

**Regular Meeting**  
**South Washington Watershed District**  
**Tuesday, April 9, 2024 5:00 p.m.**  
**City of Woodbury Public Works Building**

**1. Call to Order and Setting of Agenda**

Manager Johnson called the meeting to order at 5:00 p.m. A motion was made by Manager ChapdeLaine to move agenda item: #8-2023 SWWD Annual Report to the Consent Agenda, and add the City of Cottage Grove 2024 Irrigation Controllers Cooperative Agreement to the Agenda. Manager Madigan seconded. Motion carried unanimously.

**Roll Call:**

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

**Staff:**

- Melissa Imse, Operations Manager
- Kyle Axtell, BMP Project Specialist

**Others:**

- Jack Clinton, SWWD Attorney, Laurie Elliott, City of Newport Mayor, Ryan Burfeind, City of Cottage Grove Public Works Director, Mark Deutschman, Ph. D., P.E., and Mary Beth Johnson.

**2. Public Open Forum** None.

**3. Consent Agenda**

Items on the Consent Agenda include: March 19, 2024 Regular Board meeting minutes, March Claims Roster and Treasurer's Report: accounts payable \$732,893.30, accounts receivable \$54,174.13, 4M fund balance \$11,947,847.81, Morcon Pay Request #6 \$274,383.87, Brian Johnson Per Diem, Calendar of Events, Development Reviews, Miscellaneous Correspondence, and #8-2023 SWWD Annual Report. A motion was made by Manager ChapdeLaine to approve the consent agenda as amended. Manager Madigan seconded. Motion carried unanimously.

**4. Manager's Report**

**Manager Johnson**—Manager Johnson reported that he attended the Groundwater Planning meeting.

**Manager Doucette**—None.

**Manager Stephens**—None.

**Manager ChapdeLaine**—None.

**Manager Madigan**—None.

**5. Administrator Report**

**SWWD Project Updates.** Included in the board packet are project updates on: Trout Brook, Glacial Valley Park and Open space, Campus Greening, Wilmes Lake Alum Treatment Facility, Hasenbank Woods/Powers Lake BMP, St. Paul Park Public Works Underground BMP, Markgrafs Lake Retrofit Analysis, Northern Watershed/CDSF/East Ravine Review and Optimization, Cottage Grove Ravine

Regional Park, St. Croix Bluffs Regional Park, CR74-65<sup>th</sup> and Geneva, Watershed Plan Update, In-Lake AIS Management, and Armstrong Lake Wetland Cattail Harvesting.

**SWWD Staffing Update.** Operations Manager Melissa Imse reported that SWWD received twelve applicants for the SWWD Water Resources Program Coordinator position and three of the top candidates were interviewed. A job offer was extended and accepted by Ms. Abby Tekiela. She will begin with the SWWD on May 6.

- 6. SWWD Land and Creek Management Plan.** SWWD's current Lake Management including Armstrong, Markgrafs, Wilmes, Powers, Colby, La, and Ravine Lakes was adopted in 2018. SWWD has made substantial investment on projects throughout the District since that time. As part of its Watershed Management Plan update process, SWWD should review and update its management plans to evaluate progress, incorporate the last 6 years of data into the planning, and set nutrient balance goals heading into the next decade of work. Additionally, the District should establish new models and plans for Bailey Lake, Trout Brook, and O'Connors Creek and Lake. Staff worked with Barr Engineering to develop a proposal for that work. The work will be completed mid-2025 and be incorporated into the new WMP. A motion was made by Manager Stephens to approve the Barr Engineering Task Order 2024-002 to complete the SWWD Land and Creek Management plan. Manager Doucette seconded. Motion carried unanimously.

The City of Woodbury wishes to collaborate on this planning effort. They have allocated and approved \$75,000. A motion was made by Manager Madigan to approve the Lake Management Plan Cooperative Agreement with the City of Woodbury. Manager Stephens seconded. Motion carried unanimously.

- 7. 2024 Coordinated Capital Improvement Program Grants.** The SWWD Board of Managers approved the 2024 Coordinated Capital Improvement Program at its February regular meeting, making up to \$650,000 available for capital improvement and maintenance projects in the South Washington management unit that help improve water quality, stormwater management, de-icing operations, and the resiliency of District resources. For 2024, approximately \$23,000 in the East Mississippi management unit and \$5,000 in the Lower St. Croix management unit is available for projects in those areas. SWWD received eleven applications. The Citizens Advisory Committee reviewed the applications at its March 26, 2024 meeting and passed a series of motions recommending that seven of the applications be considered by the Board for either full or partial funding. The Managers reviewed the applications. A motion was made by Manager ChapdeLaine to approve the recommended funding of the seven CCIP applications, and to authorize Deputy Administrator Loomis to sign the agreements. Manager Madigan seconded. Motion carried unanimously. The Managers directed Staff to pull together a Phase II project list and the CCIP fund balance to consider funding additional BMP maintenance projects.

- 8. The City of Cottage Grove 2024 Residential Irrigation Program Cooperative Agreement.** The City of Cottage Grove is continuing their smart irrigation controller program in 2024. They are requesting \$15,000 to support their program. A motion was made by Manager Stephens to approve the cooperative agreement with the City of Cottage Grove for the 2024 irrigation controller program for up to \$15,000. Manager Doucette seconded. Motion carried unanimously.

- 9. City of Woodbury La Lake Request.** The City of Woodbury has requested cost share assistance with the purchase of an existing residential property on La Lake. The entire riparian area of La Lake falls within 10 parcels with about half of the shoreline already being under public ownership. The City desires to add to the public ownership

with purchase of a property on the North side of the lake. Approximately half of the 3-acre parcel drains directly to La Lake. The parcel is within SWWD's East Mississippi stormwater utility fee area. A motion was made by Manager ChapdeLaine to support the City of Woodbury's cost share request with the purchase of an existing residential property on La Lake within the SWWD's East Mississippi subwatershed area for up to \$175,000. Manager Madigan seconded. Motion carried unanimously.

**10. Personnel Discussion.** As part of the termination process with PERA for Matt Moore, there is a question for the Managers of "Is there, or will there be, any verbal or written agreement for rehire (this includes independent contractor work) in effect prior to termination"? Staff is requesting Board direction on this question prior to Matt's departure on May 2, 2024. A motion was made by Manager ChapdeLaine that there would no verbal or written agreement to rehire Matt Moore prior to his termination for the PERA separation of employment form. Manager Doucette seconded. Motion carried unanimously.

**11. Future Business and Meetings.**

- a) Regular Board Meeting, Tuesday, April 9, 2024 *5pm*
- b) Watershed Management Plan Workshop, Tuesday, April 9, 2024 after meeting
- c) Regular Board Meeting, Tuesday, May 14, 2024 6pm
- d) Joint Meeting with Cities of Woodbury and Cottage Grove, Wednesday, May 29, 2024 5pm
- e) Regular Board Meeting, Tuesday, June 11, 2024 6pm
- f) SWWD CAC Meeting, Tuesday, June 25, 2024 5:30pm
- g) Minnesota Watersheds Summer Tour, June 25-27, 2024
- h) SWWD Board Tour-Spring TBD

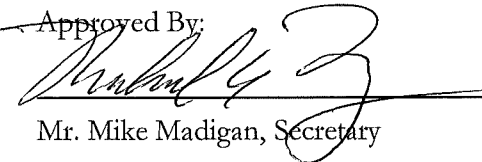
**12. Adjourn**

The next regular Board Meeting will be held on Tuesday, May 14<sup>th</sup> at 6:00 pm. A motion was made by Manager ChapdeLaine to adjourn at 5:45 p.m. Manager Stephens seconded. Motion carried unanimously.

Respectfully submitted,

*Melissa Imse*

Melissa Imse, Operations Manager

Approved By:  
  
Mr. Mike Madigan, Secretary

*5/14/2024*  
Date