

**VALLEY BRANCH WATERSHED DISTRICT**  
**Minutes of Regular Meeting No. 1104**  
**Baytown Community Center**  
**4020 McDonald Dr. N, Baytown Township**  
**Thursday, June 8, 2023, 7:00 p.m.**

**APPROVED  
MINUTES**

<b>MANAGER PRESENT:</b>	<b>Ed Marchan, President; Don Pereira, Vice President (Participating on Microsoft Office Teams); Rick Gelbmann, Treasurer; and John Brach, Secretary</b>
<b>MANAGER ABSENT:</b>	<b>William Armstrong, Manager</b>
<b>STAFF PRESENT:</b>	<b>John Hanson, Engineer, Barr Engineering; Susannah Torseth, Attorney, Galowitz Olson; and Melissa Imse, Recording Secretary (Participating on Microsoft Office Teams)</b>
<b>STAFF ABSENT:</b>	<b>Jeff Brower, Inspector</b>
<b>OTHERS:</b>	<b>None</b>
<b>CALL TO ORDER</b>	President Marchan called the meeting to order at 7:00 p.m.
<b>ANNOUNCEMENTS</b>	<b>None</b>
<b>ADDITIONAL AGENDA ITEMS</b>	<b>None</b>

**APPROVAL OF AGENDA** A motion was made by Marchan and seconded by Brach to approve the agenda. A roll-call vote was done for the motion:

- President Marchan-Yea
- Vice President Pereira-Yea
- Treasurer Gelbmann-Yea
- Secretary Brach-Yea

Motion carries unanimously.

**PUBLIC FORUM** **None**

**CONSENT CALENDAR**

President Marchan pulled the Treasurer's Report from the Consent Agenda. A motion was made by Marchan and seconded by Pereira to approve the remaining items on the Consent Calendar. A roll-call vote was done for the motion:

- President Marchan-Yea
- Vice President Pereira-Yea
- Treasurer Gelbmann-Yea
- Secretary Brach-Yea

Motion carries unanimously.

- **May 25, 2023, Draft Meeting Minutes**
- **\$3,625 Stewardship Grant to Sally Doherty**
- **\$500 Native Plant Grant to Michael and Barbara Morehead**
- **\$500 Native Plant Grant to Elin Perry**
- **\$500 Native Plant Grant to Kari Schneider**
- **Final Payment of \$500 to Nancy Stewart for a Native Plant Grant**

After discussion, a motion was made by Gelbmann and seconded by Marchan to approve the Treasurer's Report. A roll-call vote was done for the motion:

- President Marchan-Yea
- Vice President Pereira-Yea
- Treasurer Gelmann-Yea
- Secretary Brach-Yea

Motion carries unanimously.

## **UPDATES AND REQUESTS FROM PARTNERS, VOLUNTEERS AND CITIZEN ADVISORY COMMITTEE (CAC)**

**None**

### **ADMINISTRATOR/ENGINEER**

**Unspent Bond Money** With the assistance of George Eilertson of Northland Securities, the VBWD obtained bonds in 2019 and 2020. Not all of the bond proceeds have been spent, so about six months ago, the VBWD invested funds in the 4M Fund and various CDs. During the 2022 financial audit, VBWD's auditor (Andy Hering of Redpath Companies) brought up the issue of unspent bond proceeds to the VBWD Board's attention. On May 30, Mr. Eilertson, Greg Ichel of the Arbitrage Group, Treasurer Gelmann, and Engineer Hanson met and discussed the issue. Treasurer Gelmann, Mr. Eilertson, and Engineer Hanson also met with VBWD's bond counsel (Jennifer Hanson of Dorsey & Whitney). After discussion, the managers directed Attorney Torseth to investigate the best options for VBWD and potential scenarios to offer to the flood prone land owners.

**Plan Update Survey for Online Hosting** The managers reviewed the draft Plan update online survey questions and provided comments to Barr Engineering staff. Barr Engineering staff will revise the survey and bring back to the managers.

**ATTORNEY'S REPORT** Attorney Torseth reported that she had reviewed the contracts for drone and photography work for VBWD. Attorney Torseth reported that she would like to investigate a smoother more stream-lined process for VBWD permitting.

**INSPECTOR'S REPORT** The managers reviewed the Inspector's report and did not have any comments.

### **MANAGER'S REPORT**

Secretary Brach reported that he would like to attend the St. Croix River Workshop on the Water in Stillwater on July 25. All managers are welcome to attend the workshop.

President Marchan reported on the newsletter from the Minnesota Watersheds.

The managers congratulated Vice President Pereira on his Minnesota Watersheds Board appointment.

### **FUTURE MEETINGS AND BUSINESS**

**Valley Branch Watershed District Meetings: June 22 and July 13, 2023, 7:00 p.m.** Manager Pereira may be absent at the July 13<sup>th</sup> meeting. All other managers plan to attend the meetings.

**Minnesota Watersheds Summer Tour, Albert Lea, June 20-21, 2023.** Vice President Pereira will be attending.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

None

### **FUTURE ITEMS**

None

### **ADJOURNMENT**

A motion was made by Marchan and seconded by Brach at 8:08 p.m. to adjourn the meeting. A roll-call vote was done for the motion:

- President Marchan-Yea

- Vice President Pereira-Yea
- Treasurer Gelbmann-Yea
- Secretary Brach-Yea

Motion carries unanimously.

Respectfully Submitted,

*/s/ John Brach*

John Brach, Secretary

**Minutes approved by Managers 6/22/2023**