

Regular Meeting
South Washington Watershed District
Monday August 8, 2016
7:00 p.m.
Woodbury Public Works Building
2301 Tower Drive, Woodbury, MN 55125

1. Call to Order

Manager Lavold called the meeting to order at 7:00 p.m. Additional accounts payable of \$57.85 to Ed's Trophies and \$68,360.00 to Northland Securities was added to the Consent Agenda.

Roll Call:

Jack Lavold-President
Brian Johnson-Vice President
Mike Madigan-Treasurer
Don Pereira-Secretary
Kevin ChapdeLaine-Manager

Staff:

Matt Moore, Administrator
John Loomis, Water Resources Specialist
Andy Schilling, BMP Specialist
Melissa Imse, Office Manager

Others:

None

2. Open Forum

None

3. Consent Agenda

Items on the Consent Agenda include: July 12, 2016 Regular Board meeting minutes, July Treasurers Report: accounts payable \$58,352.74 and the additional accounts payable of \$57.85 to Ed's Trophies and \$68,360.00 to Northland Securities, receivables \$2,025,043.17, fund balance \$15,893,755.28, 4M fund balance \$15,568,506.59, Calendar Events, Development Reviews, Wetland Conservation Act Notices and Decisions, Cost Share Applications, and Miscellaneous Correspondence. A motion was made by Manager Johnson to accept the consent agenda. Manager Pereira seconded. Motion carried unanimously.

4. Manager's Report

- **Manager Lavold-** Manager Lavold thanked Andy Schilling for having a student job shadow with him.
- **Manager Johnson-** Manager Johnson reported that he attended the Water Consortium meeting regarding the new buffer law.
- **Manager Madigan-** No report.
- **Manager Pereira-** Manager Pereira reported that the Minnesota Department of Natural Resources buffer maps are being revised.
- **Manager ChapdeLaine-** No report.

5. Administrator Report

- SWWD Project Updates. Included in the board packet project updates on: SWWD Watershed Overflow, Grey Cloud Slough, Trout Brook, Woodbury Roadway Reconstruction Coordination, Conservation Corridor, and BMP Design work, Watershed Management Plan and website updates.
- Salary Survey. Staff received a quote from Sarah Noah with Noah & Associates to conduct a salary survey for 2017 and 2018. Staff will check with the Minnesota Association of Watershed Districts to see if they are planning a state wide watershed district salary survey for 2017.
- Master Water Stewards Program. SWWD received a request from Angie Hong, to see if SWWD would be interested in hosting master water stewards within SWWD. The managers requested more information about the program.

6. 2017 Draft Budget and Public Hearing

- Administrator Moore provided the Board an overview of the draft 2017 budget. The draft budget was published in the Woodbury and South Washington County bulletins on Wednesday July 27, 2016 and Wednesday August 3, 2016. Motion to open the public hearing was made by Manager Johnson and seconded by Manager Madigan. Motion carried unanimously. No comments were received. Motion to close the public hearing was made by Manager Madigan and seconded by Manager Johnson. Motion carried unanimously. Staff will refine the budget for the September Board meeting and prepare the preliminary certification to Washington County. The preliminary certification will include the tax impact worksheet from Washington County.

7. SWWD Watershed Management Plan Public Hearing

- The public hearing for the SWWD Watershed Management Plan remained opened from the July 2016 board meeting. No additional comments regarding the Plan were received. A motion was made by Manager Pereira and seconded by Manager Madigan to close the SWWD Watershed Management Plan Public Hearing. Motion carried unanimously. A motion was made by Manager Johnson and seconded by Manager Pereira to approve Resolution #2016-009 authorizing submitting of the Watershed Management Plan for 90 day review and approval to BWSR. Motion carried unanimously.

8. Worker Compensation Annual Renewal, Resolution #2016-008

- Staff received the annual workers compensation insurance renewal. After discussion, a motion was made by Manager Johnson and seconded by Manager Pereira to approve resolution #2016-008, Worker's Compensation for Elected Officials. Motion carried unanimously.

9. Ravine Park Vegetation Management Plan

- The Cottage Grove Ravine Park (CGRP) Vegetation project scope includes two work tasks: The first task is Vegetation Management in the North Area. This involves conducting a first phase of vegetation management (~20 ac); invasive shrub/brush removal for the remainder of the 100-yr floodplain comprising the lower half of the Central Draw Overflow project activity within the CGRP. The second task is providing year 1 maintenance for the South Area (~20 ac) clearing of invasive shrub and brush in early 2016. Quotes for the project were received, and the lowest responsible bidder was

Prairie Restorations for \$25,680.00. After discussion, a motion was made by Manager Johnson to award the contract for the Ravine Park vegetation project to Prairie Restoration for up to \$25,680.00. Manager Madigan seconded. Motion carried unanimously.

10. SWWD Financial Audit

- At the June Board meeting, the managers authorized Abdo, Eick & Meyers to complete the SWWD audit for 2016 and 2017. SWWD received the audit engagement letter from Adbo, Eick & Meyers to perform the 2016 and 2017 financial audit. After discussion, a motion was made by Manager Johnson to approve the contract with Adbo, Eick & Meyers to perform the SWWD audit for 2016 and 2017. Manager Madigan seconded. Motion carried unanimously.

11. Adjourn

- The next regular Board Meeting will be held on Tuesday, September 13th at 7:00 pm. A motion was made by Manager Madigan to adjourn at 7:50 p.m. Manager Pereira seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Office Manager

Approved By:

Mr. Don Pereira, Secretary

Date