



MINUTES OF THE BOARD OF DIRECTORS
 February 20, 2019

| 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 |
| Kara Ries (alternate) | City of North Oaks | X | |
| Patricia Youker | City of Vadnais Heights | X | |
| Stephanie McNamara | Administrator | X | |
| Brian Corcoran | Water Resources Mgr. | X | |
| Dawn Tanner | Program Development Coord. | X | |
| Nick Voss | Education & Outreach Coord. | X | |
| Tyler Thompson | GIS Watershed Tech. | X | |

Others in attendance: Paul Duxbury, VLAWMO TEC commissioner & representative

I. Call to Order

The meeting was called to order at 7:00 pm by Chair Jones.

II. Approval of Agenda

A motion was made by Lindner and seconded by Rafferty to approve the meeting agenda. Vote: all aye. Motion passed.

III. Approval of Minutes from December 12, 2018

A motion was made by Lindner and seconded by Jones to approve the minutes from the December 12, 2018 Board of Directors Meeting. Vote: all aye, Youker & Ries abstain. Motion passed.

IV. Visitors and Presentations

None present

V. Business

A. Election of Officers and appointments

2018 Board officers included: Chair, Dan Jones; Jim Lindner, Vice Chair; Rob Rafferty, Secretary-Treasurer. Finance and Policy & Personnel Committees meet 1-3 times per year and assist in recommendations for new policies, policy updates, recommendations to the Board, and human resources direction.

A motion was made by Jones to nominate and seconded by Rafferty to elect Jim Lindner as Chair for 2019. Vote: all aye. Motion passed.

The Board discussed Vice Chair nominations and that Long had expressed interest in being an officer.

A motion was made by Jones to nominate and seconded by Rafferty to elect Long as Vice Chair for 2019. Vote: all aye. Motion passed.

Rafferty informed Jones that he would continue as Secretary Treasurer if the Board wants him to stay in this role.

A motion was made by Linder to nominate and seconded by Jones to elect Rob Rafferty as Secretary-Treasurer for 2019. Vote: all aye. Motion passed.

The Board thanked Rafferty for his willingness to serve.

McNamara stated 1-2 representatives from the Board were sought as representatives to the Minnesota Association of Watershed Districts (MAWD). Lindner questioned what the MAWD does and if it is a voting organization. McNamara explained that it has a staff, budget and is mainly focused on various watershed issues, but mainly education. Lindner asked how large the org is. McNamara explained there are 40 watersheds and 9 Board members, though VLAWMO is not a master member.

A motion was made by Lindner and seconded by Rafferty to nominate Dan Jones, as well as himself to represent for VLAWMO for MAWD. Vote: all aye. Motion passed.

A motion was made by Rafferty and seconded by Youker to nominate Jim Lindner, as well as himself to serve on the Policy & Personnel Committee. Vote: all aye. Motion passed.

VLAWMO requires the Board to appoint a Chair for our Technical Committee. The TEC has nominated Jim Grisim to continue as TEC Chair for 2019.

A motion was made by Lindner and seconded by Jones to appoint Jim Grisim as Chair for the VLAWMO TEC for 2019. Vote: all aye. Motion passed.

B. General Engineering Services – consideration

After the December 2018 Board meeting it was approved to submit an RFP for general engineering services for 2019-2020 (2 year agreement) on an as-needed basis. Eight proposals were received, as were presented in the February Board packet. **Staff is recommending entering into a 2-year agreement with S.E.H. Engineering. The consultant would provide service on an as-needed basis. The Board would authorize the Chair to sign the agreement when it is available. Costs for 2019 would not exceed \$30,000 unless approved by the Board. Larger project engineering would still be bid out per VLAWMO bidding policy. Staff is proposing lifting the arbitrary cap on per-projects engineering costs.**

Discussion: Lindner asked if VLAWMO has had an engineer before. McNamara explained we have not had a general engineer on staff. McNamara outlined the top 3 engineers staff picked for consideration. Rafferty questioned about the higher cost for HEI, and what this entailed. McNamara explained this is for hourly rates. Lindner explained that he was under the assumption the Engineer would be to fill in gaps and answer questions staff would not be able to on its own, for project development. Jones explained he has seen this happen time and time again that not having a paid engineer on retainer has been a hang up that holds up projects. Rafferty asked if this is a retainer, or if this is on an as-needed basis. He mentioned his concern that not having the engineer on retainer that they might not have skin in the game. McNamara explained this would be addressed in the agreement and isn't a large concern.

A motion was made by Jones and seconded by Youker to select S.E.H. as VLAWMO's General Engineering Services engineer for 2019-2020, as well as removing the arbitrary \$10,000 cap per project engineering. Vote: all aye. Motion passed.

C. Lambert Creek

1. Lambert Lake maintenance & BMP enhancements

Tanner discussed the needed maintenance for Lambert Lake, including dredging and repair/replacement of the fiberglass sheetpiling, as well as improvement including a meander and biochar channel treatment throughout, which would help address nutrient and bacteria loading as identified in the Lambert Creek TMDL study.

2. 319 Grant application

Staff is requesting support from the Board to move forward with submittal of the prepared 319 MPCA grant funds application for funding of Lambert Lake maintenance and improvements. The draft proposal and budget was included in the Board packet for review.

Staff is requesting Board supports submittal of the MPCA 319 grant funding application.

Discussion: Different funding avenues were discussed, such as loans and using other grants for match amounts for the 319 grant. It was discussed that this is all preliminary and this staff request is only authorization to move ahead with grant submittal, and there is no commitment from VLAWMO at this point. If a grant amount is approved but is deemed not suitable, the funds can be turned down.

A motion was made by Rafferty and seconded by Youker to support the submittal of the 2019 MPCA 319 grant application for Lambert Lake Project funding. Vote: all aye. Motion passed.

D. Annual Report consideration of draft

A draft of the 2018 VLAWMO Annual Report has been prepared and staff is seeking Board approval of the Draft for staff to finalize and submit to BWSR before the April submittal deadline.

Discussion:

A motion was made by Jones and seconded by Lindner to approve the Draft 2018 VLAWMO Annual Report for finalization and authorizes staff to submit the final copy for the April submittal deadline. Vote: all aye. Motion passed.

E. Birch Lake – 4th & Otter authorization for bidding

Draft plans for the 4th & Otter iron enhanced sand filter have been brought to 60% design, along with a construction cost estimate between \$55,000 and \$80,000. Staff is seeking authorization from the Board to submit the Project for construction bid once the final plans and bid documents have been finalized before the April 24th Board meeting, in the interest of timeliness for receiving bids for the beginning of the 2019 construction season.

Discussion: Rafferty asked Voss to explain who BWSR is for the new Board member and alternate.

A motion was made by Jones and seconded by Ries to authorize staff to submit the 4th & Otter Hotspot Remediation Project for construction bidding upon receipt of final design and bidding documents. Vote: all aye. Motion passed.

F. Contract with RCSWCD – vegetation & bathymetry on Birch, Goose, W. Vadnais

The RSWCD has provided a bid for 2019 surveys on Birch, Goose, and West Vadnais Lakes. **Staff is requesting authorization from the Board for staff to enter into an agreement with the RSWCD for 2019 lake surveys for the proposed bid of \$11,768.**

A motion was made by Lindner and seconded by Youker to authorize staff to enter into the agreement with the RSWCD for 2019 lake surveys for the proposed bid of \$11,768. Vote: all aye. Motion passed.

VI. Consent Agenda

A. Designation of Legal publication, legal counsel, and 2019 meeting dates

McNamara presented items on the consent agenda for approval, including (1) designation of 2019 legal counsel (Kennedy & Graven), (2) legal publication (Press Publications), and (3) 2019 Board meeting dates. **Staff is recommending the Board authorize the consent agenda for approval of the above items: (1) confirmation of the services of the firm of Kennedy & Graven, principal attorney, Troy Gilchrist for 2019 on an as-needed basis; (2) VLAWMO continue to use Press Publication for public notices to our jurisdiction and VLAWMO will advertise in League of MN Cities publication as appropriate; (3) regular 2019 Board meeting dates of February 20, April 24, June 26, August 28, October 23, and December 11.**

A motion was made by Rafferty and seconded by Jones to authorize the approval of the items on the consent agenda ([1] 2019 designation of legal counsel, [2] designation of legal publication, [3] 2019 Board meeting dates). Vote: all aye. Motion passed.

VII. Operations and Administration

A. TEC Report and Financial – February

The February VLAWMO Technical Commission Report to the Board was presented by TEC Commissioner Paul Duxbury and the February financial report was discussed by McNamara. Duxbury mentioned the Weston Woods agenda item and action from the February TEC meeting. McNamara discussed staff will be working with White Bear Twp to resolve the case.

B. Education Events

Voss presented past and upcoming education events planned for 2019.

C. Project updates

1. Goose Lake

a) Stakeholder meeting, alum application, speed limit/no wake

Tanner presented past and ongoing operations for the Goose Lake subwatershed, including the January stakeholder meeting, 2019 resubmittal of the CWF grant for alum treatment, and a speed limit/no wake zone on Goose Lakes.

b) Oak Knoll pond study & WBF

Tanner presented and overview of the Oak Knoll pond spent lime treatment project with Barr Engineering, as well as the current status of the Watershed Based Funding grant project.

2. Great River Greening request

Tanner has prepared and submitted a proposal to Great River Greening to include in their larger 2019 proposal for LCCMR Outdoor Heritage funds that would restore 20-40 acres of DNR native plant communities in Vadnais-Sucker Park in VLAWMO.

3. North Oaks stakeholder meeting (March 12, 6:00-7:00 pm)

The upcoming North Oaks stakeholder meeting is being coordinated with NOHOA, City of North Oaks, and the NRC to discuss citizen survey results, lake SLMPs, SPRWS lake levels, prioritization of BMPs for future implementation and the possibility of forming a joint lake improvement district or association.

D. Wetland health assessment – West Vadnais north wetland

McNamara presented that with the RWMD's interest in lowering West Vadnais' water level by .8 ft, staff is concerned with the potential impact this could have on the Lake's north wetland, which has yet to be surveyed for health and species diversity as a natural resource. **Staff is requesting authorization to acquire at least 2 bids for a MNRaM assessment, as well as an RFQA on targeted wetlands within the Vadnais Sucker Park, as well as to proceed with the lowest reasonable bid to secure the required information.**

A motion was made by Jones and seconded by Youker to authorize staff to submit for bids to assess the Vadnais-Sucker wetland for MNRaM, as well as an RFQA to select the lowest reasonable bid. Vote: all aye. Motion passed.

VIII. Discussion

A. “Water Matters” workshop/presentations at Board

Voss gauged the Board’s interest in future “Water Matters” workshops and dates for 2019.

Discussion: Lindner encouraged Board members to send ideas to Nick, and the first one would take place the evening of the June meeting.

IX. Administration Communication – Audit

McNamara reported the 2018 financial audit will begin February 21st.

X. Adjourn

A motion was made by Rafferty and seconded by Ries to adjourn at 8:35 pm. Vote: all aye. Motion passed.

Minutes compiled and submitted by Tyler Thompson.

DRAFT