

BOARD OF DIRECTORS MEETING AGENDA

7:00 PM

October 23, 2024

Vadnais Heights City Hall, Council Chambers; 800 County Road E, East, Vadnais Heights

 = requested Board action

- I. **Call to Order** Chair, Jim Lindner
- II. **Approval of Agenda** 
- III. **Approval of Board Meeting Minutes** 
 - A. August 28, 2024 Board Meeting Minutes **3**
 - B. June 26, 2024 Board Meeting Minutes **13**
- IV. **Visitors and Presentations**
 - A. TEC Report to the Board for October & Finance Report– October 2024– Terry Huntrods **19**
 - B. Public Visitors – Non-agenda Items
- V. **Consent Agenda**  - *Directors may request to move any item to business agenda for discussion*
 - A. Oak Knoll Spent Lime Demonstration Project Interim Memo/Report **29**
 - B. Consider Engineering Services for 2025 and 2026  **35**
 - C. Consider Health Insurance Benefit Renewal for 2025  **53**
 - D. Update on Communication and Outreach Coordinator Hiring Process **55**
 - E. Consider Authorizing VLAWMO Subcommittee to Approve MPCA Grant Applications and Potential Partnership Funding with the City of Vadnais Heights  **57**
- VI. **Business**
 - A. **Projects and Studies/Plans**
 1. Update on Watershed Management Plan Development and Draft Sections Review Process – Dawn (10 mins.) **59**
 2. Update on Tamarack Lake Alum Project – Dawn (10 mins.) **67**
 - B. **Financial /Administrative**
 1. Consider Resolution 05-2024 Regarding Approval of Storm Sewer Utility Certification List for 2025– Phil  (10 mins.) **73**
- VII. **Discussion /Administration Communication** – Discussion on Possible VLAWMO Subcommittee Meeting for November 18, 20, or 21
- VIII. **Adjourn:** Next regular meeting: December 11, 2024

Intentional blank page

MINUTES OF THE VLAWMO BOARD OF DIRECTORS – August 28, 2024 REGULAR BOARD MEETING

| Attendance | | Present | Absent |
|----------------------|---------------------------------|---------|--------|
| Jim Lindner, Chair | City of Gem Lake | X | |
| Grover Sayre | City of North Oaks | | X* |
| Rob Rafferty | City of Lino Lakes | X | |
| Tom Riedesel | White Bear Township | X** | |
| Andrea West | City of White Bear Lake | X | |
| Katherine Doll Kanne | City of Vadnais Heights | X | |
| | | | |
| Phil Belfiori | Administrator | X | |
| Brian Corcoran | Water Resources Mgr. | X | |
| Dawn Tanner | Program Development Coord. | X | |
| Nick Voss | Education & Outreach Coord. | | X* |
| Lauren Sampedro | Watershed Tech & Program Coord. | X | |

*= with prior notice

**= alternate

Others in attendance: Troy Gilchrist (Town Law Center), Ben Meyer (BWSR), Erik Suchy (Press Publications), Nolan Wall (City of Vadnais Heights), Kevin Watson (City of Vadnais Heights), Greg Wilson (Barr Engineering), Travis Fristed (Braun Intertec), Paul Keenan (Reuter Walton Companies), Andrew Lipstein, Fredrick Gaetz, John and Connie Hoyer, Carol Josuval, Sandra Mansee, Alexis Lipstein (RCSWCD), Joseph Perrone, Emily Dunn, Becky Olson, Diane Zitzer, Mike Krachmer

I. Call to Order

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

II. Approval of Agenda 

The agenda for the August 28, 2024, Board meeting was presented with the proposed change by Chair Lindner: to move item VI. A. WCA 1. to follow VI. C. Financial/Administrative 1.

A motion was made by Director Rafferty and seconded by Director Riedesel to approve the revised August Board meeting agenda. Vote: all: aye. Motion passed.

III. Approval of Minutes 

The minutes from the June 26, 2024 Board meeting were placed on the agenda for approval. The minutes from the February 28, 2024 Board meeting were also placed on the agenda for approval, as moved at the April 24, 2024 Board meeting. Director Rafferty, Director Doll Kanne, and Chair Lindner were present at the February 28, 2024 Board meeting and able to vote on approval.

A motion was made by Director West and seconded by Chair Lindner to approve the June 26, 2024, Board meeting minutes.

Vote: Chair Lindner: aye, Director West: aye; Director Rafferty: abstain, Director Riedesel: abstain, Director Doll Kanne: abstain. Motion did not pass, so minutes will need to be reviewed at the October 23, 2024 Board meeting.

A motion was made by Chair Lindner and seconded by Director Doll Kanne to approve the February 28th meeting minutes.

Vote: Director Rafferty, Director Doll Kanne, and Chair Lindner: aye. Motion passed.

IV. Visitors and Presentations

A. TEC Report and Financials for August

Commissioner Terry Huntrods was unable to attend the Board meeting. Administrator Belfiori provided the synopsis of bill payments; cost-share projects considered and approved for smart irrigation controllers, and project updates including spent lime, Tamarack alum, and invasive flowering rush removal from the August TEC meeting in the Report to Board.







B. Public Visitors - Non-agenda items

None requested.

V. Consent Agenda

Chair Lindner asked if any Board members wished to speak on any of the consent agenda items. No requests were made from directors.

Consent items on the agenda and included in the August Board packet were as follows:

- A. Update on TEC Approved Spent Lime Demonstration Project final invoice
- B. Consider RCWD proposed boundary change concurrence resolution 
- C. Consider Landscape Level 2 Grant Program Applications (4) 
 - 1. LL2 2024-04 City of Vadnais Heights Smart Irrigation Controllers
 - 2. LL2 2024-05 Villas of Wilkinson Lake HOA Smart Irrigation Controllers
 - 3. LL2 2024-06 City of Gem Lake Smart Irrigation Controller
 - 4. LL2 2024-07 Pine Meadow HOA Smart Irrigation Controllers
- D. Consider Transfer of LL1 Program Funding to LL2 Program Budget 
- E. Consider biannual RFP for required solicitation for Engineering services 
- F. Consider biannual RFP for required solicitation of Legal services 
- G. Consider Rotary Park CPL grant application submission 
- H. Update on TEC approved scope of work for Wilkinson Project Enhancement with NST
- I. Consider authorizing hiring process for Communication and Outreach Coordinator Position 
- J. Consider Authorizing Nick Voss severance payment 
- K. Update on Amelia invasive flowering rush treatment with RCSWCD
- L. Update on BWSR Accelerated Implementation Grant Application
- M. Update on Wilkinson possible meander project feasibility with SEH and RCSWCD

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

Vote: all aye, Motion passed.

VI. Business

B. Projects and Studies/Plans

1. Consider Tamarack Alum Project Recommendation from Barr

Dawn Tanner gave the presentation included in the Board packet. She covered background on the project including project partners, existing nutrient impairment and conditions, Tamarack lake's difficult access, and a completed 2023 feasibility study. She discussed VLAWMO didn't receive quotes in April due to difficult access and staging challenges. Staff and Barr Engineering continued discussions to investigate other options, such as using solid alum and using only alum instead of alum with a buffer. She explained the project may need to be extended for multiple years without a buffer due to potential pH changes. pH will need to be monitored continuously during the project and bi-weekly during the monitoring season.

A temporary access agreement with Ramsey County Parks will need to be extended, if the project goes into 2025 and beyond, as is anticipated.

One quote was received from the August RFQ, which was from Lake Restoration, Inc. Lake Restoration, Inc., has committed to providing a quarter of the full dose by this fall. Barr Engineering confirmed this dose is appropriate to keep the project moving into next year.

Lake Restoration, Inc., is not able to commit to a price for the additional project phases. Staff, upon counsel with legal, added that VLAWMO will make good-faith negotiations with the contractor for additional project phases beyond Phase 1.

A contract signed by Lake Restoration, Inc., was provided to the Board by email prior to the Board meeting on August 28.

An additional scope from Barr, also included in the supplemental packet sent by email on August 28, was provided. This includes additional oversight, monitoring, and inspection, especially due to the increased monitoring needs for the project. Tanner stated that the Phase 1 project cost is \$33,080 for the contractor's work and \$22,500 for Barr Engineering.

Staff presented Barr's recommendation to accept the quote from Lake Restoration, Inc., and authorize a 15% contingency. Staff also recommended authorizing the contract, notifying partners, and continuing to negotiate with the contractor and engineer for additional phases as deemed appropriate based on monitoring data.

Discussion:

Director Doll Kanne asked if VLAWMO has worked with Lake Restoration, Inc., before. Tanner said Barr has worked with them in the past. They provided experience examples with their quote.

Director Lindner asked if winter and ice might affect the alum, following the fall dose and as we head into spring. Tanner said alum used to be done as a split treatment before the buffer method and is found to be effective. Fall is an optimal time to apply the first dose.

Director Rafferty asked if VLAWMO has an attorney reviewing our contracts. Tanner confirmed that attorney Troy Gilchrist has reviewed it.

It was moved by Director Doll Kanne and seconded by Director West to authorize the recommendation from Barr to: 1) Accept the quote received from Lake Restoration, Inc. for Phase 1 of the Project for a total of \$25,580 (\$14,000 for alum + \$11,580 for one mobilization/demobilization + \$5,000 for insurance) to be completed by October 23, 2024. 2) Authorize 15% contingency for unforeseen circumstances that may occur in project implementation.

And the recommendation from VLAWMO staff to: 1) Authorize the Board to sign the attached contract with Lake Restoration, Inc., as reviewed and recommended by Barr Engineering and VLAWMO legal counsel, and return the fully executed version to Lake Restoration, Inc. 2) Request staff to notify project partners, including Tamarack Nature Center and Ramsey County Parks & Recreation staff, regarding Phase 1 expectations. 3) Accept the amended contract with Barr Engineering to provide remaining contract administration and engineering oversight, monitoring, inspection through the end of Phase 1 of the Project in the amount of \$19,500. 4) Request staff to negotiate with Barr and the contractor to initiate amendments when monitoring data show that conditions are appropriate for additional phases of the Project.

Vote: all: aye. Motion passed.

2. Consider LL2 2024-08 City of WBL 2024 Curb Cut Raingardens

Lauren Sampedro gave the presentation included in the Board packet. She described the LL2 2024-08 application for five curb cut raingardens and showed an aerial of the project with raingarden locations indicated. The project is being done in partnership with the City of White Bear Lake, in conjunction with street improvement projects. The parcels in this project proposal drain to Lambert Creek, which is impaired for bacteria. The TMDL Implementation Plan that includes Lambert Creek recommends installing infiltration basins to improve water quality in the creek, which supports the proposed project.

Sampedro described the proposed designs for the raingardens. Three bids were received for the project. The low bid was received from Sandstrom Land Management. Payment for the project would also utilize grant funds from BWSR, because of the project type, water quality benefits, and priority subwatershed location.

Discussion:

Director Rafferty asked if VLAWMO has a history/experience working with Sandstrom. Sampedro confirmed work with Sandstrom on previous projects and positive experiences and results. Director Lindner asked how the raingarden locations were determined. Sampedro responded that RCSWCD and the City of White Bear Lake used BMP design

principals to determine which locations would provide optimal water quality improvement. Chair Lindner asked who would be responsible for the maintenance of the raingardens. Sampedro replied the homeowners would be responsible. Director Doll Kanne asked if there are issues with maintenance once grant projects are installed. Sampedro replied she has not observed issues thus far. She noted that VLAWMO provides additional support through workshops and grant program emails on maintenance. Director Doll Kanne asked if the City takes care of structural maintenance. Sampedro confirmed.

It was moved by Director West and seconded by Director Doll Kanne to approve the Landscape Level 2 grant application 2024-08 at 90% of eligible project expenses, not to exceed \$34,533 in accordance with VLAWMO staff's recommendations and established VLAWMO and BWSR WBIF program guidelines, and to authorize staff to sign grant agreement with the City of White Bear Lake.

Vote: all aye, Motion passed.

3. Consider Wilkinson Deep-Water Wetland Project Final Payment to Northern Escrow 

Dawn Tanner presented the final payment memo from Houston Engineering, Inc. (HEI) recommending final payment to Northern Escrow for Arnt Construction. Tanner showed a final project video that was created by HEI to highlight the project and its results and pointed out key project components during the video. She mentioned that the video is posted on the VLAWMO website and will be featured on the HEI website as well.

A motion was made by Director Doll Kanne and seconded by Director Rafferty to authorize signing the final pay request for \$12,489.00 to Northern Escrow (for Arnt Construction) and issuing payment.

Vote: all: aye, Motion passed.

C. Financial /Administrative

1. Consider 2025 SSU rates 

Administrator Belfiori presented the SSU rates, as included in the PowerPoint presentation included in the Board packet. In June, VLAWMO Board approved the budget for 2025. VLAWMO partners are involved in the process to identify projects, programs, and areas for funding need. Rates reflect the approved increase in revenue needed for the Board-approved budget. The standard residential parcel cost is \$67.56 for 2025. This is a 4.6% pay increase to generate these unit prices. Comparisons with neighboring watersheds was shown to highlight the value that VLAWMO provides. The property tax levy for neighboring watershed organizations was shown (as has been done in previous years) for the overall levy collected for each and the rate for a standard median value home in Ramsey County (VLAWMO is the lowest). Rates per land use class were shown for 2025. The timeline for the SSU process was described. SSUs must be submitted to counties by November.

Discussion:

Director Rafferty commented that he appreciates using smaller, incremental increases that allow VLAWMO to maintain and conduct activities rather than keeping the rate flat and falling behind.

A motion was made by Director Rafferty and seconded by Director Doll Kanne to approve Resolution 04-2024 setting the Storm Sewer Utility Rates for 2025.

A. WCA

1. Consider WCA replacement plan for proposed Vadnais Heights Apartments.

Brian Corcoran presented the PowerPoint included in the Board packet. Reuter Walton Companies proposed building a 58-unit apartment building on a 1.75-acre site with 0.69 acres of wetland in Vadnais Heights. The project would include 0.61 acres of permanent fill and 0.08 acres of temporary impact. Corcoran described the location and proposed footprint for the project and showed where delineated wetland areas are located. He provided background about Wetland Conservation Act (WCA) goals, rules, and procedures. He highlighted that VLAWMO is the Local Government Unit (LGU) for WCA, working with the Technical Evaluation Panel (TEP) to make technical recommendations to the Board. Corcoran stated that Ben Meyer (BWSR) and Alexis Lipstein (RCSWCD) from the TEP were in attendance at the meeting. Corcoran provided background on the criteria related to sequencing as defined in the WCA. The timeline was provided including key dates for proposal, submission, consideration, and Finding of Facts (FOF) /applicant responses in three rounds (attached in the packet and linked for the Board). The third and final FOF, which was sent to the Board on 8-22- 2024 and was linked on page 58 and linked at Exhibit A of Resolution 03-2024, reviewed each element of Subp. 3 (sequencing –avoidance) and Subp.4 (sequencing – minimization). The TEP in this FOF determined that 14 of the 16 previous TEP comments had not been addressed. The FOF provided the TEP recommendation to the Board, which was to deny the application. Corcoran identified that draft Resolution 03-2024 as provided in the packet was for the Board’s review and consideration.

Discussion:

Chair Lindner acknowledged that all Board members consider zoning in their City and Township roles and that VLAWMO’s focus is the WCA and wetland consideration and protection.

Corcoran mentioned that Ben Meyer is in attendance to respond to questions. Attorney Troy Gilchrist is also in attendance and able to respond to questions. Director Rafferty requested the letter received from the City of Vadnais Heights to be highlighted and included up-front in the packet. Director Doll Kanne stated that a letter from the applicant was also provided to the VLAWMO Board with responses regarding ways that the applicant felt they responded appropriately to the most recent TEP comments. The letter was sent to the Board on 8-28-2024. Director Doll Kanne asked if the applicant could speak in the meeting to have an opportunity to share how they felt they had addressed comments.

Chair Lindner stated that the VLAWMO Board meetings are not public hearings, but also said that he would allow the applicant to speak as requested.

Director Doll Kanne stated that allowing the applicant to speak supports due process.

Director Lindner asked anyone speaking from the audience to state their name for the record.

Travis Fristed and Paul Keenan approached the podium and presented together. They highlighted their items of concern and provided a response to the August 20th TEP comments. In their response, they felt that they had met the areas that the TEP identified as not addressed. They stated that they felt that avoidance and minimization considerations were included in their response. The project would include a focus on avoidance and minimization. They identified that two alternatives to the project had been considered in the proposed application. They stated that a no build alternative was not deemed feasible. The project would include reduced surface parking from the pre-application design and an alternative layout was provided to shift the building and reduce fill. The other main topic of concern mentioned in comments was regarding stormwater. They stated the wetland currently receives stormwater runoff and is degraded, and the proposed design included stormwater treatment. Those are aspects of avoidance and minimization incorporated, which they felt are reasonable and justify the criteria.

Director Doll Kanne stated that there was a section in the applicant's latest submittal sent to the Board that included a table that was three pages in length and included specific language that focused on attempting to address the TEP findings. She referenced numbers 7 and 9, noting for the record that the applicant received legal counsel that there may be differences in interpretation of MN WCA rules.

Keenan stated that he felt there is confusion as to which aspects of the project require mitigation and the extent to which mitigation is required.

Director Doll Kanne asked the applicant to comment on their statement regarding a degraded wetland description that was part of their response. She stated that the Board was not provided delineation details of wetland quality and asked to understand the value of the wetland from an ecological standpoint.

Fristed re-stated that the wetland is degraded. He stated that he felt its primary function is to serve as stormwater treatment for properties in the area. He noted surrounding properties direct stormwater into this wetland. He also stated that as part of the project, \$200,000 was allocated to enhance function of the parcel. That includes: installing a stormwater treatment system and a control that reduces the amount of stormwater that is entering the City system. He stated that the project would build 58 units, while improving the functionality of the parcel for stormwater management.

Director Lindner asked how the wetland performed as far as flooding on the street during 2024.

Corcoran responded that he conducted a site visit in June 2024. He observed standing water in the wetland. There is an outlet into the stormwater system from the wetland. Flooding on the street was not observed by staff.

Director West commented on the status of the wetland as degraded and stated interest in how the project team plans to improve the system by putting money and infrastructure into the project to treat stormwater.

Fristed responded that the plan is to treat stormwater to the requirements and reduce the amount of stormwater delivered into the City system.

Director West stated that sounds like a good deal.

Director Riedesel asked when the parcel was acquired by the City and why.

Corcoran said that it was part of the Arcade Street construction project from 1994 and Goff townhome construction. The parcel was acquired for wetland replacement due to wetland impact from both Arcade Street and Goff townhome construction.

Director Doll Kanne said that she understood that it was nearly 30 years ago.

Fristed said it was the mid-90s as he understood.

Riedesel asked why the City acquired the parcel; was it for development or because it was a wetland?

Corcoran stated that it was acquired for the Arcade Street development project to create a wetland on this parcel to mitigate wetland impacts for that City project.

Director Doll Kanne asked what documents establish that.

Corcoran responded that there is no declarations of restrictions recorded on the parcel, but the VLAWMO has Board minutes approving the mitigation plans and City of Vadnais Heights most likely approved the plans as well, and there are City engineer-signed plans that identify that these are mitigation wetlands.

Director Lindner stated that there are other members of the TEP present and asked if other members would like to present.

Corcoran introduced Ben Meyer (BWSR) and Alexis Lipstein (RCSWCD) who are the other two members of the TEP in attendance.

Meyer stated that he is a wetland specialist from BWSR and provides oversight of the LGU. He stated that he didn't want to start a back and forth debate but would share statements. He responded to the question regarding the degraded wetland status; he said that's an opinion of the applicant. Wetlands provide a myriad of functions: habitat, aesthetics, in addition to stormwater treatment. Accurate labeling would require a functional assessment through MnRAM or another equivalent tool, which is not usually required of an applicant. He stated another dispute is the numbers and acreage of impact. The applicant is proposing 0.5 acres of fill, 0.11 acres of excavation. Excavation is also an impact. He noted that essentially the entire wetland is impacted by this project. The TEP has not received a satisfactory reply on 0.08 acres of temporary impact. He said that the proposed temporary impact area would be degraded by surrounding land use and there would not be much left of it. He stated that the entirety would have been more accurately considered as an impact which would be the entire 0.69 acres.

Lipstein provided that the statement of degraded wetland is an opinion that cannot be defined without a MnRAM assessment. She emphasized that a constructed stormwater pond does not provide the same functions and values as a wetland, especially a wetland that has been in place for many years/historically. The hydrology of the site includes the road and neighborhood with a high groundwater table. The TEP is concerned about excavation of a pond with high groundwater and also sustaining wetland hydrology to keep impacts temporary instead of permanent.

Director Lindner asked if there were other questions or comments.

Director Rafferty said that impacts seem to be a result of development itself and that there may be a difference of opinion.

Director Doll Kanne said that the VLAWMO Board wasn't provided with the stormwater management plan. She asked if that was provided as part of the review and asked if there are concerns.

Corcoran responded that VLAWMO's role in this consideration is acting as the LGU for the WCA. A full stormwater management plan was not provided in the replacement plan application.

Meyer commented that the WCA was a very new law in the early 1990s and the 1994 Arcade Street development should be considered with a historical view toward WCA administration. Hand-drawn maps and sketches were used back then, compared to a much more sophisticated process where we are now. Taking that history into account supports Corcoran's comments about the history of wetland creation on this parcel.

Riedesel said Meyer and staff answered his question of when the wetland was created.

Director Lindner said that he wanted to mention that VLAWMO's mission is to protect wetlands, as defined with the WCA. He noted that he walked past the area before the meeting tonight. He stated that if ponding occurred on Arcade Street in the future, people would look at the VLAWMO Board's decision tonight. He said his second comment is regarding VLAWMO staff. The Board works to support staff as they go about doing their work. They have provided their recommendation based on their expertise and experience. He stated that the TEP are the subject matter experts.

Director Doll Kanne stated she supports staff but asked for consideration because of professional roles and differences in interpretation of existing laws. She stated that she knows that sometimes there are differences of opinion and has questions and doubts. She questions the interpretation of WCA and why this project is not meeting the requirement. She stated projects impact wetlands all of the time and meet WCA. She said she is not sure that the sequencing was not met, but thinks avoidance and minimization were met. Sometimes subject matter experts can be called out as wrong and the Board needs to give people the opportunity. She stated that the Resolution in the packet has more content than what was shown in the PowerPoint. She also noted that she understood that the case law referenced in the Resolution involved a situation that was overturned on a due process issue, which is not the case here.

Director Doll Kanne stated she cannot vote for the Resolution as it has been written.

Director Lindner responded that these decisions aren't easy.

Director Rafferty provided that we have professionals before us and would like to make a motion.

Director Doll Kanne asked that the full Resolution be put in front of the Board for consideration.

Director Rafferty re-stated that he would like to make the motion to approve the Resolution.

Director Doll Kanne asked for an explanation of item g. in the Resolution.

Attorney Gilchrist explained that the draft Resolution is written strongly to support the TEP recommendation. It isn't trying to compel or intimidate. In a Resolution, the goal is to put forward the strongest case to support the decision. As legal counsel, his job is to support and defend VLAWMO if VLAWMO is challenged. The particular case referenced in the resolution (item g.), is not an exact parallel, but illustrates the process if the Board doesn't support the recommendation. The Board has the right as the LGU to make a decision. If the Board makes the decision to not support the Resolution, he would ask that the Board consult with him first to discuss process. In the referenced case (in item g.), it was the TEP member from BWSR that appealed and BWSR heard the appeal. The case demonstrates the path that this could go and the importance of the Board supporting its decision. If the decision isn't supported, it could end up following a similar process and outcome (as the case in item g).

A motion was made by Director Rafferty and seconded by Director Lindner to approve Resolution 03-2024 that resolves as follows:

1. The attached TEP Recommendation is hereby adopted and incorporated into this Resolution.
2. The Applicant's Application for a wetland replacement plan for the Property is hereby denied.
3. VLAWMO staff are authorized and directed to, within 10 business days, mail the Applicant the notice of decision and a copy of this Resolution, and to send a summary of the decision to those required to receive notice of the Application.

Vote: Lindner: aye, Rafferty: aye, Riedesel: aye; Doll Kanne; nay, West: nay. Motion passed.

VII. Discussion/Admin communication

Administrator Belfiori highlighted that Nick Voss is leaving VLAWMO after 8 years to go to the private sector as a senior water resources scientist at an engineering firm. He said that VLAWMO is sad to see Voss go and wishes him well. Card signing and optional gift contribution were offered to the Board.

Chair Lindner wished Nick well in his new position and stated that it's important to take chances and continue to grow.

Administrator Belfiori apologized for any information that may have been provided as a link that Board members may have liked to see directly attached in the packet. Links versus included documents are decided in an effort to keep the packet at a reasonable size, while providing full and clear information. Belfiori greatly appreciated staff involvement and extra time preparing this packet.

Director Rafferty requested more time to read and review material, recognizing that two emails were sent on the day of the Board meeting.

XI. Adjourn

A motion was made by Director Rafferty and seconded by Director Riedesel to adjourn at 8:22 pm.

Vote: all: aye. Motion passed.

MINUTES OF THE BOARD OF DIRECTORS – June 26, 2024 REGULAR BOARD MEETING

| Attendance | | Present | Absent |
|--------------------|---------------------------------|---------|--------|
| Jim Lindner, Chair | City of Gem Lake | x | |
| Vacant | City of North Oaks | - | - |
| Rob Rafferty | City of Lino Lakes | | X* |
| Ed Prudhon | White Bear Township | x | |
| Andrea West | City of White Bear Lake | x | |
| Steve Rogers | City of Vadnais Heights | x | |
| Phil Belfiori | Administrator | x | |
| Brian Corcoran | Water Resources Mgr. | x | |
| Dawn Tanner | Program Development Coord. | x | |
| Nick Voss | Education & Outreach Coord. | x | |
| Lauren Sampedro | Watershed Tech & Program Coord. | x | |

*= with prior notice

**= alternate

Others in attendance: Rachel Olm (Houston Engineering), Nick Arndt, Terry Huntrods (TEC)

I. Call to Order

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

II. Approval of Agenda 

The agenda for the June 26, 2024 Board meeting was presented with the proposed deletion of VI. D.

A motion was made by Director Prudhon and seconded by Director West to approve the revised June Board meeting agenda. Vote: Lindner: aye, Prudhon: aye, West: aye, Rogers: aye. Motion passed.

III. Approval of Minutes 

The minutes from the February 28, 2024 Board meeting were placed on the agenda for approval, as motioned at the April 24, 2024 Board meeting.

A motion was made by Director West and seconded by Director Rogers to table the February 28th meeting minutes for the August 28, 2024 Board meeting.

Vote: Lindner: aye, Prudhon: aye, West: aye, Rogers: aye. Motion passed.

A motion was made by Director Prudhon and seconded by Director West to approve the April 24, 2024 Board meeting minutes.

Vote: Lindner: aye, Prudhon: aye, West: aye, Rogers: aye. Motion passed.

IV. Visitors and Presentations

A. Consider special election for vice chair and VLAWMO subcommittee representative

Chair Lindner explained that the Board has openings for a vice chair and a subcommittee representative. Chair Lindner and Administrator Belfiori confirmed that regularly scheduled subcommittee meetings for 2024 have been completed.

Director Prudhon elected to serve on the subcommittee.

The vice chair position was determined to be left open and reviewed again at a later date.

A motion was made by Chair Lindner and seconded by Director Rogers to elect Director Prudhon for service to the subcommittee.

Vote: Lindner: aye, Prudhon: aye, West: aye, Rogers: aye. Motion passed.

B. TEC Report and Financials for June

Commissioner Terry Huntrods provided an overview of the June TEC Report to Board. The TEC reviewed the resiliency study report for East Vadnais Lake, which will be discussed further tonight. The Oak Knoll Pond spent lime study has several more loads of spent lime to be applied, and is nearing completion. In Pleasant Lake carp removal 12,000 lbs of common carp have been removed from Pleasant Lake, marking this as the best year so far.

Director Rogers asked about how carp are harvested. Dawn Tanner provided a description of the remote-controlled double barrier system, tags and carp movement tracking, and netting by hand with the assistance of electroshocking.






C. Public Visitors - Non-agenda items

None.

V. Consent Agenda

Chair Lindner asked if any Board members wished to speak on any of the consent agenda items. No requests were made from directors.

Consent items on the agenda and included in the June Board packet were as follows:

- A. Consider authorizing Board chair to approve Barr Engineering scope of work for grant application development for Polar Lake Park Reuse 
- B. Consider Draft MOU for Partnership with RCSWCD on White Bear Lake Sports Center Feasibility Study 
- C. Consider Landscape Level 2 2024-03 Three Oaks HOA Smart Irrigation Controller Grant Application 
- D. Consider anticipated pay request for Wilkinson deep-water wetland restoration project 
- E. Consider letter to RWMWD regarding West Vadnais Lake Boundary per subcommittee recommendation 

- F. Consider form from Kennedy and Graven regarding status of Troy G. –attorney representation 🐦
- G. Consider Deep Lake restoration work MOU with NOHOA 🐦
- H. Consider Liability form for insurance 🐦
- I. Consider joining CLAW per subcommittee recommendation 🐦
- J. Update on Spent Lime Demonstration project
- K. Update on Carp Management program in Pleasant Lake
- L. Update on pleasant Lake signs
- M. Update on Birch AIS
- N. Consider MOU with City of Vadnais Heights

Discussion:

Administrator Belfiori provided an update on VI. E. regarding the Wilkinson Deep-water Wetland project. He acknowledged and thanked Nick Arndt for his involvement and collaboration on the project.

Administrator Belfiori explained that item F of the consent agenda includes a letter in the packet to RWMWD that was recommended by the VLAWMO subcommittee.

Director Rogers inquired about a past City of Vadnais Heights council meeting in which it was proposed for Ramsey-Washington Metro Watershed District to acquire West Vadnais Lake through a watershed boundary change. Administrator Belfiori summarized that RWMWD did not finish the last step of the process with BWSR and therefore they have not yet completed the requested boundary change process.

A motion was made by Director Prudhon and seconded by Director West to approve the consent agenda with the omission of item VI. D. No comments.

Vote: Lindner: aye, Prudhon: aye, West: aye, Rogers: aye. Motion passed.

VI. Business

A. Budget

1. Consider proposed 2025 budget 🐦

Administrator Belfiori acknowledged several years of planning that occurred to create the 2025 budget, and thanked staff, the Board, and the communities that they represent. Belfiori stated that the budget is closely tied to and reflects the communities VLAWMO serves.

Administrator Belfiori gave the presentation as included in the June Board packet. The budget strikes a balance between long-range budgeting and fund balance management. The recommendation from the May Board subcommittee was a 5% increase in the Storm Sewer Utility (SSU) rate.

The 2025 budget's main pillars include operations/administration, projects (organized by subwatershed), maintenance and operations of projects, programs, and the fund balance. Belfiori listed the potential projects by subwatershed as included in the Board packet.

Discussion:

Chair Lindner reiterated the meeting review process that took place to assemble the 2025 budget.

Director Rogers inquired about the 5% increase in terms of what the usual fee is in recent years and what trends VLAWMO has seen in the last few years. Administrator Belfiori explained that the stormwater utility fee rate for a residential 1-3 unit classification was \$64.89 in 2024 and the proposed budget for 2025 anticipates a SSU rate of apx. \$68.13 for the residential classification. He noted there has been a steady fee increase in recent years. He noted that the 5% increase in SSU rate as identified in the 2025 budget provides for funding to continue progress towards implementation of important watershed projects and programs. He then explained that the proposed budget also provides budget flexibility due to the inability to guarantee exact timing of which projects will be available and/or embraced by partnerships. Director Prudhon acknowledged that the increase also reflects VLAWMO's salary survey and maintaining consistency in the water resources field.

A motion was made by Director Prudhon and seconded by Director West to approve the 2025 VLAWMO Budget as presented.

Vote: Lindner: aye, Prudhon: aye, West: aye, Rogers: aye. Motion passed.

B. Projects and studies/plans

1. Consider WMP priority issues based on April 24 initial planning meeting 

Administrator Belfiori introduced the engagement phase that took place for the Watershed Management Plan consisting of State agency participation, TEC and Board surveys, and a public survey. The results of the engagement phase include the assembly of priority issues. Belfiori acknowledged that all the issues will be included in the Plan and all of them are important, but the priority issues are required by the State to serve as the basis of categories that allocate budget and time. Belfiori reiterated that the TEC is the official Plan review committee, which was a procedure previously approved by the Board.

Rachel Olm continued the presentation with insight on how the priority issues were identified from the engagement input and how BWSR process requirements were met and ranked. The ranking process utilized input consisting of survey results, the capital improvement partner table, and responses from the 60-day plan notification. Each category was allocated with a ranking of 1, 2, or 3 (signifying top, middle, and lower third) depending on the prominence and rate of occurrence in the input. The average of each priority rank is shown in the "average score" column. Issues were sorted and ranked by thirds, depicted with the table included in the presentation and in attachment 4 in the Board packet. Olm added that priorities resulting from Board survey input were bolded for the purpose of this Board meeting for a comparison between Board input and other survey results.

Olm inquired about potential adjustments to the priority issues and provided space for questions.

Discussion:

Director Rogers asked about chloride management in the priority issues. Olm explained that the priority issue mentioning chloride is geared towards closing data gaps so that

future management efforts can be implemented and to better understand the impacts of chloride.

Director West asked about climate resiliency and inquired about potentially raising its priority from a 2 to a 1. Olm provided that climate resiliency also has overlap and application within the other priority issues. Tanner concurred that the staff team had anticipated this overlap and synthesis.

Director Rogers inquired about outreach and communication, specifically if outreach and education support were improved and VLAWMO was better known in the community, whether the top priorities would receive greater traction. Administrator Belfiori explained that VLAWMO's outreach is currently geared towards a project-by-project basis. He acknowledged that watershed organizations are often little known and that VLAWMO staff are continually striving to innovate and grow its program.

It was moved by Director West and seconded by Director Prudhon to authorize the priority issues with nonmaterial changes and transition to the draft phase of the Watershed Management Plan development.

Vote: Lindner: aye, Prudhon: aye, West: aye, Rogers: aye. Motion passed.

2. Consider draft MOU for partnership with Vadnais Heights on Phase II of East Vadnais Lake subwatershed resiliency study implementation 

Sampedro outlined the presentation included in the Board packet. She summarized the next steps identified in the East Vadnais Lake Subwatershed Resiliency Study including a wetland delineation which has been completed by S E H, soil borings, survey work, groundwater level sampling modeling, and identifying storm sewer improvement opportunities that could be implemented with the City of Vadnais Heights' street project next year. . The City of Vadnais Heights requested S E H to provide a scope of work for the next steps and the City approved it on June 18 2024. The scope included field services such as survey work, soil and environmental sampling, updated BMP concepts and modeling, cost estimates, and potential grant application preparation. A draft MOU is recommended for approval to support this partnership based on the components outlined in the presentation. The MOU is expected to be brought to a City of Vadnais Heights City Council meeting in July. VLAWMO's contributions as directed in the MOU are not to exceed \$47,930.

Discussion:

Director Prudhon inquired on whether the VLAWMO attorney has looked at the draft MOU. Sampedro responded that the MOU is based on a template which has been shaped by the VLAWMO attorney and used in other efforts. The language of this MOU hasn't directly been reviewed but follows the language recommendations provided by the attorney.

It was moved by Director Prudhon and seconded by Director Rogers to approve the MOU between VLAWMO and the City of Vadnais Heights with non-material changes.

Vote: Lindner: aye, Prudhon: aye, West: aye, Rogers: aye. Motion passed.

3. Discuss and schedule VLAWMO Board summer project tour 

Chair Lindner outlined the purpose and background of the Board tour idea. He explained that it enhances project understanding to see them in real life, but the tour is optional. Administrator Belfiori provided an overview of the proposed tour itinerary, outlined by options “A” and “B.” He also inquired about the proposed dates of August 14 or 15.

Discussion:

Most preference was geared towards the 15th, no preference was expressed for tour itinerary order and project site selection. Director Lindner expressed the need to notice the meeting in the event of a quorum.

A motion was made by Director West and seconded by Director Rogers to approve August 15 as the selected date for the 2024 VLAWMO Board tour at 12:30-3:30 pm.

Vote: Lindner: aye, Prudhon: aye, West: aye, Rogers: aye. Motion passed.

VII. Discussion/Admin communication
None

XI. Adjourn
A motion was made by Chair Lindner and seconded by Director Rogers to adjourn at 8:07 pm.

Vote: Lindner: aye, Prudhon: aye, West: aye, Rogers: aye. Motion passed.

TEC Report to Board - October 2024

| Programs & Projects | Effort Level | Completion Date | Comments | | | | | |
|---|--------------|-----------------|---|--|--|-----------------|--|-------------|
| | LOW | | | | | | | |
| | MED | | | | | | | |
| | HIGH | | | | | | | |
| Projects | | | | Administration & Operation | | | | |
| E. Vadnais Lake Subwatershed Resiliency Study | | ongoing | Staff are continuing to work with the City of Vadnais Heights on Phase 2 of the E. Vadnais Lake Subwatershed Resiliency Study, which includes further investigation of the recommended BMPs identified in the study. SEH has completed design work that is under staff review. | Audit | | 2024 | | |
| Oak Knoll Pond/Wood Lake | | 2024 | Spent lime applications complete; monitoring ongoing and report from Barr anticipated. | Budget | | for 2025 budget | The Board approved 2025 budget at the 6/26 meeting. | |
| Polar Lake Park Reuse Study | | Mid Late 2024 | Discussions with WBT on possible grant application development ongoing. | Personnel /HR | | ongoing | Hiring process for new Communications and Outreach Coordinator are underway.. Applications are Due Oct. 8th. | |
| MPCA 319 /Wilkinson Lake BMPs | | 2024 | WQ monitoring ongoing, enhancement underway with NST. Planning underway for next round grant project. | SSU | | ongoing | The approved 2024 SSU certifications have been submitted to Anoka and Ramsey County. | |
| Pleasant Lake Carp Management | | ongoing | Planning for 2025 underway. | 2027-2036 Watershed Mngt. Plan | | 2023-2025 | Draft phase and associated reviews underway. | |
| Tamarack Alum Project | | 2024 | Phase 1 of the project scheduled to be completed by Oct. 23, 2024. | | | | | |
| Programs | | | | FINANCIAL SUMMARY as of 10/1/2024 | | | | |
| City/Township MS4 | | On hold | Activities on hold until Communication and Outreach Coordinator position filled. | 4M Account (1.10) | | 4M Plus (1.23) | | Total |
| Education/Outreach | | On hold | Education tools provided to community partners for fall events including a student field day at Birch Lake Elementary. A neighborhood spotlight article was also posted on the website blog featuring a shoreline project. Other activities on hold until C and O Coordination position filled. | \$816,830 | | \$249,808 | | \$1,066,638 |
| Website | | On hold | New website renovation process will restart upon hiring /onboarding of new C and O Coordinator position - stay tuned. | | | | | |
| WAV | | On hold | Further activities on hold until Communication and Outreach Coordinator position filled. | | | | | |
| Cost Share & BWSR WBIF | | ongoing | Site visits continue to close out awarded grant projects. Work on projects for the BWSR WBIF grant program also continues with partners, including Elmwood Park in Vadnais Heights, the 5 curb cut raingarden project in White Bear Lake, and a water quality project at the White Bear Lake Sports Center. Elmwood Park construction is moving forward and a feasibility study is underway for a BMP at the White Bear Lake Sports Center. | | | | | |
| GIS | | ongoing | Updating the online GIS viewer as needed. | | | | | |
| Monitoring | | ongoing | 2024 season wrapping up. | | | | | |
| WCA | | ongoing | Administering WCA as needed. | | | | | |

| Budget Summary | Actual Expense YTD | 2024 Budget "working" | Remaining in Budget | % YTD |
|----------------|--------------------|-----------------------|---------------------|------------|
| Operations | \$601,863 | \$949,742 | \$347,879 | 63% |
| CIP | \$414,736 | \$1,214,131 | \$799,395 | 34% |
| Total | \$1,016,599 | \$2,163,873 | \$1,147,274 | 47% |

VLAWMO Finance Summary: October 2024

| Oct-24 | | Actual 10/1/24 | Actual to Date | 2024 Budget (June 2023 Board Approved) | Carry over from 2023 to 2024 | Remaining in Budget | 2024 Available (Dec. 2023 Board approved) | Act vs. Budget |
|---|---|-------------------|----------------|--|------------------------------------|------------------------|---|-------------------|
| BUDGET # | INCOME | | | | | | | |
| 5.11 | Storm Water Utility | | \$673,987 | \$1,145,431 | \$0 | \$471,444 | \$1,145,431 | 59% |
| 5.12 | Service Fees | | | \$1,000 | \$0 | \$1,000 | \$1,000 | 0% |
| 5.13 | Interest + mitigation acct | \$4,674 | \$50,253 | \$30,000 | \$0 | (\$20,253) | \$30,000 | 168% |
| 5.14 | Misc. income - WCA admin & other | \$33,202 | \$124,042 | \$3,000 | \$0 | (\$121,042) | \$3,000 | 4135% |
| 5.15 | Other Income Grants/loan | | \$56,456 | \$365,000 | \$0 | \$308,544 | \$365,000 | 15% |
| 5.16 | Transfer from reserves | | | \$791,380 | \$193,062 | \$984,442 | \$984,442 | 0% |
| | TOTAL | \$37,876 | \$904,738 | \$2,335,811 | \$193,062 | \$1,624,135 | \$2,528,873 | 39% |
| EXPENSES | | | | | | | | |
| 3.1 | Operations & Administration | | | | | | | |
| 3.110 | Office - rent, copies, post tel supplies | \$2,144 | \$20,657 | \$32,239 | \$0 | \$11,582 | \$32,239 | 64% |
| 3.120 | Information Systems | \$3,119 | \$17,857 | \$33,850 | \$0 | \$15,993 | \$33,850 | 53% |
| 3.130 | Insurance | | \$11,329 | \$10,050 | \$0 | (\$1,279) | \$10,050 | 113% |
| 3.141 | Consulting - Audit | | \$20,171 | \$12,000 | \$7,000 | (\$1,171) | \$19,000 | 106% |
| 3.142 | Consulting - Bookkeeping | \$46 | \$449 | \$1,500 | \$0 | \$1,051 | \$1,500 | 30% |
| 3.143 | Consulting - Legal | | \$5,428 | \$7,000 | \$0 | \$1,572 | \$7,000 | 78% |
| 3.144 | Consulting - Eng. & Tech. | \$3,320 | \$14,563 | \$30,000 | \$20,000 | \$35,437 | \$50,000 | 29% |
| 3.150 | Storm Sewer Utility | | \$10,807 | \$22,500 | \$0 | \$11,693 | \$22,500 | 48% |
| 3.160 | Training (staff/board) | | \$974 | \$14,250 | \$0 | \$13,276 | \$14,250 | 7% |
| 3.170 | Misc. & mileage | \$987 | \$3,247 | \$6,930 | \$0 | \$3,683 | \$6,930 | 47% |
| 3.191 | Administration - staff | \$39,772 | \$331,052 | \$435,554 | \$0 | \$104,502 | \$435,554 | 76% |
| 3.192 | Employer Liability | \$9,675 | \$93,650 | \$129,869 | \$0 | \$36,219 | \$129,869 | 72% |
| 3.2 | Monitoring and Studies | | | | | | | |
| 3.210 | Lake and Creek lab analysis | \$4,964 | \$18,939 | \$18,000 | \$0 | (\$939) | \$18,000 | 105% |
| 3.220 | Equipment | \$5 | \$125 | \$3,000 | \$0 | \$2,875 | \$3,000 | 4% |
| 3.230 | Wetland assessment & management | \$5,900 | \$5,900 | \$15,000 | \$0 | \$9,100 | \$15,000 | 39% |
| 3.240 | Watershed planning /special study | | \$36,126 | \$100,000 | \$15,000 | \$78,874 | \$115,000 | 31% |
| 3.3 | Education and Outreach | | | | | | | |
| 3.310 | Public Education | | \$2,026 | \$6,000 | \$0 | \$3,974 | \$6,000 | 34% |
| 3.320 | Comm., Outreach & Marketing | \$2,125 | \$7,824 | \$20,000 | \$2,000 | \$14,176 | \$22,000 | 36% |
| 3.330 | Community Blue Ed Grant | | \$739 | \$8,000 | \$0 | \$7,261 | \$8,000 | 9% |
| <i>Total Core functions: Ops, Monitoring, Education</i> | | \$72,057 | \$601,863 | \$905,742 | \$44,000 | \$347,879 | \$949,742 | 63% |
| Capital Improvement Projects and Programs | | | | | | | | |
| 3.4 | Subwatershed Activity | | | | | | | |
| 3.410 | Gem Lake | | | \$25,000 | \$10,000 | \$35,000 | \$35,000 | |
| 3.420 | Lambert Creek | | \$11,895 | \$90,000 | \$0 | \$78,105 | \$90,000 | 13% |
| 3.421 | Lambert Lake Loan | | \$19,284 | \$38,569 | \$0 | \$19,285 | \$38,569 | 50% |

| | | | | | | | | |
|-------|---|------------------|-------------|-------------|-----------|--------------------|-------------|------------|
| 3.425 | Goose Lake | | \$62,606 | \$85,000 | \$0 | \$22,394 | \$85,000 | 74% |
| 3.430 | Birch Lake | | \$1,150 | \$48,000 | \$0 | \$46,850 | \$48,000 | 2% |
| 3.440 | Gilf Black Tam Wilk Amelia | \$7,015 | \$128,302 | \$345,000 | \$60,000 | \$276,698 | \$405,000 | 32% |
| 3.450 | Pleasant Charley Deep | | \$62,721 | \$145,000 | \$0 | \$82,279 | \$145,000 | 43% |
| 3.460 | Sucker Vadnais | \$156 | \$50,191 | \$90,000 | \$33,000 | \$72,809 | \$123,000 | 41% |
| 3.48 | Programs | | | | | | | |
| 3.480 | Soil Health Grant | \$3,248 | \$10,376 | \$10,500 | \$4,500 | \$4,624 | \$15,000 | 69% |
| 3.481 | Landscape 1 | \$4,364 | \$9,364 | \$40,000 | \$16,263 | \$46,899 | \$56,263 | 17% |
| 3.482 | Landscape 2/BWSR WBF | \$43,760 | \$52,998 | \$60,000 | \$25,299 | \$32,301 | \$85,299 | 62% |
| 3.483 | Project Research & feasibility | | | \$5,000 | \$0 | \$5,000 | \$5,000 | 0% |
| 3.485 | Facilities Maintenanc/ Pub. Ditch Main. | | \$5,849 | \$78,000 | \$0 | \$72,151 | \$78,000 | 7% |
| 3.5 | Regulatory | | | | | | | |
| 3.510 | Engineer Plan review | | | \$5,000 | \$0 | \$5,000 | \$5,000 | 0% |
| | <i>Total CIP & Program</i> | \$58,543 | \$414,736 | \$1,065,069 | \$149,062 | \$799,395 | \$1,214,131 | 34% |
| | Total of Core Operations & CIP | \$130,600 | \$1,016,599 | \$1,970,811 | \$193,062 | \$1,147,274 | \$2,163,873 | 47% |

| Fund Balance | 9/1/2024 | 10/1/2024 |
|-----------------|-------------|-------------|
| 4M Account | \$894,152 | \$816,830 |
| 4M Plus Savings | \$248,770 | \$249,808 |
| Total | \$1,142,922 | \$1,066,638 |

| Restricted funds | 10/1/2024 |
|--------------------|-----------|
| Mitigation Savings | \$21,028 |
| Term Series | \$300,000 |

Vadnais Lake Area Water Management Organization

8:59 AM

Check Detail

10/02/2024

September 12 through October 9, 2024

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-------|------|------------|--------------------------|---|-----------------|-------------|-----------------|
| Check | eft | 09/18/2024 | US Bank | | Checking - 1987 | | -46.05 |
| | | | | 3.142 · Bookkeeping help | | -46.05 | 46.05 |
| TOTAL | | | | | | -46.05 | 46.05 |
| Check | 5859 | 10/09/2024 | Dawn Tanner | | Checking - 1987 | | -72.36 |
| | | | | 3.170 · Misc. & mileage | | -72.36 | 72.36 |
| TOTAL | | | | | | -72.36 | 72.36 |
| Check | 5860 | 10/09/2024 | Lauren Sampedro | | Checking - 1987 | | -90.18 |
| | | | | 3.170 · Misc. & mileage | | -90.18 | 90.18 |
| TOTAL | | | | | | -90.18 | 90.18 |
| Check | 5861 | 10/09/2024 | Brian Corcoran | | Checking - 1987 | | -181.57 |
| | | | | 3.170 · Misc. & mileage | | -181.57 | 181.57 |
| TOTAL | | | | | | -181.57 | 181.57 |
| Check | 5862 | 10/09/2024 | Metro - Inet | | Checking - 1987 | | -1,571.00 |
| | | | | IT Support | | -1,571.00 | 1,571.00 |
| TOTAL | | | | | | -1,571.00 | 1,571.00 |
| Check | 5863 | 10/09/2024 | SEH | | Checking - 1987 | | -306.33 |
| | | | | 3.144 · Eng. & Tech. | | -306.33 | 306.33 |
| TOTAL | | | | | | -306.33 | 306.33 |
| Check | 5864 | 10/09/2024 | HDR Engineering, Inc. | | Checking - 1987 | | -2,124.85 |
| | | | | 3.320 · Marketing | | -417.50 | 417.50 |
| | | | | 3.320 · Marketing | | -1,707.35 | 1,707.35 |
| TOTAL | | | | | | -2,124.85 | 2,124.85 |
| Check | 5865 | 10/09/2024 | Houston Engineering, Inc | | Checking - 1987 | | -2,771.75 |
| | | | | Wilk 319 cash match \$182,137 | | -2,415.25 | 2,415.25 |
| | | | | Wilk 319 cash match \$182,137 | | -356.50 | 356.50 |
| TOTAL | | | | | | -2,771.75 | 2,771.75 |
| Check | 5866 | 10/09/2024 | Barr Engineering Co | | Checking - 1987 | | -7,061.15 |
| | | | | 3.440 · Gilfillan Black Tamarack Wilkin | | -4,047.05 | 4,047.05 |
| | | | | 3.144 · Eng. & Tech. | | -1,963.80 | 1,963.80 |
| | | | | 3.144 · Eng. & Tech. | | -1,050.30 | 1,050.30 |

| | | | |
|---|-----------------------------------|------------|-------------------|
| TOTAL | | -7,061.15 | 7,061.15 |
| Check 5867 10/09/2024 RMB Environmental Laboratories, Inc. | Checking - 1987 | | -4,340.94 |
| | 3.210 · Lake & Creek lab analysis | -635.36 | 635.36 |
| | 3.210 · Lake & Creek lab analysis | -1,360.59 | 1,360.59 |
| | 3.210 · Lake & Creek lab analysis | -76.29 | 76.29 |
| | 3.210 · Lake & Creek lab analysis | -564.30 | 564.30 |
| | 3.210 · Lake & Creek lab analysis | -147.35 | 147.35 |
| | Wilk 319 cash match \$182,137 | -196.46 | 196.46 |
| | 3.210 · Lake & Creek lab analysis | -1,360.59 | 1,360.59 |
| TOTAL | | -4,340.94 | 4,340.94 |
| Check 5868 10/09/2024 ScapeGoats | Checking - 1987 | | -5,900.00 |
| | 3.230 · Wetland Asses. & Manage | -5,900.00 | 5,900.00 |
| TOTAL | | -5,900.00 | 5,900.00 |
| Check 5869 10/09/2024 Montana State University | Checking - 1987 | | -820.00 |
| | 3.210 · Lake & Creek lab analysis | -820.00 | 820.00 |
| TOTAL | | -820.00 | 820.00 |
| Check 5870 10/09/2024 Alex Smith | Checking - 1987 | | -1,000.00 |
| | 3.480 · Soil Health Grant | -1,000.00 | 1,000.00 |
| TOTAL | | -1,000.00 | 1,000.00 |
| Check 5871 10/09/2024 Kristi Herman Hill | Checking - 1987 | | -4,363.50 |
| | 3.481 · Landscape 1 - cost-share | -4,363.50 | 4,363.50 |
| TOTAL | | -4,363.50 | 4,363.50 |
| Check 5872 10/09/2024 City of Vadnais Heights | Checking - 1987 | | -2,144.32 |
| | Rent | -1,765.00 | 1,765.00 |
| | Phone/Internet/Machine Overhead | -315.00 | 315.00 |
| | Postage | -22.14 | 22.14 |
| | Copies | -42.18 | 42.18 |
| TOTAL | | -2,144.32 | 2,144.32 |
| Check 5873 10/09/2024 Villas of Wilkinson Lake HOA | Checking - 1987 | | -17,732.50 |
| | 3.482 · Landscape 2 | -17,732.50 | 17,732.50 |
| TOTAL | | -17,732.50 | 17,732.50 |
| Check 5874 10/09/2024 Leslie Scherer | Checking - 1987 | | -1,048.15 |
| | 3.480 · Soil Health Grant | -1,048.15 | 1,048.15 |
| TOTAL | | -1,048.15 | 1,048.15 |
| Check 5875 10/09/2024 The Pines of North Oaks | Checking - 1987 | | -19,115.96 |

| | | | |
|-------|--|-------------------|-------------------|
| | 3.482 · Landscape 2 | -19,115.96 | 19,115.96 |
| TOTAL | | <u>-19,115.96</u> | <u>19,115.96</u> |
| | Check 5876 10/09/2024 Dell Marketing L.P. | | -1,494.04 |
| | Checking - 1987 | | |
| | Hardware | -256.87 | 256.87 |
| | Hardware | -1,237.17 | 1,237.17 |
| TOTAL | | <u>-1,494.04</u> | <u>1,494.04</u> |
| | Check 5877 10/09/2024 Press Publications | | -369.00 |
| | Checking - 1987 | | |
| | 3.170 · Misc. & mileage | -229.90 | 229.90 |
| | 3.170 · Misc. & mileage | -139.10 | 139.10 |
| TOTAL | | <u>-369.00</u> | <u>369.00</u> |
| | Check 5878 10/09/2024 Association of MN Counties | | -75.00 |
| | Checking - 1987 | | |
| | 3.170 · Misc. & mileage | -75.00 | 75.00 |
| TOTAL | | <u>-75.00</u> | <u>75.00</u> |
| | Check 5879 10/09/2024 Innovative Office Solutions | | -53.54 |
| | Checking - 1987 | | |
| | Hardware | -53.54 | 53.54 |
| TOTAL | | <u>-53.54</u> | <u>53.54</u> |
| | Check 5880 10/09/2024 Three Oaks HOA | | -6,911.97 |
| | Checking - 1987 | | |
| | 3.482 · Landscape 2 | -6,911.97 | 6,911.97 |
| TOTAL | | <u>-6,911.97</u> | <u>6,911.97</u> |
| | Check 5881 10/09/2024 Amy Westerlund | | -1,199.72 |
| | Checking - 1987 | | |
| | 3.480 · Soil Health Grant | -1,199.72 | 1,199.72 |
| TOTAL | | <u>-1,199.72</u> | <u>1,199.72</u> |
| | Check 5882 10/09/2024 City of White Bear Lake | | -49,447.82 |
| | Checking - 1987 | | |
| | payroll | -39,772.43 | 39,772.43 |
| | Administration FICA | -2,907.36 | 2,907.36 |
| | Administration PERA | -2,250.46 | 2,250.46 |
| | Insurance Benefit | -4,273.24 | 4,273.24 |
| | Admin payroll processing | -244.33 | 244.33 |
| TOTAL | | <u>-49,447.82</u> | <u>49,447.82</u> |

Vadnais Lake Area Water Management Organizatic
Profit & Loss
September 12 through October 9, 2024

9:03 AM

10/02/2024

Cash Basis

Sep 12 - Oct 9, 24

| | |
|---------------------------------------|------------------|
| Ordinary Income/Expense | |
| Income | |
| Misc. | 33,202.00 |
| 5.1 · Income | |
| 5.13 · Interest | 4,674.08 |
| Total 5.1 · Income | <u>4,674.08</u> |
| Total Income | <u>37,876.08</u> |
| Gross Profit | 37,876.08 |
| Expense | |
| 3.1 · Administrative/Operations | |
| 3.110 · Office | |
| Copies | 42.18 |
| Phone/Internet/Machine Overhead | 315.00 |
| Postage | 22.14 |
| Rent | 1,765.00 |
| Total 3.110 · Office | <u>2,144.32</u> |
| 3.120 · Information Systems | |
| Hardware | 1,547.58 |
| IT Support | 1,571.00 |
| Total 3.120 · Information Systems | <u>3,118.58</u> |
| 3.142 · Bookkeeping help | 46.05 |
| 3.144 · Eng. & Tech. | 3,320.43 |
| 3.170 · Misc. & mileage | 987.11 |
| 3.191 · Employee Payroll | |
| payroll | 39,772.43 |
| Total 3.191 · Employee Payroll | 39,772.43 |
| 3.192 · Employer Liabilities | |
| Admin payroll processing | 244.33 |
| Administration FICA | 2,907.36 |
| Administration PERA | 2,250.46 |
| Insurance Benefit | 4,273.24 |
| Total 3.192 · Employer Liabilities | <u>9,675.39</u> |
| Total 3.1 · Administrative/Operations | <u>59,064.31</u> |
| 3.2 · Monitoring and Studies | |
| 3.210 · Lake & Creek lab analysis | 4,964.48 |
| 3.220 · Equipment | 5.04 |
| 3.230 · Wetland Asses. & Manage | 5,900.00 |
| Total 3.2 · Monitoring and Studies | <u>10,869.52</u> |
| 3.3 · Education and Outreach | |
| 3.320 · Marketing | 2,124.85 |
| Total 3.3 · Education and Outreach | <u>2,124.85</u> |
| 3.4 · Capital Imp. Projects/Programs | |

| | |
|--|-------------------|
| 3.440 · Gilfillan Black Tamarack Wilkin | |
| Wilk 319 cash match \$182,137 | 2,968.21 |
| 3.440 · Gilfillan Black Tamarack Wilkin - Other | 4,047.05 |
| Total 3.440 · Gilfillan Black Tamarack Wilkin | 7,015.26 |
| 3.460 · Sucker Vadnais | 156.00 |
| Total 3.4 · Capital Imp. Projects/Programs | 7,171.26 |
| 3.48 · Programs | |
| 3.480 · Soil Health Grant | 3,247.87 |
| 3.481 · Landscape 1 - cost-share | 4,363.50 |
| 3.482 · Landscape 2 | 43,760.43 |
| Total 3.48 · Programs | 51,371.80 |
| Total Expense | 130,601.74 |
| Net Ordinary Income | -92,725.66 |
| Net Income | -92,725.66 |

Vadnais Lake Area Water Management Organization
Custom Transaction Detail Report
 August 1 through October 1, 2024

8:56 AM

10/02/2024

Accrual Basis

| Type | Date | Num | Name | Memo | Account | Clr | Split | Amount | Balance |
|--------------------------|------------|-----|--------------------------------------|----------------------------|------------|---------------------------|-------|---------------|---------------|
| Aug 1 - Oct 1, 24 | | | | | | | | | |
| Credit Card Charge | 08/02/2024 | | Google*SVCAPPS_VLAWM | | US Bank CC | √ WEB | | 42.00 | 42.00 |
| Credit Card Charge | 08/06/2024 | | Allycat | sandwiches for Water Dept. | US Bank CC | √ Oak Knoll | | 74.84 | 116.84 |
| Credit Card Charge | 08/08/2024 | | adobe *photography plan | | US Bank CC | √ Software | | 9.99 | 126.83 |
| Credit Card Charge | 08/19/2024 | | EDCO | nick award | US Bank CC | √ 3.170 · Misc. & mileage | | 69.61 | 196.44 |
| Transfer | 08/20/2024 | | | Funds Transfer | US Bank CC | √ Checking - 1987 | | -591.84 | -395.40 |
| Credit Card Charge | 08/26/2024 | | Adobe "Creative Cloud | | US Bank CC | √ Software | | 32.50 | -362.90 |
| Credit Card Charge | 09/02/2024 | | Google*SVCAPPS_VLAWM | | US Bank CC | √ WEB | | 42.00 | -320.90 |
| Credit Card Charge | 09/05/2024 | | MN Association of Gov. Communicators | E&O job posting | US Bank CC | √ 3.320 · Marketing | | 85.00 | -235.90 |
| Credit Card Charge | 09/09/2024 | | Menards | weed transplant supplies | US Bank CC | 3.220 · Equipment | | 31.28 | -204.62 |
| Credit Card Charge | 09/17/2024 | | Hampden Park Coop | mustard Dawn | US Bank CC | 3.220 · Equipment | | 5.04 | -199.58 |
| Credit Card Charge | 09/19/2024 | | Government Jobs | E&O job posting | US Bank CC | 3.170 · Misc. & mileage | | 199.00 | -0.58 |
| Credit Card Charge | 09/24/2024 | | Prairie Moon Nursery | remnant seed | US Bank CC | 3.460 · Sucker Vadnais | | 156.00 | 155.42 |
| | | | | | | | | 155.42 | 155.42 |
| Aug 1 - Oct 1, 24 | | | | | | | | | |

Intentional blank page

To: VLAWMO Board of Directors
From: Dawn Tanner, Phil Belfiori, and Greg Wilson
Date: October 16, 2024
Re: **V. A.:** Update on Spent Lime demonstration project

The full dose of spent lime was completed as of July 26, 2024. Monitoring has been ongoing prior to the project beginning in 2023 and was recently completed for the 2024 season. Following completion of the first season of monitoring including the full dose of spent lime, monitoring results were provided to Barr Engineering for analysis. These data were used to determine early results achieved to date and inform monitoring needs for 2024. VLAWMO requested an interim memo from Barr including this information for the October Board meeting. The memo has been received and shows that phosphorus levels in the pond have been reduced by roughly half so far. Ongoing monitoring will help to determine how long improvements made by the spent lime treatment last.

Attachment:

1. Barr Memo: Oak Knoll Pond Spent Lime Treatment—Interim Results and Monitoring Recommendations

Technical Memorandum

To: Vadnais Lake Area Water Management Organization (VLAWMO)
From: Greg Wilson, Barr Engineering Co. (Barr)
Subject: Oak Knoll Pond Spent Lime Treatment—Interim Results and Monitoring Recommendations
Date: October 14, 2024
Project: 23621480.00

1 Project Background and Spent Lime Treatment Summary

Ponds that accumulate particles and phosphorus from stormwater runoff are a standard and widely applied stormwater best management practice. However, just as internal phosphorus loading occurs in lakes during warm summer periods when the potential for oxygen depletion is greatest, aging ponds have the potential to release more phosphorus than is captured during summer months. Spent lime, a water treatment byproduct of lime softening, had previously been shown to reduce sediment phosphorus release in the lab and in two experimental applications to half-acre ponds that occurred at nearby locations in 2021. Further research needs included the applicability of spent lime treatments for larger water bodies and the long-term cost-effectiveness compared to alum and other phosphorus control options.

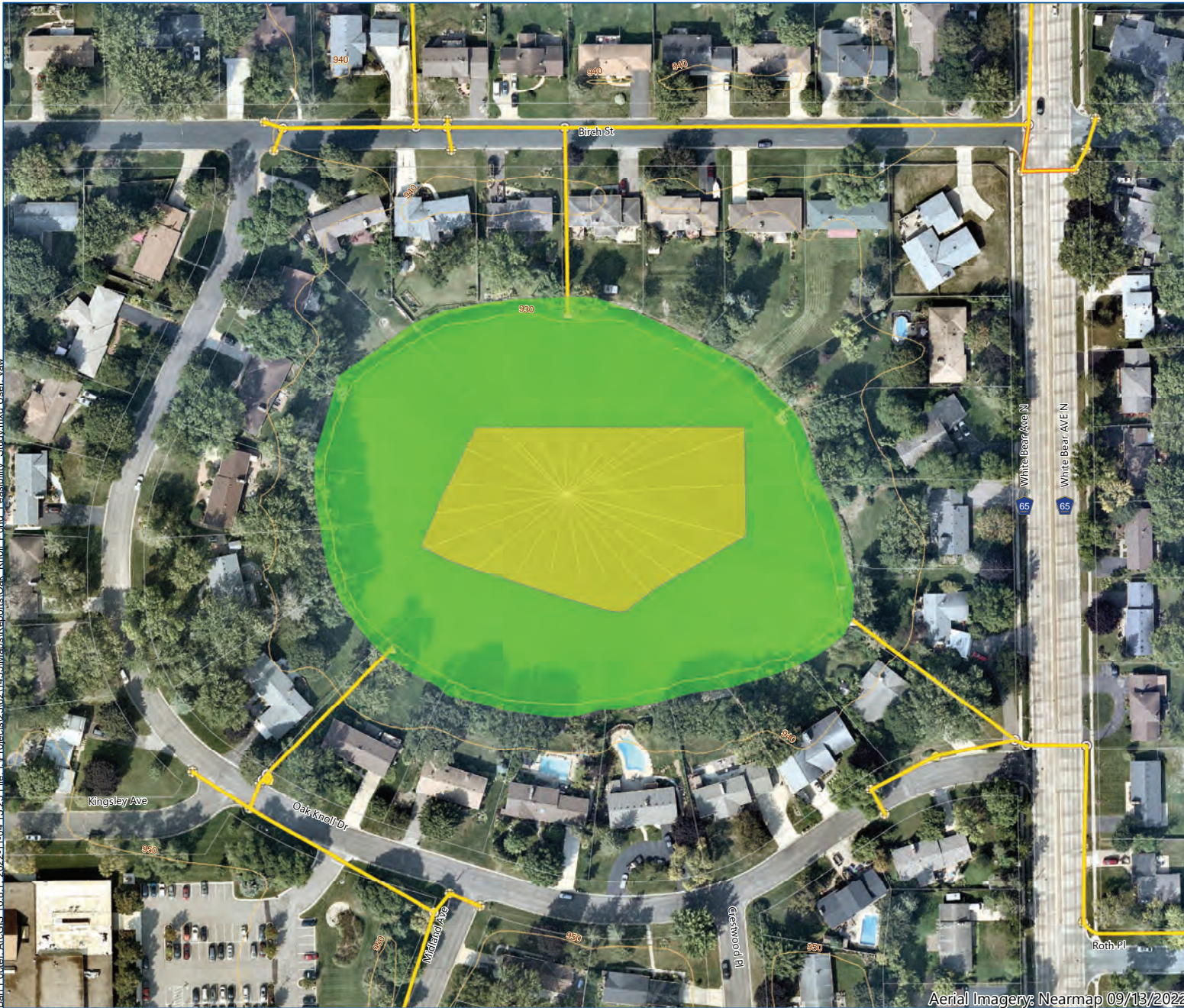
The Vadnais Lake Area Water Management Organization (VLAWMO) and the City of White Bear Lake (WBL) hired Barr for completion of an in-pond spent lime demonstration treatment feasibility study for Oak Knoll Pond (also known as Wood Lake), which is a 4.5-acre pond located in White Bear Lake that has an average depth of 5.7 feet. Prior to the project, one year of water quality and sediment monitoring data existed from 2017, which indicated that sediment phosphorus release could limit its stormwater treatment capacity during the summer months.

Barr published a feasibility study in April 2023, which included specific recommendations for spent lime applications to two pond treatment zones of Oak Knoll Pond, along with recommendations for pre- and post-treatment water quality monitoring from the same year as the spent lime applications to provide a better measure of the water quality benefit. Barr subsequently issued a request for quotes from qualified contractors to perform the spent lime treatment on Oak Knoll Pond.






At its August 2023 meeting, VLAWMO entered into an agreement with Erosion Works to apply spent lime, obtained from the White Bear Lake water treatment facility to Oak Knoll Pond to control sediment phosphorus release. The contract called for 14 loads of spent lime applied to the shallower zone (Zone 1) of the pond and eight loads of spent lime applied to the deeper zone (Zone 2) of the pond, as shown in Figure 1.

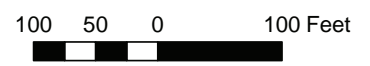
This memorandum is intended to further describe the preliminary results of the spent lime treatment, including the water quality response in Oak Knoll Pond to-date, and provide recommendations for continued water quality monitoring for the next year.

Barr Footer: ArcGIS 10.8.1, 2022-11-04 15:25 File: I:\Projects\23\621455\Maps\Reports\Oak Knoll Pond Feasibility Study.mxd User: vaw



Aerial Imagery: Nearmap 09/13/2022

-  Storm Sewer Pipe Easement
-  10-Foot Elevation Contour
-  Parcel Boundary
- Spent Lime Treatment Zones**
-  Zone 1
-  Zone 2



OAK KNOLL POND
 SPENT LIME TREATMENT
 Vadnaïs Lakes Area
 Watershed Management
 Organization

FIGURE 1

Erosion Works commenced work on the project and applied three loads of spent lime to the shallower zone (Zone 1) of the pond during the latter half of August 2023 and four loads to the deeper zone (Zone 2) between late October and the middle of November 2023. The spent lime applications resumed in the spring of 2024 with the remaining four loads applied to the deeper zone by mid-May, followed by the remaining eleven loads applied to the shallower zone between mid-May and the end of July. More specifically, single loads of spent lime were applied to each of the respective treatment zones on the following dates:

- 8/23/23—Zone 1
- 8/28/23—Zone 1
- 8/30/23—Zone 1
- 10/30/23—Zone 2
- 11/1/23—Zone 2
- 11/6/23—Zone 2
- 11/10/23—Zone 2
- 4/9/24—Zone 2
- 4/11/24—Zone 2
- 5/8/24—Zone 2
- 5/9/24—Zone 2
- 5/14/24—Zone 1
- 5/23/24—Zone 1
- 6/12/24—Zone 1
- 6/20/24—Zone 1
- 6/26/24—Zone 1
- 6/27/24—Zone 1
- 7/10/24—Zone 1
- 7/12/24—Zone 1
- 7/16/24—Zone 1
- 7/23/24—Zone 1
- 7/26/24—Zone 1

2 Water Quality Monitoring Results To-Date

VLAWMO staff have completed pond water quality monitoring efforts since the spring of 2023 that provide insight into how the spent lime applications resulted in baseline water quality changes to Oak Knoll Pond. Figure 2 shows how surface and bottom-water total phosphorus concentrations have changed during 2023 and 2024. In general, it appears that the spent lime treatment has dropped the total phosphorus concentrations in Oak Knoll Pond by approximately half, both at the surface and bottom of the pond, with no sign of internal phosphorus release since the deeper zone (Zone 2) applications began. In addition, Secchi disc water transparency readings doubled (from 1.5 to 3.0 feet) in the spring and early summer of 2024 as the spent lime applications concluded. Late July and August transparency readings dropped to 1.5 feet following several wet weather runoff events but fall transparency readings returned to 3 feet.

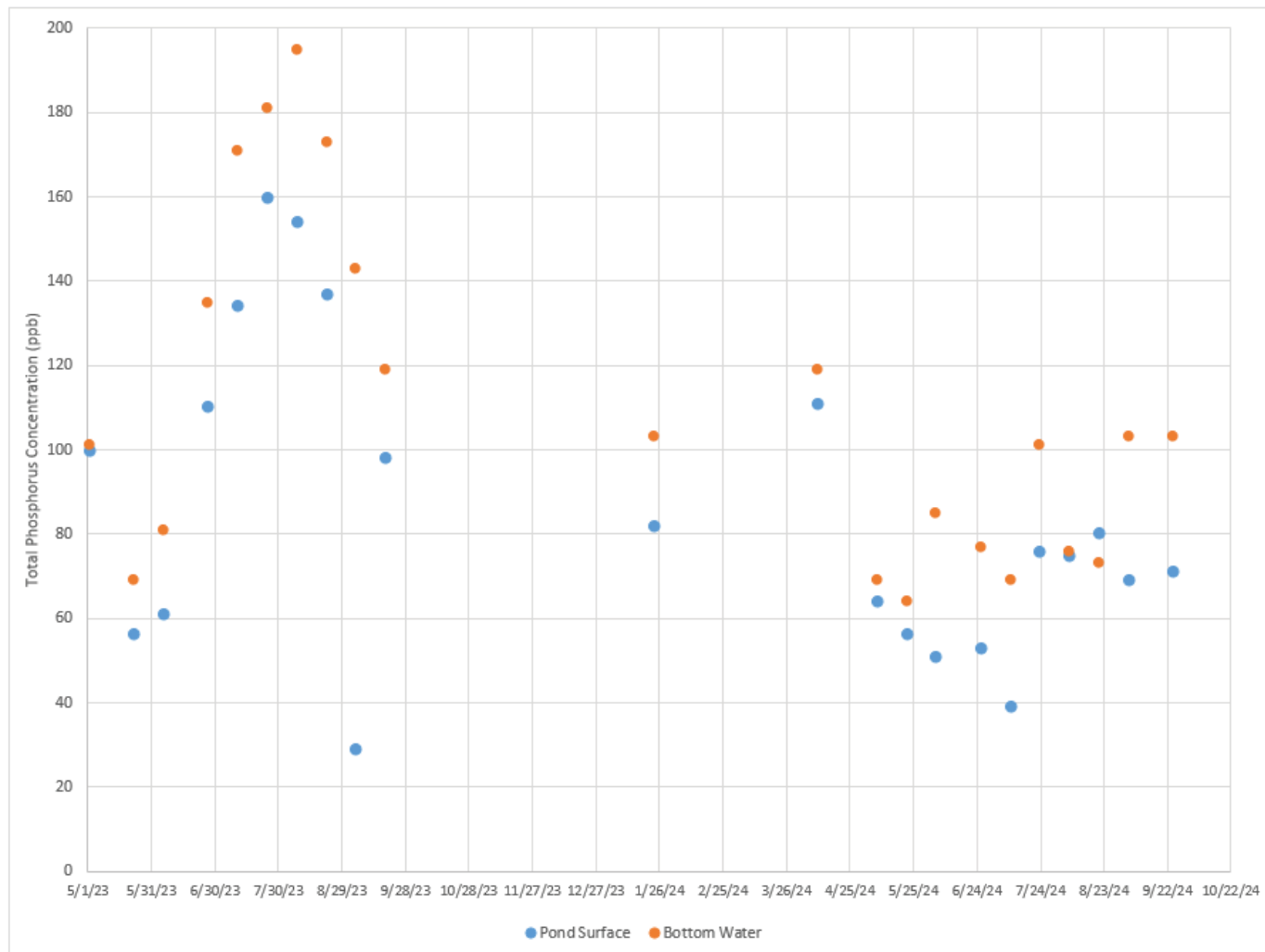


Figure 2 Oak Knoll Pond Water Quality Pre- and Post-Treatment

3 Future Water Quality Monitoring Recommendations

It is recommended that VLAWMO staff (except where indicated) continue to monitor the pond water quality throughout the 2025 growing season (May and September), following previous recommendations for monitoring parameters, locations, and frequencies, as summarized below. It is also recommended that Barr staff complete another round of sediment monitoring in the fall of 2025, for comparison with the baseline monitoring completed for the feasibility study.

Recommended monitoring parameters/frequency for Oak Knoll Pond treatment

| Parameters | Frequency |
|---|-----------------|
| Pond profile field measurements (DO, temperature, pH, conductivity) | Bi-weekly |
| Pond surface water TP, Secchi, and stage | Bi-weekly |
| Pond bottom water TP | Bi-weekly |
| Pond bottom water Iron | Bi-weekly |
| Pond sediment monitoring (Barr) | Once, Fall 2025 |



To: Board of Directors

From: Phil Belfiori, Administrator

Date: October 16, 2024

Re: **V.B. Consent.** General Engineering Services Proposals and Recommendation

Introduction and Background

Pursuant to Minnesota Statute 103B.227, staff noticed and advertised a Request for Proposal (RFP) for general engineering services for 2025 and 2026. The general engineering fund was approved by the VLAWMO Board for the purpose of establish a dedicate fund to provide smaller cost /limited scope general technical services by a qualified engineering firm on an as needed basis when specific engineering expertise is needed. The selected firm would enter into a contract for a 2-year period. At the August 28, 2024 meeting, the VLAWMO Board also authorized continuing the VLAWMO engineering “pool” list which could include any firm not selected as the VLAWMO general engineer. This engineering pool list would contain pre-qualifying firms that may also perform smaller cost /limited scope specialized technical services under the general engineering fund at the discretion of the administrator.

The advertisement for the RFP was placed in the Legal of MN Cities marketplace from the week of Sept. 3 – September 27, 2024, in the White Bear Press on September 11 and 18, 2024, noticed at the offices and placed on the VLAWMO web page. Closing date to receive proposals was September 27, 2024.

Summary of Review of Proposals

The RFP identified work that might include civil or water resource engineering, modeling, analysis, surveying or water resource science. Eighteen (15) proposals were received from engineering firms, they were (listed in alphabetical order):

1. Barr Engineering
2. Bolton & Menk
3. EOR
4. Field to Flyway
5. Houston Engineering
6. ISG
7. Kimley Horn
8. Merjent
9. Quetica
10. Rani Engineering

11. Resilience Resources
12. S.E.H.
13. SRF
14. Stanley
15. Stonebrook

VLAWMO would like to thank each of these excellent firms for submission of their high quality proposals for their interest in VLAWMO.

All four staff members (Phil, Brian, Dawn, and Lauren) were asked to review all the proposals, score and comment. Scoring was based on the following experience factors: familiarity with VLAWMO, stormwater BMPs, feasibility studies, project design, grant knowledge and assistance, watershed management experience and overall approach identified in the proposal. The billing rates vary by job classification and is difficult to get equivalent comparison.

Discussion

The two firms with the highest average score from staff reviews were S.E.H. and Houston Engineering:

- S.E.H. has served in the position of VLAWMO general engineer for the last six years and is the lead design engineer for several important and successful Projects. SEH was also ranked the highest given they have the best and significant familiarity with VLAWMO through our municipalities (and for VLAWMO), perform well on the projects under the general engineering program, and have been very responsive when contacted to answer technical questions do short term project that come up.
- Houston Engineering has served as the VLAWMO public drainage technical advisor and design engineer for the recently constructed Wilkinson Deep Water Wetland Project. They are also doing excellent planning service work as part of the current VLAWMO 10- year watershed management plan update. Staff have found Houston to also very responsive in provide services and when contacted to answer technical questions.

Subcommittee Recommendation

A staff summary memo and staff recommendation regarding 2025 /26 General Engineering Services was sent to the VLAWMO Subcommittee (Chair Lindner, Directors Doll Kanne and Prudhon) on October 10, 2024. Staff then engaged each of the subcommittee members individually per the direction of Chair Lindner. As part of the discussion staff asked for each subcommittee member's recommendation to the full board on two items :

1. S.E.H. to continue to provide general engineering services in 2025 and 2026.
2. That all the 14 engineering firms that submitted proposals (that were not selected as VLAWMO's general engineer) to be placed on the VLAWMO's new engineering pool list that may be selected to perform smaller cost /limited scope specialized technical services under the general engineering fund at the discretion of the administrator.

Upon individual discussion with each of the subcommittee members, the subcommittee reached consensus on the above two recommendations to the full Board.

Staff Recommendation

Based on the review of the proposals and consensus of the VLAWMO Subcommittee members, staff recommends Board approval of S.E.H. to continue to provide general engineering services in 2025 and 2026 and authorize the Board Chair and staff to sign the attached professional engineering services agreement identified as Attachment 2. Staff also recommends that Board approve that all the 14 engineering firms that submitted proposals (that were not selected as VLAWMO's general engineer as noted in memo above) to be placed on the VLAWMO's engineering pool list that may be selected to perform smaller cost /limited scope and or specialized technical services under the general engineering fund at the discretion of the administrator.

Requested Board Action

Director _____ moves and Director _____ seconds to approve S.E.H. to continue to provide general engineering services in 2025 and 2026 and authorize the Board Chair and staff to sign the attached professional engineering services agreement identified as Attachment 2. Furthermore, the Board approves that all the 14 engineering firms that submitted proposals (that were not selected as VLAWMO's general engineer as noted in memo above) to be placed on the VLAWMO's new engineering pool list that may be selected to perform smaller cost /limited scope and or specialized technical services under the general engineering fund at the discretion of the administrator.

Attached:

1. Powerpoint
2. Professional Engineering Services Agreement with SEH with two exhibits:
 - a. Request For Proposal for Engineering Services
https://www.vlawmo.org/index.php/download_file/5044/
 - b. SEH's Proposal https://www.vlawmo.org/index.php/download_file/5045/

Note: the 2025 -26 Legal Services RFP is currently on notice and advertised in the VLAWMO web site, at LMC website and in the WB Press newspaper (as required). It is anticipated that this item will be brought forward for Board consideration at the December Board meeting.

Agenda item V.B. - Consent agenda

Attachment 1

Consideration of General Engineering Services for 2025 and 2026

10/23/2024



Introduction and Background



- The general engineering fund was approved by the VLAWMO Board six years ago for the purpose is to establishing a dedicate fund to provide smaller cost /limited scope general technical services by an qualified engineering firm on an as needed basis when specific engineering expertise is needed.

Vadnais Lake Area Water Management Organization

Introduction and Background



- At the August 28, 2024 meeting, the VLAWMO Board authorized staff to notice and advertised a Request for Proposal (RFP) for general engineering services for 2025 and 2026.
- Board also authorized to continue the engineering “pool” list which could include any firm not selected as the general engineer:
 - Engineering pool list would contain pre-qualifying firms that may also perform smaller cost /limited scope and or specialized technical services under the general engineering fund at the discretion of the administrator.

Vadnais Lake Area Water Management Organization

Summary of Review of Proposals



- The RFP identified work that might include civil or water resource engineering, modeling, analysis, surveying or water resource science.
 - 15 proposals were received from engineering firms, they were (listed in alphabetical order).
 - *VLAWMO would like to thank each of these excellent firms for submission of high quality proposals and for their interest in VLAWMO.*
- | | |
|--------------------|----------------|
| 1. Barr | 10. Rani |
| Engineering | Engineering |
| 2. Bolton & | 11. Resilience |
| Menk | Resources |
| 3. EOR | 12. S.E.H. |
| 4. Field to Flyway | 13. SRF |
| 5. Houston | 14. Stanley |
| Engineering | 15. Stonebrook |
| 6. ISG | |
| 7. Kimley Horn | |
| 8. Merjent | |
| 9. Quetica | |

Vadnais Lake Area Water Management Organization

Summary of Review of Proposals



- VLAWMO staff members reviewed proposals, scored and commented. Scoring was based on factors such as: familiarity with VLAWMO, stormwater BMPs, feasibility studies, project design, grant knowledge and assistance, watershed management experience and overall approach identified in the proposal.
- The billing rates vary by job classification and is difficult to get equivalent comparison.
- The two firms with the highest average score from staff reviews were S.E.H., and Houston Engineering. Further summary of the staff review of each of these highest scoring proposals is provided in the staff memo in the Board packet.

Vadnais Lake Area Water Management Organization

Subcommittee Recommendation



- A staff summary memo and staff recommendation regarding 2025 -26 General Engineering Services was sent to the VLAWMO Subcommittee on October 10, 2024.
- Staff then engaged each of the subcommittee members individually per the direction of Chair Lindner. Staff asked each subcommittee member for their recommendation on:
 1. S.E.H. to continue to provide general engineering services in 2025 and 2026.
 2. That all the 14 engineering firms that submitted proposals (that were not selected as VLAWMO's general engineer) to be placed on the VLAWMO's engineering pool list that may be selected to perform smaller cost /limited scope and or specialized technical services under the general engineering fund at the discretion of the administrator.

Subcommittee reached consensus on the above two recommendations to the full Board.

Vadnais Lake Area Water Management Organization

Staff Recommendation



- Based on the review of the proposals and consensus of the VLAWMO Subcommittee members, staff recommends Board approval of S.E.H. to continue as the VLAMWO engineer to provide general engineering services in 2025 and 2026
- Staff also recommends that Board approve that all the 14 engineering firms that submitted proposals (that were not selected as VLAWMO's general engineer as noted in memo above) to be placed on the VLAWMO's engineering pool.

Vadnais Lake Area Water Management Organization

Requested Board action



Proposed Motion:

Director _____ moves and Director _____ seconds to approve S.E.H. to continue to provide general engineering services in 2025 and 2026 and authorize the Board Chair and staff to sign the attached professional engineering services agreement identified as Attachment 2. Furthermore, the Board approves that all the 14 engineering firms that submitted proposals (that were not selected as VLAWMO's general engineer as noted in memo above) to be placed on the VLAWMO's engineering pool list that may be selected to perform smaller cost /limited scope specialized technical services under the general engineering fund at the discretion of the administrator.

Vadnais Lake Area Water Management Organization

PROFESSIONAL ENGINEERING SERVICES AGREEMENT

THIS PROFESSIONAL ENGINEERING SERVICES AGREEMENT is made between the Vadnais Lake Area Water Management Organization (“**VLAWMO**”), a Minnesota joint powers organization, and the following engineering firm (“**Engineer**”):

| | |
|------------------------------|-------------------|
| Engineer Name/ Organization: | Federal EIN: |
| Mailing Address: | Telephone Number: |
| Contact Person: | Email: |

The following person is designated the Project Manager of this Agreement for VLAWMO (“**Project Manager**”):

| | |
|------------------|-------------------|
| Name: | Email: |
| Mailing Address: | Telephone Number: |

VLAWMO and Engineer may hereinafter be referred to individually as a “party” or collectively as the “parties.” In consideration of the mutual promises and agreements contained herein, and intending to be legally bound, VLAWMO and Engineer hereby agree as follows:

1. **Agreement Documents.** This Agreement sets out the entire understanding between the parties and it supersedes any prior written or oral discussions or agreements between the parties regarding the same subject matter. This Agreement also includes VLAWMO’s request for proposals for the Services, attached hereto as Exhibit A (“**RFP**”), and the proposal submitted by Engineer, attached hereto as Exhibit B (“**Proposal**”), both of which are incorporated herein by reference. The provisions of the documents constituting the Agreement shall be read together and reconciled in the documents to the greatest extent reasonably possible. To the extent there are any conflicting provisions that cannot be reconciled, the more specific provision shall generally be controlling. In the event that a material conflict is found between provisions of the documents, the provisions in the following rank order shall take precedence: (1) this Professional Engineering Services Agreement document; (2) the RFP in Exhibit A; and (3) the Proposal in Exhibit B.

2. **Services.** Engineer agrees to perform professional engineering services as generally described in the attached Exhibit A (collectively, the “**Services**”) and in accordance with the terms and conditions of this Agreement. Engineer shall provide the Services on an as-requested basis. VLAWMO will issue a written task order (“**Task Order**”) for a specific project or item of work. The Task Order will provide any specific tasks to be provided in addition to any general Services described in this Agreement. All work done under a Task

Order are considered part of Engineer's Services for the purposes of this Agreement. Engineer shall provide the Services in a manner consistent with industry standards for similar Services and in accordance with the standards, requirements, and timelines set out in the Task Order authorizing the specific Services.

3. **Compensation.** VLAWMO shall compensate Engineer for the Services based on the rates listed in the Proposal and as be more specifically identified in a Task Order. Costs projected for a specific task in a Task Order cannot be transferred to any other tasks without prior consent of the Project Manager. Such consent does not increase the total amount of the compensation to be paid under the Task Order. Engineer shall notify the Project Manager if it anticipates changes in the cost structure for the tasks to be completed as part of the Task Order. Unless expressly provided otherwise in the Task Order, the total amount or rate of compensation is an all-inclusive amount that includes all expenses, costs, taxes, and other amounts Engineer incurs or pays to provide the Services pursuant to the Task Order. VLAWMO shall not be responsible for paying any amounts for the completion of the Services other than those expressly provided for in the Task Order.
4. **Notices.** Any notices provided under this Agreement shall be to Engineer and Project Manager as identified above.
5. **Term.** This Agreement shall commence and terminate on the dates indicated below unless it is terminated earlier as provided herein or the parties agree in writing to an extension of this Agreement.
6. **Invoices.** Engineer shall submit itemized invoices for the Services actually provided under this Agreement no more than once a month during the term of this Agreement. If the reimbursement of expenses is expressly authorized in the Task Order, no such expenses shall be reimbursed unless they are detailed in writing and accompanied by receipts. All invoices are subject to verification by VLAWMO's Administrator or the Project Manager. VLAWMO has thirty (30) days from the receipt of invoice to pay Engineer. However, if, in VLAWMO's reasonable determination, an invoice does not contain sufficient detail to verify the delivery of the Services for which payment is being sought, VLAWMO may withhold payment on the invoice until Engineer provides the requested additional detail. Such withholding shall not constitute a breach of this Agreement. No more than 90% of the amount due under this Agreement shall be paid to Engineer until the deliverables and final deliverables to be produced by Engineer as part of the Services have been reviewed and accepted by VLAWMO.
7. **Independent Contractor.** Engineer and its employees are not employees of VLAWMO. Nothing in the Agreement is intended or should be construed in any manner as creating or establishing the relationship as employer/employee, co-partners, or a joint venture between VLAWMO and the Contractor. It is agreed that Engineer and its employees will act as an independent contractor and acquire no rights to tenure, workers' compensation benefits, unemployment compensation benefits, medical and hospital benefits, sick and vacation leave, severance pay, pension benefits or other rights or benefits offered to employees of VLAWMO. The manner in which the Services are performed shall be controlled by

Engineer; however, the nature of the Services and the results to be achieved shall be specified by VLAWMO.

8. **No Agency.** Engineer, as an independent contractor, shall not be considered an agent or servant of VLAWMO for any purpose and shall have no authority to enter into any contracts, create any obligations, or make any warranties or representations on behalf of VLAWMO. To the extent applicable and contemplated in the delivery of the Services, Engineer may apply for and obtain needed permits on behalf of VLAWMO at Engineer's own cost.
9. **Deliverables.** If Engineer is required to produce specific deliverables to VLAWMO as part of the Services to be provided under this Agreement, such deliverables shall be identified in the Task Order issued pursuant to this Agreement.
10. **Ownership and Use of Work Product.** All data notes, working papers, reports and other work products prepared or developed in connection with the provision of Services under the Agreement (collectively, the "**Work Product**") shall become upon creation, the exclusive property of VLAWMO. Engineer may not use the Work Product or any other deliverables under this Agreement for any purpose other than fulfilling its obligations under this Agreement without prior written consent of VLAWMO. VLAWMO may grant or deny Engineer's application for such consent or may condition its consent on the payment of compensation or the imposition of such other conditions as VLAWMO deems appropriate. Engineer may use the Work Product as an example of their work in their portfolio and may reuse standard portions of such Work Product in the normal course of its business. Engineer represents and warrants that the Work Product does not and will not infringe upon any intellectual property rights of other persons or entities.
11. **Naming Rights and Acknowledgements.** To ensure that appropriate credit for funding and other contributions of VLAWMO and its staff members is given for their participation in producing any deliverables as part of the Services, and to the extent applicable, VLAWMO shall have its name and logo represented in the materials that are developed and will be acknowledged in printed materials, publications, presentations and other uses and materials developed under this Agreement. VLAWMO retains and shall have the right to control the title, citations, acknowledgments, attributions, cover design, logos and credits of the deliverables produced as part of the Services.
12. **Termination.** VLAWMO may terminate this Agreement upon thirty (30) days written notice, except that if Engineer is in default and fails to cure the default within the period provided in the written notice of default as provided in this Agreement, VLAWMO has the right to terminate this Agreement immediately upon written notice of termination. VLAWMO shall pay Engineer for Services properly rendered prior to the effective date of termination. The following provisions of this Agreement shall survive expiration, termination, or cancellation of this Agreement: Indemnification; Insurance; Applicable Law; Audit; and Data Practices.
13. **Legal Compliance.** Engineer shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances in providing the Services and shall obtain all permits and

permissions that may be required. This Agreement shall be governed by and construed according to the laws of the State of Minnesota.

14. **Indemnification.** Engineer agrees to defend, indemnify and hold harmless, VLAWMO, its officials, officers, agents and employees from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney’s fees, resulting directly or indirectly from any act or omission of Engineer, its offices, employers, agents, contractors or subcontractors or anyone directly or indirectly employed by them, or anyone volunteering for them, or anyone for whose acts or omissions they may be liable in the performance of the Services and against all loss by reason of the failure of Engineer to perform fully, in any respect, all obligations under this Agreement. Nothing in this Agreement shall constitute a waiver by VLAWMO of any limits on or exclusions from liability available to it under Minnesota Statutes, chapter 466 or other law.

15. **Insurance.** Engineer agrees to at all times during the term of this Agreement, have and keep or cause to have and be kept in force, and to cause all contractors and subcontractors to do likewise, the following insurance coverages with at least the following limits:

(a) Commercial General Liability on an occurrence basis with Contractual Liability Coverage:

| | <u>Limits</u> |
|--|---------------|
| General Annual Aggregate | \$2,000,000 |
| Products-Completed Operations | \$1,500,000 |
| Personal and Advertising Injury | \$1,500,000 |
| Each Occurrence – | |
| Combined Bodily Injury and Property Damage | \$1,500,000 |

(b) Commercial Automobile Liability – Combined single limit each occurrence for bodily injury and property damage covering owned, non-owned, and hired automobiles. \$1,000,000

(c) Workers’ Compensation and Employer’s Liability:

| | |
|---|-----------|
| (1) Workers’ Compensation | Statutory |
| If Engineer is based outside the State of Minnesota, coverage must apply to Minnesota laws. | |
| (2) Employer’s Liability. Bodily Injury by: | |
| Accident – Each accident | \$500,000 |
| Disease – Policy Limit | \$500,000 |
| Disease – Each Employee | \$500,000 |

(d) Professional Liability

| | |
|--------------------|-------------|
| Per Claim or Event | \$1,500,000 |
|--------------------|-------------|

Annual Aggregate

\$2,000,000

The required coverage limits may be achieved through an excess or umbrella policy, provided such policy provides the same scope of coverages as the underlying policy. The insurance must be maintained continuously for a period of at least one year after the termination of this Agreement. Engineer shall have VLAWMO named as an additional insured on its commercial general liability policy. Engineer shall provide VLAWMO a certificate of insurance showing the required coverages, insurance limits, and additional insured endorsement before undertaking any Services under this Agreement. Engineer will require that any subcontractors furnish certificates of insurance to Engineer of the insurance coverages listed above and shall provide updated certificates as coverages expire. It is the sole responsibility of Engineer to determine the need for and to procure additional insurance that may be needed to satisfy its indemnification obligation or other obligations in connection with this Agreement. Copies of policies will be submitted to VLAWMO upon written request.

16. **Engineer Representations.** Engineer represents and warrants, as inducement to VLAWMO to enter into the Agreement, as follows: (a) it has the legal authority to enter into this Agreement; (b) the person(s) executing this Agreement on behalf of Engineer is duly authorized to enter into this Agreement and to bind Engineer to its terms; (c) all of the documents that constitute this Agreement are valid and binding on Engineer; (d) it will comply with the terms and conditions of this Agreement; (e) it has the necessary licenses, personnel, experience, skill, tools, and equipment to complete the Services in accordance with the standards and timelines established in this Agreement; and (f) it is not involved in or aware of any action, claim, suit, or proceeding that is reasonably anticipated to interfere with Engineer's ability to provide the Services in accordance with the terms of this Agreement.
17. **Conflict of Interest.** Engineer agrees that it will not, during the term of this Agreement, enter into a contract or otherwise accept employment for the performance of any work or service with any individual, business, partnership, corporation, government, governmental unit, or any other organization that would create a conflict of interest in the performance of its obligations under this Agreement.
18. **Not Exclusive.** This Agreement does not constitute an exclusive contract between VLAWMO and Engineer. VLAWMO remains free to contract for similar services from other engineers and Engineer remains free to contract to provide similar services to others, provided that any such contracts do not interfere with the delivery of Services under this Agreement.
19. **Amendments.** No modification, amendment, deletion, or waiver in the terms of this Agreement, or any expansion in the scope of the Services, is valid unless it is in writing and signed by the parties.
20. **Notices.** Any notice or demand authorized or required under this Agreement shall be in writing and shall be sent by certified mail to, with respect to VLAWMO, the Project

Manager and, with respect to Engineer, to Engineer's contact person, each as identified at the outset of the Agreement.

21. **Substitution of Personnel.** The Services shall be provided by the person or persons identified in the Proposal or as may be authorized in a Task Order. Upon prior approval by VLAWMO, Engineer may substitute other persons to perform the Services under a Task Order. If substitution is permitted, VLAWMO may require Engineer to furnish information on the qualifications of the substituted person.
22. **Subcontracting and Assignment.** Engineer shall not enter into any subcontract for performance of any Services contemplated under this Agreement, nor assign any interest in the Agreement, without the prior written approval of VLAWMO and subject to such conditions and provisions as VLAWMO may deem necessary or desirable in its sole discretion. Engineer shall be responsible for the performance of all of its subcontractors. If VLAWMO permits the use of subcontractors, the Contract shall, pursuant to Minnesota Statutes, section 471.425, subdivision 4a, pay any subcontractors within 10 days of Engineer's receipt of payment from VLAWMO for undisputed services provided by the subcontractor. Any undisputed amounts not paid to a subcontractor within 10 days shall be subject to, and Engineer shall pay, interest of 1-1/2 percent per month. The minimum monthly interest penalty Engineer shall pay for an unpaid balance of \$100 or more is \$10. For an unpaid balance of less than \$100, Engineer shall pay the actual penalty due to the subcontractor. A subcontractor who prevails in a civil action to collect interest penalties from Engineer must be awarded its costs and disbursements, including attorney's fees, incurred in bringing the action.

23. **Default and Cure.**

- (a) Default by Engineer. Unless excused by VLAWMO's default, the occurrence of an uncontrollable circumstance, or VLAWMO issuing a written waiver of default, each of the following shall constitute default on part of Engineer:
- (1) The written admission by Engineer that it is bankrupt; or filing by Engineer of a voluntary petition under the Federal Bankruptcy Act; or the filing of an involuntary petition under the Federal Bankruptcy Act against Engineer unless dismissed within ninety (90) days. The Notice of Default and cure provision of this Agreement do not apply to this paragraph;
 - (2) The making of any arrangement with or for the benefit of Engineer's creditors involving an assignment to a trustee, receiver or similar fiduciary. The Notice of Default and cure provisions of this Agreement do not apply to this paragraph;
 - (3) Making a material misrepresentation in any of the documents submitted by Engineer or in any other provisions or conditions relied upon in the making or modification of the Agreement;

- (4) Engineer is found to persistently disregard laws, ordinances, rules, regulations or orders of any public authority having jurisdiction;
 - (5) Failure to make satisfactory progress towards completion of the Services; or
 - (6) Failure to perform any other material provision of the Agreement.
- (b) Default by VLAWMO. Unless excused by Engineer's default or the occurrence of uncontrollable circumstances or Engineer waiver of default, each of the following shall constitute a default on the part of VLAWMO:
- (1) The persistent or repeated failure or refusal by VLAWMO to pay or prevent payment of any uncontested amount to Engineer timely and properly submitted as required by this Agreement;
 - (2) Making a material misrepresentation in any of the documents provided by VLAWMO or in any other provisions or conditions relied upon in making the Agreement; or
 - (3) Persistent or repeated failure to perform any other material provision of this Agreement.
- (c) Written Notice of Default. Unless otherwise provided, no event shall constitute a default giving rise to the right to terminate unless and until written Notice of Default is given to the defaulting party, specifying the particular event, series of events, or failure constituting the default and a reasonable cure period.
- (d) Cure Period. If the party in default fails to cure the specified circumstances as described by the Notice of Default within ten (10) days or such longer period as may be provided in the Notice of Default, then this Agreement may immediately be terminated by the party not in default providing a written notice of termination to the party in default.
- (e) Withholding of Payment. Notwithstanding any other provision of the Agreement, VLAWMO may, after giving Notice of Default, withhold, without penalty or interest, any payment which becomes due after Notice of Default is given, until the default is excused, waived in writing, cured, or the Agreement is terminated. VLAWMO shall not be responsible for paying any portion of the withheld funds upon translation for Engineer's default if the Services for which payment is being sought were deficient or are not usable by Engineer hired to complete the Services.
- (f) Preservation of Other Remedies. The rights and remedies of VLAWMO provided in the Agreement shall not be exclusive and are in addition to any other rights and remedies provided by law or under the Agreement.
- (g) Duty to Mitigate. Both parties shall use their best efforts to mitigate any damages that might be suffered by reason of any event giving rise to a remedy hereunder.

- (h) Cost of Termination. In the event this Agreement is terminated by reason of default by Engineer, VLAWMO may recover the necessary costs of termination, including but not limited to, administrative costs, attorney's fees and legal costs, from Engineer.
- (i) Reperformance. VLAWMO may require Engineer, at Engineer's sole expense, to reperform any of the Services provided for in this Agreement that do not meet the established standards.
- (j) Set-Off. Notwithstanding any other provision of the Agreement to the contrary, upon Engineer's breach of this Agreement VLAWMO may withhold any payment due Engineer for purposes of set-off until such time as the exact amount of damages due is determined. Such withholding shall not constitute default or failure to perform on the part of VLAWMO.

24. **No Waiver**. If VLAWMO fails to enforce any provisions of this Agreement, such failure does not waive the provision or VLAWMO's right to enforce it.
25. **Data Practices**. Engineer agrees to comply with the Minnesota Government Data Practices Act (Minnesota Statutes, chapter 13), and all other applicable laws, related to data it creates or receives from VLAWMO in the performance of the Services. Engineer will immediately report to VLAWMO any data requests from third parties relating to this Agreement. VLAWMO agrees to work with Engineer to respond to the data request. Engineer agrees to hold VLAWMO, its officers, and employees harmless from any claims resulting from Engineer's unlawful disclosure, use, or failure to produce data in accordance with applicable laws.
26. **Nondiscrimination**. Engineer agrees to abide by the requirements and regulations of The Americans with Disabilities Act of 1990 (ADA), the Minnesota Human Rights Act (Minn. Stat. Chap. 363), and Title VII of the Civil Rights Act of 1964. These laws deal with discrimination based on race, gender, disability, and religion, and with sexual harassment. Violation of any of the above laws can lead to the immediate termination of this Agreement without needing to provide a cure period.
27. **Audit**. Engineer agrees that VLAWMO, the Minnesota State Auditor, and Minnesota Legislative Auditor, or any of their duly authorized representatives, at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt and transcribe any books, documents, papers, and records that are relevant and involve transactions relating to this Agreement. Engineer agrees to retain such records for at least six years from the date of termination of this Agreement.
28. **Applicable Law**. The law of the State of Minnesota shall govern all interpretations of this Agreement, and the appropriate venue and jurisdiction for any litigation that may arise under this Agreement will be in and under those courts located within the County of Hennepin,

State of Minnesota, regardless of the place of business, residence or incorporation of Engineer.

29. **Severability.** If any provision of this Agreement is held invalid, illegal, or unenforceable, the remaining provisions will not be affected.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Agreement effective as of the year and date indicated below.

This Agreement shall be in effect as of _____ and shall terminate on _____ unless terminated earlier as provided herein.

FOR ENGINEER:

By _____

Its _____

Date _____

By _____

Its _____

Date _____

FOR VLAWMO:

By _____

Its _____

Date _____

By _____

Its _____

Date _____

EXHIBIT A
Request for Services

[Linked here:https://www.vlawmo.org/index.php/download_file/5044/]

EXHIBIT B
Engineer's Proposal

[Linked here: https://www.vlawmo.org/index.php/download_file/5045/]



To: VLAWMO Board of Directors

From: Phil Belfiori, Administrator

Date: October 16, 2024

Re: Consent - V. C. 2025 Employee Health Care & Employee Benefits Package

The purpose of the memo is to provide the VLAWMO Board with an update and consideration of the 2025 health care and benefits package.

Background – 2025 Health Care Plan Selection

As in years past, staff has worked with Ken Carlson from North Risk Partners (VLAWMO health insurance consultant) to identify health insurance benefits options and related projected costs. Ken’s research included an analysis of 2025 health insurance programs available for purchase by VLAWMO for 2025. Based on this review, it was determined by Ken Carlson that the same two 2025 United Health Care (UHC) traditional coverage program and HSA coverage program (the same two plan options that were offered in 2024) continue to be the lowest price going into 2025 when compared to equivalent plans for other health insurance companies. This change in premium from 2024 to 2025 was an increase of 14.59 % which was much lower (apx. 10- 20 % lower) than the other equivalent health care benefit policies from Health Partners, Medica and Blue Cross. The cost for the UHC proposed plans for 2025 is roughly equivalent to the increase anticipated for employee benefits in the approved 2025 budget.

Recommendation

Staff is recommending to again offering employees a choice of either the UHC Traditional or HSA Plans for 2025 health Insurance Plan (same health insurance plans that were offered in 2024). These recommended health plans were the lowest cost when compared to other similar plans when analyzed by Ken Carlson. Staff is also recommending to continue with the same coverage for dental, vision, life and STD benefit programs for 2025. The above mentioned recommendations are consistent with and were anticipated in the approved 2025 VLAWMO Budget and the estimated cost for these plans are generally within the budget estimates included in the approved budget.

Requested Board Action

Director _____ moves and Director _____ Seconds to approve the recommended 2025 health insurance plan and benefit package identified in this above memo



800 County Road E E, Vadnais Heights, MN 55127
www.vlawmo.org; Office@vlawmo.org

and begin to implement the process to complete necessary tasks to renew the insurance plans for 2025 as recommended.

To: VLAWMO Board of Directors Date: October 16, 2024
From: Phil Belfiori
Subject: **V. D.** Update on hiring process for Communication and Outreach Coordinator
Position

Background / Discussion

The full VLAWMO Board approved authorizing the Personnel Subcommittee with the authority to approve hiring of the above-mentioned position at the August 28, 2024 meeting. Since the August Board meeting, Staff received VLAWMO Personnel Subcommittee approval to post for the above-mentioned position on September 3, 2024, with the application deadline of Tuesday October 8, 2024. Advertisements for the position opening were placed in the following professional association websites :

1. MW (MW Watersheds)
2. VLAWMO Website
3. League of MN Cities
4. Watershed Administrators Group
5. Watershed Partners
6. Linked in
7. U of M / U of M Gold pass
8. Governmentjobs.com
9. Blue Thumb job board
10. Association of MN Counties
11. MN Assoc. of Env. Educators
12. MN Environmental Partnership
13. MN Assoc. of Govt. Communicators
14. MN Assoc. of Conservation Dist. Employees
15. Confluence of Watershed Leaders

In total, VLAWMO received 41 applications for this position. The entire VLAWMO staff team (Brian, Dawn, Lauren, and myself) reviewed the applications. Based on staff review of the applications received, the five highest ranked applicants were invited to an interview. Interviews are scheduled for October 17- 21, 2024. The interview panel will be made up of the four existing VLAWMO staff team members.

Consistent with the approved Board motion at the August meeting, the administrator will provide a recommendation to the VLAWMO Personnel Subcommittee for their approval to pursue the hiring of the recommended candidate for this position (whenever that recommendation is ready). This review will take place electronically over email and would need to be replied to within a certain timeline as requested by the administrator to prevent the hiring process from stalling. If the negotiation process is unsuccessful with the top rated candidate, staff will move to the second ranked candidate. A second interview phase may be needed.

Once a candidate accepts an offer for the position, staff will notify other candidates and also notify the Personnel Subcommittee of the outcome of the hiring process.

Intentional blank page

To: VLAWMO Board of Directors

From: Lauren Sampedro, Watershed Technician & Program Coordinator

Through: Phil Belfiori, Administrator

Date: October 14, 2024

Re: **V. E.** Consider Authorizing VLAWMO Subcommittee to Approve MPCA Grant Applications and Potential Partnership Funding with the City of Vadnais Heights

Introduction

VLAWMO, in partnership with the City of Vadnais Heights, is seeking Board authorization of the VLAWMO Subcommittee to approve applications for two MPCA grants: Sewer Overflow and Stormwater Reuse Municipal Grant and the Planning Grant for Stormwater, Wastewater, and Community Resilience and potential partnership funding if the grant applications are successful.

Background

VLAWMO and the City of Vadnais Heights (“City”) have continued moving forward with assessing the feasibility of the selected alternative from the East Vadnais Lake Subwatershed Resiliency Study, which is a potential flood reduction and water quality project in the undeveloped area behind the Vadnais Heights City Hall. This is referred to as “Phase II” of the resiliency study. VLAWMO and the City executed a MOU to partner on the development of the Project and prepare for any applicable state, regional, or federal grant applications if the Project is feasible, which was approved by the Board on June 26, 2024.

The City approved SEH to continue the work to determine Project feasibility. To-date, SEH has completed additional field services and preliminary design services including topographic survey, environmental sampling, modeling updates, preliminary project layout updates, potential water quality and volume impact calculations, preparation of an engineer’s cost estimate, and next step recommendations. SEH recommended additional field services and design updates to continue moving forward with the Project.

The MPCA recently released a Request for Proposals (RFP) for a new grant opportunity called the Sewer Overflow and Stormwater Reuse Municipal Grant (OSG) that would help VLAWMO and the City complete the additional feasibility work necessary to finalize plan development for a construction-ready Project design that would allow the Project to move forward. The grant could provide a maximum of \$150,000 for this work and the City of Vadnais Heights is interesting in preparing a grant application. Applications are due on November 22, 2024. Consistent with the MOU approved on June 26th, VLAWMO wishes to partner with the City on developing the grant application and providing partnership funding if the application is successful through the Sucker Vadnais subwatershed budget.

The MPCA also released the RFP for the next round of the Planning Grant for Stormwater, Wastewater, and Community Resilience that VLAWMO previously applied for in 2022. This grant does not have a maximum funding request amount for individual projects, but the program has a total of \$750,000 available. The City of Vadnais Heights is interesting in submitting a grant application for preparing a resiliency study for the Lambert Creek subwatershed, building off of the resiliency partnership work from the East Vadnais Lake Subwatershed Resiliency Study. Applications are due for this grant on November 14, 2024. VLAWMO wishes to partner with the City on developing the grant application and providing partnership funding if the application is successful through the Lambert Creek subwatershed budget. A

draft Memorandum of Understanding (MOU) will be prepared for this potential project when cost information is known.

Staff Recommendation

VLAWMO staff recommend the Board of Directors authorize the VLAWMO Subcommittee to approve staff supporting two MPCA grant applications with the City of Vadnais Heights and approve partnership funding with the City of Vadnais Heights if either or both of the grant applications are successful.

Proposed Motion

It was moved by Director _____ and seconded by Director _____ to authorize the VLAWMO Subcommittee to approve supporting two MPCA grant applications and partnership funding with the City of Vadnais Heights.

To: VLAWMO Board of Directors

From: Dawn Tanner, Phil Belfiori, Rachel Olm

Date: October 16, 2024

Re: **VI. A. 1.:** Update on Watershed Management Plan development and draft sections review process

VLAWMO, HEI, and TEC continue working on the Draft portion of the Plan development process. Initial drafted sections 1 and 2 are included in the packet for initial review and to demonstrate how the style guide/formatting for the final document will look.

At the October regular TEC, the TEC approved an ongoing Plan review and input process including a larger input group in addition to the TEC. That process is described in the attached document: Watershed Management Plan Update “Draft” Review Participation Plan Advisory Committee (TEC+) and PPT.

Staff will present details of the upcoming proposed participation process included in the attached PPT.

The first TEC+ meeting will be held on November 13, 2024, at 9:00 am, in the Vadnais Heights Council Chambers. Sections of the Plan for review and a comment table will be provided to the TEC+ by November 6. Written feedback is requested by November 20 and can be emailed to Dawn Tanner. An invitation and hold-the-date request has been sent to all TEC+ members following approval by the TEC on October 9, 2024.

Attachments:

- 1) “Draft” Review Participation Plan/Advisory Committee (TEC+)
- 2) WMP update PowerPoint
- 3) WMP Section 1 Draft for preliminary review
https://www.vlawmo.org/index.php/download_file/5046/
- 4) WMP Section 2 Draft for preliminary review
https://www.vlawmo.org/index.php/download_file/5047/

VLAWMO 2027-2036 Watershed Management Plan “Draft” Review Participation Plan Advisory Committee (TEC+)

1 BACKGROUND

VLAWMO is working with Houston Engineering, Inc. (HEI) to complete VLAWMO’s 2027-2036 Watershed Management Plan (Plan). The development of the Plan is required pursuant to Minnesota (MN) Rules Chapter 8410 and Minnesota Statutes (MS) 103B.

The Plan will address watershed-wide resources and issues, including (but not limited to) surface water management, capital improvement projects, public drainage systems, extreme conditions (e.g., flooding), watershed facilities, climate resiliency, and environmental justice. It will also address and provide guidance on communications and outreach, collaboration and partner projects, local administration of the Wetland Conservation Act (WCA), and funding. Using feedback received from local and State review entities, and the initial watershed-wide public engagement process, this effort will focus on prioritizing issues within the watershed, establishing goals, and developing a strategic plan for projects and activities aimed at addressing the watershed’s priority issues.

This document describes the anticipated participation process for the Drafting phase of Plan development.

2 AUDIENCE AND ROLES

Technical Commission Plus (TEC+) Review

The TEC is the official advisory committee, as selected by the VLAWMO Board, to make recommendations on the issues and drafted content as identified in the Plan (MN Rules Chapter 8410.0045, Subpart 2). In this advisory role, the TEC is requested by the Board to review, provide comment, and make recommendations to the VLAWMO Board regarding the Plan development. Currently, VLAWMO is working with HEI on the Draft required step in the process.

As part of VLAWMO’s annual process, representatives and City/Township staff from each member community and partner organization (e.g., representatives from St. Paul Regional Water Services, the North Oaks Homeowners’ Association, Ramsey County Soil and Water Conservation Division) meet with VLAWMO to identify upcoming

partnership projects, communicate status regarding previously identified projects, and agree upon likely timing of project feasibility and implementation efforts for incorporation of funding into VLAWMO's budget. These representatives are being requested to participate in the TEC+ review process to ensure that project identification and timing of implementation is planned as thoroughly as possible for the next 10-year Plan.

For transparency and to maximize input throughout the process, VLAWMO staff propose review and comment of the draft process, as sections are ready for review, that focuses on the TEC review and also includes invited participation of local and State review entities. These additional participants form the "plus" part of the TEC+ committee. The TEC+ includes those parties which may be operationally affected by the contents of the Plan and/or its implementation, or those parties which have authority and responsibility to review and approve the Plan. The TEC+ is comprised of City, County, Regional, and State Agency staff.

It is anticipated that the TEC+ will meet 3-4 times during the plan development (dates to be determined). The first TEC+ meeting will be held on November 13, 2024.

Meeting materials (draft plan components or sections) will be distributed to the TEC+ no later than one week before the scheduled meeting(s) to ensure enough time for review. An in-person meeting will be held following the regular TEC meeting, at 9:00 am, in the Vadnais Heights Council Chambers. That meeting will focus on discussion of comments. Written comments, using the table and format provided by HEI, will be requested to be received by VLAWMO staff one week following the in-person TEC+ meeting. VLAWMO staff and HEI will then tabulate comments received and make decisions about if/how to implement suggested changes. Results of changes requested will be provided to the Board for their consideration of the Plan section. Comments received after the deadline for receipt will not be included in the tabulation.

VLAWMO Board of Directors

The primary role of the VLAWMO Board of Directors is to collectively provide the vision for, develop, and adopt a coordinated watershed management plan which guides watershed activities for the next 10 years. The VLAWMO Board is composed of an elected Township Board or City Council Member and Director from each of the six member communities. Each VLAWMO Director is appointed to serve on the VLAWMO Board by their Township Board or Council.

The VLAWMO Board authorizes the Plan sections as they are ready and recommended for authorization by the TEC. The Board may also be requested to participate in a workshop focused on the 10-year implementation actions. That workshop date and time is yet to be determined but anticipated to be in early- or mid-2025, perhaps before a regular Board meeting.

3 INTENT FOR INVOLVEMENT

The intent of involving the Advisory Committee/TEC+ during the Draft process is to build transparency, partnership, and ownership of the content within the Plan. Early partnership and ownership of drafted Plan sections are critical, because the watershed is focused on actively utilizing this Plan to implement collaborative projects and programs. Successful implementation depends highly upon the degree to which the parties (TEC+ and VLAWMO Board) believe their concerns, issues, and expectations are addressed within the Plan.

Input provided is also intended to help ensure the comprehensiveness of the Plan and help validate the implementation priorities of VLAWMO.

VLAWMO intends for participants to provide:

- Communication of priority issues, measurable goals, and expectations for action items (projects and activities) for the Plan to address
- Timely review and written comments provided on document drafts
- Coordination with respect to developing Capital Improvement Plans and indications for potential collaboration on implementation projects

4 OVERALL GOAL

The overall goal is to build acceptance of and support for the Plan through a credible yet timely process. Where appropriate, VLAWMO will strive to achieve consensus on objectives, approaches, programs and projects. However, because of the diversity of issues and range of resources, full agreement between or within all committees and groups is not realistic nor expected.

VI. A. 1.

Watershed Management Plan:

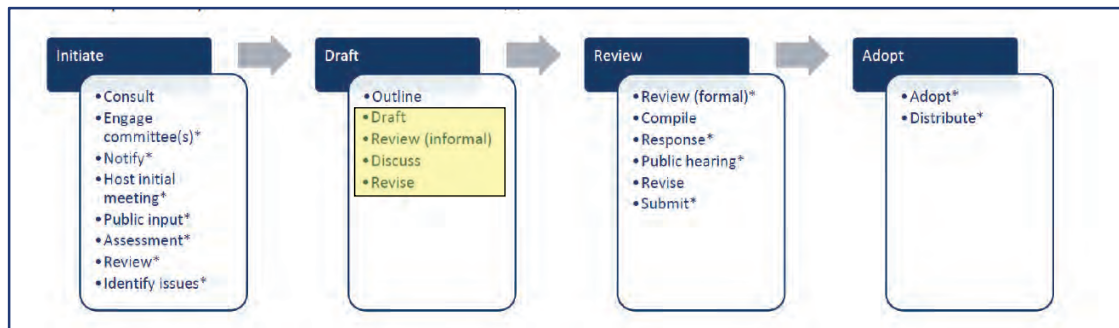
**Draft Sections 1 and 2
and TEC+ Process**

October 23, 2024
VLAWMO Board Meeting



Background

- Since June authorization of Priority Issues by the Board, **Draft** process initiated and ongoing
- VLAWMO staff working closely with HEI and TEC
- HEI has been working on Sections 1 (Introduction) and 2 (Land and Water Resources), with preliminary review from VLAWMO staff



Preliminary review

- Sections 1 and 2 are now in draft and formatted to the new style guide
- These sections are included in the packet for preliminary review and to provide context for November TEC+ meeting
 - Section 1: Introduction, includes overview, watershed maps, administration, organizational structure, successes from previous Plan iterations, and a space for a summary of engagement process (to be added later)
 - Section 2: Land and Water resources includes historical information, land use, geology, surface water descriptions, invasive aquatic species, impairments, groundwater/drinking water, endangered species, climate status/trends, demographics

Review and comment: Structure for TEC+

- Review and comment throughout the draft process should integrate feedback from TEC (as established advisory committee), partner representatives, and local and State review entities
- This larger group is the TEC+
- To provide opportunities for review throughout the process, TEC+ meetings will be scheduled as needed (anticipated ~3-4 meetings)
- Materials will be provided 1 week prior to the TEC+ meeting, in-person meeting will be held at 9:00 am following the TEC meeting, and written comments will be requested by 1 week post TEC+ meeting

Review and comment: Structure for TEC+

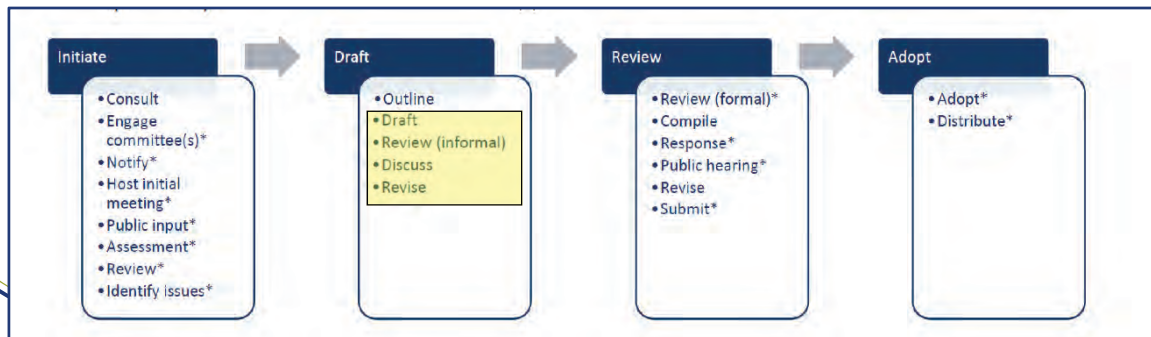
- Written comments will be compiled and reviewed by the Plan project team (VLAWMO and HEI staff)
- Comments received and decisions made (implemented or not/why) will be detailed and provided to the Board, along with the associated sections
- With the recommendation of the TEC, the Board will be requested to take the action to authorize sections as the review process is completed for each, with the understanding that the overall draft Plan will still need to go through required 60-day final review by agencies and stakeholders

First TEC+ Meeting

- The first meeting of TEC+ will follow the November TEC meeting
- 9:00 am in Vadnais Heights Council Chambers
- TEC+ members have been invited and requested to save-the-date

Next steps

- Draft/internal review process is expected to continue through the winter with a possible Board workshop to focus on 10-year implementation actions (anticipated to occur in early /mid 2025)



To: VLAWMO Board of Directors
From: Dawn Tanner
Date: October 16, 2024
Re: **VI. A. 2.:** Update on Tamarack Lake Alum Project

At the time of packet preparation, Phase 1 project implementation was underway, going smoothly, and anticipated to be completed by October 16, 2024.

Partners are actively coordinating activities. Tamarack Nature Center is placing signs and barriers for temporary trail closures and opening gates needed for access by Lake Restorations, Inc., daily. Lake Restorations, Inc., is applying the alum, using two small boats with crews of two people in each. Barr Engineering is conducting monitoring for pH.

A PowerPoint will be shown at the Board meeting to provide images of the project and report status.

An invoice has not been received at the time of packet preparation because the project is still being done. If an invoice has been received by the Board meeting, VLAWMO staff will walk it up with a recommendation for payment.

Attachment:

- 1) WMP update PowerPoint

VI. A. 2.**Tamarack
Alum Project**

October 23, 2024
VLAWMO Board Meeting

**Fall Project: Phase 1**

- At the time of packet preparation, project underway and progressing smoothly
- Anticipated to be completed by the Board meeting
- May have an invoice ready to authorize for payment

View from the field

- Smooth partner collaboration
- As project began, Tamarack Nature Center announced project on social media, posted temporary trail closures, and arranged to open the side gate each morning for Lake Restorations, Inc. (LRI)



View from the field

- Staging in prairie/trail area
- Truck able to drive down paved trail
- Carts used on boardwalk



View from the field

- Tarp used to prevent spills into surroundings
- Unloaded onto carts at boardwalk



View from the field

- Staging on dock to load two small boats with crews of two people per boat



View from the field

- Tanks allow lake water to be mixed with alum on the boat and delivered to the lake using a hose
- Onboard GPS tracks route and delivery



View from the field

- Team coming in to reload



View from the field





800 County Road E E, Vadnais Heights, MN
 55127 www.vlawmo.org;
Office@vlawmo.org

Date: October 16, 2024

To: Board of Directors

From: Phil Belfiori, Administrator

Re: **VI.B.1.** Storm Sewer Utility Certification to Ramsey and Anoka Counties

This is the final step in our annual process to complete the Storm Sewer Utility for 2025. The Budget with its anticipated income from the SSU was set in June that drove the rates for residential and non- residential properties which were approved VLAWMO Board pursuant to resolution 04-2024 at the August 2024 meeting. Below is the summary of Board approved 2025 SSU Rates from the August 2024 Board meeting:

| Classification | Total Amount | R. E. F. | Rate |
|-----------------------------|-----------------------|----------|---------------|
| Residential 1-3 Units | \$709,042.20 | 1.00 | \$67.56/ Unit |
| Residential 4 or more Units | \$50,132.88 | 2.72 | \$97.92/ Acre |
| Commercial | \$168,699.79 | 4.23 | \$97.92/ Acre |
| Industrial | \$150,856.08 | 3.30 | \$97.92/ Acre |
| Institutional | \$104,624.35 | 3.30 | \$97.92/ Acre |
| Golf Courses | \$16,104.78 | 0.74 | \$97.92/ Acre |
| Agricultural | \$9,733.94 | 0.25 | \$97.92/ Acre |
| Vacant Land | \$0 | Exempt | \$0.00 |
| Road/Railroad ROW | \$0 | Exempt | \$0.00 |
| Wetland/Public Waters | \$0 | Exempt | \$0.00 |
| Other Exempt | \$0 | Exempt | \$0.00 |
| Totals | \$1,209,194.02 | | |

Since the August VLAWMO Board meeting, Staff has been working with our SSU consultant and the counties to review property divisions and other updates since then. The charges to each non- exempt parcel are now ready to be certified as we do each October.

Please note the Parcel lists for each county will be sent as a separate attachment /separate file which will only be included in the electronic packet as they are very lengthy. The Resolution for Certification and 2 page summary table are included in both the hard copy and electronic packet.

Staff Recommendation.

Approve of Resolution 05-2024 certifying the VLAWMO storm sewer utility charges to the county auditor to be assessed on real estate taxes payable in 2025.

Requested Board Action

Move by Director _____, Second by _____ to approve **Resolution 05-2024** certifying the VLAWMO storm sewer utility charges to the county auditor to be assessed on real estate taxes payable in 2025.

Attachments:

In Board meeting packet (electronic and hard copies):

- Summary of pay 2025 Divisions for each County and broken down by City– 2 pages
- Resolution 05-2024

In separate attachment /file as sent as part of the electronic packet only:

1. **Storm Water Utility Certification lists Ramsey and Anoka County –160 pages. (157 pages for Ramsey and 3 pages for Anoka) Noted as Attachment 1 and 2.**



Vadnais Lake Area Water Management Organization
 Parcels to be certified to Anoka and Ramsey Counties
 For Taxes Payable in 2025

| City Name | Land Use Description | Parcel Count | Annual Fee |
|---------------------------|----------------------------------|--------------|---------------------|
| ANOKA COUNTY | | | |
| Lino Lakes | Residential 1-3 units | 95 | \$ 6,418.20 |
| | Residential 4 or more units | 0 | - |
| | Commercial | 0 | - |
| | Industrial | 0 | - |
| | Institutional | 2 | 988.64 |
| | Airports / Golf Course | 0 | - |
| | Agricultural | 18 | 6,745.10 |
| | Parks / Cemeteries / Vacant Land | 0 | - |
| | Road / Railroad Right of Way | 0 | - |
| | Wetlands / Lakes / Streams | 0 | - |
| | Other Exempt | 0 | - |
| | Manual Override | 21 | - |
| | Total Lino Lakes | | 136 |
| Total Anoka County | | 136 | \$ 14,151.94 |
| RAMSEY COUNTY | | | |
| Gem Lake | Residential 1-3 units | 186 | \$ 12,566.16 |
| | Residential 4 or more units | 0 | - |
| | Commercial | 13 | 12,315.82 |
| | Industrial | 5 | 1,343.25 |
| | Institutional | 1 | 952.18 |
| | Airports / Golf Course | 8 | 3,982.85 |
| | Agricultural | 1 | 429.51 |
| | Parks / Cemeteries / Vacant Land | 0 | - |
| | Road / Railroad Right of Way | 2 | - |
| | Wetlands / Lakes / Streams | 0 | - |
| | Other Exempt | 2 | - |
| | Manual Override | 0 | - |
| | Total Gem Lake | | 218 |
| North Oaks | Residential 1-3 units | 2,054 | \$ 138,768.24 |
| | Residential 4 or more units | 7 | 6,653.62 |
| | Commercial | 16 | 12,398.88 |
| | Industrial | 0 | - |
| | Institutional | 5 | 22,575.24 |
| | Airports / Golf Course | 1 | 12,121.93 |
| | Agricultural | 2 | 1,236.16 |
| | Parks / Cemeteries / Vacant Land | 0 | - |
| | Road / Railroad Right of Way | 1 | - |
| | Wetlands / Lakes / Streams | 15 | - |
| | Other Exempt | 130 | - |
| | Manual Override | 83 | - |
| | Total North Oaks | | 2,314 |

| City Name | Land Use Description | Parcel Count | Annual Fee |
|----------------------------|----------------------------------|---------------|------------------------|
| Vadnais Heights | Residential 1-3 units | 3,644 | \$ 246,188.64 |
| | Residential 4 or more units | 16 | 13,178.38 |
| | Commercial | 78 | 61,545.71 |
| | Industrial | 22 | 24,436.07 |
| | Institutional | 18 | 20,700.54 |
| | Airports / Golf Course | 0 | - |
| | Agricultural | 4 | 437.32 |
| | Parks / Cemeteries / Vacant Land | 0 | - |
| | Road / Railroad Right of Way | 8 | - |
| | Wetlands / Lakes / Streams | 2 | - |
| | Other Exempt | 37 | - |
| | Manual Override | 119 | - |
| | Total Vadnais Heights | | 3,948 |
| White Bear Lake | Residential 1-3 units | 3,023 | \$ 204,233.88 |
| | Residential 4 or more units | 35 | 29,016.17 |
| | Commercial | 123 | 59,221.47 |
| | Industrial | 39 | 36,155.39 |
| | Institutional | 77 | 53,050.36 |
| | Airports / Golf Course | 0 | - |
| | Agricultural | 0 | - |
| | Parks / Cemeteries / Vacant Land | 2 | - |
| | Road / Railroad Right of Way | 7 | - |
| | Wetlands / Lakes / Streams | 1 | - |
| | Other Exempt | 29 | - |
| | Manual Override | 37 | - |
| | Total White Bear Lake | | 3,373 |
| White Bear Township | Residential 1-3 units | 1,493 | \$ 100,867.08 |
| | Residential 4 or more units | 1 | 1,284.71 |
| | Commercial | 32 | 23,217.91 |
| | Industrial | 37 | 88,921.37 |
| | Institutional | 7 | 6,357.39 |
| | Airports / Golf Course | 0 | - |
| | Agricultural | 3 | 885.85 |
| | Parks / Cemeteries / Vacant Land | 0 | - |
| | Road / Railroad Right of Way | 9 | - |
| | Wetlands / Lakes / Streams | 2 | - |
| | Other Exempt | 73 | - |
| | Manual Override | 50 | - |
| | Total White Bear Township | | 1,707 |
| Total Ramsey County | | 11,560 | \$ 1,195,042.08 |
| Total VLAWMO | | 11,696 | \$ 1,209,194.02 |

RESOLUTION 05-2024

A RESOLUTION CERTIFYING STORM SEWER UTILITY CHARGES TO THE COUNTY AUDITOR TO BE ASSESSED ON REAL ESTATE TAXES PAYABLE IN 2025.

WHEREAS, Minnesota Law 2008, Chapter 366, Article 6, Section 47 provides that the Vadnais Lake Area Water Management Organization may certify to the County Auditors the amounts of storm sewer utility charges to be collected on said premises the ensuing year; and

WHEREAS, the Storm Sewer Utility (SSU) Rule of the Vadnais Lake Area Water Management Organization, provides that the watershed may certify to the County Auditors the amounts of unpaid utility charges to be collected as part of the tax levy/special assessments on said premises the ensuing year;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION, AS FOLLOWS:

1. Attachments 1 and 2 attached hereto and made a part thereof by reference is a list of parcels of real property lying within the VLAWMO limits of which have surface water runoff and on which there are service charges payable in 2025.
2. The Board hereby certifies said list and requests the Ramsey County Auditor and Anoka County Auditor to include in the real estate taxes/assessments due the amount set forth in Attachments 1 and 2 with taxes/assessments due and payable in 2025.
3. The VLAWMO Administrator is directed to tender a certified copy of this Resolution to the Ramsey and Anoka County Departments of Property Records and Revenue.

The question was on the adoption of the resolution and there were __ yeas and __ nays as follows:

| | <u>Yea</u> | <u>Nay</u> | <u>Absent</u> |
|-----------------------------|------------|------------|---------------|
| <i>Andrea West</i> | | | |
| <i>Ed Prudhon</i> | | | |
| <i>Rob Rafferty</i> | | | |
| <i>Grover Sayre</i> | | | |
| <i>Katherine Doll-Kanne</i> | | | |
| <i>Jim Lindner</i> | | | |

James Lindner, Chair

Date

VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION

I, the undersigned, Administrator of the Vadnais Lake Area Water Management Organization, hereby certify that I have carefully compared and attached the foregoing extract of minutes of a regular meeting of the Board of Directors of said watershed held on the 23rd day of October 2024, with the original thereof on file in my office.

WITNESSED BY the Watershed Administrator this 23rd day of October 2024.

Phil Belfiori, Administrator