

Regular Meeting of the Middle St. Croix Watershed Management Organization
Washington Conservation District, 455 Hayward Ave N
Thursday, July 13th, 2023
6:00PM

Present: Brian Zeller, Lakeland Shores; Mike Runk, Oak Park Heights; Tom McCarthy, Lake St. Croix Beach; Ryan Collins, Stillwater; Avis Peters, Baytown; Beth Olfelt-Nelson, St. Mary's Point; Administrator Matt Downing; Amanda Herbrand, WCD

Call to Order

Manager Zeller called the meeting to order at 6:00PM.

Approval of Agenda

Administrator Downing requested two additions under "Other": Workshop on the Water, and Watershed Management Plan Update. Manager Zeller motioned to approve the agenda with the two additions, Manager McCarthy seconded the motion. The motion carried with all in favor.

Approval of Minutes

Manager Runk motioned to approve the draft June 8th, 2023 draft minutes, Manager Collins seconded the motion. Manager Olfelt-Nelson abstained. The motion carried.

Treasurer's Report

Administrator Downing presented the treasurer's report. The remaining checking account balance on July 13th was \$96,765.38. First Bank CD's were valued at \$38,549.15. The ending value on the RBC savings account from January was \$90,534.61. Manager Zeller motioned to approve the report of the savings account and assets for July 13th, 2023.

Bills to approve this month are \$1,437.00 to Emmons & Olivier Resources and five bills to the Washington Conservation District totaling 22,835.24.

Manager Runk motioned to accept the Treasurer's Report and approve payment of bills totaling \$24,272.24. Manager McCarthy seconded the motion, the motion carried with all in favor.

Public Comment

None

Old Business

2022 Financial Audit

Manager Runk motioned to approve the 2022 Financial Audit, Manager Zeller seconded. The motion carried with all in favor.

New Business

2024 Draft Budget

Administrator Downing presented the 2024 Draft Budget. The budget shows a 2.79% increase to \$146,325.00. The 2023 budget was \$142,348.00. This is the first proposed increase in budget in a number of years.

Manager Runk requested a breakdown for each community, Administrator Downing confirmed he would provide that.

Manager Zeller motioned to approve the 2024 Draft Budget, Manager McCarthy seconded. The motion carried with all in favor.

2nd Half Contribution Letters

Administrator Downing is requesting approval to send out reminders to the member communities for their 2nd half contributions. Manager Runk motions to authorize Administrator Downing to send the reminders, Manager McCarthy seconded the motion. The motion carried with all in favor.

Manager Zeller voiced concerns regarding construction along the bluff line and the lack of review from MSCWMO and the member communities. Manager Zeller and the board discussed options to address this, including a letter of concern to member communities from Administrator Downing, attending member community council meetings, and reaching out to local realtors. Manager Zeller suggests Administrator Downing reach out to the DNR representative for the area and ask them what they think would be most effective. Manager Olfelt-Nelson raised additional concerns about overly complicated language with ordinances and suggests the DNR provide a “Good, Better, Best” practices guide like the one provided from the river association. Administrator Downing states that the first step should be figuring out a way to get communities and home owners to reach out to MSCWMO.

Lakeland Beach Bid Award

Administrator Downing presented a memo showing the bids for the Lakeland Beach project. MSCWMO staff recommends selecting U.S. SiteWork for \$73,739.20. Administrator Downing states bids for the project did come in higher than anticipated. Manager Zeller asks where the funds for the project are coming from. Administrator Downing states there are approximately \$30,000.00 remaining in a grant that will expire at the end of the year that will be used for the project. In addition, the City of Lakeland has indicated that they have \$25,000.00-30,000.00 to contribute. Administrator Downing recommends the remainder be paid for using the remaining cost share funds from MSCWMO.

Manager Zeller motioned to approve the bid and use the remaining grant funds of approximately \$30,000.00, ensure \$30,000.00 from the City of Lakeland, and use remaining cost share funds from MSCWMO to cover the approximate remainder of \$13,000.00. Manager Olfelt-Nelson seconded the motion. The motion carried with all in favor.

Grant and Cost Share Applications

Gallandat Native Planting

Lake St. Croix Beach resident Lynn Gallandat is applying for the Landscaping for Habitat Grant

to establish a 1,200 square-foot pollinator garden at 16851 Upper 18th St S, Lake St. Croix Beach, MN 55043. This project is further supplemented by the Washington Conservation District's FY22 "Lawns to Legumes Demonstration Neighborhood" grant in the amount of \$1,000. Total project estimate is \$1,330.00 and the cost share requested is \$250.00.

Manager McCarthy motioned to approve encumbrance of \$250.00 cost share for the installation of the Gallandat Pollinator Pocket Planting, Manager Collins seconded the motion. The motion carried with all in favor.

Plan Reviews/Submittals

Whitney Garage Addition – ACTION

An application for project review was received on June 21st, 2023 for a proposed garage addition and partial driveway replacement at 2767 Itasca Ave S. The proposed project creates 2914 sf of new/reconstructed impervious surfaces. Stormwater management is achieved with volume control provided by two shallow bioretention basins.

MSCWMO staff recommend approval with four conditions:

1. Low floor elevation of garage is 693', only one foot above the flood protection level. Ensure any openings into livable space are at 694'. Ensure that proper floodproofing (venting etc.) of garage structure is completed.
2. Plans are updated to include contact information for party responsible for inspection and compliance of erosion and sediment control actions.
3. Correct the discrepancy of bottom contour of BMP #1 and volume calculations.
4. BMP #2 is repositioned or resized to comply with 10 ft property line setback.

Manager McCarthy motioned to approve the project with the four conditions. Manager Collins seconded the motion. The motion carried with all in favor.

Cates Fine Homes Office

A partial application for construction of an office building was received on June 23rd. The applicant has been provided with information for required submittal items and informed of deadlines for review.

McGuigan Riprap

A partial application for shoreline stabilization on the St. Croix River was received on June 27th. The applicant has been provided with information for required submittal items and informed of deadlines for review.

Erosion and Sediment Control Inspection Reports

Administrator Downing presented the Erosion and Sediment Control Inspection Reports from June. All sites inspected in June had an overall site grade of "A" indicating they were all in full compliance.

Staff Report

Administrator Downing went over the staff report. Administrative items included preparation for the June meeting, coordination of Grant and Permit Program, attendance of meetings, 2022 Audit items, coordination with MSCWMO communities, and project reviews. Programs and work

conducted by WCD staff continue as normal. Administrator Downing mentions that he is still working with Jay Riggs from the WCD to ensure street sweeping funds for MSCWMO.

1W1P Updates

Manager Runk will be stepping down from his position as representative for the City of Oak Park Heights on the MSCWMO Board due to being appointed to the BWSR Board. He will remain the alternate for Oak Park Heights. Due to his stepping down, he will no longer be able to represent MSCWMO for the 1W1P policy committee.

Manager Zeller states Administrator Downing should put a message out for all board members to see if anyone is interested. Manager Zeller is currently the alternate for the policy committee and will attend the upcoming meeting in place of Manager Runk.

Other

Workshop on the Water

Administrator Downing reminds board members that the Workshop on the Water is scheduled for July 25th, final headcount for the boat company is due July 18th although tickets can be purchased up to the day of the event.

Watershed Management Plan Update

MSCWMO will be contracting with the WCD to complete the new Watershed Management Plan. Administrator Downing states to the board that he has been advised by MSCWMO legal counsel that he must disclose that one of the individuals at the WCD writing the plan will be his fiancée and that if the board has no concerns, the process can move forward.

Manager Zeller motions to approve the use of WCD staff for the Watershed Management Plan update. Manager Runk seconded the motion. The motion carried with all in favor.

Adjourn

Manager Collins motioned to adjourn the meeting, Manager McCarthy seconded the motion. The meeting adjourned at 6:42PM.