

**Regular Meeting**  
**South Washington Watershed District**  
**Tuesday, December 13, 2022 6:00 p.m.**  
**City of Woodbury Public Works Building**

**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 Agenda Items: #8 Newport 16<sup>th</sup> and Cedar Underground BMP, #10 2023 Services Agreement with Washington Conservation District, #11 Crestview Woods Maintenance Contract with WCD, #12 Crestview and Nuevas Fronteras Maintenance Contract with RES, #13 Permanent Trail Easement with the City of Cottage Grove, and #14 Seasons Park Final Pay Request and Project Closeout to the Consent Agenda. Manager Doucette seconded. Motion carried unanimously.

**Roll Call:**

- Brian Johnson, President
- Sharon Doucette, Vice President
- Kevin ChapdeLaine, Treasurer

**Staff:**

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

**Others:**

- Jack Clinton, SWWD Attorney
- Kyle Axtell

**2. Public Open Forum** None

**3. Consent Agenda**

Items on the Consent Agenda include: November 7, 2022 Regular Board meeting minutes, November Treasurer's Report: accounts payable \$242,952.17, accounts receivable \$67,548.71, 4M fund balance \$14,837,793.89, Calendar of Events, Development Reviews, Wetland Conservation Act, Cost Share Program, Miscellaneous Correspondence, and items #8 Newport 16<sup>th</sup> and Cedar Underground BMP, #10 2023 Services Agreement with Washington Conservation District, #11 Crestview Woods Maintenance Contract with WCD, #12 Crestview and Nuevas Fronteras Maintenance Contract with RES, #13 Permanent Trail Easement with the City of Cottage Grove, and #14 Seasons Park Final Pay Request and Project Closeout. A motion was made by Manager ChapdeLaine to approve the consent agenda. Manager Doucette seconded. Motion carried unanimously.

**4. Manager's Report**

**Manager Johnson** –Manager Johnson reported that he attended a stormwater research seminar.

**Manager Doucette** –None.

**Manager ChapdeLaine** –Manager ChapdeLaine reported on the 3M Drinking Water meeting, and the LSC 1W1P Policy Committee 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, Seasons Park Stormwater Filter, Wilmes alum facility, Hasenbank Woods/Powers Lake BMP, 16<sup>th</sup> and Cedar Underground BMP, East Mississippi Modeling and Retrofit Analysis, Markgrafs Lake Retrofit Analysis, Northern Watershed/CDSF/East Ravine, Cottage Grove Ravine Park, 65<sup>th</sup> and Geneva, 2022 Planning and Rules, Enhanced Street Sweeping, and In-Lake AIS Management.

**SWWD BMP Project Manager Update.** Kyle Axtell, formerly at Rice Creek Watershed District, has accepted SWWD's BMP Project Manager position. Kyle was present at the meeting and introduced himself to the managers. He will start at SWWD on January 4th.

6. **2023 Final Levy Certification.** A motion was made by Manager Doucette to approve the 2023 Final Levy Certification of \$1,372,647 to Washington County. Manager ChapdeLaine seconded. Motion carried unanimously.
7. **Trout Brook Phase 3: Resolution #2022-005, Project Order, Grant Acceptance, and Operation and Maintenance Assurance.** Trout Brook phase 3 restoration is ready for bidding. The managers reviewed the funding agreements with Great River Greening and Chisago SWCD (LSC 1W1P), final plans and specs, and SWWD Resolution #2022-005 which contains SWWD approval of the funding agreements, authorizes staff to let the project for bidding, and commits to maintain the project for 25 years. After adoption of the resolution, SWWD will let the project out for bidding. We expect to have a summary of bids and a contract award ready for Board action in February. A motion was made by Manager Doucette to approve Resolution #2022-005, Trout Brook Phase 3 Project Order, Grant Acceptance, and Operation and Maintenance Assurance. Manager ChapdeLaine seconded. Motion carried unanimously.
8. **Newport 16<sup>th</sup> and Cedar Underground BMP.** This item was approved on the Consent Agenda.
9. **Vactor Vacuum Memorandum of Understanding (MOU) with the Cities of St. Paul Park and Newport.** The SWWD has installed and continues to plan for the installation of regional underground BMP devices in St. Paul Park and Newport to help the cities meet TMDL goals for TSS reduction. In order to facilitate the regular maintenance of these devices which involves removal of collected sediment and debris, the SWWD and Cities has developed an MOU where the SWWD provides cost-share assistance in the amount of \$365,000 for the purchase of a new vacuum truck to be owned jointly by the cities. Each City will contribute \$100,000 to the purchase. Under the agreement, the cities agree to commit to 20 years of regular maintenance of the SWWD installed regional TSS reduction practices. Potential cost for contracted maintenance over a twenty-year period by the SWWD is estimated at or near \$2,000,000. A motion was made by Manager ChapdeLaine to approve the Vactor Vacuum MOU with the Cities of St. Paul Park and Newport. Manager Doucette seconded. Motion carried unanimously.
10. **2023 Services Agreement with the Washington Conservation District.** This item was approved on the Consent Agenda.
11. **Crestview Woods Maintenance Contract with the Washington Conservation District.** This item was approved on the Consent Agenda.
12. **Crestview and Nuevas Fronteras Maintenance Contract with RES.** This item was approved on Consent Agenda.

13. **Permanent Trail Easement with the City of Cottage Grove.** This item was approved on the Consent Agenda.
14. **Seasons Park Final Pay Request and Project Closeout.** This item was approved on the Consent Agenda.
15. **Wilmes Lake Alum Treatment Facility Task Order Amendment 1 with HR Green.** The managers reviewed the amendment for HR Green's task order for professional services related to the design and construction of the Wilmes alum facility. Given the level of coordination necessary with various City departments, need to integrate the facility with City IT and security systems, and regulatory considerations, the overall cost of design will exceed the original estimate. The task order amendment captures those additional costs. A motion was made by Manager Doucette to approve the Wilmes Lake Alum Treatment Facility Task Order Amendment 1 with HR Green. Manager ChapdeLaine seconded. Motion carried unanimously.
16. **SWWD Personnel Committee Review.** The 2022 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 2022 Staff Performance Reviews. Manager Doucette seconded. Motion carried unanimously.
17. **Adjourn**  
The next regular Board Meeting will be held on Tuesday, January 10<sup>th</sup> at 6:00 pm. A motion was made by Manager Doucette to adjourn at 6:32 p.m. Manager ChapdeLaine seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Operations Manager

Approved By:

  
Mr. Mike Madigan, Secretary

1-10-2023

Date