

Regular Meeting of the Middle St. Croix Watershed Management Organization  
Washington Conservation District, 455 Hayward Ave N  
Thursday, September 14<sup>th</sup>, 2023  
6:00PM

Present: Brian Zeller, Lakeland Shores; Carly Johnson, Oak Park Heights; John Buelow, West Lakeland Township; Tom McCarthy, Lake St. Croix Beach; Ryan Collins, Stillwater; Avis Peters, Baytown; Dave Millard, Lakeland Alternate; Administrator Matt Downing; Amanda Herbrand, WCD; Barbara Heitkamp, WCD

**Call to Order**

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

**Approval of Agenda**

Administrator Downing requested item "Picard Shoreline" under Plan Reviews/Submittals be changed from inform to action. Manager McCarthy motioned to approve the agenda with the change, Manager Collins seconded the motion. The motion carried with all in favor.

**Approval of Minutes**

Manager Zeller motioned to approve the draft July 13<sup>th</sup>, 2023 board meeting minutes, and Manager McCarthy seconded the motion. The motion carried on a roll call vote with all in favor.

**Treasurer's Report**

Administrator Downing presented the treasurer's report. The remaining checking account balance on September 14<sup>th</sup> was \$242,945.64. First Bank CD's were valued at \$38,549.15. The ending value on the RBC savings account from July was \$91,163.13. Manager McCarthy motioned to approve the report of the savings account and assets for September 14<sup>th</sup>, 2023. Manager Johnson seconded the motion. The motion carried with all in favor.

Bills to approve this month are three bills to the Washington Conservation District for Admin, Grant, and Technical Services totaling \$9,229.26. Manager Zeller motioned to approve payment of bills for September 14<sup>th</sup>, 2023. Manager Collins seconded the motion. The motion carried with all in favor.

**Public Comment**

None

**Old Business**

**Lakeland Beach Change Order Authorization**

The purpose of this item is to request board approval to execute change orders associated with hazard tree removal and obstacle removal for the Lakeland Beach Stabilization Project. Administrator Downing states he does not have a final number but the change will cost an additional approximately \$3,000.00. Manager Zeller states MSCWMO capped their contribution and the additional charge for tree removal will have to be contributed by Lakeland,

Administrator Downing states Lakeland was on site when the discovery was made and that they are aware.

Manager McCarthy motions to grant Administrator Downing the authority to execute project change orders up to \$3,000.00 for the Lakeland Beach Stabilization project.

## **New Business**

### **Water Management Plan Proposal**

The Washington Conservation District (WCD) is pleased to propose a collaborative approach to update the Middle St Croix Watershed Management Organization Watershed Management Plan. This proposal dedicates multiple WCD staff members to the effort beginning in 2023 and concluding in 2025 with the adoption of the updated plan. The proposal includes four tasks: Stakeholder Engagement, Implementation Prioritization and Actions, Plan Composition, and Plan Revisions and Approvals. The total proposed budget is \$81,305.00 and expenses are not to exceed that amount.

Manager Zeller asks how much MSCWMO has saved up for the plan update. Administrator Downing states \$91,163.13 in savings for the plan and water monitoring equipment.

Manager Zeller motioned to approve the Washington Conservation District's proposal for the MSCWMO Watershed Management Plan Update. Manager McCarthy seconded the motion. The motion carried with all in favor.

### **Lake St. Croix Beach Reimbursement Request**

The City of Lake St. Croix Beach has submitted for reimbursement for the 2022 Bluff Toe Stabilization Project. The requested reimbursement is for \$54,385.50.

Manager Zeller motioned to approve reimbursement to the City of Lake St. Croix Beach for the amount of \$54,385.50. Manager Peters seconded the motion. The motion carried with all in favor.

### **MIDS Update Discussion**

Barbara Heitkamp, a Water Resource Educator with the East Metro Water Resource Education Program and the Lower St. Croix Watershed Partnership gave a presentation on MIDS (Minimal Impact Design Standards) and asked the board how to engage small communities and encourage the adoption of MIDS, what resources are needed, and how the adoption of MIDS has been working in their communities. Manager Zeller notes that MSCWMO communities have already adopted these standards as they are the standards the WMO uses. Manager Zeller notes that adoption of MIDS is overall going well in the communities, but it is due to the work of the WMO, as projects are reviewed by MSCWMO staff using the standards, and the communities receive recommendations based on those reviews. It is possible that staff at the member communities are not aware that the standards being used to assess projects are MIDS.

Manager Zeller and Administrator Downing discuss that there are a number of new members on the MSCWMO Board and it may be a good idea to open the next meeting with an overview on

the duties of the MSCWMO, MIDS, and some other topics to ensure everyone is on the same page regarding the role of the board.

### **Grant and Cost Share Applications**

#### **D. Bulera Native Planting Reimbursement**

On June 8th the MSCWMO board approved cost share encumbrance of up to \$250 for the Bulera Pollinator Pocket Planting project located at 16777 16th St S, Lakeland, MN 55043. This project also received support from the Washington Conservation District “Lawns to Legumes Demonstration Neighborhood” grant in the amount of \$750. The landowner has submitted receipts for work (installation of native perennials) conducted in July of 2023, totaling \$1,073.22 in material costs.

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

#### **D. Peterson Native Planting Reimbursement**

On June 8th the MSCWMO board approved cost share encumbrance of up to \$250 for the Peterson Pollinator Pocket Planting project located at 1405 Quinlan Ave S, Lakeland, MN 55043. This project also received support from the Washington Conservation District “Lawns to Legumes Demonstration Neighborhood” grant in the amount of \$1,500. The landowner has submitted receipts for work (installation of native perennials) conducted in July of 2023, totaling \$2,252.05 in material & contracted labor costs.

Manager Johnson motioned to approve reimbursement of \$250.00 cost share for the installation of the D. Peterson Pollinator Pocket Planting, Manager McCarthy seconded the motion. The motion carried with all in favor.

#### **Gallandat Native Planting Reimbursement**

On July 13th the MSCWMO board approved cost share encumbrance of up to \$250 for the Gallandat Pollinator Pocket Planting project located at 16851 Upper 18th St S, Lake St. Croix Beach, MN 55043. This project also received support from the Washington Conservation District “Lawns to Legumes Demonstration Neighborhood” grant in the amount of \$1,000. The landowner has submitted receipts for work (installation of native perennials) conducted in July of 2023, totaling \$1366.90 in material costs.

Manager McCarthy motioned to approve reimbursement 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.

#### **K. Peterson Native Planting Request**

Stillwater resident Kevin Peterson is applying for the Landscaping for Habitat Grant to plant a 250 square-foot rain garden installed by the city (voluntary practice) at 305 Willard St W, Stillwater, MN 55082.

Manager Zeller motioned to approve encumbrance of \$250.00 cost share for the installation of the Peterson Raingarden Planting, Manager Johnson seconded the motion. The motion carried with all in favor.

### **Russell-Torseth Woodland Restoration Request**

Stillwater residents Steve Russell and Cara Torseth are each applying for the Landscaping for Water Quality Grant to restore and stabilize a 15,000 square-foot area of disturbed woodland between their two homes on Lily Lake (1417 Pine St W and 550 Grove St S, respectively). This project will prevent gully erosion between the two homes and reduce phosphorus loading to Lily Lake by approximately 0.5 lbs annually.

Manager Zeller motioned to approve encumbrance of \$1,000.00 for the Russell-Torseth Woodland Restoration project, Manager Collins seconded the motion. The motion carried with all in favor.

### **Thiets Native Planting Request**

The Hills of Spring Creek (Baytown Township) resident Julie Thiets is applying for the Landscaping for Habitat Grant to establish a 5,000 square-foot pollinator garden at 4950 Ordell Lane N Stillwater, MN

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

### **Plan Reviews/Submittals**

#### **Cates Fine Homes Office – INFORM**

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. MSCWMO staff are awaiting submittal of the project review fee to begin the review.

#### **Picard Shoreline – ACTION**

This item was originally an inform item. Administrator Downing states the final plans for the project were received in the last few days and were able to be reviewed. MSCWMO staff is recommending approval with one condition:

1. Provide the dimensions of the riprap thickness on the cross section detail. The thickness should not be less than 1.25 times the diameter of the upper limit D100 (W100) stone (NRCS MN Technical Note 3).

Manager McCarthy motioned to approve the project with the one condition. Manager Millard seconded the motion. The motion carried with all in favor.

### **Erosion and Sediment Control Inspection Reports**

Administrator Downing went through the erosion and sediment control inspection reports from July and August. All reports indicated site conditions were either “A” or “B”, meaning erosion and sediment control measures were in good or excellent condition.

**Staff Report**

Administrator Downing presented the staff report. An additional plan review for 2269 River Road is discussed at this time. The landowner was told by municipal staff that no permits were required for their desired project and the project was not reviewed by MSCWMO staff. The project resulted in a large amount of impervious surface that was previously nonexistent.

Administrator Downing is continuing to engage with staff from the community regarding what to do moving forward. Administrator Downing asks board members to ensure their community staff are aware of the review process and the standards MSCWMO uses to ensure projects are being reviewed properly. Barbara Heitkamp states that she could provide physical materials detailing MIDS or other information if the board would find it helpful.

Administrator Downing mentions some setbacks with the Lakeland Beach improvement project. Unexpected changes to the USACE review process have resulted in additional review from the NPS and MPCA. MSCWMO has received a DNR permit for the project. Administrator Downing states he will keep the board informed moving forward.

Other items on the staff report include the final grant closeout for the Lily Lake alum treatment and filtration basin. The project will be presented at the Minnesota Water Resource Conference this fall. Water monitoring and BMP maintenance continue as normal. For administrative activities, Administrator Downing attended a number of meetings in July, August, and early September.

**1W1P Updates**

Manager Zeller attended the most recent 1W1P meeting and will attending the next meeting as well.

**Other**

None

**Adjourn**

Manager Zeller motioned to adjourn the meeting, Manager McCarthy seconded the motion. The meeting adjourned at 7:00.