

**MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF MANAGERS
OF THE
NINE MILE CREEK WATERSHED DISTRICT**

WEDNESDAY, FEBRUARY 18, 2015

Call to Order

Chair Kloiber called the meeting of the Board of Managers of the Nine Mile Creek Watershed District to order at 7:00 p.m., Wednesday, February 18, 2015, at the Nine Mile Creek Watershed District Office, 12800 Gerard Drive, Eden Prairie, MN 55346.

Managers Present: Twele, Kloiber, Segreto and Peterson

Managers Absent: Lynch.

Advisors Present: Kevin Bigalke, Louis Smith, Robert Obermeyer, and Erica Sniegowski

Agenda

Manager Segreto moved, seconded by Manager Twele, to approve the agenda. Upon a vote, the motion carried.

Reading and Approval of Minutes

The Chair called for review of the minutes of the Regular Meeting of January 21, 2015. It was noted under the election of offices, it should state, "Manager Kloiber to elect election..." On page two, the third paragraph from the bottom, it should state, "...no matter what ending..." On page six, the second to last paragraph, it should state, "...aspeet and believes that pervious pavers would not be appropriate in that area would be better provided in another method." On page five, section A, it should state, "...updated updates..." On page three, it was suggested that during the discussion of specific words being discussed should be in parenthesis. On page five, section A, it should state, "...SCH SEH." On page six, the fourth paragraph from the bottom, it should state, "north side of the Walnut Ridge Park." On page six, the fifth paragraph from the bottom, it should state, "...side of the park trail in Edina ~~in order to avoid the floodplain.~~

Manager Twele moved, seconded by Manager Segreto to approve the minutes with the noted corrections. Upon a vote, the motion carried.

Correspondence

- MAWD Legislative Breakfast and Briefing will take place at the March 11th and 12th at the Embassy Suites in Saint Paul.

Citizens Advisory Committee/Education & Outreach Report

The Chair called for the report of the Citizens Advisory Committee.

A. CAC Meeting Update

Education and Outreach Coordinator Sneigowski reported that the CAC met the previous week and was well attended with only one member absent. She stated that the CAC was happy to be at the new site and discussed interests for the coming year including plans for buckthorn removal and the prevention of birds hitting the building windows. She stated that the CAC had positive responses to the logo and building name. She advised of the newly appointed Chair to the CAC.

B. Letterhead and Business Card Update

Education and Outreach Coordinator Sneigowski provided an example of the business card and letterhead templates for the District, which incorporate the building name and logo.

Administrator Bigalke asked the Managers to email him the information they would like listed on their business card.

The Board approved the letterhead and business card design.

C. Cost-Share CAC Review of Residential Grants

Education and Outreach Coordinator Sneigowski reported that the CAC will be reviewing the cost-share applications and will make a recommendation to the Board at the April meeting.

D. Master Water Stewards Program Development Funding

Education and Outreach Coordinator Sneigowski provided background information on the Master Water Stewards program, which is based off the Master Gardener program. She explained that the program provides certification and requires ongoing volunteer efforts on an annual basis. She stated that the program started as a pilot within Minnehaha Creek on a three-year term, which expires in 2015. She stated that the program would like to expand on a metro wide basis through the use of online training rather than classroom based training. She stated that the program has been highly regarded and the District is receiving requests from Managers, residents and member cities. She stated that the District would like to make a contribution of \$5,000, which can assist in the creation of the online training program.

Manager Segreto questioned how much funding would be necessary to create the program.

Administrator Bigalke advised that the Fresh Water Society has created educational materials specific to the District in the past. He was unsure of the amount necessary but noted that other Watersheds have committed \$5,000 to \$10,000 towards this program.

Manager Segreto stated that perhaps the contribution should be made contingent upon the development of the program.

Manager Segreto moved, seconded by Manager Peterson, to approve a contribution of \$5,000 to the Fresh Water Society for the creation of an online training program, contingent upon the program receiving funding and being developed for use in 2016. Upon a vote, the motion carried.

Hearing and Discussion of Matters of General Public Interest

There were none.

Consent Agenda

- A. Permit #2015-09: Feldmann Imports Building Addition – 4901 American Boulevard West; Grading and land alteration permit: Bloomington**
- B. Permit #2015-10: Glen Lake Elementary School Building Addition and Renovations – 4801 Woodbridge Road; Grading and land alteration permit: Minnetonka**
- C. Permit #2015-11: Countryside Elementary School Building Addition – 5701 Benton Avenue; Grading and land alteration permit: Edina**
- D. Permit #2015-12: Oak Grove Elementary School Building Addition – 1301 West 104th Street; Grading and land alteration permit: Bloomington**
- E. Permit #2015-13: Kennedy High School Building Addition and Site Improvements – 9701 Nicollet Avenue; Grading and land alteration permit: Bloomington**
- F. Permit #2015-14: Promenade – Phase 4 – Centennial Lakes; Grading and land alteration permit: Edina**
- G. Permit #2015-16: Home Reconstruction – 6116 Hanson Road; Grading and land alteration permit: Edina**

Manager Twele moved, seconded by Manager Peterson, to approve the Consent Agenda. Upon a vote, the motion carried.

Hearing of Permit Applications

- A. Permit #2015-08: Braemar Golf Course Driving Range and Executive Course Improvements; Grading and land alteration permit: Edina**

Administrator Bigalke noted that this permit request will be continued to March when a representative from Edina will be present. He advised that the City will be going above and beyond the District requirements.

B. Permit #2015-15: Culvert Removal and Street Stabilization – Private Crossing of the South Fork of Nine Mile Creek upstream of Smetana Lane; Grading and land alteration permit: Eden Prairie

Engineer Obermeyer explained the permit and proposed plans.

Leslie Stovring, City of Eden Prairie, explained that the beavers build a dam and block the culvert each year and last year the conditions became too dangerous to clean out and therefore the wash out occurred. She stated that this project will be an improvement.

Engineer Obermeyer advised that a notice to the TEP was necessary and advised that the commented period ends the following day. He stated that the motion can be made based upon the condition that no comments are received, as no comments have been received at this time. He advised that a wetland delineation was done to the best of their ability, using information available online. He stated that the recommendation would still be for a no net loss and advised that staff and will visit the City this spring for further review.

Chair Kloiber stated that it appears that removing the pipe and completing this project will be an improvement.

Manager Peterson moved, seconded by Manager Twele, to approve the permit based on the condition that no comments are received. Upon a vote, the motion carried.

C. Permit #2015-17: At Home Apartments – 5709 Rowland Road; Grading and land alteration permit: Minnetonka

Engineer Obermeyer stated that staff is awaiting additional information and therefore considers the application incomplete.

D. Permit #2015-18: Parking Lot Expansion – 4000 Hazelton Road; Grading and land alteration permit: Edina

Engineer Obermeyer stated that staff is awaiting additional information and therefore considers the application incomplete.

E. Other

Attorney Smith referenced Permit #2015-14 and the aspect of possible contamination.

Engineer Obermeyer explained that the project and volume of water will be so minimal that the District is not concerned with possible contamination.

Administrator Bigalke clarified that this smaller scale project does not trigger the concern of the District, compared to what had originally been proposed in the larger scale project.

Treasurer's Report

The Treasurer submitted the report. Administrator reported that the District has already approved a budget and set the levy amount in the amount of \$2,463,750. He explained that the water resource center was added twice in the spreadsheet, which resulted in an excess amount of \$540,000. He explained that because the levy has already been certified, the \$540,000 will be placed in a capital improvement reserve fund. He suggested that the Board approve and authorize payment of the bills and that approval of the Treasurer's Report be delayed until the March when the correction is made.

Manager Twele asked for clarification on the report.

Administrator Bigalke advised of a pay request in the amount of \$10,000 to Northern Escrow, which is the final payment for the building. He referenced another item for Venture Building in the amount of \$21,800, which is the return of escrow funds.

Chair Kloiber referenced the budget error and questioned what procedures could be implemented to ensure that type of mistake does not occur again in the future.

Administrator Bigalke noted that while the funds were wrongly allocated, the same amount would have been included in the levy, explaining that the funds simply would have been allocated within different District programs.

Manager Twele moved, seconded by Manager Segreto, to approve payment of the bills and a pay request to Northern Escrow in the amount of \$10,000. Upon a vote, the motion carried.

Unfinished Business

A. District Policies/By-Law Review

Administrator Bigalke stated that the previous month staff presented some amendments to District policies and by-laws and noted that revised copies were provided tonight that simply highlight the changes proposed at this time.

Attorney Smith stated that these are not large amendments to the policies and simply reflect changes made through the legislature. He noted that the by-laws simply update information with the new address.

Manager Segreto moved, seconded by Manager Twele, to adopt Resolution #2015-01.

Upon a roll call vote:

Kloiber – aye

Peterson – aye

Segreto – aye

Twele – aye

The motion passed.

B. Ed/Outreach Position Description Development

Administrator Bigalke advised that he and Education and Outreach Coordinator Sneigowski will be working on this item to present to the Board at the March meeting.

C. Office Planning Update

i. Floor Map

Administrator Bigalke stated that staff has been working with a representative from Barr Engineering and representatives from the Science Museum to develop plans for the floor map. He advised that Barr Engineering would provide the material that the Science Museum would use to create the map. He stated that the map would be placed on the floor and a sealcoat would be applied over the map for protection. He advised that the item has been included in the budget and requested approval of the item with a cost not to exceed \$4,000.

Manager Kloiber questioned if a test run would be done for printing to ensure the map will be printed with the same colors as desired.

Education and Outreach Coordinator Sneigowski explained that the Science Museum was chosen for their level of expertise in this area as they have printed maps of this type all over the country.

Manager Twele moved, seconded by Manager Peterson, to approve up to \$4,000 for the creation of the floor map. Upon a vote, the motion carried.

ii. Barr Interpretive Sign Proposal

Administrator Bigalke stated that there has been discussion regarding the creation of interpretive and educational signs that can be placed around the District property. He explained that Barr Engineering can create a sign template for the District that will be easily recognizable not only on the District property but also at other District project locations. He reviewed the scope of work, which also includes \$500 for Barr's work on the floor map with a proposed cost of \$23,000. He noted that this cost would not include the actual signs.

Education and Outreach Coordinator Sneigowski stated that the total cost would include \$15,000 for task one, which is the graphic development of the interpretive signs that will be placed near the features located on the District property.

Chair Kloiber confirmed that the production of the signs would be a separate cost in the future.

Education and Education Coordinator Sneigowski explained that task two would be the creation of a sign template that could be placed at other locations near District projects, which would include the new logo of the District and would match the signs on the District property. She presented examples of signs that Barr Engineering has created for other Watersheds. She noted that the total cost also includes the small amount of work on the floor map as task three and the creation of the signage production and bidding and installation as task four.

Manager Segreto questioned if the District usually bids this type of work or whether they would use a consultant similar to what was done through the logo process.

Administrator Bigalke stated while that would be an option, the District usually utilizes Barr Engineering because they have all of the necessary District information on the water projects. He explained that if an outside consultant were to be used, the District would still contract Barr Engineering to provide the necessary information to the consultant.

Chair Kloiber suggested the use of a QR code on the signs to provide additional information to those who desire it.

Education and Outreach Coordinator Sneigowski advised that this item will be covered within the education and outreach budget for the year.

Manager Sneigowski referenced the issue of diversity and the growing Hispanic population and questioned how that would interact with the signage.

Administrator Bigalke stated that perhaps the information provided through the QR code could be provided in alternate languages.

Manager Twele moved, seconded by Manager Peterson, to approve the interpretive sign proposal from Barr Engineering at a cost of up to \$23,000. Upon a vote, the motion carried.

iii. Parking Lot Pavers

Administrator Bigalke stated that the parking lot will be finished this spring, noting that 15 parking stalls are proposed to use pourus pavers. He stated that the contractor is not recommending the use of the pavers proposed in the bid because of poor performance. He provided two examples of pavers that could be used, noting that both options would have an increased cost. He advised that one option would have an increased cost of \$6,400 while the other would have an additional cost of \$3,625. He asked for direction from the Board so that the change order can move forward.

Engineer Obermeyer stated that this discussion occurred because of the contractor's experience with poor performance of this material and therefore the alternative options are being presented to the Board. He believed that the installation cost would remain the same even if the material is changed.

The Board consensus was to select the larger block alternative.

Manager Segreto moved, seconded by Manager Twele, to select the anchor block for the parking lot pavers at a cost of \$6,380 for the material. Upon a vote, the motion carried.

New Business

There was none.

Engineer's Report

- A. Bush Lake Outlet Project: Status Report**
- B. Eden Prairie Lakes Water Quality Improvement Project: Status Report**
- C. Hopkins Creek Stabilization Project: Status Report**
- D. Southeast Anderson Lake Water Quality Improvement Project: Status Report**
- E. Normandale Lake Water Quality Improvement Project: Status Report**
- F. Atlas 14: Status Report**
- G. Lower Valley – Bloomington: Status Report**
- H. Status of Construction Projects**

Engineer Obermeyer updated the Board on the above listed projects and the recent storm activity. He advised that the required information has been received from Sunram and the final payment has been made. He referenced the Edina Streambank Stabilization project and asked the Managers to review the information and provide any feedback, noting that he would place that item on the agenda for the March meeting.

Attorney's Report

Attorney Smith had nothing further to report.

Administrator's Report

Administrator Bigalke stated that he would like to have Barr Engineering make a presentation regarding the Edina Streambank Stabilization project, similar to what had been done earlier tonight regarding Atlas 14. He stated that the meeting does not need to occur on the same night as the regular meeting but suggested perhaps on the second Wednesday of the month. He stated that Governor Dayton is proposing a buffer initiative, which would require 50-foot buffers around all public waters and waterways. He advised that the topic is building momentum and a summary of the initiative was recently released. He stated that MAWD is requesting support for the initiative. He stated that he can provide the information to the Board and noted that the topic will be discussed at upcoming meetings including the Legislative Breakfast and Briefing.

Managers' Report

The Chair called for reports. Manager Peterson reported that the Wetland Summit will occur the following week.

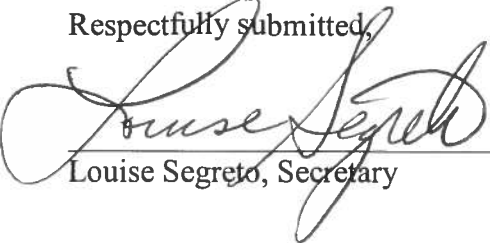
Task Summary Report & Manager's Calendar

The Managers reviewed and updated the task report.

Adjournment

It was moved by Manager Segreto, seconded by Manager Twele, to adjourn the meeting at 8:45 p.m. Upon a vote, the motion carried.

Respectfully submitted,



Louise Segreto, Secretary

ATTACHMENTS:
Treasurer's Report

