

Middle St. Croix Watershed Management Organization
Washington Conservation District
February 14, 2014

Present: Cindie Reiter, Lake St. Croix Beach; Susan St. Ores, Bayport; Dan Kylo, West Lakeland Township; Randy Nelson, Afton; David Zannmiller, Lakeland Shores; Mike Polehna, Stillwater; Chuck Dougherty, Oak Park Heights; Mike Isensee, Administrator;

Call to Order – Regular Board Meeting

The meeting was called to order at 7:00 p.m.

Approval of Minutes

A motion to approve the December 12, 2013 minutes was made by Mr. Kylo, seconded by Mr. Dougherty. The motion was carried.

Treasurer's Report

The treasurer's report was presented. The remaining checking account balance is \$162,699.03. The checking balance includes the balance of \$31,984.29 recently to CDs. The ending balance in the RBC savings account is \$84,039.89. Bills to be approved this month are: \$742.00 Wenck Associates, \$1,202.50 Washington Conservation District Quixote CWF, \$4,904.75 Washington Conservation District McKusick CWF, \$897.00 Lily CWF, \$8,536.50 Washington Conservation District DiaSorin CWF, \$2,161.50 Washington Conservation District Administration, \$3,571.00 Washington Conservation District Technical Services.

Administrator Isensee presented a budget summary for total expenditures for January 2014.

Ms. Reider, seconded by Mr. Dougherty, moved to approve the treasurer's report. The motion carried.

Public Comments

None.

Lily Lake Monitoring Update

At the January 9, 2014 MSCWMO regular meeting the board approved the monitoring flow at five outlets to Lily Lake by purchasing used flow monitoring equipment from the WCD from the water quality monitoring equipment fund and re-allocating water quality monitoring funding for 2014 from Perro Pond, Perro Creek, Lily Lake and Brick Pond to the Lily Lake monitoring effort. On January 15, 2014 it was discovered that the City of Stillwater storm sewer data that showed five outlets to Lily Lake was not accurate. There are at least 7 outlets to Lily Lake. This increased the total budget beyond funding that is available in the 2014 monitoring budget. On February 4, 2014 Administrator Isensee discussed the total number of outlets with City Engineer Shawn Sanders. Mr. Sanders verified that the GIS data layer may not be accurate and concurred that the best approach to

verify the actual number of outlets to Lily Lake was by field analysis in the spring. He believes there are at least six outlets into Lily Lake.

Based on this information Administrator Isensee recommended that the board not monitor Perro Pond, Perro Creek, Lily Lake and Brick Pond in 2014 and deposit \$10,579.00 into savings to be used to investigate the Lily Lake outlets in 2015.

Motion by Ms. Reiter, seconded by Mr. Kylo, to adopt the 2014 MSCWMO budget as amended to reduce the 2014 water monitoring budget to \$5,832.00 and place \$10,579.00 into savings for the investigation of the Lily Lake Outlets in 2015.

MSCWMO Savings Account Update

At the request of the board on October 10, 2013, the fund balance in the 4M Fund Savings Account was transferred to First State Bank and Trust and placed into two Certificates of Deposit. A 6 month Certificate for \$15,992.15 at 0.10% will mature on July 27, 2014 and a 15 month Certificate for \$15,992.14 at 0.40% will mature on April 27, 2015.

Clean Water Fund Minnesota Conservation Corps Grant Award

The Middle St. Croix Watershed Management Organization was awarded 8 days of installation and 8 days of maintenance crew assistance for water quality BMPs in the watershed.

Motion by Mr. Dougherty, seconded by Mr. Polehna, to accept and provide matching funds not to exceed \$5,720.00 for the Clean Water Fund Grant to utilize the services of the Minnesota Conservation Corps for a total of 16 days to install and maintain conservation practices in the Middle St. Croix Watershed. All members voting yes. Motion carried.

Clean Water Fund Grants Award

The MSCWMO was awarded both applications for the FY2014 Clean Water Fund Grants. Lily Lake Stormwater Quality Retrofit application continues the installation of targeted stormwater treatment best management practices treating at least 8 acres of urban development draining to Lily Lake. The application ranked #10 of 115 applications and received full funding for \$109,000. The MIDS community ordinance grant builds upon the success of the Minimal Impact Design Standards (MIDS) Community Assistance Package by working hands-on with up to 13 communities in the St. Croix River Basin to adopt ordinance and code revisions to incorporate MIDS stormwater quality and volume standards for new development and redevelopment. The application ranked #6 of 34 applications and received full funding for \$127,000.00.

Motion by Ms. Reiter, seconded by Mr. Dougherty, to accept the awarded 2014 Clean Water Fund Accelerated Implementation and Stormwater Quality Retrofit grants for a total of \$236,000.00. Motion carried.

RBC Wealth Management Blue Water Project Grant Application

The board approved the submission of the letter of intent for the RBC Wealth Management Blue Water Project Leadership Grant at the December 12, 2013 regular board meeting. On January 13th, the MSCWMO was notified that the letter was selected for the final pool and applicants and was selected to submit a full proposal by March 3, 2014. If awarded, this grant would provide approximately \$95,000 for education, technical assistance and construction of water quality practices in Stillwater. The proposed grant timeframe is July 2014 to December 2017

Motion by Mr. Polehna, seconded by Mr. Kylo, to develop and submit a full application for the RBC Wealth Management Blue Water Project Leadership Grant for up to \$100,000.

MSCWMO Development Review Structure and Fees

Administrator Isensee provided an overview of the documented history and review policy established by the MSCWMO from 2003 to current. The board also discussed current review structure, feedback from stakeholders, past review budgets, and current and proposed fee structures. Based on this information Administrator Isensee recommended the following actions with regards to the MSCWMO review process: 1. Add the review fee to the application form check boxes; 2. Adopt a sliding scale review form that maintains a \$250 review fee for standard single residential lots requiring review. 3. Communicate with member communities that the MSCWMO will consistently apply the review submittal and payment process. 4. Approve an expedited process for single lot residential development that permits staff level review results to be transmitted without board approval. Review results shall be presented at the next board meeting as an information item; 5. Adopt a simplified application form and process for standard single lot residential reviews. 6. In the 2014 Watershed Management Plan update clarify that building lots located entirely within the boundaries of a development previously approved by the MSCWMO are exempt from review requirements.

Motion by Ms. Nelson, seconded by Mr. Dougherty, to modify review documents, implement a sliding fee scale that maintains the \$250 review for single lot residential reviews, implement an expedited review process for single lot residential reviews and communicate existing and modified review program policies and procedures with member communities.

DiaSorin/Valley Ridge Mall CWF Contract Execution

The final plans are complete for the construction for the Valley Ridge Mall and DiaSorin water quality projects. Request approval and signature and execution of the contracts. Construction is planned for spring 2014.

Motion by Mr. Dougherty, seconded by Mr. Nelson, to authorize grant agreements between the MSCWMO, Valley Ridge Mall and DiaSorin. Motion carried.

2014 Services Agreement between MSCWMO and WCD

The board of managers reviewed the 2014 Services Agreement between the Middle St. Croix Watershed Management Organization and the Washington Conservation District for administrative, technical and water monitoring services.

Motion by Mr. Nelson, seconded by Ms. St. Ores to authorize the 2014 Services Agreement between the Middle St. Croix Watershed Management Organization and the Washington Conservation District. Motion carried.

2014 Watershed Management Plan Update Editorial Services Contract

Request board to approval to contract with Laura Jester, Keystone Waters, LLC, for editorial services for the Middle St. Croix Watershed Management Plan Update. The board discussed the merits of technical editing services for the plan update and verified that these services would not increase the total management plan update budget.

Motion by Mr. Nelson, seconded by Ms. Reiter, to approve a contract for editorial services for the MSCWMO 2014 Watershed Management Plan Update with Keystone Waters, LLC not to exceed the final payment of \$3,900.00.

2013 Savings Transfer to RBC Account

The 2013 MSCWMO approved budget dedicated \$1,000 to be deposited in savings for water monitoring equipment and \$7,500 to be deposited in savings for the Watershed Management Plan Update. The 2014 approved budget also dedicates \$1,000 to be deposited in savings for water monitoring equipment and \$7,500 to be deposited in savings for the Watershed Management Plan Update. The board also approved the transfer of \$10,579.00 from the 2014 water quality monitoring budget into savings to be used in 2015 and 2016 for targeted short term monitoring efforts.

Staff requests board approval to transfer \$27,579.00 into the RBC Savings Account

Motion by Mr. Kylo, seconded by Mr. Dougherty, to transfer \$17,579 to the RBC savings account. Motion carried.

St. Croix Crossing Update

On January 23, 2014 Administrator Isensee met with MnDOT representatives Bruce Irish, Beth Neuendorf, Jennifer Hildebrand and Matt Wassman to review and discuss the MSCWMO permanent stormwater management policies and performance standards and the history, barriers and opportunities to meet the infiltration standards. During the meeting MnDOT representatives reviewed considerations for design changes to make Cadet Pond an infiltration basin. Full details of the discussion are provided on page 2 of the attached meeting minutes.

MnDOT is diligently working on the design changes discussed and will provide a formal response to the MSCWMO by March 13, 2014.

City of Oak Park Heights SIP Resubmittal Review

The City of Oak Park Heights revised submittal for the proposed City of Oak Park Heights 2014/2015 Street Reconstruction project meets all MSCWMO standards. Motion by Mr. Dougherty, seconded by Mr. Nelson, to approve the application. Motion carried.

Washington County CSAH 21/28 Reconstruction Review

Washington County is proposing the reconstruction of CSAH 21/28 in Oak Park Heights. The project includes the reconstruction or addition of 4.28 acres. Administrator Isensee recommended approval of the application, with two conditions noted in the memo to the City of Oak Park Heights. Motion by Mr. Nelson, seconded by Ms. St. Ores, to approve the application. Motion carried.

Anders Home Remodel

The Anders are proposing an expansion of an existing home located within 40 feet of the bluff line of the St. Croix River in Lake St. Croix Beach. Administrator Isensee recommended approval of the application, with two conditions noted in the memo to the City of Lake St. Croix Beach. Motion by Mr. Nelson, seconded by Mr. Dougherty, to approve the application. Motion carried.

Mr. Nelson moved to adjourn the meeting, seconded by Mr. Dougherty. Motion carried.