

Regular Meeting  
**South Washington Watershed District**  
**Tuesday, December 14, 2021**  
**6:00 p.m.**  
Virtual Meeting-Zoom Video Conference

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

Manager Johnson called the meeting to order at 6:00 p.m. A motion was made by Manager ChapdeLaine to move item 7-Professional Services 2022-2023 to the Consent Agenda, and to add La Lake/Ria Lake update to Administrator Report. Manager Williams seconded. A roll-call vote was done for the motion:

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

Motion carried unanimously.

**Roll Call:**

- Brian Johnson, President
- Sharon Doucette, Vice President
- Kevin ChapdeLaine, Treasurer
- Mike Madigan, Secretary
- Cole Williams, Manager

**Staff:**

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

**Others:** Washington County Commission Johnson and Kelli Matzek,  
Washington County Emergency Management Deputy Director

**2. Public Open Forum** Kelli Matzek, the Washington County Emergency Management Deputy Director, reported that Washington County is beginning the process of the 5-year update to the Washington County All Hazard Mitigation Plan and will be looking for input from local units of government including SWWD. The update will begin in January 2022.

**3. Consent Agenda**

Manager Johnson pulled the Annual Board Meeting, Tuesday January 11, 2022 from the Consent Agenda. After discussion, a motion was made by Manager ChapdeLaine to move the Annual Board Meeting to Monday, January 10, 2022 at 6pm. Manager Williams seconded. A roll-call vote was done for the motion:

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

Motion carried unanimously.

The remaining items on the Consent Agenda include: November 9, 2021 Regular Board meeting minutes, November Treasurer's Report: accounts payable \$291,256.07 accounts receivable \$119,557.08, 4M fund balance \$13,675,289.27, Nuevas Fronteras Payment 1 to JM Hauling of \$272,870.14, Seasons Park Pay Request 3 to MN Dirt Works of \$107,135.84, Calendar of Events, Development Reviews, Wetland Conservation Act, Cost Share Program, Miscellaneous Correspondence, and item 7- Professional Services 2022-2023. A motion was made by Manager ChapdeLaine to approve the consent agenda. Manager Doucette seconded. A roll-call vote was done for the motion:

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

Motion carried unanimously.

#### 4. **Manager's Report**

**Manager Johnson** – Manager Johnson reported that he attended the MAWD Annual Conference.

**Manager Doucette** – Manager Doucette reported that she attended the MAWD Annual Conference and Business meeting. Manager Doucette reported that she reviewed the 2022-2023 professional services and Staff performance reviews.

**Manager ChapdeLaine** – Manager ChapdeLaine reported that he attended the MAWD Annual Conference.

**Manager Madigan** – None.

**Manager Williams** – Manager Williams reported that she attended the MAWD Annual Conference and Business meeting.

#### 5. **Administrator Report**

**SWWD Project Updates.** Included in the board packet are project updates on: Trout Brook, Glacial Valley Park and Open space, Campus Greening, Newport ROWs, McQuade Ravine, Seasons Park Stormwater Filter, Wilmes alum facility, Powers Stormwater filter, Nuevas Fronteras filter, East Mississippi Modeling and Retrofit Analysis, Markgrafs Lake Retrofit Analysis, Northern Watershed/CDSF/East Ravine, Cottage Grove Ravine Park, and 65<sup>th</sup> and Geneva.

**La Lake/Ria lake Update.** There is no update from the City of Woodbury on the La Lake/Ria Lake development.

#### 6. **2022 Final Levy Certification.** A motion was made by Manager ChapdeLaine to approve the 2022 Final Levy Certification of \$1,247,861 to Washington County. Manager Madigan seconded. Motion carried unanimously. A roll-call vote was done for the motion:

- President Johnson-Yea
- Vice President Doucette-Yea
- Treasurer ChapdeLaine-Yea
- Secretary Madigan-Yea
- Manage Williams-Yea

Motion carried unanimously.

#### 7. **Professional Services 2022-2023.** This item was approved under the Consent Agenda.

**8. SWWD Volume Control Rules Update Scope and Budget, Barr Engineering.**

With the reissued MS4 permit, SWWD will need to update its rules for redevelopment projects within the District. That change will make it difficult to continue campus greening efforts as that program is currently setup. Staff has worked with Barr Engineering on the scope to more closely examine the implications of the new MS4 permit, complete some analyses of campus greening projects, and research possible options for crediting trees for volume control. Ultimately, staff will look to develop a mechanism within the updated District rules to not only allow campus greening type projects to count for required stormwater treatment but to also encourage their use. A motion was made by Manager Williams to approve the SWWD Volume Control Rules Update scope and budget from Barr Engineering for up to \$37,500. Manager Doucette seconded. Motion carried unanimously. A roll-call vote was done for the motion:

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

Motion carried unanimously.

**9. Seasons Park. Barr Engineering Task Order Barr2020-001-Amendment 2.**

Construction of the Seasons Park stormwater filter has taken longer than expected while also requiring additional engineering support. A task order amendment for Barr to account for that increased support as well as justification from Barr to support the change. Overall, Barr estimates an increase of \$27,000 to date and an additional \$6,000 to complete the project in the spring. After discussions with SWWD staff Barr proposes to split that increase with SWWD. The task order amendment increases Barr's contract by \$19,500 to a total of \$158,510. A motion was made by Manager ChapdeLaine to approve the Task Order Barr2020-001, Amendment 2 from Barr Engineering for up to \$19,500. Manager Williams seconded. Motion carried unanimously. A roll-call vote was done for the motion:

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

Motion carried unanimously.

**Seasons Park. MN Dirt Works Change Order 2.** A 2nd change order for MN Dirt Works for construction includes additional materials, labor to reset and modify structures, and an extension of the construction deadline to June 30, 2022 to accommodate the backordered inlet grate and sluice gate necessary to complete the project. The change order increases MN Dirt Works' contract by \$9,827.80 to a total of \$257,722.30. A motion was made by Manager Madigan to approve Change Order 2 from MN Dirt Works for up to \$9,827.80 and the construction deadline to June 30, 2022. Manager Williams seconded. Motion carried unanimously. A roll-call vote was done for the motion:

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

Motion carried unanimously.

**10. Washington Conservation District 2022 Service Agreement.** The 2022 technical assistance agreement between SWWD and WCD. The agreement is for a total of \$364,062 and includes SWWD's 2022 monitoring program, general program services (cost share program), BMP maintenance, and erosion and sediment control inspections. A motion was made by Manager Madigan to approve the 2022 Service Agreement with the Washington Conservation District. Manager ChapdeLaine seconded. Motion carried unanimously. A roll-call vote was done for the motion:

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

Motion carried unanimously.

**11. 2021 Staff Reviews.** The 2021 annual performance reviews have been completed for the SWWD Staff and discussed with the personnel committee. A motion was made by Manager ChapdeLaine to approve the 2021 Staff Performance Reviews. Manager Doucette seconded. A roll-call vote was done for the motion:

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

Motion carried unanimously.

**12. Adjourn**

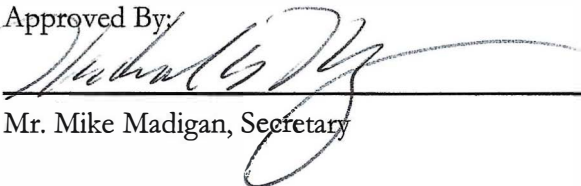
The next regular Board Meeting will be held on Monday, January 10<sup>th</sup> at 6:00 pm. A motion was made by Manager ChapdeLaine to adjourn at 7:06 p.m. Manager Williams seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Operations Manager

Approved By:



Mr. Mike Madigan, Secretary

1-10-2022

Date