

**Vadnais Lake Area Water Management Organization
Technical Commission Minutes
January 16, 2009**

Attending:

Paul Peterson	White Bear Township (WBT), Chair
Neil Franey	White Bear Lake (WBL)
Mark Graham	Vadnais Heights (VH)
Marty Asleson	Lino Lakes (LL)
<i>Absent</i>	Gem Lake (GL)
John Youngstrom	North Oaks (NO)

Others in attendance: Stephanie McNamara, Kristine Lampert, Brian Corcoran, VLAWMO; Jessica Collin-Pilarski, VH TEC Alternate; John Blackstone, St. Paul Regional Water Service (SPRWS)

I. Call to Order Peterson called the meeting to order at 7:35 am.

II. Approval of Agenda

Stephanie has asked to add an item under IV.E.2., “2008 Accomplishment Summary”. Peterson also added under IV., “Change of February meeting date”.

It was moved and seconded by Graham & Franey to approve the agenda as amended. Vote: all aye. Motion Passed.

III. Minutes

It was moved and seconded by Franey & Graham to approve the minutes of the December meeting of the VLAWMO Technical Commission. Vote: all aye. Motion passed.

IV. New Business

A. Change meeting date for February meeting

We are changing the meeting to February 13th due to Peterson being absent on the 20th.

B. Election of Officers

Franey/Youngstrom – Recommend Peterson continue Chair, Graham as Vice Chair, and Franey continue as Finance Officer. All aye

C. VLAWMO Draft Rules – updates

VLAWMO’s lawyer, Roger Jensen, suggested changing our title to Policies rather than Rules so as Rules are defined by state statute with changes and updates requiring public hearings and other processes. VLAWMO can be more efficient and responsive to change with its standards interpreted as policy . Graham thinks it is okay to change the title as long as we make it clear that even though it doesn’t say “rules,” it is still what we want and expect from applicants. Recommended language regarding the Wetland Management Classification determinations or changes was discussed. **Language addition.** Wetland Management Classifications (pg. 27) Section 4.2 (new) part d., are identified on Figure 2-4 of the VLAWMO Water Management Plan. A new classification may be assigned to the water resource if the water resource is not in the inventory and has not been

assigned a management classification, or if information is provided to document an update to an existing classification. The management matrix and other assessment information provided in the Water Management Plan should be used any new classification assignment. Any new or changed management classifications will be consider minor plan amendment to the Water Management Plan and must be approved by the Technical Commission.

It was moved and seconded by Graham & Youngstrom to recommend changing the title of VLAWMO's Rules Manual to Policy Derived from the VLAWMO Water Management Plan and to have HDR adjust the wetland management classification update process language as described above added. Vote: all aye. Motion passed.

D. Information systems update

Corcoran asked the TEC to approve the purchase of another ArcGIS license so that we can have the software on 2 computers. Corcoran has also proposed the purchase of a server for VLAWMO staff to more efficiently share files. Another proposal was made to purchase new QuickBooks software as the current one we use is out of date. Asking for approval to spend up to \$2500 for all of these IT proposals. The money is in the budget for 2009.

It was moved & seconded by Graham & Franey to approve the request to spend up to \$2500 on the above described purchases. Vote: all aye. Motion passed.

E. Citizen's Advisory Committee

Kristine is working with Jessica to jump start the CAC again. We will be having a kick off meeting on February 19 to organize the group. A press release has gone out to the local papers and Kristine will be sending messages directly to interested parties.

F. Report to the Board

1. Joint Powers Agreement (JPA) requirements

According to the JPA, the TEC is supposed to write a quarterly report to the Board Of Directors (BOD). We haven't made a formal report as of yet. VLAWMO has written up an annual report to review today. If the TEC would like to work on writing these reports, please let VLAWMO staff know. Otherwise staff will write it and the TEC review. It was suggested that we create a draft of a quarterly report and/or develop a worksheet that can be easily filled in.

2. 2008 Work Plan Accomplishments

Stephanie reviewed the report. A number of significant accomplishments will be reported in the Annual Report

3. Work Plan 2009

Stephanie reviewed the draft plan for TEC consideration. This will be reviewed at the next meeting for recommendation to the Board.

V. **Programs & Projects – possible action**

A. Lambert Creek TMDL

We will be having a meeting next week with Rebecca Kluckhohn, Wenck and Barb Peichel, MPCA and other stakeholders to discuss expectations and outline the process for completing the work plan.

B. Vadnais Heights Sports Complex

The application has been withdrawn by the applicant.

C. Public Education Program

D. Whitaker Pond

No agreement on funding percentages from stakeholders has been reached. A letter will be written to the stakeholders stating what we will need from them by a certain date in order to get this project done next winter.

E. Sustainable Lake Management Plans

Birch - The Birch Lake SLMP is complete and available on the website. A hard copy was given to Neil Franey who is also affiliated with the Birch Lake Improvement District.

Tamarack & Fish - Kristine is completing the first draft of the Tamarack & Fish Lake SLMP. Data collection and study outlines for the Gilfillan Lake SLMP are underway with a meeting of stakeholders to come.

F. Storm Sewer Utility (SSU) reapportionment policy

The County sends us a list of Parcel Identification Numbers have become inactive due to subdivision, merger or other activity after the SSU fees had been certified for the year. VLAWMO created a simple policy to reassign the SSU fees in accordance with that activity.

Graham/Youngstrom to delegate the authority to reapportion SSU fees for inactive PINs to VLAWMO staff. The policy will be added to the Policy Manual

V. Reports

A. Financial

1. January Report: Stephanie reviewed the January report.

It was moved and seconded by Graham & Franey to accept the January report and authorize checks for payment. Vote: all aye. Motion passed.

2. Budget adjustment recommendations

Stephanie has asked for approval to carry over some 2008 money into 2009 in the following line items: 6.1.1.1 Office, 6.2 Local Plan Development, 6.3.3 SLMP, 6.3.4 Financial Incentives, Public Education, and Capital Improvement funds for Whitaker Pond, Goose Lake and the pilot project & SLMP implementation.

It was moved and seconded by Franey & Graham to approve carry over the 2008 budget items as described and recommend approval to the Board. Vote: all aye. Motion passed.

B. WCA Activity: Summer summary report was given.

C. Habitat for Humanity

Graham/Franey motion to establish a light management classification for the adjacent wetland area and that we approve the alternative buffer standards for this parcel only due to extraordinary site constraints and a previously approved exemption. Vote: all aye. Motion passed.

VI. Commissioner Reports – none

VII. Administrator Report – none

VIII. Public Comment – none

IX. Adjourn *Graham / Youngstrom to adjourn at 9:18 am. Vote: All aye. Motion passed.*

Minutes compiled and submitted by Kristine Lampert.