

Middle St. Croix Watershed Management Organization
Bayport Public Library
Minutes December 14, 2017

Present: Nancy Anderson , City of St. Mary's Point; Doug Mehnikeihm, City of Stillwater; Dan Kylo, West Lakeland Township; Mike Runk, City of Oak Park Heights; Tom McCarthy, City of Lake St. Croix Beach; Brian Zeller, City of Lakeland Shores; John Felleggy, Baytown Township; Mike Isensee; MSCWMO Administrator.

Call to Order – Regular Board Meeting

The meeting was called to order at 6:00 p.m.

Approval of Minutes

A motion to approve the November 9, 2017 minutes was made by Mr. Runk, seconded by Ms. Anderson. The motion carried.

Treasurer's Report

The treasurer's report was presented. The remaining checking account balance is \$263,519.87. First State Bank CDs \$32,094.13. The ending balance in the RBC savings account is \$48,662.65. Bills to approve this month: Kennedy & Graven \$265.50; Washington Conservation District Administration \$2,896.48; Washington Conservation District Tech Services \$6,151.00, Emmons and Olivier Resources \$4,996.08, Jeanne Riley \$250.00.

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

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

Public Comments

Administrator Isensee presented a letter from Linda O'Donnell, Planning Commissioner with the City of Lake St. Croix Beach, requesting the board consider a grant to assist the City to fund the update of the Local Surface Water Management Plan (LSWMP), specifically helping cover the costs to identify storm water flow paths, runoff volumes and rates. After discussion, the board declined to cost share the request. The board directed Administrator Isensee to offer technical assistance for grant writing to other granting sources if they funded this type of activity.

C14-9751 Lily Lake Stormwater Quality Retrofits CWF Grant Extension

Administrator Isensee requested the Board of Managers approve a Board of Soil and Water Resources extension request for the Lily Lake Stormwater Quality Retrofit Clean Water Fund Grant. The request is needed due to failure by the contractor to achieve substantial completion by the contractual deadline. The project is approximately 85% complete, but critical elements were not completed prior to the end of the construction season.

Motion Mr. Zeller, second Ms. Anderson, to approve the extension of the FY 2014 Clean Water Fund Grant Lily Lake Stormwater Retrofits.

2018 MSCWMO Board of Managers Meeting Dates

Administrator Isense explained the MSCWMO Regular Meeting is currently scheduled for 6:00 p.m. the 2nd Thursday of each month at the Bayport Public Library. In 2017, the MSCWMO Board of Directors did not meet in March, May, or August due to lack of agenda items. In 2017, staff is recommending March, July and August as tentative meeting dates.

The proposed meeting dates for 2018 are: January 11th, 2018; February 9th, 2018; March 8th, 2018-Tenative; April 12th, 2018; May 10th, 2018-Tenative; June 7th, 2018; July 12th, 2018; August 9th, 2018-Tenative; September 13th, 2018; October 11th, 2018; November 8th, 2018; December 13th, 2018.

Administrator Isensee also presented the draft plan review submittal dates based on these proposed meeting dates.

Motion by Mr. Zeller, seconded by Ms. Anderson, to approve the 2018 MSCWMO Board of Directors Meeting dates.

2018 MSCWMO Review Fees

Administrator Isensee provided an overview of the 2017 review fees and expenditures. Due to a second year in a row of more government project reviews than private project reviews, the MSCWMO's expenditures for reviews were greater than budgeted amounts. The additional expenses were covered within the overall budget of the WMO. Staff recommends maintaining the existing review fee structure below for 2018.

The Board of Managers requested Administrator Isensee to inquire with local government staff about a small fee to help offset the review costs of larger projects.

Motion by Mr. Zeller, seconded by Mr. Fellegly, to adopt the projet review fee schedule from 2017 for 2018. Motion carried.

2018 MCC Grant Application

Administrator Isensee requested the board consider approving the applications for the 2018 Minnesota Conservation Corps crew grants. The applications are for crews to assist with the planting of bioretention basins in Stillwater, installing a shoreline buffer along Perro Creek in Bayport, and planting native shoreline restoration areas in Lake St. Croix Beach. The MSCWMO is requesting a 14 days crew time to complete the proposed projects in 2018.

Motion by Mr. Runk, seconded by Mr. Fellegly, to submit the MCC Clean Water Fund Grant application for crew time to help complete local conservation projects.

Nelson School Townhome Permeable Paver Reimbursement

Administrator Isensee explained on October 12, 2017 the MSCWMO approved a \$250 water quality grant not to exceed \$250 for the installation of a 450 square foot permeable paver sidewalk at 1018 First Street South in Stillwater. The project is located within the Lake St. Croix Direct Drainage area. Installation is complete for a total project cost of \$7,620.00.

Technical staff have reviewed the installation and confirmed that it was installed per plan. Staff recommend reimbursement of \$250.00.

Motion by Mr. Runk, seconded by Mr. Mehnikeihm, to approve reimbursement of \$250.00 for the installation per plans of a 450 square foot permeable paver sidewalk at 1018 First Street South.

CSAH 21 Pavement Management and Safety Improvements Project

MSCWMO technical staff recommended approval of the proposed CSAH 21 project with 3 conditions and 4 technical recommendations

Motion by Mr. Zeller, seconded by Mr. Runk to recommend conditional approval for the CSAH 21 Pavement Management and Safety Improvement Project.

St. Croix Crossing and Loop Trail Phase II

Administrator Isensee reviewed the technical circumstances surrounding the Cadet Infiltration facility and the Loop Trail Phase II project.

Motion by Mr. Zeller, seconded by Mr. Fellegly, to the modifications to Cadet Infiltration Basin to meet MIDS Flexible Treatment Options #1 and provide credit for reconstructed impervious surfaces for Loop Trail Phase II.

SP8214-161 MN36 St. Croix Landscaping Plan

MSCWMO technical staff recommended approval of the proposed MN36 St. Croix Landscaping Plan.

Motion by Mr. Kylo, seconded by Mr. Fellegly, to recommend approval of the SP8214161 MN36 St. Croix Landscaping Plan. Motioned carried.

Administrator's Report

A written Administrator's report was submitted.

Adjourn

Mr. Kylo moved to adjourn the meeting, seconded by Mr. McCarthy. Motion carried and meeting adjourned at 6:55 p.m.