshop could be conducted as part a future strategic planning session. A motion was made by Manager Johnson to accept the 2019 monitoring reports. Manager ChapdeLaine seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously. Staff will post the 2019 monitoring reports to the SWWD website.

**11. Wagner Project Close Out.** In 2019, SWWD approved cost share dollars of up to \$15,000 for installation of a grassed waterway at Butch Wagner's property in Denmark Township. In August 2019, the SWWD and Washington Conservation District (WCD) also entered into an agreement where SWWD would provide upfront payment for the MPCA 319 portion of the funding of the Wagner grassed waterway project and would be reimbursed by WCD. The Wagner grassed waterway is complete. WCD is requesting \$27,729.75 from SWWD for final payment. A motion was made by Manager Johnson to approve final payment to WCD of \$27,729.75 for the Wagner waterway project. Manager ChapdeLaine seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

**12. 15<sup>th</sup> and Cedar Project, Newport.** The managers reviewed pay request #1 for the 15<sup>th</sup> and Cedar BMP project. The pay request includes work completed through May 31. A motion was made by Manager ChapdeLaine to approve payment of \$228,824.60 to St. Paul Utilities and Excavating for the 15<sup>th</sup> and Cedar project in Newport. Manager Doucette seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

**13. Applewood Pointe Permit, Lake Elmo.** A motion was made by Manager Johnson to approve the Applewood Pointe permit in Lake Elmo. Manager ChapdeLaine seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

Motion carried unanimously.

**14. Adjourn**

The next regular Board Meeting will be held on Tuesday, July 14<sup>th</sup> at 6:00 pm. A motion was made by Manager Johnson to adjourn at 7:19 p.m. Manager ChapdeLaine seconded. A roll-call vote was done for the motion:

- President Pereira-Yea
- Vice President Johnson-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manager Doucette-Yea

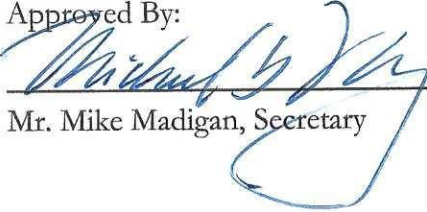
Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Office Manager

Approved By:



Mr. Mike Madigan, Secretary

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Date