

Middle St. Croix Watershed Management Organization
Bayport Public Library
6:00 pm March 10, 2016

Present: Nancy Anderson, City of St. Mary's Point; Dan Kylo, West Lakeland Township; John Fellegly, Baytown Township; Nancy Truax, Lake St. Croix Beach, Doug Menikheim, Stillwater; Brian Zeller, City of Lakeland Shores; Administrator Mike Isensee

1. Call to Order – Regular Board Meeting

The meeting was called to order at 6:00pm.

2. Approval of Minutes

A motion to approve the submitted minutes for the February 11, 2016 meeting was made by Mr. Kylo and seconded by Mr. Fellegly. The motion carried.

3. Treasurer's Report:

a) Report of savings account, assets for March 10, 2016

The treasurer's report was presented. The remaining checking account balance is \$56,427.89. First State Bank CDs are valued at \$32,094.13. The ending balance in the RBC savings account is \$34,655.18.

Bills to be approved this month: Washington Conservation District (Admin.) \$3,433.00; Washington Conservation District (Tech Services) \$3,189.50; Carmen Simonet Design \$136.00; Minutemen Press \$714.88.

Mr. Zeller moved to approve the treasurer's report and pay the bills presented. Ms. Anderson seconded the motion, and it carried.

4. Public Comment:

No public comment was given.

5. Old Business

a) Exploring Consistent Shoreland Variance Review Process

Administrator Isensee shared an overview of the proposed letter to be sent out the member communities addressing concerns that have been raised regarding the Riverway Variance Process and the MSCWMO's preliminary concepts for building transparency and consistency. Discussion ensued regarding the difficulties associated with the current riverway process.

Motion by Mr. Zeller, seconded by Mr. Fellegly to send the letter as presented to member communities.

b. VBWD and MSCWMO Boundary Change Process Update

Administrator Isensee explained on February 10, 2016 the Valley Branch Watershed District sent letters and maps to the MSCWMO member communities regarding the change in boundaries. The next step required is for each community to take the required actions to approve the change through resolution. Once the MSCWMO is notified of resolutions from all

member communities the MSCWMO will approve the changes and notify Valley Branch Watershed District.

The Board of Managers review a letter developed by the East Metro Water Resources Education Program to clearly explain why the change is taking place and the process. This letter will be provided to all communities to modify and use to fit their needs

c. Lake St. Croix Direct Discharge Stormwater Retrofit Phase II Clean Water Fund Grant Agreement

The Board of Managers reviewed the terms of the grant agreement between the MSCWMO and the Board of Water and Soil Resources for the \$151,510 Clean Water Fund Grant to retrofit practices in the Lake St. Croix Direct Discharge Subwatershed areas of the MSCWMO.

Motion Mr. Zeller, Seconded by Mr. Fellegly to approve the FY2015 State of Minnesota Board of Water and Soil Resources Competitive Grants Program Grant Agreement in the Amount of \$151,510.

6. New Business

a. Building Inspectors Erosion and Sediment Control Inspection Meeting

In 2015 the MSCWMO Board of Managers requested community building inspectors be reminded of erosion and sediment control requirements for building projects within the MSCWMO. In 2015 the MSCWMO updated their annual plan and created new guidance documents for landowners. MSCWMO staff is requesting approval to lead a 1.5 hour meeting in mid to late April with member community building inspectors to review erosion and sediment control requirements and discuss local inspections and enforcement processes.

Motion by Mr. Zeller, seconded by Ms. Truax, to initiate meetings with Member Community Building Inspectors to review local erosion and sediment control requirements.

b. 2015 MSCWMO Annual Report

Administrator Isensee presented the 2015 Annual Report of the MSCWMO.

Motion by Mr. Kylo, seconded by Ms. Anderson, to approve the 2015 MSCWMO Annual Report.

c. Washington County Individual Septic System Meeting Update

Administrator Isensee presented and overview of the highlights from the Washington County Septic Updates Meeting. The board discussed the potential water quality implications of the statistics shared at the meeting. Washington County has 18,000 septic systems, 10% have been inspected, 23% of inspected systems required replacement.

d. MSCWMO 2017 Annual Budget Letter to Townships

Administrator Isensee reviewed the draft budget letter to Townships to notify them of no significant increase in funding for 2017. The Board of Managers requested the letter be emailed to Township Clerks for consideration during their budgeting process.

e. 2015 Water Quality Monitoring Report

The board reviewed the draft results of the 2015 MSCWMO Water Quality Monitoring Program.

Motion Mr. Zeller, second Ms. Anderson to approve the 2015 MSCWMO Water Quality Monitoring Report.

f. MSCWMO Newsletter

Administrator Isensee explained that the MSCWMO will be working with the member communities to fulfill our annual commitment to publish a newsletter or other communication to all residents in the watershed

g. MSCWMO Communities Comp Plan Update Process

Administrator Isensee explained, in essence, a comprehensive plan is an expression of the community's vision for the future and a strategic map to reach that vision. Comprehensive plans are mandatory for all cities within the metropolitan area. Community's comprehensive plan also includes a Local Water Management Plan that is required to be updated within 2 years of the MSCWMO Watershed Management Plan update. The plan structure must conform to the requirements of Minnesota Rules 8410.0160 & 8410.0170 and must be reviewed by the MSCWMO.

To streamline this effort, the board discussed utilizing the staff of the MSCWMO during their Comprehensive Plan update to review and comment on early drafts of the plan to reduce iterations and revisions required for the final plan. The Board requested Administrator Isensee notify member communities that the MSCWMO may be a resource during the comprehensive plan update process.

h. Washington County Maintenance Agreement

During the MSCWMO 2015 Watershed Management Plan update Washington County Transportation requested the MSCWMO develop a maintenance agreement similar to Brown's Creek Watershed District. The agreement will be applicable to all stormwater BMPs designed and installed to meet the MSCWMO Watershed Management Plan performance standards.

Staff have reviewed the agreement and made some minor edits, submitted the draft agreement to the MSCWMO for review for edits, then resubmitted the agreement back to Washington County.

Motion by Mr. Felleggy, seconded by Mr. Menikheim to approve the Programmatic Maintenance Agreement for Stormwater Management Facility Maintenance between the Middle St. Croix Watershed Management Organization and Washington County.

7. Cost Share Program

a) Review of Update Cost Share Policy Documents

The Board reviewed the MSCWMO Grant Policies that were updated to align with MSCWMO 2015 Watershed Management Plan Goals and Cost Share program.

Motion by Mr. Zeller, seconded by Mr. Kylo to approve the cost share program policies as amended.

8. Plan Reviews/Submittals

a. CSAH 26, Oak Park Heights

Administrator Isensee shared an overview of the submittals to the Middle St. Croix Watershed Management Organization (MSCWMO) for the proposed CSAH 26 Realignment Project in Oak Park Heights. Administrator Isensee exhibited the final plans that met all applicable standards of the MSCWMO.

Motion Mr. Kylo, Second Mr. Fellegly to recommend approval of the CSAH 26 Realignment Project.

b. Holiday Station Store, Oak Park Heights

Administrator Isensee shared an overview of the required submittal items for the proposed reconstruction of the Holiday Station Store in Oak Park Heights. He exhibited the final plans that meet all applicable standards of the MSCWMO.

Motion Mr. Fellegly, Second Mr. Kylo to recommend approval of the Holiday Station Super Store Reconstruction Project.

c. New Trail Construction, Oak Park Heights

Administrator Isensee shared an overview of the required submittal items for the proposed Oak Park Heights Crossing Trail Project. Final plans and exhibits were reviewed and met all applicable standards.

Motion Mr. Kylo, second Mr. Fellegly to recommend approval of the Oak Park Heights Trail Crossing Project.

9. Administrator's Report

- a. A written report was submitted.

10. Adjourn:

There was a motion by Mr. Zeller, seconded by Mr. Fellegly, to adjourn. The motion carried, and the meeting was adjourned at 7:15pm.