

**Regular Meeting
South Washington Watershed District
Tuesday, December 10, 2024 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 pm. A motion was made by Manager ChapdeLaine to add the November Claims Roster and item #9-Washington Conservation District 2025 Services agreement to the Consent Agenda. Manager Stephens seconded. Motion carried unanimously.

Roll Call:

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

Staff:

- John Loomis, Administrator
- Melissa Imse, Operations Manager
- Kyle Axtell, Watershed Project Manager
- Abby Tekiela, Water Resources Program Coordinator

Others:

- Jack Clinton, SWWD Attorney

2. Public Open Forum None.

3. Consent Agenda

Items on the Consent Agenda include: November 12, 2024 Regular Board Meeting minutes, November Claims Roster and Treasurer's Report: accounts payable \$946,949.32, accounts receivable \$2,113,905.18, 4M fund balance \$11,706,715.81, Morcon Pay Request #14, Washington County 2nd Half Tax Settlement, PMA Broker Certification, Mike Madigan Per Diem, Calendar of Events, Development Reviews, Wetland Conservation Act, Cost Share, and Miscellaneous Correspondence. A motion was made by Manager ChapdeLaine to approve the Consent Agenda as amended. Manager Madigan seconded. Motion carried unanimously.

4. Manager's Report

Manager Johnson—Manager Johnson reported that he is not seeking re-appointment to the SWWD Board of Managers.

Manager Doucette—None.

Manager Stephens—None.

Manager ChapdeLaine—None.

Manager Madigan—Manager Madigan reported that he attended the Minnesota Watersheds Annual Conference and reported on the MN Watersheds business 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, Wilmes Lake Alum Treatment Facility, Hasenbank Woods/Powers Lake BMP, St. Paul Park Public Works

Underground BMP, Markgrafs Lake Retrofit Analysis, Colby Lake Retrofit Analysis, Northern Watershed/CDSF/East Ravine Review and Optimization, Cottage Grove Ravine Regional Park, St. Croix Bluffs Regional Park, CR74-65th and Geneva, Watershed Plan Update, In-Lake AIS Management, Newport Open Space Planning, and Armstrong Lake Wetland Cattail Harvesting.

MS4 Petition for Revaluation. During a routine, periodic MS4 jurisdictional boundary examination by MPCA, a determination was made by MPCA staff that SWWD does not fit the definitional criteria of a small, nontraditional MS4 and suggested we submit a petition requesting to be removed from the program. The managers discussed this regulatory change and any potential implications. A motion was made by Manager ChapdeLaine to submit a petition to MPCA to remove SWWD as an MS4. Manager Madigan seconded. Motion carried unanimously.

Agreements Authorized by Administrator. SWWD's accounting policies authorizes the Administrator to approve purchases up to \$5,000 on behalf of the District. Under that policy, the Administrator approved the following agreements in December:

- Amendments to Aaron Dysart's Phase 2 & 3 contracts extending the completion date to June 30, 2025.

6. **2025 Final Levy Certification.** A motion was made by Manager ChapdeLaine to approve the 2025 Final Levy Certification of \$1,625,000 to Washington County. Manager Stephens seconded. Motion carried unanimously.

7. **La Lake Acquisition Agreement.** La Lake is a small lake with a small watershed. The lake was previously listed as impaired but water quality has improved in recent years and it has since been delisted. With a small watershed made up of roughly a dozen properties, maintaining the watershed in natural landcover will be the most cost effective and permanent protection for the lake. SWWD previously discussed supporting City of Woodbury efforts to acquire properties around La Lake as they become available. One lot is currently available for which the City has signed a purchase agreement. SWWD previously discussed a contribution of \$175,000. This amount is consistent with the 2024 budget. Staff recommends approval of the agreement with City of Woodbury. After discussion, a motion was made by Manager Doucette to approve the La Lake Acquisition agreement with the City of Woodbury for up to \$175,000. Manager Stephens seconded. Motion carried unanimously.

8. **Wilmes Alum Treatment Facility Change Orders.**

Wilmes Restoration-MNL Change Order 2. MNL has substantially completed its contract for native restoration at the Wilmes Lake Alum Treatment Facility. Work remaining includes SWPPP inspections in the spring and three years of establishment maintenance on the plantings. Staff wishes to have additional topsoil, seed and mulch installed along the trail edges in the spring. This work has been incorporated into Change Order 2 with MNL. The cost of additional work proposed totals \$6,447 and will be completed in the spring of 2025. A motion was made by Manager Doucette to approve Change Order 2 with MNL for \$6,447.00. Manager ChapdeLaine seconded. Motion carried unanimously.

Morcon Change Order 4. Morcon has also submitted final documentation of costs associated with two field-directed adjustments to the project: 1) modification and replacement of force main piping within the lift station to accommodate the revised access hatch locations, and 2) addition of a low temp sensor and alarm to the chemical building. These changes combined total \$22,464.89 and the work has already been completed onsite at the direction of the engineer. A motion was made by Manager Stephens to approve Morcon Change Order 4 for \$22,464.89. Manager Madigan seconded. Motion carried unanimously.

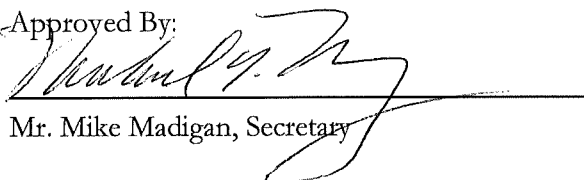
9. **Washington Conservation District 2025 Services Agreement.** The item was approved under the Consent Agenda.
10. **SWWD Personnel Committee Staff Reviews.** 2024 performance reviews have been completed for SWWD staff. Reviews and compensation adjustments have been discussed with the SWWD personnel committee. The SWWD staff is a highly capable and professional staff. Collectively, SWWD leads its peers in staff productivity and on the ground accomplishments. A motion was made by Manager ChapdeLaine to accept the 2024 Staff performance reviews and compensation adjustments. Manager Doucette seconded. Motion carried unanimously.
11. **Future Businings.**
- a) Regular Board Meeting, Tuesday, December 10, 2024 6pm
 - b) SWWD CAC Meeting, Tuesday, December 17, 2024 5:30pm
 - c) SWWD Holiday Lunch-Wednesday. December 18, 2024
 - d) Annual Board Meeting, Tuesday, January 14, 2025 6pm
 - e) Regular Board Meeting, Tuesday, February 11, 2025 6pm
 - f) Minnesota Watersheds Legislative Event, Wednesday, February 19, 2025
 - g) Regular Board Meeting, Tuesday, March 11, 2025 6pm
12. **Adjourn**
- The next regular Board Meeting will be held on Tuesday, January 14th at 6:00 pm. A motion was made by Manager ChapdeLaine to adjourn at 6:50 p.m. Manager Stephens seconded. Motion carried unanimously.

Respectfully submitted,

Melissa Imse

Melissa Imse, Operations Manager

Approved By:


Mr. Mike Madigan, Secretary

1-14-2025
Date