

Regular Meeting
South Washington Watershed District
Tuesday, September 19, 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: #9 Davey Resource Group, Change Order 1, Nuevas Fronteras Kraken Filter Maintenance, and #11 Reed Canary Control at Trout Brook Agreement with the Land Stewards to the Consent Agenda, and the addition of La Lake restoration request to the Administrator's report. Manager Doucette seconded. Motion carried unanimously.

Roll Call:

- Brian Johnson, President
- Sharon Doucette, 1st Vice President
- Emily Stephens, 2nd Vice President
- Kevin ChapdeLaine, Treasurer

Staff:

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

Others:

- Jack Clinton, SWWD Attorney

2. Public Open Forum None

3. Consent Agenda

Items on the Consent Agenda include: August 7, 2023 Regular Board meeting minutes, August Treasurer's Report: accounts payable \$325,268.57, accounts receivable \$249,621.07, 4M fund balance \$15,913,921.56, Sharon Doucette and Emily Stephens Per Diem, Calendar of Events, Development Reviews, Wetland Conservation Act, Cost Share Program, Miscellaneous Correspondence, and agenda items #9 Davey Resource Group, Change Order 1, Nuevas Fronteras Kraken Filter Maintenance, and #11 Reed Canary Control at Trout Brook Agreement with the Land Stewards. A motion was made by Manager ChapdeLaine to approve the consent agenda. Manager Stephens seconded. Motion carried unanimously.

4. Manager's Report

Manager Johnson—Manager Johnson reported that he attended the St. Croix Bluffs boat launch ribbon cutting, SWWD staff budget meeting, and the Clean Water Council tour at Trout Brook.

Manager Doucette—Manager Doucette reported that she attended the Clean Water Council tour at Trout Brook.

Manager Stephens—None.

Manager ChapdeLaine—Manager ChapdeLaine reported that he attended the SWWD Staff budget 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, St. Croix Bluffs Regional Park, CR74-65th and Geneva, 2022-2023 Planning and Rules Update, Enhanced Street Sweeping, and In-Lake AIS Management.

La Lake Restoration Request. SWWD received a request from the City of Woodbury to assist with possible land acquisition around La Lake. The managers directed staff to collect more information and bring back to the Board for approval.

6. **2024 Budget: Preliminary Levy Certification and Stormwater Utility Fee Certification.** The managers reviewed an overview of the draft 2024 budget and the three proposed options for the 2024 Preliminary Levy. After discussion, a motion was made by Manager ChapdeLaine to approve the 2024 Preliminary Levy Certification of \$1,500,000 to Washington County. Manager Doucette seconded. Motion carried unanimously.
Resolution 2023-006, Stormwater Utility Fee Certification. The 2024 budget will continue to focus on restoration and resiliency projects and programs as identified in the Watershed Management Plan. The managers reviewed the proposed stormwater utility fees for the three management areas. After discussion, a motion was made by Manager ChapdeLaine to approve Resolution 2023-006, the 2024 Stormwater Utility Fee Certification for \$2,869,274. Manager Doucette seconded. Motion carried unanimously.
7. **SWWD District Vehicle.** SWWD has budgeted funds to purchase a District vehicle for several years. Need for a vehicle has grown over the past year with the number of active projects, tours, and events. Staff has worked with Woodbury fleet services to put together a specification for a crew cab pickup and obtain a quote for that truck off of the State contract. Lead time for delivery is currently 5-7 months which would have the vehicle in place for the 2024 field season. Staff continues to work with the City of Woodbury on an agreement to maintain a District vehicle through the City's fleet services. Under the current draft, the City would provide fleet services and fuel access to SWWD as part of our office lease. The draft is currently being reviewed by City finance and admin staff. After discussion, a motion was made by Manager ChapdeLaine to approve the purchase of a SWWD vehicle under the State contract for up to \$50,000. Manager Doucette seconded. Motion carried unanimously.
8. **CDO Inspection, Barr Engineering, Task Order 2023-002.** SWWD completed phase 1 of the overflow in 2013 and phase 5 in 2020. The District has yet to inspect either phase. Staff worked with Barr Engineering to put together a task order for inspection of both phases. Inspection will be completed with CCTV where possible. However, there is a section that is currently inaccessible to CCTV cameras due to distance from current surface access points. That portion of pipe will be manually inspected. Following inspection, Barr will compile an inspection report and condition assessment along with recommendations for any necessary maintenance. After discussion, a motion was made by Manager Stephens to approve the Barr Engineering Task Order 2023-002 for inspection services of the CDO. Manager Doucette seconded. Motion carried unanimously.
9. **Davey Resource Group, Change Order 1, Nuevas Fronteras Kraken Filter Maintenance.** This item was approved on the Consent Agenda.
10. **Hasenbank Landscape Contract Award, Traverse de Sioux Garden Center.** SWWD solicited sealed bids for landscaping and final restoration of the Hasenbank

stormwater park which is currently under construction. The low bid of \$279,985.20 was submitted by Traverse des Sioux Garden Center and is well below the engineer's estimate for the work. Work will begin next spring. A motion was made by Manager ChapdeLaine to approve the Hasenbank Landscape contract with Traverse de Sioux Garden Center for up to \$279,985.20. Manager Stephens seconded. Motion carried unanimously.

11. Reed Canary Control at Trout Brook Agreement with the Land Stewards, LLC.

This item was approved under the Consent Agenda.

12. Closed Session: Easement Acquisition. The purpose of the closed session is to discuss the possible easement acquisition adjacent to the future Glacial Valley Park. The easement is necessary to install the proposed regional trail connecting Cottage Grove and Woodbury trail systems through Glacial Valley Park. A motion was made by Manager ChapdeLaine to suspend the regular meeting and move into closed session. Manager Doucette seconded. Motion carried unanimously. A motion was made by Manager ChapdeLaine to reconvene the regular meeting. Manager Doucette seconded. Motion carried unanimously. The managers directed staff to contact the landowner.

13. Future Business and Meetings.

- a) Regular Board Meeting, Tuesday, September 12, 2023 6pm
- b) Clean Water Council Tour of Trout Brook, Tuesday, September 19, 2023 8am
- c) Citizens Advisory Committee Meeting, Tuesday, September 26, 2023 6pm
- d) Regular Board Meeting, Tuesday, October 10, 2023 6pm
- e) MN Water Resources Conference, October 17-18, 2023
- f) Washington County Budget Meeting, Tuesday, November 7, 2023
- g) SWWD Watershed Management Plan Workshop-November 9, 2023 4-6pm
- h) Regular Board Meeting, Tuesday, November 14, 2023 6pm
- i) Minnesota Watersheds 2023 Annual Conference, November 28-December 1, 2023-Alexandria
- j) Regular Board Meeting, Tuesday, December 12, 2023 6pm

14. Adjourn

The next regular Board Meeting will be held on Tuesday, October 10th at 6:00 pm. A motion was made by Manager ChapdeLaine to adjourn at 7:05 p.m. Manager Doucette seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Operations Manager

Melissa Imse, Operations Manager

Approved By:

A handwritten signature in black ink, appearing to read "Mike Madigan", written over a horizontal line.

Mr. Mike Madigan, Secretary

10-10-2023

Date