

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

WEDNESDAY, JUNE 17, 2015

Call to Order

Chair Kloiber called the meeting of the Board of Managers of the Nine Mile Creek Watershed District to order at 6:51 p.m., Wednesday, June 17, 2015, at the Nine Mile Creek Watershed District Office, 12800 Gerard Drive, Eden Prairie, MN 55346.

Managers Present: Twele, Lynch, Kloiber, and Peterson

Managers Absent: Segreto.

Advisors Present: Kevin Bigalke, Louis Smith, Robert Obermeyer, Erica Sneigowski, and Gael Zembal

Agenda

Administrator Bigalke requested to add Item D, Out of State Travel Policy, under the Administrator's Report. Manager Lynch moved, seconded by Manager Peterson, 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 May 20, 2015. Administrator Bigalke referenced page one and requested that the last sentence be stricken, "~~Manager Twele noted there were two motion under Item B of the Engineer's Report on page 8, one for the variance and one for the permit.~~" Manager Lynch noted on page eight, the third paragraph, "...based to the minimum wetland buffer requirement based upon..."

Manager Twele moved, seconded by Manager Peterson, 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. Education and Outreach Coordinator Sneigowski advised that the new Education and Outreach Specialist position has been filled and Gael Zembal recently began her work with the District.

Education and Outreach Specialist Zembal introduced herself and provided information regarding her education, background and career experience.

A. Master Water Stewards Program

Education and Outreach Coordinator Sneigowski reported that staff has been working with the Fresh Water Society to diligently get this program started. She stated in a meeting earlier today it was determined that the timeline is too tight to begin the program this fall and the decision was made, jointly with the other Watersheds involved, to instead host a cohort that would begin in January.

Manager Lynch stated that she has a friend that lives within the Watershed and participated in the pilot program through the Minnehaha Creek Watershed District and is willing to provide assistance if necessary.

B. Event Updates

Education and Outreach Coordinator Sneigowski distributed the flyer, which displays the summer education series events. She reminded Managers that the NEMO workshop on the water is coming up on July 23rd and interested Managers should RSVP to staff. She noted that the public picnic the District hosted was a success.

Hearing and Discussion of Matters of General Public Interest

There were none.

Consent Agenda

- A. Permit #2015-67: Storm Sewer Inlet and Outlet Replacement at St. Edward Pond – 9400 Nesbitt Avenue/9400 Yosemite Road; Grading and land alteration permit: Bloomington**
- B. Permit #2015-68: Reconstruction of the Storm Sewer Outfall to Nine Mile Creek – 2724 West 96th Street; Grading and land alteration permit: Bloomington**
- C. Permit #2015-69: Home Reconstruction – 5604 Countryside Road; Grading and land alteration permit: Edina**
- D. Permit #2015-70: Home Reconstruction – 6304 Westwood Court; Grading and land alteration permit: Edina**

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

Hearing of Permit Applications

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

Administrator Bigalke noted that this item is not ready for review and recommended that the action be continued to the July meeting.

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

Treasurer's Report

The Treasurer submitted the report. Manager Twele provided a highlight of the report.

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

Unfinished Business

A. Watershed District Office Update

Administrator Bigalke stated that construction has been completed, plants have been installed and areas requiring seeding have been seeded and/or mulched. He stated that staff will walk the property the following Monday in order to identify areas that need to be completed or fixed. He referenced specific plantings, which were added through a change order and provided further clarification. He stated that everything is working well with the exception of a clean-up that is needed on the cistern. He advised that staff met with a technology company this week to discuss what will need to be done in order to network the building, which will allow shared drives and folders.

Manager Lynch referenced a table and chairs the District purchased from Barbara and noted that the greenhouse may be a good fit for that item.

Administrator Bigalke noted that equipment is in an offsite storage facility and will be brought to the building now that the driveway has been completed.

Manager Lynch commended staff for their efforts and hard work as the site looks great. She noted that additional work will be needed prior to the grand opening/public open house.

Manager Twele stated that she found the tour to be very nice and informative, noting that she received great feedback from those that attended.

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.

Chair Kloiber stated that perhaps the Edina Streambank project should be a standalone item on future agendas.

Administrator Bigalke noted that will appear under Unfinished Business in the future.

Engineer Obermeyer referenced Change Order No. 3, noting that the quantities were changed in the amount of \$6,316.75 and would need Board action.

Manager Peterson moved, seconded by Manager Twele, to approve Change Order No. 3 in the amount of \$6,316.75. Upon a vote, the motion carried.

Attorney's Report

Attorney Smith had nothing further to report.

Administrator's Report

A. 2015 Budget Development

Administrator Bigalke estimated holding a budget workshop following the regular July meeting in order to review the budget information. He hoped to hold the budget hearing and the regular August meeting on the regular August meeting date, holding the hearing at 5:30 p.m. and the regular meeting at 7:00 p.m. He stated that if that is not possible the budget hearing could be held the first week of September.

B. August Board of Managers Meeting

Administrator Bigalke stated that he has some vacation plans and therefore he will be out of the office the week he normally prepares the Board agenda. He asked if the Managers would be willing to hold the August meeting on August 26th rather than August 19th, which would work with his schedule and would make it more feasible to hold the budget hearing the same night more. He noted that the permit deadline would remain the same and applicants would simply be notified that the meeting would be held on the 26th rather than the 19th.

Manager Lynch moved, seconded by Manager Twele, to change the regular Board meeting date from August 19th to August 26th. Upon a vote, the motion carried.

C. Rules Amendments

Administrator Bigalke stated that there has been discussion regarding the rules pertaining to single family homes and noted that staff has been working for the past nine months to proposed amendments. He stated that excerpts were included in the Board packet, which highlight the proposed changes and provided a brief summary. He stated that the purpose tonight was simply to present this to the Board and allow time for review, noting that staff will bring the item back in July for further Board input and action.

Manager Peterson referenced the areas of maintenance and design, asking for further clarification.

Administrator Bigalke stated that the suggestion would be similar to how Riley-Purgatory Watershed has developed their rules. He stated that currently a maintenance declaration is needed but noted that once surety is released staff does not follow up to ensure that the item is maintained.

Engineer Obermeyer stated that maintenance would have to be coordinated with the municipalities, noting that the city could perhaps ensure completion prior to an occupancy permit being issued. He referenced design and noted that the process would be streamlined if a single family home owner can put in some type of technical BMP. He stated that there is a wide range in the area of completion on applications from single family homeowners, and sometimes a lot of handholding is needed from staff throughout the process. He stated that this process would ensure that something is done as part of the redevelopment, whereas currently nothing is being receiving. He explained that this would provide simplistic guidance to projects that would be appropriate.

Administrator Bigalke stated that the District can also work cooperatively on projects with the cities in order to get the most impact for their dollar.

Chair Kloiber referenced the grant program and stated that the District does not allow grant funds to be needed for what is required by the permit but could allow for aspects above and beyond.

Manager Lynch stated that perhaps the permit fee should be raised for single family home permits.

Administrator Bigalke noted that the current single family home permit ranges between \$50 and \$250. He explained that in order to come close to covering the amount of staff time necessary, the permit cost would exceed the cost of a commercial permit. He advised that there is just so much staff time needed, noting that sometimes two to three meetings are needed.

Chair Kloiber stated that if so much time is being spent with these homeowners, perhaps they should be directed to a hired consultant.

Administrator Bigalke stated that staff time is with the hired consultants. He asked that the Board give the proposed amendments consideration to further discuss at the July meeting.

D. Out of State Travel Policy

Administrator Bigalke stated that this is a follow up to the annual audit as the audit specified that an out of state travel policy should be in place. He stated that no action is requested at this time and asked that the Board review the policy for consideration at the July meeting.

Managers' Report

The Chair called for reports. No additional comments.

Task Summary Report & Manager's Calendar

The Managers reviewed and updated the task report.

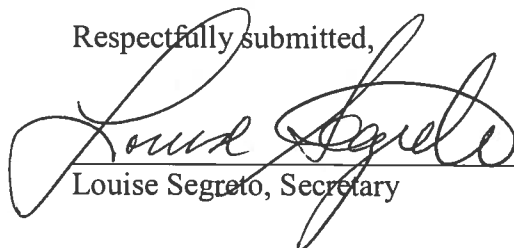
Manager Peterson stated that she will not be attending the July Board meeting as she will be on vacation.

Chair Kloiber suggested that Manager Peterson provide any comments on the rule amendments and travel policy to Administrator Bigalke prior to the meeting.

Adjournment

It was moved by Manager Peterson, seconded by Manager Twele, to adjourn the meeting at 7:48 p.m. Upon a vote, the motion carried.

Respectfully submitted,



Louise Segreto, Secretary