

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

WEDNESDAY, JULY 15, 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, July 15, 2015, at the Nine Mile Creek Watershed District Office, 12800 Gerard Drive, Eden Prairie, MN 55346.

Managers Present: Twele, Lynch, Kloiber and Segreto

Managers Absent: Peterson.

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

Agenda

Administrator Bigalke stated that Item 7A on the Consent Agenda is incomplete and should be pulled from the agenda. He referenced Item 11A, under New Business, and stated that item should be considered following the hearing of the permits.

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

Reading and Approval of Minutes

The Chair called for review of the minutes of the Regular Meeting of June 17, 2015. Manager Lynch noted on page five, the first paragraph, the third line, it should state, "... hold the budget meeting the same night ~~more~~..." On page five, the third paragraph from the bottom, the last line, it should state, "...~~receiving~~ received..." On page five, the last paragraph, it should state, "...grant funds to be ~~needed~~ used..."

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

Correspondence

There was none.

Citizens Advisory Committee/Education & Outreach Report

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

A. Master Water Stewards Program

Education and Outreach Coordinator Sniegowski stated that a Master Water Stewards budget was included in the packet and hoped to receive approval tonight so that the District can start recruitment for the 2016 program. She stated that there is a cost of \$2,500 per steward and noted that the District would hope to have eight stewards in 2016. She stated that there is an additional \$5,000 budgeted for other miscellaneous expenses for the program. She advised that stewards are required to complete a project with another steward in the program and therefore cost-share funds would also be designated for that purpose.

Manager Lynch questioned how long the stewards would be involved in the program.

Education and Outreach Coordinator Sniegowski stated that there is a one year commitment for the program and then the stewards need to complete continuing education credits and 25 hours of volunteerism for the District. She advised that the District would be partnering with two other Watershed Districts to have a total of 30 stewards for the program. She explained that this partnership would mean less work for staff as well because the classes could rotate between the Districts. She stated that the hope would be to recruit eight good candidates for 2016 and increase that to 10 stewards in 2017.

Administrator Bigalke stated that if the Board approves the action tonight that would simply commit the District to the program for three years. He stated that budget discussions will still continue and be reviewed on an annual basis.

Manager Lynch, moved, seconded by Manager Segreto, to approve participation in the Master Water Stewards program for 2016 through 2018 based upon the budget provided. Upon a vote, the motion carried.

B. Events Updates

Education and Outreach Coordinator Sniegowski stated that there was a summer education series event last week titled Planting for Pollinators, which was a success.

Manager Lynch stated that she was at the event, which was well attended, and enjoyed the event.

Education and Outreach Coordinator Sniegowski reviewed upcoming summer education series events and welcomed volunteers for the fishing event. She stated that the upcoming NEMO event is full but noted that there are a few spots held for Managers that are interested.

C. Discovery Point Interpretive Signs Budget

Education and Outreach Coordinator Sniegowski presented draft copies of the signs for the Board to review.

Administrator Bigalke stated that he would like input and feedback regarding the layout and text.

The Board reviewed the signs and provided input to staff.

Education and Outreach Coordinator Sniegowski noted that one sign would need to be made larger and therefore the proposed budget should be increased to \$4,000.

Chair Kloiber questioned when the final decisions would need to be made.

Education and Outreach Coordinator Sniegowski stated that the signs have a production time of six weeks and the signs will be needed at least one week before the open house. She stated that the final input and revisions will be needed by next week.

Chair Kloiber noted that the budget could be approved tonight and Managers with additional feedback could provide that to staff within the next week.

Manager Lynch questioned if the main sign would be included in this item.

Administrator Bigalke noted that the front signage would be separate from this and advised that he will provide additional information on that item under the Administrator's Report.

Manager Lynch moved, seconded by Manager Twele, to approve a budget of \$4,000 for the Discovery Point interpretive signs. Upon a vote, the motion carried.

Hearing and Discussion of Matters of General Public Interest

There were none.

Consent Agenda

~~A. Permit #2015-76: NAPA Auto Parts Addition—1842 Main Street; Grading and land alteration permit: Hopkins~~

Hearing of Permit Applications

A. Permit #2015-66: Double Tree Parking Lot Reconfiguration/Expansion – 7800 Normandale Boulevard; Grading and land alteration permit: Bloomington

Engineer Obermeyer presented the permit request and proposed plans including the variance request.

Administrator Bigalke stated that this is a common scheme of use. He stated that St. Mary's Church is leasing the property to Double Tree and initially the plan was to have the system split between the two properties. He stated that the two parties have joined together to provide full retention and water quality as if the property was one contiguous site. He stated that there will be agreements in place between the District and the two properties as well as a Cooperative Agreement between the two property owners.

Manager Lynch confirmed that staff recommends approval of the request and the variance request.

Manager Twele moved, seconded by Manager Segreto, to approve the variance request based on the finding of fact documented in the Engineer's Report. Upon a vote, the motion carried.

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

B. Permit #2015-75: Liberty Property Parking Lot Improvements – West 70th Street and Flying Cloud Drive; Grading and land alteration permit: Eden Prairie

Engineer Obermeyer explained the permit and proposed plans including the variance request. He stated that staff recommends approval of the variance request and of the permit, subject to the four conditions noted in the staff report.

Manager Lynch moved, seconded by Manager Segreto, to approve the variance based upon the finding of fact documented in the Engineer's Report. Upon a vote, the motion carried.

Manager Lynch moved, seconded by Manager Segreto, to approve the permit. Upon a vote, the motion carried.

C. Wetland Delineation and Incidental Determination – 5225 Schaefer Road: Edina

Administrator Bigalke provided background information noting that the applicant has submitted an application to consider a wetland as incidental. He noted that a permit application will be coming before the Board at the August meeting. He explained that the determination

would have an impact on the wetland buffer that would be required. He described the property, which has a steep slope and explained how the buffer would impact the property. He noted that an adjacent property received a permit the previous month and if the wetland is ruled incidental the buffer requirement would also be changed for that permit. He stated that representatives from BWSR and Barr Engineering were included on the TEP and support the incidental ruling.

Attorney Smith stated that the Board is the LGU that will make the decision on this determination based on the information recommended by the TEP. He stated that if the Board varies from the TEP determination there should be very specific reasons for that.

Manager Lynch moved, seconded by Manager Twele, to approve the notice of decision for the wetland delineation and incidental wetland determination for the property at 5225 Schafer Road. Upon a vote, the motion carried.

**D. No Loss Wetland Determination – Nine Mile Creek Restoration Project:
Edina**

Engineer Obermeyer stated that this item would need to be continued and will be considered at the August meeting.

Manager Lynch moved, seconded by Manager Twele, to continue the permit to the August meeting. Upon a vote, the motion carried.

New Business

**A. City of Edina Street Sweeping Management Plan – Ross Bintner, City of
Edina**

Ross Bintner, City of Edina, stated that the District helped to finance the street sweeper and part of the upgrade. He stated that a street sweeping management plan was developed as a part of that process and introduced the consultant that helped to develop the plan.

Paula Kalinoski, Emmons and Olivier Resources, Inc., provided background information on the direction her firm was given in order to assist in developing the street sweeping management plan. She stated that street sweeping is not a new idea and does assist in water quality. She referenced a street sweeping study that was completed in Prior Lake and advised of some of the results that were found through that study. She reviewed the process that was used to estimate the pollutant recovery for the City of Edina, which was based first on the older sweeper and with the newer sweeper. She stated that a cost benefit analysis was also completed and reviewed those results. She reviewed the load recovery estimates and cost efficiency results. She reviewed her recommendations for sweeping which included upgrading the street sweeper to a high-efficiency type, which the City of Edina has already done, to increase the sweeping frequency to monthly during the snow free season, and to consider additional sweeping in high priority watersheds.

Ross Bintner explained the process that will follow in order to implement the new plan, noting that ultimately the City would like to fund this using stormwater funds rather than general tax levy dollars. He noted that the District will receive a draft copy of the management plan in order to provide comments before it is finalized.

Treasurer's Report

The Treasurer submitted the report.

Manager Twele moved, seconded by Manager Segreto, to approve the Treasurer's Report and pay the bills. Upon a vote, the motion carried.

Unfinished Business

A. Public Purposes Expenditures Policy

Administrator Bigalke stated that staff presented the draft policy and this request is to adopt the policy.

Manager Lynch moved, seconded by Manager Twele, to adopt the Public Purposes and Expenditures Policy. Upon a vote, the motion carried.

B. Watershed District Office Update

Administrator Bigalke stated that staff has been walking through the punch list items with Veit, noting the updates that are needed to the cistern. He stated that there was an incident of vandalism, which occurred near the cistern the weekend after the event the District held and noted that he did file a police report. He stated that the cameras did not cover that area and noted that there was no traffic coming or going, so the person must have avoided the camera covered areas. He recommended that an additional camera be added to that side of the building. He stated that the camera itself would only be about \$350 but the cost to install and connect the camera would be about \$1,500 to \$2,000. He stated that a proposal would come before the Board in August.

Manager Segreto questioned if staff has considered putting a chain across the driveway to deter vandals from accessing the site.

Administrator Bigalke stated that he would like to avoid that situation. He noted that there are additional patrols as well and advised that the site is open to the public. He stated that he often sees people walking around the site on the weekends when reviewed the camera footage. He referenced the front signage and noted that staff is working to develop that sign and negotiate pricing. He stated that he is also working on the technology items discussed at the last meeting, noting that he has received a few proposals.

C. Edina Stream Bank Stabilization Project Update

Administrator Bigalke stated that letters were sent to the landowners that the District would like to get easements from, noting that there will be a public meeting the following week with those landowners. He advised that two additional open house meetings are scheduled for the last week in July.

New Business (Continued)

B. Board of Managers Tables

Administrator Bigalke stated that he has asked Commercial Furniture Services for additional information regarding the proposed Board of Managers tables. He stated that staff would like to have a horseshoe shape with the tables that could be dismantled for smaller group sessions and advised that he will bring back the additional information once he receives it.

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. Edina Stream Bank Stabilization Project: Status Report**
- G. Atlas 14: Status Report**
- H. Lower Valley – Bloomington: Status Report**
- I. Status of Construction Projects**

Engineer Obermeyer updated the Board on the above listed projects and the recent storm activity. He advised of Change Order No. 4 in the amount of \$6,974 from Veit, which is for the cleanup that was done prior to the open house. He stated that he would like approval of that change order tonight and advised that the pay request would come forward in the future.

Manager Lynch moved, seconded by Manager Twele, to approve Change Order No. 4 from Veit in the amount of \$6,974. Upon a vote, the motion carried.

Engineer Obermeyer referenced the Edina Streambank project and provided a recommendation regarding the Environmental Assessment Worksheet.

Manager Lynch moved, seconded by Manager Twele, to authorize staff to send the Environmental Assessment Worksheet to the Environmental Quality Board for their review and comments and to send the Engineer's Report to BWSR and the DNR for their review and comments. Upon a vote, the motion carried.

Engineer Obermeyer stated that staff reviewed Lake Edina as it had been noted that the water had dried up and staff determined that the lack of snow coverage was the determining factor.

Attorney's Report

Attorney Smith had nothing further to report.

Administrator's Report

A. 2016 Budget Development

i. Budget Workshop

Administrator Bigalke stated that the Board would need to hold a budget workshop and asked for a preference on the date. He confirmed that the budget workshop would be held at 5:30 p.m. on August 5th.

ii. Budget Hearing

Administrator Bigalke stated that he was hoping that the budget hearing could be held the same night as the August Board meeting but noted there would not be enough time to notice that meeting. He stated that the hearing would need to be held during one of the first two weeks of September as the certification needs to occur on September 15th. He confirmed that the budget hearing would be held on September 2nd at 5:30 p.m.

B. Rules Amendments

Administrator Bigalke stated that staff did not have time to complete any additional work on the rules amendment. He welcomed any additional input from the Managers, noting that the item will come before the Board at the August meeting.

C. District Credit Card

Administrator Bigalke stated that there had been a decision to issue a District credit card for Education and Outreach Coordinator Sniegowski and explained that the limit on his card would need to be raised and then allocated to her card. He stated that he will also need the signature of two Managers to complete the process.

Manager Lynch moved, seconded by Manager Twele, to increase the District credit card limit by \$2,000 and allocate that \$2,000 to the card that will be issued to Education and Outreach Coordinator Sniegowski. Upon a vote, the motion carried.

Administrator Bigalke noted that the August meeting will be held on August 26th.

Managers' Report

The Chair called for reports. Administrator Bigalke provided an update on the MAWD summer tour, which was held in Duluth.

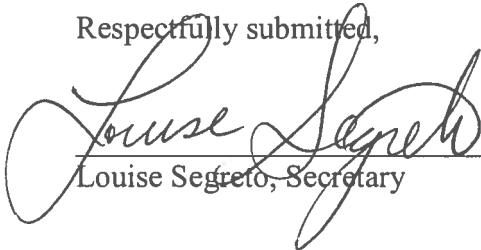
Task Summary Report & Manager's Calendar

The Managers reviewed and updated the task report.

Adjournment

It was moved by Manager Segreto, seconded by Manager Twele, to adjourn the meeting at 9:10 p.m. Upon a vote, the motion carried.

Respectfully submitted,



Louise Segreto, Secretary

ATTACHMENTS:
Treasurer's Report

