

Regular Meeting
South Washington Watershed District
Tuesday, December 12, 2023 4:30 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 item #11-Washington Conservation District 2024 Service Agreement 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 Staff received an email from a Woodbury Resident complimenting SWWD on the work on the Hasenbank Stormwater Park. The entire email is included in the minutes.

3. Consent Agenda

Items on the Consent Agenda include: November 14, 2023 Regular Board meeting minutes, November Claims Roster and Treasurer's Report: accounts payable \$2,323,335.80, accounts receivable \$2,221,236.95, 4M fund balance \$14,092,484.17, Morcon Pay Request 3 \$265,185.82, Washington County 2nd Half Tax Settlement \$1,961,545.20, PMA Financial Network Broker Certification, Calendar of Events, Development Reviews, Wetland Conservation Act, Cost Share Program, Miscellaneous Correspondence, and the Washington Conservation District 2024 Service Agreement. 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 PFAS Priority 2 meeting, the MN Watersheds Annual Conference, and the Washington County Consortium meeting. He also applied to serve on the City of Woodbury's Environmental Stewardship Committee. Manager Johnson also reported that SWWD was awarded Project of the Year for Trout Brook and Outstanding Watershed Administrator at the MN Watersheds Annual Conference.

Manager Stephens—None.

Manager ChapdeLaine—Manager ChapdeLaine reported that he attended the SWWD CAC Meeting.

Manager Madigan—Manager Madigan reported on the PFAS/PFOS 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, Wilmes Lake Alum Treatment Facility, Hasenbank Woods/Powers Lake 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.

- 6. 2024 Final Levy Certification.** A motion was made by Manager ChapdeLaine to approve the 2024 Final Levy Certification of \$1,500,000 to Washington County. Manager Stephens seconded. Motion carried unanimously.
- 7. Professional Services 2024-2025.** The Board sub-committee reviewed the pool of consultants for the 2024-2025 professional services for SWWD. The sub-committee recommends to the full Board Jack Clinton and Mary Ellen Reihsen with Hellmuth & Johnson for legal services, place all of the engineering firms that responded in a pool for use as needed, Abdo for auditing services, and Redpath and Company for payroll and accounting consulting services. A motion was made by Manager Stephens to approve the sub-committee recommendation for the 2024-2025 professional services. Manager ChapdeLaine seconded. Motion carried unanimously.
- 8. Washington County Mitigation Plan Adoption Resolution #2023-007.** Washington County has prepared an All Hazard Mitigation Plan. The SWWD has adopted the plan by reference. The County would like a resolution to document adoption. A motion was made by Manager ChapdeLaine to approve Resolution #2023-007 adopting the Washington County Mitigation Plan. Manager Madigan seconded. Motion carried unanimously.
- 9. Standards Manual.** SWWD and its consultants have worked with stakeholders to develop a revised Standards Manual. The manual supports Cities and developers as they work to meet SWWD development rules. A motion was made by Manager Stephens to adopt the revised Standards Manual as a guidance document under the SWWD Watershed Management Plan. Manager Madigan seconded. Motion carried unanimously.
- 10. SWWD Office Lease.** SWWD's current office lease with the City of Woodbury ends at the end of 2024. Staff worked with City staff to develop the revised lease which will extend the lease to November of 2030 and add fleet services to the lease. Fleet services will include secure parking, fueling, and maintenance of a SWWD vehicle. SWWD's base rent will increase from \$3,048.51 to \$3,429.27 per month reflecting inflation and an increase in number of staff supported by City IT staff. Fleet services will be billed as a time and materials plus overhead. A motion was made by Manager ChapdeLaine to approve the office lease as presented. Manager Stephens seconded. Motion carried unanimously.
- 11. Washington Conservation District 2024 Services Agreement.** The item was approved under the Consent Agenda.
- 12. St. Croix Bluffs Regional Park Geotechnical Investigation Work Order, Chosen Valley.** In order to complete the design work for gully restoration and stabilization projects at St. Croix Bluffs Regional Park, a series of geotechnical borings are needed. The primary purpose of the borings will be to determine depth to bedrock to ensure designs are appropriate to the location. The investigation is to support design work being completed by the Washington Conservation District Engineer along the bluff

line near the campgrounds at St. Croix Bluffs Regional Park. The work is intended to offer protection for gullies along the bluffs and reduce sediment loading into the St. Croix River. A motion was made by Manager Stephens to approve the St. Croix Bluffs Regional Park Geotechnical Investigation Work Order with Chosen Valley. Manager ChapdeLaine seconded. Motion carried unanimously.

- 13. SWWD Personnel Committee Staff Reviews.** 2023 performance reviews have been completed for SWWD staff. Reviews and compensation adjustments have been discussed with the SWWD personnel committee. A summary of completed reviews was included in the board packet. The SWWD staff is a highly capable and professional staff. Collectively, SWWD leads its peers in staff productivity and on the ground accomplishments. In 2024, staff look forward to continuing to develop as a team as we increasingly return to more in person work. A motion was made by Manager ChapdeLaine to accept the 2023 Staff performance reviews and compensation adjustments. Manager Madigan seconded. Motion carried unanimously.

14. Future Business and Meetings.

- a) Annual Board Meeting, Tuesday, January 9, 2024 6pm
- b) Regular Board Meeting, Tuesday, February 13, 2024 6pm
- c) Regular Board Meeting, Tuesday, March 12, 2024 6pm

15. Adjourn

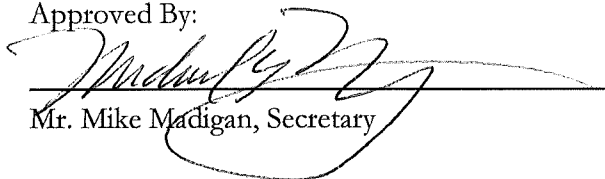
The next regular Board Meeting will be held on Tuesday, January 9th at 6:00 pm. A motion was made by Manager ChapdeLaine to adjourn at 6:58 p.m. Manager Madigan seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Operations Manager

Approved By:


Mr. Mike Madigan, Secretary

1-9-2024
Date

From: [Ellie Anderson](#)
To: [Loomis, John](#)
Subject: Hasenbank Stormwater Park
Date: Monday, December 4, 2023 2:46:41 PM

CAUTION: External Message.

Hi John,

We just wanted to tell you again how thrilled we are with all that's going on with the Stormwater Park! We've been watching the progress every day, taking lots of pictures (someday the Woodbury Historical Society will thank me!), and being thoroughly in awe of all the planning and hard work that has gone into this project. The machine operators have been truly amazing, working together to move things around and get the right contours. We've seen them battle problems like getting stuck in the mud and having trouble with the retaining wall, but always finding a way to get the job done, and done right. The guys have braved hot days, cold winds, snow flurries, and light showers. And that's just the part that's been visible to us! All the experience and knowledge that have gone into the planning, designing, and drafting is beyond our ability to fathom.

Please pass along our kudos to those involved. We know there will be more work done next year, and we're excited to see the planting and growth of all things beautiful. Isn't it amazing what can be done when we all work together!!

Have a very merry Christmas, and happy holidays to all!

Glen and Ellie Anderson

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"Be master of your petty annoyances and conserve your energies for the big, worthwhile things. It isn't the mountain ahead that wears you out - it's the grain of sand in your shoe."

- Robert W. Service