

Regular Meeting
South Washington Watershed District
Tuesday, April 11, 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 6:00 p.m. A motion was made by Manager ChapdeLaine to move Agenda Items: #10 Hasenbank Seeding Event Task Order 2023-001 with the Washington Conservation District, #11 Hasenbank Woods Goat Grazing Contract, #13 Armstrong Monitoring Amended Task Order 2022-003 with Barr Engineering, and #14 Lake and Middleton School Maintenance Contract to the Consent Agenda. Manager Madigan seconded. Motion carried unanimously.

Roll Call:

- Brian Johnson, President
- Emily Stephens, 2nd 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: March 14, 2023 Regular Board meeting minutes, March Treasurer's Report: accounts payable \$246,222.62, accounts receivable \$62,470.69, 4M fund balance \$15,542,724.75, Calendar of Events, Development Reviews, Wetland Conservation Act, Cost Share Program, Miscellaneous Correspondence, and items #10 Hasenbank Seeding Event Task Order 2023-001 with the Washington Conservation District, #11 Hasenbank Woods Goat Grazing Contract, #13 Armstrong Monitoring Amended Task Order 2022-003 with Barr Engineering, and #14 Lake and Middleton School Maintenance Contract. 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 SWWD CAC meeting and the Water Consortium meeting.

Manager Stephens—None.

Manager ChapdeLaine—None.

Manager Madigan—Manager Madigan reported that he attended the Woodbury quarterly meeting and PFAS 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, 16th and Cedar Underground BMP, St. Paul Park Public Works Underground BMP, Markgrafs Lake Retrofit Analysis, Northern Watershed/CDSF/East Ravine Review and Optimization, Cottage Grove Ravine Park, 65th and Geneva, 2022-2023 Planning and Rules Update, Enhanced Street Sweeping, and In-Lake AIS Management.

6. **MS4 Annual Public Meeting.** President Johnson opened the MS4 Public Hearing. No Public was present and no comments were received on the SWWD SWPPP. President Johnson closed the Public Hearing. A motion was made by Manager Madigan to adopt the revised SWWD SWPPP and authorize submittal to the required State Agencies. Manager ChapdeLaine seconded. Motion carried unanimously.
7. **Hasenbank Amended Task Order 2022-003, Barr Engineering.** Barr Engineering has finalized plans and specs for the Hasenbank Stormwater Park project. The amended task order includes additional tasks related to already completed geotechnical investigation and engineering support during construction. Barr staff will be available to provide necessary construction administration and engineering during both implementation phases. A motion was made by Manager ChapdeLaine to approve the Hasenbank Amended Task Order 2022-003 with Barr Engineering. Manager Stephens seconded. Motion carried unanimously.
8. **Hasenbank Plans and Specifications, Bid Authorization Resolution #2023-03.** Barr Engineering has prepared final plans and specifications for this project which is now ready for contractor bidding. Resolution 2023-003 covers approval of the plans and specifications and bid authorization. A motion was made by Manager Stephens to approve Resolution #2023-03. Manager ChapdeLaine seconded. Motion carried unanimously.
9. **Hasenbank Artists Contract Awards.** The Hasenbank Stormwater Park plans include potential public art installations. After soliciting artist interest in the project, reviewing artist submissions, and interviewing finalists along with staff from City of Woodbury, SWWD staff recommends awarding phase 1 contracts to Aaron Dysart and Chris Harrison. Under this initial contract the artists will collaborate with each other, the project team, and community to develop several concepts for consideration. Full design, fabrication, and install of chosen pieces will be under future contract. A motion was made by Manager ChapdeLaine to approve the phase 1 public art contracts for Hasenbank Stormwater Park with Aaron Dysart and Chris Harrison. Manager Madigan seconded. Motion carried unanimously.
10. **Hasenbank Seeding Event, Task Order 2023-001, Washington Conservation District.** This item was approved on the Consent Agenda.
11. **Hasenbank Goat Grazing.** This item was approved on the Consent Agenda.
12. **2023 Coordinated Capital Improvement Program.** SWWD received ten (10) applications for its 2023 CCIP program totaling \$803,504.23. For 2023, SWWD has \$650,000 budgeted Within the South Washington Management Unit (SWW), \$10,000 budgeted within the East Mississippi Management Unit (EMW), and \$8,000 budgeted within the Lower St. Croix Management Unit (LSC). \$181,000 in funding is also available as carry-over from prior program years. No applications were received from the LSC this year. One application was received from the EMW and the other nine (9) applications were from the SWW. The CAC reviewed the applications at its March 28, 2023 meeting and passed a motion forwarding all applications to the Board for further consideration. After discussion, a motion was made by Manager Madigan to approve funding for all ten (10) applications, as outlined in the memo, and authorizing the

Administrator to execute CCIP contracts for each project. Manager ChapdeLaine seconded. Motion carried unanimously.

- 13. Armstrong Wetland Monitoring Support, Amended Task Order 2022-003, Barr Engineering.** This item was approved on the Consent Agenda.
- 14. Lake and Middleton School Maintenance Contract.** This item was approved on the Consent Agenda.
- 15. St. Paul Park Underground BMP Task Order HRG 2023-001.** Task Order HRG2023-001 with HR Green includes Topographic Survey, Student Capstone Findings Verification, Preliminary Design, Final Design, Engineer's Opinion of Probable Cost (EOPC), Bidding Services, and Construction Administration for the St Paul Park Network 3B BMP Analysis. A motion was made by Manager ChapdeLaine to approve Task Order HRG 2023-001 with HR Green. Manager Madigan seconded. Motion carried unanimously.
- 16. 2022 SWWD Annual Report.** The draft 2022 Annual Report was emailed to the Managers prior to the meeting for review. The approved Annual Report must be submitted to the Minnesota Board of Water and Soil Resources. The 2022 Financial Audit will be completed for the May Board meeting for approval. The audit will be included in the Annual Report. A motion was made by Manager ChapdeLaine approve the 2022 Annual Report and authorize submittal to the required State Agencies. Manager Madigan seconded. Motion carried unanimously.
- 17. SWWD CAC Business & Operating Guidelines.** Staff has received one additional CAC application from Bill Sumner which was provided to the Board outside of the public meeting packet as the application contains private data. A motion was made by Manager ChapdeLaine to appoint Bill Sumner to the SWWD CAC. Manager Stephens seconded. Motion carried unanimously.
At its March 28, 2023 meeting the CAC passed a motion forwarding the draft CAC Operating Guidelines to the SWWD Board for approval. After discussion, a motion was made by Manager Stephens to approve the CAC Operating Guidelines. Manager Madigan seconded. Motion carried unanimously.
The Managers discussed SWWD sponsoring CAC members' attendance at one or more relevant annual conferences (MN Water Resources Conference, MAWD, etc.) as a way to learn more about watershed districts, our partners, and natural resource management in general. The Managers would like to review the conference request prior to sponsoring attendance.
- 18. SWWD Watershed Management Plan Review and Story Map Development, Task Order #2023-001, Barr Engineering.** In preparation for beginning work related to the update of the Watershed Management Plan, the SWWD staff wishes to have Barr Engineering perform a review of the current 2016-2026 Plan; the review is intended to identify any gaps or potential focus areas for further consideration as the District moves into the development of their next 10-year watershed management plan, beginning in 2024.
SWWD is interested in the development of an ESRI story map for use in helping to "tell the story" of the District and their role in managing and protecting the water resources of Southern Washington County. This story map will ultimately be integrated into the District's updated web site. Barr Engineering will assist in developing the overall content outline, narrative, and story map application. A motion was made by Manager Madigan to approve Task Order #2023-001 with Barr Engineering. Manager ChapdeLaine seconded. Motion carried unanimously.

19. Future Business and Meetings.

- a) Woodbury Council Meeting, Wednesday, April 12, 2023 7pm
- b) Newport Council Meeting, Thursday, April 20, 2023 5:30pm
- c) Regular Board Meeting, Tuesday, May 9, 2023 6pm
- d) Afton Council Meeting, Tuesday, May 16, 2023 7pm
- e) Hasenbank Seeding Event, Tuesday, May 16 4pm
- f) Hasenbank Stormwater Park Open House, Tuesday, May 16 6pm
- g) St. Paul Park Council Meeting, Monday, June 6, 2023 5pm
- h) Regular Board Meeting, Tuesday, June 13, 2023 6pm
- i) Citizen Advisory Committee Meeting, Tuesday, June 27, 2023 6pm

20. Adjourn

The next regular Board Meeting will be held on Tuesday, May 9th at 6:00 pm. A motion was made by Manager ChapdeLaine to adjourn at 7:11 p.m. Manager Madigan seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Operations Manager

Approved By:

Mr. Mike Madigan, Secretary

Date