

Regular Meeting of the Middle St. Croix Watershed Management Organization
Washington Conservation District, 455 Hayward Ave N
Thursday, August 11th, 2022
6:00PM

Present: Beth Olfelt-Nelson, St. Mary's Point; Mike Runk, Oak Park Heights; Tom McCarthy, Lake St. Croix Beach; Dan Kylo, West Lakeland Township; Dawn Bulera, Lake St. Croix Beach Alternate; Susan St. Ores, Bayport Alternate; Administrator Matt Downing; Amanda Herbrand, WCD

Call to Order

Manager McCarthy called the meeting to order at 6:08PM.

Approval of Agenda

Manager Runk motioned to approve the agenda with this addition, Manager Olfelt-Nelson seconded the motion. The motion carried with all in favor.

Approval of Minutes

Manager Olfelt-Nelson motioned to approve the draft July 14th, 2022 board meeting minutes and Manager Runk seconded this motion. The motion carried with all in favor.

Treasurer's Report

Manager Kylo presented the Treasurer's Report. The remaining checking account balance on August 11th was \$142,693.70. First Bank CDs were valued at \$38,549.15. The ending balance in the RBC savings account was \$82,763.81.

There are three bills to approve this month for the Washington Conservation District totaling in \$13,690.34.

Manager Runk motioned to approve the Treasurer's Report and pay the bills. Manager McCarthy seconded the motion. The motion passed with all in favor.

Manager Olfelt-Nelson asked if Administrator Downing was still waiting on contributions from any communities. Administrator Downing says he is still waiting on Baytown and will send another reminder.

Public Comment

There was no public comment.

Old Business

There was no old business.

New Business

Funding Formula Update

At the July meeting, the board directed the administrator to investigate when the funding amounts had been last updated, and to update with more recent data if available. The current

funding values were last updated in 2007, based on data from 2005/2007. The new updated values show decreases in contributions from Lake St. Croix Beach, Lakeland, and Stillwater. Contributions for other communities will increase, with St. Mary's Point and Lakeland Shores contributions increasing dramatically. These new values have no effect on the current year and will be used for 2023 budget requests.

Manager Runk motioned to utilize the updated funding formula for the 2023 budget requests to member communities. Manger McCarthy seconded the motion and the motion passed with all in favor.

BMP/Permit Database Presentation

Aaron DeRusha from the WCD presented about ESRI ArcGIS. This database was chosen and developed as a replacement for Mapfeeder, which MSCWMO had used previously to track new practices and erosion control inspections. The new database is map based and has a number of functions, including tracking BMP implementation, cost share, grant TMDL reductions, maintenance, education and outreach activities, storing BMP and erosion control photos, and generating inspection reports. There is also now an interface for project submittal for review by MSCWMO and WCD staff. Permittees can track the status of their submission and submit documents through the interface. The result is a more streamlined and organized database that increases efficiency for staff that is also ultimately more cost effective. The previous Mapfeeder database cost approximately \$900 per year, while the annual cost for the new database will be \$350. Development of the new database was approximately \$1,500.

Credit for much of the development of the database goes to Rebecca Nestigen, the District Engineer at the Washington Conservation District.

Manager Olfelt-Nelson asked if there was something on the MSCWMO website under Project Review that would indicate to permittees that their project should also be submitted to their community to prevent any confusion. Administrator Downing believes it is stated on one of the documents on the page, but will double check. The wording in the paragraph at the top of the page will also be updated to state that permittees need to follow the permit process for their community. Aaron DeRusha and Administrator Downing both mentioned that the term "permit" is avoided on the MSCWMO website, instead the term "project" is used to prevent confusion as well.

2023 Final Budget

Administrator Downing states that he has received no comments after sending out the Draft 2023 Budget.

Manager McCarthy motioned to approve the 2023 Budget, Manager Olfelt-Nelson seconded the motion. The motion passed with all in favor.

Grant and Cost Share Applications

Baldrice Shoreline

Colleen Baldrice is applying for the Landscaping for Habitat grant. She would like to enhance 34 linear feet of shoreline on Lake McKusick with native plugs as an addition to the 96 linear feet

enhancement area at 132 Meadowlark (Hietpas Buffer Enhancement). The estimated cost for materials is \$270.00.

Manager McCarthy motioned to approve encumbrance of \$250.00 cost share for the installation of the Baldrice Buffer Enhancement. Manager Runk seconded the motion, the motion passed with all in favor.

Moosai Infiltration Basin

Sunny Moosai is applying for the Water Quality Improvement grant. She would like install a 1,500 ft² basin within city right-of-way between two existing practices installed as a part of the 2015 Quixote Avenue N Drainage Improvements plan. The basin will be installed in cooperation with the City of Lakeland to retain up to 1 lb TP and 173 lbs TSS annually, and designed to tie in functionally and aesthetically with practices installed in 2015. The estimated cost of the project is \$5,480.37.

Manager Olfelt-Nelson motioned to approve encumbrance of \$5,000 cost share for the installation of the Moosai Bioretention Basin. Manager McCarthy seconded the motion, the motion passed.

Plan Reviews/Submittals

Hassis Printworks – INFORM

An application for project review was submitted on May 9th, 2022 for the Hassis Paintworks building addition project which includes a building addition and associated parking lot and site work at 1792 Greeley Street in the City of Stillwater. The project consists of 14,056 sf of new/reconstructed impervious surfaces. The submittal demonstrated compliance with MSCWMO rate control standards however the site is located in a high vulnerability DWSMA and will utilize a porous pavement filtration system for stormwater management therefore will need to demonstrate compliance with MIDS flexible treatment options. MSCWMO staff recommends the applicant revise and resubmit the project for further review.

Ruphrect Hillside Lift – ACTION

An application for project review was submitted on July 15th, 2022 for the proposed hillside elevator project located at 737 Quentin Ave S in the City of Lakeland. The project does not involve any grading or construction of impervious surfaces however it will involve construction within the bluffline.

Manager McCarthy motioned to approve the project with the condition that plan amendments documenting OHW, HWL, landing platform elevation, bluffline, erosion and sediment control inspection frequency, and pollution prevention requirements on the construction plans be provided. Manager Runk seconded the motion, and the motion passed with all in favor.

Lahr Residence – ACTION

An application for project review was submitted on June 8th, 2022 for proposed retaining wall reconstruction, small patio, stairs, and planting project at 681 Quixote Ave N in Lakeland. Additional submittal items were received on August 4th, 2022. The project consists of

construction within 40 of the bluffline however the applicant has revised the original plan from an impervious patio to a deck.

Manager McCarthy motioned to approve the project with the condition that no grading or additional impervious (including compaction) occurs with the installation of new decking. Manager Olfelt-Nelson seconded the motion. The motion passed with all in favor.

St. Croix Prep Trail – INFORM

An application for project review was submitted on June 21st, 2022 for the construction of a proposed trail at St. Croix Prep in Baytown Township. The project disturbs 3.8 acres and creates 1.9 acres of new impervious surface. The project as submitted does not comply with volume control standards which is volume control for 7,429 cf however the applicant only demonstrated 3,649 cf. The applicant also did not submit any materials to demonstrate compliance with rate control standards. MSCWMO staff recommends the applicant revise and resubmit the project for further review.

Erosion and Sediment Control Inspection Reports

Administrator Downing went through the erosion control inspection report for the Burton Retaining Wall project. The inspection was performed on July 22nd and gave the site at B, meaning the site was in compliance but some maintenance was required.

Staff Report

Administrator Downing presented the August Staff Report. Administration items included preparation of August meeting materials, coordination of grant and permit program, updating the funding formula, TAC meeting attendance, and 2023 planning.

The Lily Basin Project is expected to closeout after this meeting. A completion ceremony is being planned with FLL and EMWREP. Minnesota Native Landscapes has been contracted and will start work along Riviera in the coming months. A preconstruction meeting occurred on August 3rd. Remaining Phase II funds for additional bluff toe stabilization (100 lf) north of the 2021 project area were encumbered and Lake St. Croix Beach is soliciting bids for work.

Other items on the staff report include Water Monitoring, Erosion and Sediment Control Inspections, and BMP Maintenance which are conducted by Washington Conservation District Staff. These activities continued as normal for the month of July. Administrator Downing did take a moment to discuss the Lily Lake Alum Treatment when discussing Water Monitoring activities. He mentioned that the secchi disk reading on the lake, which measures water clarity, would typically be around 7-8 ft at this time of year and is currently reading over 20 ft.

1W1P Updates

Workplan Amendment Approval

At its July 13th meeting, the Steering Committee discussed two Watershed Based Implementation Funding project requests exceeding \$50,000. According to the process discussed at the April 25th Policy Committee meeting, all WBIF grant requests exceeding \$50,000 will come to the Policy Committee for recommended approval to the fiscal agent. Both projects result

in multiple benefits, including water quality improvements to priority watercourses identified in the Lower St. Croix Comprehensive Watershed Management Plan (CWMP).

The first project is the Sunrise River wetland Restoration in Comfort Lake-Forest Lake Watershed District (CLFLWD). The project will divert flow from an existing drainage ditch system out of Heims Lake at the Highway 61 culvert and then diffuse the flow into a multi-cell wetland complex located on the Tax Forfeit property owned by CLFLWD. The proposed project will result in annual phosphorus reductions of approximately 81 lb/yr to the Sunrise River, a LSC CWMP priority watercourse.

The second project is the Trout Brook Project in South Washington Watershed District (SWCD). SWCD proposes to work with the MN DNR, Great River Greening, and Afton Alps to complete a stream restoration project along Trout Brook in Afton. This project will restore cold-water aquatic habitat within the stream channel, in addition to reducing phosphorus loading by 177 lb/yr and TSS loading by 154 tons/yr to Trout Brook, a tributary of the St. Croix River, a LSC CWMP priority watercourse.

The three options for funding discussed at the July 13th Steering Committee Meeting are:

1. **Option 1:** Fund neither request. The Policy Committee may choose to simply recommend not funding either request. This is not recommended, as both projects would be considered high priority under the LSC CWMP.
2. **Option 2:** Partially fund both requests. If the Policy Committee wishes to only consider FY21 WBIF requests at this time, it may wish to somehow divide remaining FY21 WBIF balance between the two projects. Total requested dollars: \$650,449. Remaining unencumbered FY21 WBIF grant dollars: \$431,160 (note that \$100,000 of FY21 WBIF A4 funds has been allocated towards the nonstructural agricultural BMP projects which is part of the LSC nonstructural policy that was approved unanimously at the May 25th Steering Committee).
3. **Option 3 (Recommended):** Recommend fully funding both requests by utilizing both FY21 and FY23 WBIF grant dollars.
 - a. Allocate \$350,000 of FY21 WBIF to the Trout Brook Project
 - b. Allocate \$300,449 of total WBIF to the Sunrise River Project composed of:
 - i. A minimum of \$80,449 of FY21 WBIF to the Sunrise River Project
 - ii. A maximum of \$220,000 of FY23 to the Sunrise River Project

The Steering Committee recommends fully funding both requests. Given that the combined dollar amount of these two requests exceeds the remaining FY21 WBIF grant balance, the Steering Committee recommends funding the Sunrise River Project request partially using FY21 WBIF grant dollars and partially using FY23 WBIF grant dollars.

Note that a fiscal year is two years.

Manager Runk attended the July 13th meeting and further explained that the downside to committing to funding both projects is that fewer funds would be available for new projects, however projects of this size generally take 3-4 years to get to this point, and there are no known upcoming large projects to use the funds for. Administrator Downing added that if the funds aren't used, they are lost.

The recommendation is a Policy Committee roll call vote to allocate \$300,449 in WBIF funding to the Sunrise River Wetland Restoration Project and \$350,000 in WBIF to the Trout Brook Project, including the following:

- Recommend to partner entities that the FY21 work plan be amended to shift \$160,000 added to A5 and \$66,326 added to A6;
- Direct that the FY21 work plan amendment be submitted to the entities' governing bodies and to BWSR for approval at the earliest opportunity;
- Approve \$350,000 in WBIF funds for the Trout Brook Project and \$300,449 in WBIF funds for the Sunrise River Wetland Restoration Project;
- Direct that \$350,000 in FY21 funds be applied first to the Trout Brook Project, and a minimum of \$80,449 in FY21 funds to the Sunrise River Wetland Restoration Project;
- As to that part of approved Sunrise River Wetland Restoration Project funding not met by FY21 funds, provide in the proposed FY23 work plan for a maximum of \$220,000 in FY23 WBIF disbursement to be applied to the project;
- Find that the commitment of FY23 funds to the Sunrise River Wetland Restoration Project is prudent and justified to establish sufficient funding certainty for the project to commence in early 2023.

Manager Runk motioned to approve the modification to the workplan. Manager Olfelt-Nelson seconded the motion. The motion passed with all in favor.

Administrator Downing states he will communicate the decision to the Steering Committee.

Adjourn

Manager McCarthy motioned to adjourn the meeting and Manager Kylo seconded. The meeting was adjourned at 7:07PM.