

MINUTES OF THE BOARD OF DIRECTORS
February 26, 2020

Attendance		Present	Absent
Jim Lindner, Chair	City of Gem Lake	X	
Kara Ries	City of North Oaks (alternate)	X	
Rob Rafferty, Secretary-Treasurer	City of Lino Lakes	X	
Ed Prudhon	White Bear Township	X	
Dan Jones	City of White Bear Lake		X
Patricia Youker	City of Vadnais Heights	X	
Stephanie McNamara	Administrator	X	
Brian Corcoran	Water Resources Mgr.	X	
Dawn Tanner	Program Development Coord.	X	
Nick Voss	Education & Outreach Coord.	X	
Tyler Thompson	GIS Watershed Tech.	X	

Others in attendance: Paul Duxbury (VLAWMO TEC commissioner & rep.); Melissa King, Barb Peichel (BWSR); Kurt Carpenter (WBL resident); Diane Gorder (North Oaks); Alex Legeros (WBCA).

I. Call to Order

The meeting was called to order at 7:01 pm by Chair Lindner.

II. Approval of Agenda

The agenda for the meeting was presented with Lindner proposing to add agenda item V. A. 3.

A motion was made by Lindner and seconded by Prudhon to approve the February meeting agenda as amended. Vote: all aye. Motion passed.

III. Visitors and Presentations

A. February TEC Report to the Board and February 2020 Finance Report,

Duxbury presented the TEC's operations and recommendations to the Board from their January & February meetings, including officer roles for the TEC.

B. First Annual Stewardship Award

Voss presented the first annual Watershed Steward Award, given to an individual or party that has shown excellence and dedication in Watershed stewardship. The 2019 nominee and winner, Diane Gorder of North Oaks, was presented the award and was photographed with the VLAWMO Staff & Board of Directors. Susan Miller was the honorable mention for runner up for the award.

C. Public Visitors

None.

IV. Consent Agenda

A. Approval of Minutes

The minutes from the December 11th, 2019 Board meeting are placed on the consent agenda for approval, as presented.

B. Project update reports

Staff has completed a list updates to report on projects and programs not up for discussion on the Board meeting agenda. These updates were included in the February Board packet and may be discussed if any Directors would so choose.

Discussion: none.

C. Designation of Legal Notice – Press Publications and VLAWMO Website

McNamara presented items on the consent agenda for approval, continuing to use Press Publications and the VLAWMO website for public notices to jurisdiction, as well as continuing to advertise with the League of Minnesota Cities publication, as appropriate. **Staff is recommending the Board authorize the consent agenda for approval that staff continues to use Press Publications and the VLAWMO website for public notices to our jurisdiction, as well as advertisement with the League of MN Cities publication, as appropriate.**

D. Set meeting dates for 2020

McNamara presented 2020 Board meeting dates, following the established pattern of years prior. The proposed meeting dates are: February 26, April 22, June 24, August 26, October 28, and December 9. **Staff recommends approval of the proposed 2020 Board of Director meeting dates.**

E. Adopt-a-Drain 2019 results

Voss presented the 2019 Adopt-a-Drain results, of which VLAWMO is a paying member organization through Watershed Partners, and offers the service to JPA municipalities to claim towards SWPPP & MS4 reporting. Municipalities must be a paying member of the program through Watershed Partners to join. In 2019 VLAWMO had 21 participants report cleanings and 489.4 lbs of debris removed from adopted storm drains.

F. 2020 Education & Outreach activities

Included in the Board packet, Voss laid out the schedule for E&O events and activities for 2020.

G. Wetlands/Development review – At Home Properties Vadnais Heights

A PUD for an apartment building development has been received and reviewed by VLAWMO staff, and comments have been submitted to the City of Vadnais Heights. No wetland impact is anticipated at this time with current plans, but staff will review and comment again once final development plans and stormwater/hydro reports have been submitted.

Discussion: none.

A motion was made by Rafferty and seconded by Ries to approve the February 26, 2020 meeting consent agenda, including items IV. A - G. Vote: all aye. Motion passed.

V. Business

A. Administration

1. Elections and Appointments

a. Election of Board Officers

2019 Board officers included: Chair, Jim Lindner; Vice Chair, Marty Long; Secretary-Treasurer, Rob Rafferty. Officers preside over meetings and take on other small business duties.

Discussion: Lindner proposed nominating and moving for all 3 Officer positions as the same as in 2019. The rest of the Board Directors agreed to this.

A motion was made by Prudhon to nominate and seconded by Rafferty to elect Jim Lindner as Chair, Marty Long as Vice Chair, and Rob Rafferty as Secretary-Treasurer for 2020 Board Officer positions. Vote: all aye. Motion passed.

b. Committee Assignments

The Finance, Policy & Personnel Committee may meet 1-3 times per year and makes recommendation for Board action for new policies or updates, and assist with human resources issues, as needed. Staff is looking for Board members that may volunteer to serve on the Committee.

c. Appointment of TEC Chair – Gloria Tessier

The VLAWMO Technical Commission has voted to continue to have Gloria Tessier as the VLAWMO TEC Chair.

A motion was made by Rafferty and seconded by Lindner to appoint Gloria Tessier as Chair for the VLAWMO Technical Commission for 2020. Vote: all aye. Motion passed.

2. Personnel Committee update/special meeting

Upon closure of the Administrator position application period, 5 applications had been received and McNamara is confident they are good candidates. The Search Committee decided Sara Noah (Noah & Associates) and McNamara would do the preliminary round of screening, with semifinalists to be interviewed during one of the first weekends in March.

Discussion: McNamara summarized the progress on a new Administrator and asked if any other Board members would like to be a part of the process, to let her know. Prudhon asked if there is point system to vet the candidates. McNamara confirmed this is the case and how applicants are ranked.

3. Special meeting of the Board March 25, 2020

Chair Lindner proposed a special meeting of the Board on March 25, 2020 at 7:00 pm at the Vadnais Heights City Hall in anticipation of making an offer to a candidate for the Administrator position. Lindner and McNamara offered that any other Directors of the Board that would like to be a part of the process, to please notify them. Lindner also explained it is planned to schedule final interviews on one of the first Saturdays in March to determine a final candidate. McNamara mentioned if enough Directors are present, the meeting will have to be noticed as a meeting of the Board.

A motion was made by Rafferty and seconded by Youker to schedule a special meeting of the VLAWMO Board for March 25, 2020 at 7:00pm at the Vadnais Heights City Hall. Vote: all aye. Motion passed.

B. Education and Outreach

1. 2019 Annual Report approval

A draft of the 2019 VLAWMO Annual Report has been prepared and staff is seeking Board approval of the Draft for staff to finalize and submit to BWSR before the April submittal deadline, as well as approval of printing and dispersal costs and efforts.

Discussion: Lindner clarified that this would be for printing, submittal and distribution. Voss affirmed this.

A motion was made by Ries and seconded by Youker to approve the Draft 2019 VLAWMO Annual Report for finalization and authorizes staff to submit the final copy for the April submittal deadline. Vote: all aye. Motion passed.

2. White Bear Center for the Arts – Community Blue Grant

Voss presented a Community Blue grant application submitted by the White Bear Center for the Arts that hosts 10 tea ceremonies where participants will receive custom mugs created by an artist, and incorporates volunteer maintenance and incorporation of other VLAWMO E&O programs. The project will begin with a kickoff event and end with a culmination event to be documented in a summary video at the end of the project. This project would have residual advertising and education & outreach effects. Staff is recommending approval of the Community Blue grant application “CB-2020-02 WBCA/Upstream” in the amount of \$7,566.80.

Discussion: Lindner commented how this application was groundbreaking and asked how it came about. Prudhon asked if any more groups were involved with or planned for this project. Rafferty asked for more description as to what the project includes. Voss listed the project budget items as well as goals and activity items.

A motion was made by Ries and seconded by Youker to approve the Community Blue grant CB-2020-02 WBCA/Upstream for funding in the amount of \$7,566.80. Vote: all aye. Motion passed.

C. Cost Share Program

1. LL2 2020-01 TNC Teal Pond Restoration

A Landscape Level 2 grant application was received from RC Soil & Water Conservation Division that would remove invasive species and restore the native vegetation of Teal Pond

at the Tamarack Nature Center. TEC and Staff are recommending approval of the application in the amount of \$5,890.00.

Discussion: Prudhon asked about the pond levels and if fluctuation would affect the restoration. Tanner affirmed that native revegetation will take place further up the Pond slope and vegetation will not be affected.

A motion was made by Prudhon and seconded by Youker to approve the Landscape Level 2 grant LL2 2020-01 for funding in the amount of \$5,890.00. Vote: all aye. Motion passed.

2. LL2 2020-02 Cty Rd F Raingardens Retrofit

Ramsey County and the City of White Bear Lake have submitted a LL2 grant application in the amount of \$15,000 for retrofitting and rehabilitation of 6 raingardens on County Road F, and a total project cost of \$72,269. The basins were early raingardens installed in 2003, and currently don't feature proper routing and stormwater collection, minimizing their effectiveness. This is one of the projects that were identified in the Goose Subwatershed analysis for effective stormwater volume and nutrient reduction into Polar Chev Channel and East Goose Lake. TEC and Staff are recommending approval of the application in the amount of \$15,000.

Discussion: Rafferty and Youker asked for clarification on maintenance and longevity of the revegetation and basins. Thompson clarified the County & the City have a maintenance agreement that both the City & County utilize to ensure long-term maintenance.

A motion was made by Prudhon and seconded by Youker to approve the Landscape Level 2 grant LL2 2020-02 for funding in the amount of \$15,000.00. Vote: 4 aye, Youker abstained. Motion passed.

3. LL2 2020-03 Peterson Native Restoration

An application was received for a large .26 acre native restoration at a private residence in North Oaks for the amount of \$9,024, though it was found only \$5,949 was applicable for asked funding, as the total applicable project cost is \$7,932. The project is on a steep backyard hillside that drains to Sora Pond, and eventually flows to Black Lake. The site was cleared of buckthorn and woody vegetation and now needs to be stabilized and restored. This project would normally be qualify as a LL1 grant, though due to a recent large-scale erosion failure last year with a similar site in North Oaks, staff realizes this as an issue where a similar situation can be avoided. Staff and TEC are recommending funding of the LL2 grant application with a 50% match of applied funding, in the amount of \$4,000.

Discussion: Prudhon asked if the applicants had approached staff prior to vegetation removal, or were they just looking for a fix to an issue they created. Thompson answered the application came in after vegetation removal, a line item that was also included on their estimate from Prairie Restoration, though they chose to use a different contractor to perform the work for cheaper than PRI, then to still apply for grant funding for native revegetation and stabilization. Rafferty suggested himself and other interested members of the Board visit the site and table the decision for approval for the March 25 special meeting of the Board.

A motion was made by Rafferty and seconded by Youker to table approval the Landscape Level 2 grant LL2 2020-03 for funding and to visit the site to be familiarized with the Project. Vote: all aye. Motion passed.

D. Projects

1. Birch Lake – 4th & Otter: Bid Selection & Authorize Signing of Contract

After the second round of bidding for construction for the iron-enhanced sand filter for Birch Lake, 10 bids were received with 4 bids lower than the lowest bid from the 1st round of bidding. Cost reductions were made by changes to the project schedule, contract modifications and replacement of the decorative brick façade with colorized concrete to be chosen by the land owners. The updated Engineer's Estimate of cost was \$109,953.80, and

the lowest responsible bid was Blackstone Construction LLC at \$111,292.25. Barr Engineering submitted a Technical Memo recommending selection of Blackstone Construction LLC to enter into agreement for construction, along with notice of bid award, entering into a construction services agreement, and sign notice to proceed with construction. Staff and TEC are recommending entering into contract and selecting Blackstone LLC for construction, based on their bid of \$111,292.25. Construction shall commence within 5 calendar days after date stated in notice to proceed, and shall be complete and ready for final payment not later than June 30, 2020.

Discussion: Rafferty expressed concern with the total cost of the project and asked for clarification of what the project was and what it was accomplishing. Thompson responded with a description of what the project accomplishes, treating stormwater before entering Birch Lake, and protecting the water quality of one of VLAWMO's healthiest lakes.

A motion was made by Prudhon and seconded by Lindner to authorize approval of selection of Blackstone Contractors, LLC for bid award for construction of the Birch Lake IESF White Bear Lake, MN project, signing of the Construction Services Agreement, and authorization of Project Manager, Tyler Thompson to sign the Notice to Proceed. Vote: 4 aye, Rafferty nay. Motion passed.

2. Pleasant Lake Sedimentation Study and internal loading preliminary investigation

As part of the Pleasant Lake SLMP that was completed in 2019, an implementation priority is assessing the potential for internal and external sedimentation and nutrient loading in the lake. Preliminary modeling of the lake was begun by U of M capstone students, with help of Barr Engineering, though completion of H&H modeling still needs to be completed. Recent complaints from North Oaks residents regarding lower water levels and decreased water quality are prompting the proposal of further study of Lake metrics. Tasks 1 – 3, sandbar cores, internal loading cores, and bathymetry of the east and west bays of Pleasant are recommended for funding in 2020 in the amount of \$21,000.

Discussion: Rafferty suggested VLAWMO only funding \$19,000 and asking North Oaks to contribute the remaining \$2,000. Prudhon asked if the SPRWS would be able to help with funding. Tanner responded the SPRWS doesn't have this in their budget for 2020, but may add it for 2021. Ries commented that she will bring this to the next North Oaks City Council meeting for funding assistance. Rafferty noted he does not wish reducing the scope of the project and would like all items included in the \$21,000 cost.

A motion was made by Rafferty and seconded by Youker for \$19,000 of funding from VLAWMO, and to seek further funding from the City of North Oaks. Vote: all aye. Motion passed.

3. Goose Lake Alum treatment grant

After the BWSR Board approved VLAWMO's grant proposal for the alum treatment on East Goose Lake, 2 concerns were identified by BWSR staff. The results of the Fall 2019 fish survey of East & West Goose showed that the bullhead population had increased dramatically, and the game fish population had declined, pointing to a fish kill. The high rough fish population is worrisome for disturbance of the alum treatment. The lack of boating restrictions for East Goose Lake is the other, more complicated issue that BWSR staff is concerned that the annual removals and longevity of the alum treatment will not be able to meet BWSR's reinforced grant assurances for project effectiveness for 10-15 years. If this were the case, VLAWMO would be financially responsible for reaching project measures mentioned in the grant application, and would be incorporated into a grant workplan. Staff has asked Barr Engineering for more modeling simulating boat traffic and the effectiveness and longevity of an alum treatment. Staff requests the Board consider all of this information and wait for further information from the project engineer to make a decision regarding acceptance or withdraw its request for grant funds at the special meeting of the Board in March.

Discussion: King overviewed grant assurances, and explained how the project much achieve the what is stated in the grant application. Rafferty question boating is the only reason BWSR is asking VLAWMO to reconsider grant acceptance. King explained that with key elements changing, bullhead population and boating restrictions, the project may not be able to achieve continued results stated in the application, and that a reevaluation would be wise before accepting grant funding, where VLAWMO may be held financially liable for completing the project as it was outlined in the application. McNamara expressed that our project engineer has been asked to remodel the alum treatment to account for current conditions, and proposed in-lake management in the form of bullhead removal before a treatment should be completed.

A motion was made by Lindner and seconded by Prudhon to table any action or decision on the East Goose Alum Grant for the March 25 Board meeting. Vote: all aye. Motion passed.

4. WBF Goose Subwatershed BMP options

Staff outlined the 4 different top options for BMPs that were identified by Barr Engineering and were selected by staff: underground IESF chamber on Cty Rd F off of Highland Ave.; adding 20 new curb-cut raingardens to Cty Rd F; large IESF at WBL Methodist Church; IESF construction on the Lakeaires Elementary School property. Staff is asking the Board to consider these options and wait for cost estimates to be delivered and for a recommendation to be made at the March Technical Commission meeting for selection to proceed with a BMP option at the special meeting of the Board in March.

Discussion: Lindner asked for clarification that these would be similar options to the Birch Lake iron-enhanced sand filter. McNamara confirmed this.

VIII. Discussion

IX. Administration Communication

1. Metro INET JPA Direction

VLAWMO's IT provider, Metro I-Net, is currently a side unit of the City of Roseville and work has begun on moving towards a Joint Powers Agreement that creates a permanent structure and members will have a voting say in policy action, and a Board of Directors. If all current members agree to join a JPA, a 5% annual budget increase is expected for each member of Metro I-Net to cover overhead costs. If fewer members sign on for the JPA, costs could rise dramatically. The call for a JPA has been talked about for years to gain stability and insulate from possible disbandment from the City of Roseville, if their Council decided so. Metro I-Net is looking for verbal commitment for entering into a possible JPA with Metro I-Net. Approval of a JPA would come later in 2020 after there is an understanding of total participation.

X. Adjourn

A motion was made by Lindner and seconded by Youker to adjourn at 9:13 pm. Vote: all aye. Motion passed.

Minutes compiled and submitted by Tyler Thompson.