

Middle St. Croix Watershed Management Organization
Bayport Public Library
July 10, 2014

Present: Dan Kylo, West Lakeland Township; Mike Polehna, Stillwater; Susan St. Ores, Bayport; Nancy Anderson, St. Marys Point; John Fellego, Baytown Township; Cindie Reiter, Lake St. Croix Beach; 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 May 8, 2014 and June 12, 2014 minutes was made by Mr. Fellego, seconded by Ms. Anderson. The motion was carried.

Treasurer's Report

The treasurer's report was presented. The remaining checking account balance is \$58,444.47. First State Bank CDs \$31,984.29. The ending balance in the RBC savings account is \$111,623.27. Bills to be approved this month are: \$119.00 Carmen Simonet Design; \$250 Cassie McGuire; \$36,410.99 DiaSorin; \$471.25 Keystone Waters, LLC; \$1,850.00 Peterson Company; \$600 St. Peter's Church; \$11,516.47 True North Investments; \$5,276.00 Washington Conservation District (Technical Services-May); \$1,342.50 Washington Conservation District (Admin-May); \$1,375.00 Washington Conservation District (Educator-2nd Qtr); \$1,192.00 Washington Conservation District (Admin-June); \$3,536.50 Washington Conservation District (Tech Services-June) \$1,060.50 Washington Conservation District (Water Monitoring-2nd Qtr) \$250 Wendy Waiwaiole

The board reviewed the second quarter budget update and the savings account summary and update.

Mr. Polehna moved, seconded by Mrs. Reiter, to approve the treasurer's report and bills. The motion carried.

Public Comments

None.

St. Peters Church Cost Share Reimbursement Request

St. Peter's United Church of Christ located at 111 Orleans St. E in Stillwater requested cost share reimbursement for the 300 square foot curb cut raingarden. This project application was approved for cost share funding by the MSCWMO board of managers at the April 10, 2014 regular board meeting.

This project is on New Orleans Street in Stillwater and drains to the St. Croix River. The 350 ft² curb cut raingarden will capture 0.23 pounds of phosphorus per year, and 30

pounds per year of suspended solids. Due to in kind contributions by Washington County and installation assistance from MCC the total project cost \$1,459.07 and the landowner requested reimbursement of \$600 (41%) of the total cost of installation. MSCWMO staff reviewed and certified the project and recommended approving the payment of \$600.

Motion by Mrs. Reiter, seconded by Mrs. St. Ores, to approve the cost-share final payment to St. Peter's Church of Stillwater for \$600. Motion carried.

Blue Thumb Grant Reimbursement Request

Wendy Waiwaiole of 1790 Queens Avenue, Lakeland has completed the 300 square foot raingarden for a total estimated cost of the projects is \$424.00. MSCWMO staff provided technical assistance for the project layout, preformed a midpoint check to verify installation was in conformance with Washington Conservation District standards. MSCWMO staff recommended reimbursement of \$250 for the Wendy Waiwaiole Blue Thumb Raingarden.

Cassie McGuire of 2446 River Road South, St. Mary's Point has completed the 250 square foot raingarden for a total estimated cost of the projects is \$318.00. MSCWMO staff provided technical assistance for the project layout, preformed a midpoint check to verify installation was in conformance with Washington Conservation District standards. MSCWMO staff recommended reimbursement of \$250 for the Cassie McGuire Blue Thumb Raingarden.

Motion by Mrs. Reiter, seconded by Mrs. Anderson, to approve reimbursement of \$250 to Wendy Waiwaiole and \$250 to Cassie McGuire for the installation of their raingardens.

Lily and McKusick Phase II CWF Project Update

Administrator Isensee provided an overview of the 2011 Lily and McKusick Phase II CWF grant requirements. As of July 2013 both plans had been completed the project development and engineering funds expended. In August 2013, numerous utility conflicts and grade issues forced major plan revisions, coordination with Excel Energy and the design of new projects to meet the grant minimum requirements. This additional work put both projects over budget by \$1,837 for McKusick and \$1,073 for Lily Lake. Additional staff time is still needed for contractor coordination and installation quality control to complete both projects.

Administrator Isensee requested an additional allocation not to exceed \$6,000 to cover the additional costs incurred during project development and design. The board considered options for funding the overages.

Motion by Mr. Fellegy, seconded by Mr. Dougherty, to approve up to \$6,000 from savings to complete the Lily Phase II and McKusick Phase I Clean Water Fund Grants.

Lily Commercial Clean Water Fund Partial Payment

On March 3, 2014 the MSCWMO distributed the first payment of \$26,700.00 for Valley Ridge Mall, per the term of the agreement. MSCWMO technical staff certified the substantial completion of the project and request the second a second partial payment of \$11,516.47 be distributed to Valley Ridge Mall in terms of the agreement. The final payment of \$4,246.28 will be distributed at the completion of the project.

On March 3, 2014 the MSCWMO distributed the first 50% payment of \$62,300.00 for DiaSorin Inc. per the terms of the agreement. MSCWMO technical staff certified the substantial completion of the project and request the second payment of \$36,410.99 be distributed to DiaSorin Inc. in terms of the agreement. The final payment of \$10,967.89 will be distributed at the completion of the project.

Motion by Mr. Fellego, seconded by Mrs. Rieter, to disperse the second partial payments of \$11,516.47 to Valley Ridge Mall and \$36,410.99 to DiaSorin Inc. for completion of the 2012 Lily Lake Commercial Clean Water Fund project and in accordance with the landowner agreement. Motion carried.

2015 Draft Budget Review

The MSCWMO reviewed the 2015 draft budget that included a 3.68% increase to help cover the expanding role of the MSCWMO in grant writing. In 2013 the MSCWMO incurred \$7,800 in expenses writing grants that secured member communities \$258,000.00 in project implementation funding. The board discussed the option of moving funds out of savings to cover the additional costs in 2015. Savings are typically reserved as matching funds for special projects or unanticipated costs associated with water quality improvement projects. The board expressed concern about the total budget increasing in 2015.

Watershed Management Plan Draft Goals, Strategies and Policies Review

The 2006 MSCWMO Watershed Management Plan is being update early at the recommendation of the Minnesota Board of Water and Soil Resources (BWSR). In November 2011 BWSR issued a Performance Review Report that identified that the MSCWMO was functioning over-and-above it's 2006 plan and recommended initiating the plan update early.

The board reviewed the first draft of the goals, strategies and policies. The draft document is meant to more clearly organize existing plan goals, strategies and policies while incorporating new goals, strategies and policies based on over 130 comments received from stakeholders.

Review of Board Member Appointments

Chair Zeller has relocated his residence within the MSCWMO boundaries: from Lakeland to Lakeland Shores. The board discussed retaining him as chair of the MSCWMO if his appointment the representative at Lakeland Shores.

Motion by Mrs. St. Ores, seconded by Mr. Dougherty, to retain Mr. Zeller as Chair of the MSCWMO. Motion carried.

Adjourn

Mr. Fellegy moved to adjourn the meeting, seconded by Mr. Kylo. Motion carried and meeting adjourned at 8:30 p.m.