

Middle St. Croix Watershed Management Organization  
Bayport Public Library  
Minutes February 12, 2015

Present: Susan St. Ores, Bayport; Nancy Anderson, St. Marys Point; John Fellego, Baytown Township; Brian Zeller, Lakeland Shores; Joe Paiement, Lakeland; Chuck Dougherty, Oak Park Heights; Cindie Reiter, Lake St. Croix Beach; 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 11, 2014 minutes was made by Mr. Dougherty, seconded by Ms. Reiter. The motion was carried.

**Treasurer's Report**

The treasurer's report was presented. The remaining checking account balance is \$198,603.98. First State Bank CDs \$31,984.29. The ending balance in the RBC savings account is \$43,550.20. Bills approved this month were: \$435.00 City of Bayport; \$300.00 Baytown Township; \$300.00 City of Lakeland; \$487.50 Keystone Waters; \$2560.00 Mike Sandager; \$300.00 West Lakeland Township.

The board reviewed the monthly budget update and the savings account summary.

Mr. Zeller moved, seconded by Mr. John Fellego, to approve the treasurer's report and bills. The motion carried.

**Public Comments**

The Washington Conservation District East Metro Water Resources Education Program has requested MSCWMO's partnership on their Aquatic Invasive Species Grant application. The board discussed the grant application and was supportive the EMWREP's proposed approach. The MSCWMO board is not supportive portable wash stations as they feel they are an expensive practice with low effectiveness for preventing aquatic invasive species.

Mr. Fellego moved, seconded by Ms. St. Ores to be listed as a supporting partner on the EMWREP AIS grant application to Washington County. The motion carried

Ms. St. Ores shared her participation in the meeting for the planning of the 2016 National Parks Centennial Celebration planning. On August 26, 2016 the national parks system will be 100 years old. Many special events are being planned along the St. Croix Scenic Riverway in recognition of this historic milestone.

**Draft Watershed Management Plan**

The 10 year Watershed Management Plan (WMP) has been revised to update performance standards and guide implementation activities of the MSCWMO from 2015-2025. The

Watershed Management Plan was developed based on guidelines from the State Board of Water and Soil Resources and input from a broad group of stakeholders, state agencies, member community staff and local elected officials.

Administrator Isensee provided an overview of the approval process that will commence once the plan is approved by the MSCWMO Board of Managers and result in a request for final approval at the October 8, 2015 regular board meeting. At the March 12, 2015 regular board meeting the board of managers will appoint a subcommittee to review comments and responses.

Motion by Ms. Reiter, seconded by Ms. Nancy Anderson, to approve the 2015 MSCWMO Watershed Management Plan for the 60 day comment period. Motion carried.

### **Lily Lake Monitoring Equipment Purchase Approval**

Administrator Isensee reviewed the previously approved plan for monitoring the flow at the outfalls of the six stormwater pipe outlets and the outlet from Brick Pond to Lily Lake. At the time the plan was removed, the board was informed his effort would require the purchase of additional monitoring equipment. The equipment purchase will be made using the monitoring equipment fund in the savings account.

Motion by Mr. Fellego, seconded by Mr. Dougherty, to approve the equipment purchase for monitoring equipment to be used to monitor the outfalls at Lily Lake not to exceed \$8,900.

### **2015 Project Review Fees**

Staff requested the Board of Managers appoint a Project Review Fee Subcommittee to review the results of the 2014 project review fee schedule; review fee structures and approaches of adjacent and similarly structured watershed management organizations; and make a recommendation to the full board for the 2015 Project Review Fees. The board appointed Brian Zeller to meet and provide a summary of information at the March 12, 2015 regular board meeting.

### **SCRA Grant Application**

The board considered the implementation priorities identified in the MSCWMO 2015 Watershed Management Plan and opportunities to accelerate the proposed schedule through a grant application for 2014-2017 Lake St. Croix Improvement Grant.

The board reviewed the parameters and qualifications of St. Croix River Association request for proposals for projects that assist the state in achieving comprehensive water monitoring and phosphorous reduction strategies.

The board directed Administrator Isensee to develop a draft application for the Lake St. Croix Watershed Improvement Program to be considered by the board at the March 12, 2015 regular meeting.

### **2015 Financial Audit**

The board reviewed the Audit bid letter from Peterson Companies LTD to perform the 2014 MSCWMO financial audit for \$1,900. The audit includes a field visit to the MSCWMO offices on February 24, 2015. The audit will obtain reasonable assurance that the financial statements are free of material misstatement, whether in the form of 1) errors, 2) fraudulent financial reporting, 3) misappropriation of assets, or 4) violations of laws or governmental regulations.

Administrator Isensee shared the opportunity for board members to meet with the auditor on February 24, 2015 at the MSCWMO office to answer questions and assist with policies and procedures. This service is provided by Peterson Companies at no additional cost.

#### 2015 MSCWMO Financial Audit

Motion by Mr. Zeller, seconded by Mr. Dougherty to engage the services of Peterson Company LTD. for the 2014 Financial Audit.

#### **2015 CLEAN WATER FUND GRANT AWARD**

The MSCWMO Clean Water Fund application for Lake St. Croix Direct Discharge Stormwater Retrofits was awarded the full requested amount of \$142,000. The grant will treat up to 8 acres of urban development directly discharging to the St. Croix River in Stillwater and the northern portions of Bayport as targeted and prioritized in the 2014 Lake St. Croix Direct Discharge Subwatershed Analysis. 125 applications requesting almost \$30 million dollars were submitted to BWSR. The MSCWMO grant application ranked #15.

The work plan is due to the Board of Water and Soil Resources on March 20, 2015. The grant agreement will be presented to the board at the regular meeting on April 9, 2015.

Information Only.

#### **Contract for Professional Services: Integrating MIDS into Local Ordinance**

The contract for professional services with Emmons and Olivier Resources Inc. will provide ordinance technical writing and conduct ordinance technical review sessions with communities in accordance with the MSCWMO 2014 Clean Water Fund Accelerated Implementation Grant. The contract terms identify completion of tasks association with ordinance revisions and hosting technical ordinance review sessions for up to 13 communities not to exceed \$49,125. This contract expires December 31, 2015.

Motion by Mr. Zeller, seconded by Mr. Dougherty to approve the technical services contract with Emmons and Olivier Inc. not to exceed \$49,125.00.

#### **11 Point Road New Home Construction, Bayport Review**

The proposed project is the reconstruction of a single family residential project located on the shoreline of the St. Croix River in the City of Bayport. The total lot area is 2.16 acres and the total impervious is estimate at .30 acres and is proposed to increase to 0.34 acres. Because this project is a single family residential project, staff expedited review and comments to the City of Bayport.

Information only.

**Administrator's Report**

A written Administrator's report was submitted.

**Adjourn**

Mr. Zeller moved to adjourn the meeting, seconded by Mr. Fellegy. Motion carried and meeting adjourned at 8:10 p.m.