

Regular Meeting  
South Washington Watershed District  
Monday, August 10, 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. A motion was made by Manager Johnson to move agenda item #8-15<sup>th</sup> and Cedar Project Final Pay Request to 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.

**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:** None

**2. Public Open Forum** None

**3. Consent Agenda**

Items on the Consent Agenda include: July 14, 2020 Regular Board meeting minutes, July Treasurer's Report: accounts payable \$381,354.75 accounts receivable \$2,015,210.34, fund balance \$12,931,282.50, 4M fund balance \$12,956,475.09, Calendar of Events, Development Reviews, Wetland Conservation Act, Cost Share Program, Miscellaneous Correspondence, and Item #8-15<sup>th</sup> and Cedar Project Final Pay Request. 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** – Manager ChapdeLaine reported on the lake levels on La Lake and the Bailey Meadows development in Newport. The City of Woodbury Staff have been notified about the lake levels.

**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.

- 6. 2021 Budget Hearing.** Manager Pereira suspended the regular meeting and opened the 2021 budget hearing. No public was present and no comments were received. Staff provided the Board an overview of the draft 2021 budget. The draft budget was published in the St. Paul Pioneer Press on Wednesday July 26, 2020 and Wednesday August 2, 2020. Staff will refine the budget for the September Board meeting and prepare the preliminary certification to Washington County. The preliminary certification will include the tax impact worksheet from Washington County. Manager Pereira closed the 2021 budget hearing and re-opened the regular meeting.

- 7. Annual Insurance.** The managers reviewed the workers compensation and property and casualty insurance renewal. A motion was made by Manager Johnson to approve the waiver of statutory tort limits. Manager Madigan 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. 15<sup>th</sup> and Cedar Project, Newport, Final Pay Request.** This item was approved under the Consent Agenda.

- 9. McQuade Ravine Phase I Task Order 2020-001, Houston Engineering.** Previous design and construction plans were complete by the Washington Conservation District. SWWD has determined ownership of the project and would like to have alternate designs done to mitigate the active erosion long the ravine. Houston Engineering has submitted Task Order 2020-001 for Phase I of the project that includes 30% design plans with a preliminary cost for construction in 2021. A motion was made by Manager Johnson to approve Task Order 2020-001 for the McQuade Ravine Phase 1 with Houston Engineering for up to \$36,752. Manager Madigan 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. Doug Schaffer Cost Share Request.** Staff received a request from Doug Schaffer about two failing grade stabilization structures installed on his property in 2016. The project was a WCD Top 50P! grant and SWWD was a cost-share funding partner (\$25,865.73) on the project. SWWD and WCD went on-site with Mr. Schaffer in 2018 to investigate the issue of the erosion occurring at two of the grade stabilization structure outlets. Rebecca Nestingen with WCD engineered a solution to remediate the issue. Mr. Schaffer obtained a quote from Peterson Excavating (the contractor that originally installed the project), and his proposal for the repair is \$13,753. Per the cost share agreement Mr. Schaffer signed with WCD, Mr. Schaffer would be responsible for the operation and maintenance, however since the failure of project was due to a faulty design and installation, Mr. Schaffer has requested assistance from WCD and they do not have the funds for the repair. Mr. Schaffer is now requesting assistance from SWWD for funding the repair. A motion was made by Manager Johnson to approve payment for the repair of Doug Schaffer's project for up to \$13,753. 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.

**11. Adjourn**

The next regular Board Meeting will be held on Tuesday, September 8<sup>th</sup> at 6:00 pm. A motion was made by Manager ChapdeLaine to adjourn at 7:23 p.m. Manager Madigan 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

9-15-2020

Date