

Regular Meeting of the Middle St. Croix Watershed Management Organization  
Washington Conservation District, 455 Hayward Ave N  
Thursday, February 13<sup>th</sup>, 2025

6:00PM

Present: Tom McCarthy (remote), Lake St. Croix Beach; Annie Perkins, Afton; Rachel Dana, West Lakeland; Tom Grahek, St. Mary's Point; Avis Peters, Baytown; Dave Millard, Lakeland; Carly Johnson, Oak Park Heights; Administrator Matt Oldenburg-Downing; Amanda Herbrand, WCD; Cameron Blake, WCD; Brett Stolpestad, WCD  
Audience: Brian Zeller (remote), Dawn Bulera, Dwayne Sikich (remote)

### **Call to Order**

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

### **Approval of Agenda**

Manager Johnson motioned to approve the agenda. Manager Peters seconded the motion.

Hybrid meetings require a roll call vote for all motions and participating board members must state their reason for being remote.

Manager McCarthy states he is on vacation.

The motion carried on a roll call vote with all in favor.

### **Approval of Minutes**

Manager McCarthy motioned to approve the draft December 12<sup>th</sup>, 2024 board meeting minutes, Manager Johnson seconded the motion. The motion carried on a roll call vote. Manager Grahek abstained from the vote.

### **Treasurer's Report**

Administrator Oldenburg-Downing presented the treasurer's report. The remaining checking account balance on February 13<sup>th</sup> was \$138,468.93. First Bank CD's were valued at \$213,549.15. The ending value on the RBC savings account from January was \$97,726.87. Manager McCarthy motioned to approve the report of the savings account and assets for February 13<sup>th</sup>, 2025. Manager Johnson seconded the motion. The motion carried on a roll call vote with all in favor.

Bills to approve for January are five bills to the Washington Conservation District for admin, watershed plan, EMWREP, water monitoring, and technical services totaling \$19,442.65. The bills to approve for February are three bills to the Washington Conservation District and one bill to Town Law Center PLLP, totaling \$17,463.25. The total for January and February's bills is \$36,905.90. Manager Peters motioned to approve payment of bills for \$36,905.90 for January 9 and February 13, 2025. Manager Perkins seconded the motion. The motion carried on a roll call vote. Manager Dana abstained from the vote.

### **Public Comment**

None

## **Watershed Management Plan Update Draft Plan Submittal**

Manager Oldenburg-Downing presented the draft watershed management plan to the board. The draft as presented contains tracked changes as requested by the board. Manager Oldenburg-Downing also presented a short presentation on behalf of Rebecca Oldenburg-Downing from the WCD showcasing the major changes from the previous management plan.

The board asked for clarification regarding an update to the “emerging contaminants” section which highlights chloride concerns but does not highlight concerns about PFAS, though PFAS is listed as an example of an emerging contaminant. The board requests rewording of the section.

Manager Johnson requests that economic status be added to the environmental justice section.

Manager Johnson motioned to approve the draft MSCWMO Management Plan 2025-2035 as presented with permission to convert the document to a finalized version with the requested changes and any additional non-substantive changes, including merging or combining sections, and then submit the plan for 60-day agency review. Manager McCarthy seconded the motion. The motion carried on a roll call vote with all in favor.

## **Old Business**

None

## **New Business**

### **2025 WMO Officer Appointments**

Administrator Oldenburg-Downing informs the board officer appointments need to be confirmed for 2025 and reminds the board of current officer assignments. The position of Treasurer is unfilled as the previous holder is no longer a member of the board.

Manager Perkins nominates Manager Johnson for the position of Treasurer, Manager Johnson accepts.

Manager Perkins motions to instate Manager Johnson as Treasurer, remove Beth Olfelt-Nelson as an authorized signer, add Manager Johnson as an authorized signer, and roll over the remaining 2024 officer appointments to 2025. Manager McCarthy seconded the motion. The motion carried on a roll call vote with all in favor.

Chair – Manager Zeller

Vice Chair – Manager McCarthy

Secretary – Manager Perkins

Treasurer – Manager Johnson

### **2024 WMO Budget Summary**

Administrator Oldenburg-Downing presents the 2024 MSCWMO budget, \$153,262.00, versus actual expenditure, \$147,120.17, a difference of about four percent. This is an informational item.

### **Adopt-a-Drain 2024 Summary**

In 2024 the adopt-a-drain program had 18 new participants in MSCWMO. Participants in MSCWMO collected 1,081.4lbs of debris from their adopted storm drains in 2024. Metro Watershed Partners, along with the 2024 Summary also sent a requested for continued membership in 2024 for \$500.00

Manager McCarthy motioned to continue the Adopt-A-Drain membership in 2025 for \$500.00. Manager Peters seconded the motion. The motion carried on a roll call vote with all in favor.

### **2024 Annual Report Draft**

A draft copy of the 2024 annual report is included in the board packet for review and approval.

Manager Johnson motioned to approve finalizing the 2024 Annual Report draft with the option for staff to make any final edits as needed. Manager Perkins seconded the motion. The motion carried on a roll call vote with all in favor.

### **2024 BMP Maintenance Report**

Cameron Blake and Brett Stolpestad from the WCD presented a summary of maintenance conducted and new BMP installations from 2024. Thirteen BMPs were installed in 2024, including 8 native landscaping projects, 4 streambank or shoreline protection projects, and 1 woodland restoration project. The maintenance season was busy due to frequent rains early in the season, notable maintenance items include golden creeper eradication efforts in the Mulberry Ravine and cleanouts at the Stillwater Country Club inlet and Lily Lake Basin inlet.

### **2024 Audit Engagement**

Administrator Oldenburg-Downing is seeking board authorization to engage in the 2024 Audit.

Manager Johnson motioned to authorize Administrator Oldenburg-Downing to engage in the 2024 Audit and authorize Manager Johnson to sign. Manager Peters seconded the motion. The motion carried on a roll call vote with all in favor.

### **2024 First Half Payment Notifications**

Administrator Oldenburg-Downing is seeking authorization to send out first half payment notifications to MSCWMO member communities for 2025.

Manager Peters motions to authorize Administrator Oldenburg-Downing to send out first half payment notifications to the MSCWMO member communities for 2025. Manager Perkins seconded the motion. The motion carried on a roll call vote with all in favor.

### **Biennial Professional Services Solicitation**

Pursuant to Minnesota Statutes Annotated 103B.227, Subd. 5, the Middle St. Croix Watershed Management Organization must solicit Letters of Interest Proposals for legal and engineering consulting services every two years. Per board direction, advertising was done via the Middle St. Croix WMO Website and direct mail to local firms.

Proposals were received from MSCWMO's current legal and engineering services providers.

Manager Johnson motioned to accept the proposals from the current providers. Manager Dana seconded the motion. The motion carried on a roll call vote with all in favor.

### **Liability Insurance Binding**

The Board reviewed the 2025 insurance coverage binder required for liability insurance binding. Manager Perkins motioned to authorize client to bind coverage and authorize Manager Johnson to sign. Manager Peters seconded the motion. The motion carried on a roll call vote with all in favor.

### **CSAH 5 Retrofit Pilot**

In 2022 the MSCWMO received \$153,750 from Washington County as cash-in-lieu of on-site stormwater treatment associated with the CSAH 5 Phase 2 Improvement Project, located within MSCWMO boundaries and in the City of Stillwater.

WMO staff have engaged Washington County Public Works staff to identify alternative on-site pollutant load reduction strategies to count toward the 60% TP load reduction target of 4 lbs/yr for the project. A portion of this TP load reduction target may be achieved through the installation of catch-basin inserts or "gutter bins" for trash and coarse particulate pollutant removal. Frog Creek Partners, manufacturer of the original "Gutter Bin", has provided a quote for design, fabrication and installation of a series of 10 gutter bins along Owens Street North between Laurel Street West and Wilkins Street West.

Administrator Oldenburg-Downing requests board approval to encumber \$27,048 cash-in-lieu for design, fabrication and installation of the gutter bin series on Owens Street North, and for staff time needed for project oversight, technical assistance and five years of routine maintenance.

Manager Perkins motioned to approve encumbrance of \$27,048.00 cash-in-lieu for the installation of the Frog Creek Partners "Gutter Bin" series on CSAH 5, Owens Street North. Manager Millard seconded the motion. The motion carried on a roll call vote with all in favor.

### **Lower St. Croix Watershed Partnership Funding Request**

WMO staff are requesting authorization to apply for up to \$49,000 in funding through the Lower St. Croix Partnership to incentivize and allocate funds toward bioengineered bluff stabilization techniques and buffer enhancement efforts for landowners on Lake St. Croix. WMO staff are in the process of developing criteria for cost-share distribution and prioritization based on landowner interest and evaluated site condition. The draft criteria are as follows:

1. Using LSCP funds, the MSCWMO will fund eligible projects 100% up to \$10,000 for projects focused on bioengineered bluff to stabilization techniques and bluffland enhancement efforts. Exceptions will be made for limited armoring to protect existing infrastructure. Landowners will have the opportunity to apply for MSCWMO Water Quality Improvement cost-share up to \$5,000\* for activities such as invasive species removal and revegetation with Minnesota native seed and/or plant material.

2. In cases where the landowner elects to pursue hard armoring at the bluff toe, or where it is recommended by the WCD District Engineer, the MSCWMO will cost-share projects up to \$5k for properly installed vegetated “root rap” in place of or as an enhancement to proposed riprap. Landowners will have the opportunity to apply for MSCWMO Water Quality Improvement cost-share up to \$5,000\* for activities such as invasive species removal and revegetation with Minnesota native seed and/or plant material.

*\*Pollutant load reduction estimates and associated MSCWMO Water Quality Improvement cost-share recommendations will be determined using a combination of RUSLE2 modeling software and the BWSR Water Erosion Pollution Reduction Estimator (v2.0) to estimate rates of erosion before and after bluffland stabilization or enhancement efforts. MSCWMO Water Quality Improvement cost-share policy shall apply.*

Manager Peters motioned to authorize Administrator Oldenburg-Downing to apply for Lower St. Croix Partnership funding up to \$49,000.00. Manager Perkins seconded the motion. The motion carried on a roll call vote with all in favor.

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

#### **Eckle Stewardship Grant Request**

Stillwater residents Angie and Matt Eckel are applying for a MSCWMO Stewardship Grant to establish a 650 ft<sup>2</sup> native pollinator garden at their residence at 6260 Lookout Trl N. Angie and Matt request \$500 in MSCWMO cost share to help pay for locally-sourced native plant material. Project estimate is \$2,500.00.

Manager Perkins motioned to approve encumbrance of \$500.00 cost share for the Eckel native landscaping project. Manager Peters seconded the motion. The motion carried on a roll call vote with all in favor.

#### **Bird City Gardens Stewardship Grant Request**

Wendy Gorski, Stillwater resident and founder of the local nonprofit Bird City Gardens is applying for a MSCWMO Stewardship Grant to install a 5,000 square-foot native demonstration garden to provide habitat for birds, pollinators, and other wildlife. The demonstration garden will be open to the public and used as a tool to “empower people to protect birds and pollinators and to take joy in connecting with nature.” Project estimate is \$13,000.00.

Manager Peters motioned to approve encumbrance of \$500.00 cost share for the Gorski/Bird City Gardens demonstration garden at the Mulberry Ravine Bird Station. Manager Johnson seconded the motion. The motion carried on a roll call vote with all in favor.

#### **McCready Stewardship Grant Request**

Bayport resident Andrea McCready is applying for a MSCWMO Stewardship Grant to manage invasive species and enhance habitat for wildlife on 0.5 acres located at 132 7th St S. The residents have reached out Edge Ecosystems to perform the enhancement work in spring of 2025. Project estimate is \$1,240.89.

Manager Perkins motioned to approve encumbrance of \$500.00 cost share for the McCready woodland enhancement project. Manager Peters seconded the motion. The motion carried on a roll call vote with all in favor.

### **McGinnis Stewardship Grant Request**

Stillwater resident Allison McGinnis is applying for a 2025 MSCWMO Stewardship Grant to revitalize landscaped areas and install native pocket plantings (totaling 1,500 square feet) on her property located at 415 Willard St W to provide habitat for birds, pollinators, and other wildlife. She is requesting \$500 cost-share for native perennial sedges, wildflowers, and shrubs. Project estimate is \$2,150.00.

Manager Peters motioned to approve encumbrance of \$500.00 cost share for the McGinnis native landscaping project. Manager Dana seconded the motion. The motion carried on a roll call vote with all in favor.

### **Plan Reviews/Submittals**

#### **Lakeland Shores Properties – ACTION**

Submittal items were received on October 24th, 2024 for a proposed commercial building development within the MSCWMO boundaries and the City of Lakeland Shores. The proposed project qualifies for full review under the MSCWMO 2015 Watershed Management Plan (WMP) since it involves approximately 0.8 acres of new impervious surfaces. Revised materials were submitted on January 23rd, 2025. The proposed project fully complies with MSCWMO volume control performance standards with an infiltration basin proposed for stormwater management. MSCWMO staff recommends approval with one condition.

Manager McCarthy motioned to approve the project with the one condition. Manager Johnson seconded the motion. The motion carried on a roll call vote with all in favor.

#### **BayHaven at Bayport – ACTION**

Submittal items were received on November 18th, 2024 for a proposed 28 acre single and multi-family residential development within the MSCWMO boundaries and the City of Bayport. The proposed project qualifies for full review under the MSCWMO 2015 Watershed Management Plan (WMP) since it involves approximately 7 acres of new impervious surfaces. Revised materials were submitted on January 9th and 23rd, 2025. The proposed project fully complies with MSCWMO volume control performance standards utilizing 3 infiltration basins (deemed appropriate with higher level of engineering review) and disconnected impervious. To offset treatment of the new turn lane impervious not routed to BMP, existing impervious along Stagecoach is captured for treatment in lieu of the turn lane. MSCWMO staff recommends approval with four conditions.

Manager Johnson motioned to approve the project with the four conditions. Manager Dana seconded the motion. The motion carried on a roll call vote with all in favor.

#### **St. Croix WWTP – ACTION**

Submittal items were received on November 21st, 2024 for reconstruction of 2.1 acres of pavement and future expansions and improvements of the WWTP within the MSCWMO

boundaries and the City of Oak Park Heights. The proposed project qualifies for full review under the MSCWMO 2015 Watershed Management Plan (WMP) since it involves approximately 2 acres of reconstructed impervious surfaces. Revised materials were submitted on December 20th, 2024 and January 17th, 2025. Bedrock in close proximity to the surface precludes the use of infiltration at one of the BMP locations therefore volume control was achieved to the maximum extent practicable at two other locations and iron enhance filtration was utilized to achieve 73% total phosphorus load reduction in compliance with MIDS FTO #2. MSCWMO staff recommends approval with two conditions.

Manager Perkins motioned to approve the project with the two conditions. Manager Peters seconded the motion. The motion carried on a roll call vote with all in favor.

### **Cheep Storage Expansion – ACTION**

Submittal items were received on December 20th, 2024 for Cheep Storage at 228 St. Croix Trail N within the MSCWMO boundaries and the City of Lakeland. The proposed project qualifies for full review under the MSCWMO 2015 Watershed Management Plan (WMP) since it involves approximately 1.7 acres of new impervious surfaces. Revised materials were submitted on January 7th, 2025. The proposed project fully complies with MSCWMO volume control performance standards with an infiltration basin proposed for stormwater management. MSCWMO staff recommends approval with two conditions.

Manager Millard motioned to approve the project with the two conditions. Manager Dana seconded the motion. The motion carried on a roll call vote with all in favor.

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

None

### **Staff Report**

Administrator Oldenburg-Downing presented the staff report. Work is ongoing on the 10-Year Management Plan Update. The 2024 Water Monitoring Summary can be expected in March or April.

### **1W1P Updates**

#### **Policy Committee Representation**

No official representative from MSCWMO has been selected for the 1W1P Policy Committee since the position was held by former Manager Runk. Manager Zeller has been filling in when able but has not been able to attend all meetings. Administrator Oldenburg-Downing suggests a new representative be selected.

Manager Millard volunteered to represent MSCWMO in the 1W1P Policy Committee.

Manager Johnson motioned to appoint Manager Millard as MSCWMO representative to the 1W1P Policy Committee and appoint Manager Zeller as the alternate. Manager Perkins seconded the motion. The motion carried on a roll call vote with all in favor.

### **Other**

None

**Adjourn**

Manager Johnson motioned to adjourn the meeting, Manager Peters seconded the motion. The meeting adjourned at 7:54.