



MINUTES OF THE BOARD OF DIRECTORS  
 APRIL 25, 2018

Attendance		Present	Absent
Dan Jones, Chair	City of White Bear Lake	X	
Jim Lindner, Vice Chair	City of Gem Lake	X	
Rob Rafferty, Secretary-Treasurer	City of Lino Lakes	X	
Ed Prudhon	White Bear Township	X	
Marty Long	City of North Oaks	X	
Terry Nyblom	City of Vadnais Heights	X	
Stephanie McNamara	Administrator	X	
Brian Corcoran	Water Resources Mgr.	X	
Nick Voss	Education & Outreach Cord.	X	
Tyler Thompson	GIS Watershed Tech.	X	

Others in attendance: Liz Towne & Chris Knopik (Clifton Larson Allen, LLP), Mark Graham (City of Vadnais Heights Engineer & TEC Chair); Paul Duxbury (White Bear Township TEC representative)

**I. Call to Order**

The meeting was called to order at 7:00 pm by Chair Jones. A quorum is present for the meeting.

**II. Approval of Agenda**

**Discussion:** member Nyblom stated he had not had time to read the Vadnais Heights Surface Water Management Plan that is up for approval by the BOD and wanted to table the approval until the June 2018 BOD meeting. McNamara stated by the next meeting the Plan approval time will have expired and without action from the Board, the Plan will be considered approved. The Board members agreed to do this.

Approval of amending of Agenda to include item B under IV. Visitors and presentations, and removal of item D under section VII.

A motion was made by Lindner and seconded by Nyblom to approve the agenda as amended. Vote: all aye. Motion passed.

**III. Approval of Minutes from February 28, 2018**

A motion was made by Nyblom and seconded by Lindner to approve the minutes from the February 28, 2018 Board of Directors Meeting. Vote: all aye, Motion passed.

**IV. Visitors and Presentations**

**A. Acceptance and highlights from the 2017 Audit & Financial statements**

Liz Towne & Chris Knopik gave a brief overview of the 2017 audit to the Board. The Board accepted the Management Letter and Financial Statements.

**V. Consent Agenda**

A motion was made by Prudhon and seconded by Rafferty to approve the consent agenda.

**A. Contract for Noah & Associates for HR assistance**

Recommended by Policy & Personnel the Human Resources firm of Noah do will be engaged to review job descriptions, job structure and a market analysis at a cost not to exceed \$4000.

**VI. Operations & Administration**

**B. TEC Report and Financial – April**

The VLAWMO Technical Commission Report to the Board was presented by TEC Chair Graham and the April financial report was discussed by McNamara.

### C. Education Events

Voss outlined an overview of the Education & Outreach events and workshops planned for this spring and upcoming summer. He also outlined new strategies and games that will debut at the events this year.

### D. Project Updates

#### 1. Sucker Channel & Whitaker Treatment Wetlands

McNamara discussed the progress on Sucker Channel; all major construction is complete, the site will be planted with native plants and stabilized. As VLAWMO is responsible for the signage, Voss is working on sign design and turning it into the finished products that will stand at the park. Corcoran reported that major construction is complete for the Whitaker Treatment Wetlands project and the contractor will be conducting finishing details this spring. The Project will be ready to run for storm sampling this season.

#### 2. Goose Lake & Oak Knoll Pond Study

Thompson reported that the Feasibility Study has come in from Barr Engineering and presents several recommendations for water quality projects moving forward in the Goose Lake Subwatershed. These include: alum treatment for East and/or West Goose Lake; initiation of a spent lime study for Oak Knoll Pond, which acts as a stormwater pond that flows downstream to East Goose, to address internal nutrient loading and keep nutrients from moving downstream; and a Lake Vegetation Management Plan for East/West Goose Lake, as the lack of native aquatic vegetation in the Lakes compounds the issues of their ailing health. Several different options were discussed with Greg Wilson (Barr Eng.) regarding his opinions on differing combinations of projects- Thompson elaborated on these.

**Staff is seeking direction on which combination of projects to move forward on.**

**Discussion:** Board directed staff to ensure homeowner support around Oak Knoll Pond for a spent lime study, and then to move forward on the Study. They were also in favor of moving ahead with the Polar Chev Channel project particularly if treatment of the stormwater can be achieved, as well. There was a preference to table the alum treatment until it can be discussed by all of the major stakeholders in Goose Lake.

## VII. Business

### A. Accept 2017 Annual Report for distribution

Voss and McNamara presented the 2017 VLAWMO Annual Report that is required by MN rules, Chapter 8410, Part 8410.0150. This Report summarizes and lays out all of VLAWMO's business and works that took place in 2017, as well as sets goals and lays out a work plan for 2018.

A motion was made by Lindner and seconded by Long to approve the 2017 VLAWMO Annual Report for distribution to its partners and oversight agencies. Vote: all aye. Motion passed.

### B. Lambert Creek – Engineering Study Update

Staff is reporting that the draft *RCD14 Records Reestablishment Memorandum* has been completed and received from HEI for the main trunk of Ditch 14. The same document is in production for the branch ditches, and requires a few more survey shots that had to wait for the spring melt that is finally happening. These documents allow VLAWMO to reestablish the Ditch & Branch Ditches in a legal manner and understanding to subsequently move forward with future repairs and improvements. HEI has also informed staff just this week that they are beginning the H&H modeling of the main trunk of Ditch 14.

### C. Community Blue Grant – Connect the Drops

Voss received and presented a Community Blue Grant application submitted by Growing Green Hearts, LLC to employ the *Connect the Drops* curriculum to engage in watershed education and activities with church-goers in the VLAWMO watershed. **Staff is recommending approval of the Connect the Drops Community Blue grant application.**

A motion was made by Lindner and seconded by Long to approve the *Connect the Drops* Community Blue Grant Application. Vote: all aye. Motion passed.

#### **D. Birch Lake Project – Update**

Thompson reported that the work plan and grant agreement have been approved by BWSR and it is ready for Barr to begin work on engineering design and plans for the detention structure and iron enhanced sand filter at the wetland outlet. Ramsey County has now signed on as a partner for the 25-year Operations & Maintenance Agreement for the Project, and they are also assisting with drafting the Agreement. The property owner of the wetland parcel on which part of the Project is to take place wishes to donate the parcel to VLAWMO, as it is not developable.

**Staff is seeking authorization to sign the work agreement with Barr Engineering to perform final design and construction oversight for the costs indicated in the Grant Agreement.**

A motion was made by Long and seconded by Prudhon to approve the authorization of staff to sign a work agreement with Barr Eng. for final design & engineering and construction oversight. Vote: all aye. Motion passed.

**Staff is also seeking Board approval to accept donation and ownership of this parcel, as well as the use of legal assistance and associated costs bared from VLAWMO's attorney to make this happen.**

A motion was made by Long to deny the acceptance of donation of Parcel 153022420114 and associated legal fees of receiving it. There was no second. Motion died, no action.

**Direction:** Board directed staff to work further with City to secure property and easement on this parcel.

**Finally, staff is asking that the Board formally approve Tyler Thompson as the authorized representative for the Birch Lake Project and Grant Agreement.**

A motion was made by Lindner and seconded by Jones to approve Tyler Thompson as authorized representative for the Project and Grant Agreement. Vote: all aye. Motion passed.

#### **E. Watershed Based Funding Priorities**

Staff is seeking direction on a first and a second priority project to pursue and to begin publishing a work plan for funds to be approved and earmarked for said project. The RCD has generated a concept plan set, as well as rough estimated cost for the Polar Channel restoration project that is in dire need. **Staff is seeking direction on which two projects to select for inclusion into the grant work plan.**

**Discussion:** Jones is seeking action to address sand being dumped onto to the shoreline of West Goose lake.

A motion was made by Long and seconded by Prudhon to select the Polar Channel Restoration and proceed as needed for the Watershed Based Funding BWSR grant program. Vote: all aye. Motion passed.

**F. Master Water Stewards 2018-2019**

Staff is seeking funding for 2 Master Water Stewards for 2018-2019. The cost per Steward is \$2,500, so staff is seeking approval of \$5,000 from E&O funding and the VLAWMO budget that is equipped to cover this cost. If approved, the Stewards would begin work with VLAWMO in October, 2018. **Staff is seeking approval from the Board to recruit 2 Master Water Stewards for VLAWMO for 2018-2019 at the total cost of \$5,000 to come from the E&O budget.**

**Discussion:** Jones would like water stewards from 2 separate municipalities, max one steward per city.

A motion was made by Long and seconded by Prudhon to approve staff to move forward with recruiting 2 Master Water Stewards for 2018-2019 for the total cost of \$5,000 from the E&O budget, contingent that there is a maximum of one per municipality. Vote: all aye. Motion passed.

**II. Chloride direction for VLAWMO**

Corcoran is presenting a summary of MPCA chloride practices as well as data and results from the Shingle Creek TMDL and 5 year study. Voss presented BMPs for municipal salt application, including an MPCA assessment tool were presented. **Staff is seeking direction as to what VLAWMO's policy on chloride will be, as well as its role and where it fits in.**

**Discussion:** Board would like staff to continue on with education as it is, as well as come up with list of methods to support the reduction of private salting. No direction further from Board.

**VIII. Discussion**

**A. Draft 2019 Budget**

McNamara presented an overview of the current Draft 2019 budget.

**B. Zebra mussel studies**

Voss gave information about different zebra mussel studies that are progressing within the state.

**IX. Administration Communication** – McNamara presented information regarding Grass, West & East Vadnais Lakes flow study and the direction Ramsey Washington Metro WD are headed. She also probed for Board interest in a means of connecting all of these studies. The Board was not interested at this time.

**X. Public Comment**

**XI. Adjourn**

A motion was made by Lindner and seconded by Long to adjourn at 9:55 pm. Vote: all aye. Motion passed.

Minutes compiled and submitted by Tyler Thompson.