

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

WEDNESDAY, JANUARY 20, 2016

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, January 20, 2016, at the Nine Mile Creek Watershed District Office, 12800 Gerard Drive, Eden Prairie, MN 55346.

Managers Present: Twele, Lynch, Kloiber, Segreto and Peterson

Managers Absent:

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

Agenda

Administrator Bigalke noted that the annual business items have been included in the Consent Agenda and advised that one member of the Citizens Advisory Committee informed staff that she did not want to be reappointed, Rheet Kang, and therefore will be removed from the list of members. He noted that Item 9C and Item 9D, under the Hearing of Permit Applications, will be continued.

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

Election of Officers

Chair Kloiber opened the floor for nominations.

Administrator Bigalke reviewed the officer positions from 2015.

Manager Twele stated that she would not mind passing on the position of Treasurer but lacking any other interested Managers she volunteered to continue in the position.

Administrator Bigalke stated that Manager Lynch had stated that she would be interested in other Managers stepping up into the leadership positions.

Manager Segreto moved, seconded by Manager Peterson, to appoint Manager Kloiber as Chairperson, Manager Peterson as Vice Chairperson, Manager Segreto as Secretary and Manager Twele as Treasurer for 2016. Upon a vote, the motion carried.

Reading and Approval of Minutes

The Chair called for review of the minutes of the Regular Meeting of December 16, 2015. It was noted on page two, section A, it should state, “She stated that ~~an approval copyright~~ add-on was missed ~~regarding~~ during the website approval at the November meeting ~~specifically regarding copywriting,...~~”

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

Manager Lynch arrived.

Correspondence

- Email Announcement for the Governor’s Water Summit for Saturday, February 27th in St. Paul

Citizens Advisory Committee/Education & Outreach Report

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

A. Barr Proposal for Development of Native Cultivar List

Education and Outreach Manager Sniegowski stated that a proposal from Barr Engineering to develop the native cultivar list, as discussed at the previous meeting, was included in the Board packet. She noted that the first task to develop the native cultivar list has a budget of \$1,000 and the second task to design the cultivar flyer has a budget of up to \$2,000. She asked the Board to approve the scope of work as proposed.

Manager Peterson asked if the flyers would be easy for use and identification.

Education and Outreach Manager Sniegowski explained that the flyer would be similar to the example she provided from another Watershed District and would show a few pictures and names of plants to make it easy for homeowners to find the right plants.

Administrator Bigalke noted that at some time in the future staff could incorporate more detailed information and pictures on the District website.

Education and Outreach Manager Sniegowski noted that a requirement of the flyer is that the plants would all be easily available at popular local sources. She noted that staff will need to watch the list of plants in order to update the flyer annually with plants that are locally available.

Manager Twele stated that she would also like to know the “track record” of the cultivars being included on the list.

Education and Outreach Manager Sniegowski stated that the plants that would be included are plants that Barr Engineering has had long experience with and are known not to spread or have unintended consequences.

Manager Lynch suggested that a selection by growing conditions also be included.

Manager Lynch moved, seconded by Manager Peterson, to approve the proposal from Barr Engineering to develop the native cultivars list and flyer at a cost not to exceed \$3,000. Upon a vote, the motion carried.

B. Website Update

Education and Outreach Manager Sniegowski pulled up a few examples pages that have been created for the website in order to show the layout, noting that additional design elements will be added. She briefly highlighted a few other elements and features that will be included in the new website along with some page templates.

Administrator Bigalke confirmed the preference of the Managers to only provide the manager’s names on the website and to have the staff email contact information listed on the website.

Education and Outreach Manager Sniegowski stated that the website will now move into the visual design phase and she will have some information available around the end of the month for review.

C. Master Water Stewards Update

Education and Outreach Manager Sniegowski stated that there are six stewards participating in the program, three from Edina and three from Eden Prairie, and noted that in the next cycle perhaps the District will be able to recruit stewards from other member cities as well. She noted that Education and Outreach Specialist Zembal is one of the stewards and therefore attended the first meeting which was held the previous night. She reported that the meeting included all the stewards from the metro area and went well.

Hearing and Discussion of Matters of General Public Interest

There were none.

Consent Agenda

- A. ~~Permit #2016-03: Home Reconstruction — 5706 Northwood Drive; Grading and land alteration permit: Edina~~**
- B. Adoption of Schedule of Board of Managers and CAC Meetings**

- C. Appointment of CAC Members as Amended**
- D. Naming of District Bank and Permit Security Depository**
- E. Naming of Official Newspaper**
- F. Review of Permit Fees and Financial Assurances**
- G. Review of District Policies and Governance Manual**

Attorney Smith stated that Item 8A, Permit #2016-03, includes a finding that the volume requirements cannot be met on site and suggested that Engineer Obermeyer provide a brief summary of the information in order for the Board to make that finding.

Chair Kloiber suggested removing the item from the Consent Agenda and considering the request under the hearing of permits.

Manager Segreto moved, seconded by Manager Twele, to remove Item 8A, Permit #2016-03, from the Consent Agenda to the Hearing of Permit Applications as Item 9A. Upon a vote, the motion carried.

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

Hearing of Permit Applications

- A. Permit #2016-03: Home Reconstruction – 5706 Northwood Drive; Grading and land alteration permit: Edina**

Engineer Obermeyer presented the permit request and proposed plans. He provided additional details on the permit submittal for volume requirements and water treatment. He stated that the applicant reviewed the sequencing requirements provided by the District and will be able to provide the half inch requirement on site and is also proposing to pay into the District's stormwater facilities fund in lieu of the other half inch and treatment.

Chair Kloiber noted that the basin as proposed is quite large already compared to the front yard (the basin is 25 percent of the front yard area) and therefore felt it sufficient treatment and a viable option for the applicant to pay into the stormwater facilities fund in lieu of the additional requirements.

Engineer Obermeyer recommended approval of the permit subject to the general conditions including surety in the amount of \$10,100, payment into the stormwater facilities fund in the amount of \$1,640, and necessary maintenance declarations on the title to the property.

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

- B. Permit #2016-01: Hoglund Bus Building – 9545 Penn Avenue; Grading and land alteration permit: Bloomington**

Engineer Obermeyer presented the permit request and proposed plans. He explained that the site had been prepared for future development, noting that the adjacent pond on the Forklifts of Minnesota property was designed to handle the stormwater from this site as well and advised that an agreement between the two property owners would be required which provides a clear definition of maintenance. He advised that the property is in the process of sale and therefore Heglund, the applicant, would need to provide proof of ownership once the sale is completed. He recommended approval of the permit subject to the revised conditions including surety in the amount of \$24,700, documentation of ownership of the property, and as-built or similar documents which show that the dead storage volume of the pond complies with the stormwater management plan approved in 2009.

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

C. Permit #2016-02: Home2 Minnetonka – 6030 Clearwater Drive; Grading and land alteration permit: Minnetonka

Engineer Obermeyer explained the permit and proposed plans. He noted that the pond was determined to be an incidental wetland and therefore the buffer requirements do not apply. He recommended approval of the permit subject to general conditions including surety in the amount of \$81,100, that a maintenance declaration be recorded on the property, testing information be provided showing that there is no contamination in the areas proposed for infiltration, and that the permit applicant understands that the District will be requiring an additional permit for future land disturbance for the daycare.

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

D. Permit #2016-04: Chief's Towing – 9604-9608 Humboldt Avenue; Grading and land alteration permit: Bloomington

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

E. Permit #2016-05: Edina High School Building Addition – 6754 Valley View Road; Grading and land alteration permit: Edina

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

Treasurer's Report

The Treasurer submitted the report. Manager Twele provided additional information and received clarification on specific items.

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

Unfinished Business

A. Discovery Point Entrance Sign

Administrator Bigalke stated that staff has not had any design work done but he included a variety of sign types in order for the Board to direct staff to pursue some design and cost estimates. He briefly highlighted some of the elements included in the signs.

Manager Lynch stated that initially she desired granite or stone but was deterred by the high cost. She noted that she does not typically like wood signs but stated that she likes the second sign option which uses wood and stone. She noted that it would match some of the aesthetic of the District office.

Managers Segreto and Twele stated that they also like that type of design.

Chair Kloiber stated that he also likes that sign type, noting that the size would have to be scaled down and a shape would need to be chosen.

Administrator Bigalke stated that staff would work on some design work and bring additional information back to the Board to review.

B. Watershed Management Plan Meeting Schedule

Administrator Bigalke stated that he would like to set meeting schedule for the workshops, noting that a standing meeting day would help to ensure that everyone is prepared to attend and that the dates do not become confusing.

It was the consensus of the Managers to hold the workshops on the first Thursday of each month at 5:30 p.m. with the next workshop to be held on February 4th.

C. Watershed Management Plan Survey

Administrator Bigalke stated that staff is drafting survey questions and hopes to have a draft for the Board to review at the next meeting.

Chair Kloiber asked if at the last meeting the Board approved a budget for tablet devices, which could assist in allowing people to complete the survey at different events the District is involved with.

Administrator Bigalke noted that was not done at the last meeting.

Chair Kloiber suggested that action be taken to approve a budget item which would allow staff to purchase the technology.

Manager Lynch asked how many tablets staff would be purchasing.

Administrator Bigalke thought that two regular sized tablets should be sufficient, but noted that a wireless service should also be included so that they could be used in other locations.

Manager Lynch moved, seconded by Manager Twele, to authorize staff to purchase two tablets with an amount not to exceed \$1,200. Upon a vote, the motion carried.

New Business

A. Atlas 14 - Adoption

Administrator Bigalke stated that the Atlas 14 information from Barr Engineering was sent the member cities one year ago for review purposes as the District intended to adopt those figures. He stated that notification was sent to the member cities that the District would have an item on the January agenda to approve a resolution adopting the Atlas 14 figures and he did not receive any comments.

Manager Lynch moved, seconded by Manager Twele, to approve the resolution adopting the Atlas 14 figures.

Administrator Bigalke performed a roll call vote:

Manager Lynch	aye
Manager Peterson	aye
Manager Segreto	aye
Manager Twele	aye
Manager Kloiber	aye

The motion carried.

B. 2016 Work Plan Update

Administrator Bigalke stated that staff prepares a work plan annually and is in the process of drafting the document which will be brought before the Board at the next meeting.

Engineer's Report

- A. Bush Lake Outlet Project: Status Report**
- B. Eden Prairie Lakes Water Quality Improvement Project: Status Report**
- C. Edina Streambank 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.

Administrator Bigalke provided an update on the process of attempting to obtain easements from property owners.

Attorney's Report

Attorney Smith had nothing further to report.

Administrator's Report

Administrator Bigalke had nothing further to report.

Managers' Report

The Chair called for reports. There were none.

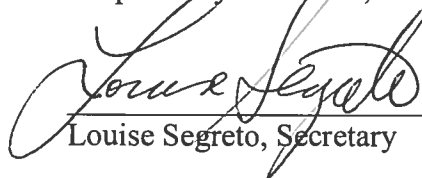
Task Summary Report & Manager's Calendar

The Managers reviewed and updated the task report.

Adjournment

It was moved by Manager Segreto, seconded by Manager Twele, to adjourn the meeting at 8:17 p.m. Upon a vote, the motion carried.

Respectfully submitted,



Louise Segreto, Secretary

ATTACHMENTS:
Treasurer's Report