

**Regular Meeting**  
**South Washington Watershed District**  
**Tuesday, February 14, 2023 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 6:02 p.m. A motion was made by Manager ChapdeLaine to move Agenda Items: #7 2023 SWWD Coordinated Capital Improvement Program, #9 2023 Irrigation Controllers Program, #10 Vegetation Inspection Agreement with the City of Woodbury, and #11 SWWD Permits to the Consent Agenda. Manager Doucette seconded. Motion carried unanimously.

**Roll Call:**

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

**Staff:**

- Matt Moore, Administrator
- John Loomis, Deputy Administrator
- Melissa Imse, Operations Manager
- Kyle Axtell, BMP Project Specialist
- Tony Randazzo, Watershed Restoration Specialist

**Others:**

- Jack Clinton, SWWD Attorney

**2. Public Open Forum None**

**3. Consent Agenda**

Items on the Consent Agenda include: January 10, 2023 Regular Board meeting minutes, January Treasurer's Report: accounts payable \$339,272.54, accounts receivable \$132,800.59, 4M fund balance \$16,356,444.52, Calendar of Events, Development Reviews, Wetland Conservation Act, Cost Share Program, Miscellaneous Correspondence, and items #7 2023 SWWD Coordinated Capital Improvement Program, #9 2023 Irrigation Controllers Program, #10 Vegetation Inspection Agreement with the City of Woodbury, and #11 SWWD Permits. A motion was made by Manager ChapdeLaine to approve the consent agenda. Manager Madigan seconded. Motion carried unanimously.

**4. Manager's Report**

**Manager Johnson**—Manager Johnson reported that he attended the City of Woodbury quarterly meeting, Minnesota Stormwater Seminar, and the Washington County Consortium.

**Manager Doucette**—Manager Doucette reported that she interviewed with the Washington County Commissioners for SWWD Manager re-appointment.

**Manager ChapdeLaine**—None.

**Manager Madigan**—Manager Madigan reported that he attended the City of Woodbury quarterly 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.

**Woodbury Enhanced Street Sweeping.** SWWD and the City of Woodbury collaborated on an enhanced street sweeping plan and began implementing that plan last fall. The City began the enhanced sweeping effort in October, collecting ~200 tons of material, containing an estimated 175 lbs TP. The effort cost \$87,131.40, to be reimbursed by SWWD. That puts cost effectiveness of the effort at ~\$500/lb TP. That is by far the most effective BMP we have for TP.

The City is interested in expanding the sweeping program in 2024 with SWWD purchase of an additional sweeper. After discussion, a motion was made by Manager Madigan to add a sweeper purchase to the 2024 budget. Manager ChapdeLaine seconded. Motion carried unanimously.

6. **Trout Brook.** SWWD solicited bids for the Trout Brook restoration phase 3 project. We received 10 bids. MNL Corporation was the apparent low bidder with a base bid of \$807,927.10 and alternate bid of \$73,560.50. SWWD has previously budgeted \$450,000 of Lower St. Croix stormwater utility funds to support the project much of that has been spent on design, permitting, and construction management. SWWD has secured \$715,000 in grant funds for construction. Resolution #2023-001 includes the contract award and levy fund allocation. A motion was made by Manager Doucette to approve Resolution #2023-001 to award the Trout Brook Contract to MNL for the base bid of \$807,927.10, and to allocate \$150,000 in levy funds from the habitat and riparian restoration program budget to provide the balance of the construction cost and contingency funds. Manager ChapdeLaine seconded. Motion carried unanimously.

Houston Engineering has submitted a request to amend their existing task order to include \$98,724 of additional costs incurred during design and permitting for Trout Brook. Items were previously discussed and costs incurred by Houston Engineering to keep the project on schedule. A motion was made by Manager ChapdeLaine to approve the Task Order #2022-002 Amendment with Houston Engineering. Manager Doucette seconded. Motion carried unanimously.

7. **2023 SWWD Coordinated Capital Improvement Program.** This item was approved on the Consent Agenda.
8. **SWWD CAC Program.** SWWD's Citizen Advisory Committee has been largely inactive for the last couple of years. Staff intends to reorganize and recommit this committee to action in 2023. In addition to gaining input on SWWD programs this year, staff feels that engaging the CAC now will better prepare the committee for active involvement during the Watershed Management Plan update process that will begin in 2023. Staff has developed revised operating guidelines and recruitment of current and new CAC members. A quarterly meeting schedule will begin on March 28, with the occasional special field activity or event from time to time. The Board reviewed the draft CAC Operating Guidelines. The Board will have a rotating liaison to the CAC. This will help to create an interactive and more familiar relationship between the CAC and the Board.
9. **2023 Irrigations Controllers Program.** This item was approved on the Consent Agenda.

9. **Vegetation Inspection Agreement with the City of Woodbury.** This item was approved on the Consent Agenda.

10. **SWWD Permits.** This item was approved on the Consent Agenda.

**11. Future Business and Meetings.**

- a) MAWD Legislative Event/Day at the Capitol, February 15-16, 2023
- b) Regular Board Meeting, Tuesday, March 14, 2023 6pm
- c) Citizen Advisory Committee Meeting, Tuesday, March 28, 2023 6pm
- d) Regular Board Meeting, Tuesday, April 11, 2023 6pm

12. **Closed Session: SWWD Administrator Review.** At 6:42 p.m., Manager Johnson closed the regular meeting and opened the closed session. At 7:45 pm, Manager Johnson reconvened the regular meeting.

**13. Adjourn**

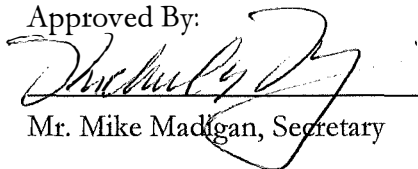
The next regular Board Meeting will be held on Tuesday, March 14<sup>th</sup> at 6:00 pm. A motion was made by Manager ChapdeLaine to adjourn at 7:45 p.m. Manager Doucette seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Operations Manager

Approved By:



Mr. Mike Madigan, Secretary

3-14-2023

Date