

Regular Meeting of the Middle St. Croix Watershed Management Organization
Washington Conservation District, 455 Hayward Ave N
Thursday, June 12th, 2025
6:00PM

Present: Brian Zeller, Lakeland Shores; Tom McCarthy, Lake St. Croix Beach; Rachel Dana, West Lakeland; Avis Peters, Baytown; Dave Millard, Lakeland; Carly Johnson, Oak Park Heights; Michele Hanson, Bayport; Annie Perkins, Afton; Administrator Matt Oldenburg-Downing; Amanda Herbrand, WCD
Audience: Michelle Jordan, BWSR; Joe Brennan; Jon Sonnentag

Call to Order

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

Approval of Agenda

Administrator Oldenburg-Downing requested an addition under 9a for the Marzolf project. Manager Collins motioned to approve the agenda with the addition. Manager McCarthy seconded the motion. The motion carried with all in favor.

Approval of Minutes

Manager McCarthy motioned to approve the draft June 12th, 2025 board meeting minutes, Manager Dana seconded the motion. The motion carried with all in favor.

Treasurer's Report

Manager Johnson presented the treasurer's report. The remaining checking account balance at the end of June was \$79,150.57 and at the end of July was \$79,151.24. First Bank CD's were valued at \$213,549.15. The ending value on the RBC savings account from June was \$99,300.26 and the ending value from July was \$99,626.11. Manager Zeller motioned to approve the report of the savings account and assets for August 14th, 2025. Manager McCarthy seconded the motion. The motion carried with all in favor.

Bills to approve for the month are eight bills to the Washington Conservation District for admin (June and July), watershed plan (June and July), technical services (June and July), water monitoring, and EMWREP totaling \$43,245.51. There is an additional payment to Peterson Company, Ltd. for \$5,400.00. The total for all bills is \$48,645.51. Manager Zeller motioned to approve payment of bills for \$48,645.51 for August 14, 2025. Manager Collins seconded the motion. The motion carried with all in favor.

Public Comment

None

Watershed Management Plan Update

Review of 60-Day Comments

The Board of Water and Soil Resources (BWSR) requires watersheds to have a management plan and MSCWMO's current management plan expires in 2025, as such creating an updated management plan is underway. The MSCWMO draft Plan Composition is complete and was sent

out to review agencies on February 28, 2025. During this 60-day Review Period, 164 total comments were received. Following the review period, two meetings were held with BWSR to review the agency comments, as well as several phone calls and email correspondence took place with other review agencies to clarify comments and develop the best responses. The proposed responses to plan comments were developed and sent to review agencies preemptively to review and then officially 10 days before the Public Hearing. The August 14th Board Meeting will hold a Public Hearing for these comment responses and the draft plan in accordance with Minnesota Statue 103B.231, Subd. 7. The next step in the management plan update process is to incorporate comment responses to the management plan and send the updated plan out for the final 90-Day Review Period.

Administrator Oldenburg-Downing presents the comments and responses to the board formatted in an excel document and asks how the board would like to go through the comments. Manager Zeller asks Administrator Oldenburg-Downing to summarize and highlight any major changes from the comments. Administrator Oldenburg-Downing went through the document, organized by the entity the comments were received from. The majority of comments involved language clarification or other minor changes. Comments from BWSR note the MSCWMO's Joint Powers Agreement (JPA) should be updated for a number of reasons. Michelle Jordan notes that the existing JPA will not prevent the plan from being approved. Administrator Oldenburg-Downing states that updating the JPA must be initiated by the member communities and cannot be done by staff. Manager Zeller and Manager Johnson state they will discuss and see if either of their communities are willing to initiate. Additional BWSR comments state that some goals and strategies must be more measurable. Administrator Oldenburg-Downing and other staff are still working with BWSR staff to achieve those changes.

Manager Johnson motioned to approve the 60-Day Review comment responses and allow MSCWMO staff to continue to work with BWSR staff to finalize some language changes, update the management plan accordingly, and distribute the updated management plan for the 90-Day Review Period. Manager Hanson seconded the motion. The motion carried with all in favor.

Public Hearing for Plan

At this time the public hearing for the plan is conducted in accordance with Minnesota Statue 103B.231, Subd. 7. Manager Perkins motioned to open the public hearing. Manager Collins seconded the motion.

No comments were made by members of the public.

Manager Johnson motioned to closed the public hearing. Manager McCarthy seconded the motion.

Old Business

None

New Business

2024 Financial Audit Report

Administrator Oldenburg-Downing presents physical copies of the 2024 Financial Audit Report. Manager Zeller motioned to approve the 2024 Financial Audit report. Manager McCarthy seconded the motion. The motion carried with all in favor.

2025 Second Half Contribution Reminders

Administrator Oldenburg-Downing is requesting authorization to send out the second half contribution reminders to the communities. Manager McCarthy motioned to authorize Administrator Oldenburg-Downing to send the 2025 second half contribution reminders to the communities. Manager Perkins seconded the motion. The motion carried with all in favor.

2026 Final Budget

The final 2026 budget is included in the board packet. Manager Zeller motioned to approve the 2026 Final Budget. Manager Collins seconded the motion. The motion carried with all in favor.

Project Review Invoices

Administrator Oldenburg-Downing states he intended to provide a summary of project review invoices for projects that required additional staff time, however a project that was thought to be closed was reopened. Administrator Oldenburg-Downing suggests the item be tabled.

The item was tabled.

Grant and Cost Share Applications

Waterford Stewardship Grant Reimbursement

On May 8th, 2025 the MSCWMO board approved cost share encumbrance of up to \$500 to enhance the Waterford of the St. Croix HOA property in Bayport with native trees, shrubs and perennial vegetation. The landowner completed the project in June of 2025 with a total eligible material cost of \$98.86. A total of \$540.22 was spent on the project, with true native species purchases in the amount of \$98.86, and cultivars of native species purchases in the amount of \$228.86. The remaining \$217.00 was spent on non-native species and other ineligible expenses.

Manager Zeller motioned to approve reimbursement of \$98.86 cost share for the installation of the Dibble/Waterford of the St. Croix Native Landscaping Project at 479 Mariner Dr, Bayport, MN 55003. Manager McCarthy seconded the motion. The motion carried with all in favor.

Kelly Stewardship Grant Reimbursement

On May 8th, 2025 the MSCWMO board approved cost share encumbrance of up to \$500 for the enhancement of a 150 square foot native garden at 1323 1st St S in Stillwater. The landowner completed the project in June of 2025 with a total material cost of \$470.36. Over 40 native perennial plants were installed as a part of the project to provide pollen and nectar resources to pollinators from spring through fall.

Manager Collins motioned to approve reimbursement of \$470.36 cost share for the installation of the Kelly Native Landscaping Project at 1323 1st St Stillwater, MN 55082. Manager Millard seconded the motion. The motion carried with all in favor.

Lake St. Croix Beach Stewardship Grant Reimbursement

On April 10th, 2025 the MSCWMO board approved cost share encumbrance of up to \$500 to restore a 500 sf area of bluffland in Lake St. Croix Beach near Stair 4 overlooking the St. Croix River. Natural Shore Technologies completed the project in June of 2025 with a total project cost of \$3,505.00. Over 150 native plants were installed as a part of this project along with a native seed mix and erosion control blanket for stabilization.

Manager Zeller motioned to approve reimbursement of \$500.00 cost share for the Lake St. Croix Beach Stair 4 Restoration Project. Manager Perkins seconded the motion. The motion carried with all in favor.

McGinnis Stewardship Grant Reimbursement

On February 13th, 2025 the MSCWMO board approved cost share encumbrance of up to \$500 for the installation of a native pollinator gardens (totaling approximately 1,500 square feet) at the Allison McGinnis residence, 415 Willard St W, Stillwater, MN 55082. The landowner completed the project in July of 2025 with a total cost of \$1,531.86 in materials. Over 200 native perennials, trees, and shrubs were installed as a part of this project with additional cost-share assistance from the BWSR Lawns to Legumes program (\$400).

Manager Perkins motioned the approve reimbursement of \$500.00 cost share for the installation of the McGinnis Native Pollinator Garden at the Mulberry Ravine Bird Station, 415 Willard St W, Stillwater, MN 55082. Manager McCarthy seconded the motion. The motion carried with all in favor.

St. Croix United Water Quality Grant Reimbursement

On April 10th, 2025 the MSCWMO board approved cost share encumbrance of 50% up to \$5,000.00 from the Water Quality Improvement Grant program for the installation of the St. Croix United Church Bioretention project. Environmental Landscape Management completed the project in June of 2025 with a total cost of \$30,087.91. The Washington Conservation District has contributed \$27,079.12 to the project through a FY22 Clean Water Fund grant. St. Croix United Church contributed the remaining \$3,008.79, and is requesting 50% reimbursement. The new raingarden replaces the original, non-functional garden installed in 2011. The new raingarden has an expanded footprint, relocated outlet, and a more robust pre-treatment system for sediment capture. The project expected to reduce total phosphorus loading to Perro Creek by 2.16 lbs annually.

Manager McCarthy motioned to approve reimbursement of \$1,504.40 cost share for the installation of the St. Croix United Church Bioretention project at 309 3rd St N, Bayport, MN 55003. Manager Perkins seconded the motion. The motion carried with all in favor.

Heidenreich Stewardship Grant Request

Stillwater resident Bob Heidenreich is applying for a 2025 MSCWMO Stewardship Grant to enhance a 5,000 square-foot woodland opening with native grasses and flowering plants at 13315 Boutwell Rd N. This project will increase pollen and nectar resources available to pollinators through a combination of fall interseeding and interplanting. Bob is requesting \$500 cost-share for purchase of native seed and plant material.

Manager Zeller motioned to approve encumbrance of \$500.00 cost share for the Heidenreich Meadow Enhancement Project. Manager McCarthy seconded the motion. The motion carried with all in favor.

Lund Stewardship Grant Request

Stillwater resident Kim Lund is applying for a 2025 MSCWMO Stewardship Grant to establish a new native garden area around her home located at 1303 1st St S in Stillwater. The project—totaling 117 square feet in size—is designed to support pollinators and slow runoff from adjacent downspouts. Kim is requesting \$500 cost-share for purchase of native perennial shrubs, grasses, and ferns.

Manager Zeller motioned to approve encumbrance of \$500.00 cost share for the Lund Native landscaping project. Manager Collins seconded the motion. The motion carried with all in favor.

Plan Reviews/Submittals

836 Minnesota Street

Submittal items were received on May 14th, 2025 for a parking lot expansion that was completed without a MSCWMO review or City of Bayport permit. The proposed project qualifies for full review under the MSCWMO 2015 Watershed Management Plan (WMP) since it involves more than 500 square feet of impervious surface in the St. Croix Riverway. Additional/revised review materials were received on July 24, 2025. MSCWMO staff recommends board approval with two conditions:

1. Drainage easements and proposed maintenance agreements are submitted for the proposed stormwater management facility.
2. Appropriate infiltration tests are conducted to validate the estimated infiltration rate.

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

297 Lake St S

Submittal items were received on June 17th, 2025 for the residential reconstruction at 297 Lake St S located 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 reconstruction of more than 500 square feet of impervious surface in the St. Croix Riverway. MSCWMO staff recommends board approval with two conditions:

1. Erosion and sediment control plan notes must include stabilization of exposed soils within 7 days after construction activities in area have temporarily or permanently ceased.
2. CUP application is reviewed by the MnDNR for compliance with NFIP regulations for internally flooded enclosed areas and a non-conversion agreement deed restriction is recorded.

Manager Zeller motioned to approve the project with the two conditions. Manager Johnson seconded the motion. The motion carried with all in favor.

1365 Curve Crest Blvd

Submittal items were received on June 23rd, 2025 for new office building development at 1365 Curve Crest Blvd located within the MSCWMO boundaries and the City of Stillwater. The proposed project qualifies for full review under the MSCWMO 2015 Watershed Management Plan (WMP) since it involves reconstruction of more than 6000 square feet of impervious surface. MSCWMO staff recommends board approval with three conditions:

1. Drainage easements for stormwater management facilities up to the 100-year flood level and a proposed maintenance agreement are provided.
2. Contact information and training documentation for person responsible for oversight and implantation of the SWPPP is provided.
3. Tabulated quantities of all erosion prevention and sediment control BMPs are provided.

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

103 Main St N

Submittal items were received on July 9th, 2025 for the gas station reconstruction project at 103 Main St. N. Blvd located within the MSCWMO boundaries and the City of Stillwater. The proposed project qualifies for full review under the MSCWMO 2015 Watershed Management Plan (WMP) since it involves reconstruction of more than 6000 square feet of impervious surface. MSCWMO staff recommends board approval with one condition:

1. Provide proposed easements for stormwater management facilities and a proposed maintenance and operations plan for the stormwater management facilities.

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

Lumberjack Landing

Submittal items were received on July 9th, 2025 for the Aiple House/Lumberjack Landing retrofit project at 1513 Main St. N. Blvd located within the MSCWMO boundaries and the City of Stillwater. The proposed project qualifies for full review under the MSCWMO 2015 Watershed Management Plan (WMP) since it involves reconstruction of more than 6000 square feet of impervious surface. MSCWMO staff recommends board approval with one condition:

1. SWPPP shall include inspection frequency/time frames, stabilization time frames, and tabulation of estimated quantities.

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

850 Quixote Ave N

Submittal items were received on March 5th, 2025 for home and septic reconstruction at 850 Quixote Ave 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 reconstruction of more than 500 square feet of impervious surface in the St. Croix Riverway and impacts within the bluffline setback. Revised submittal items were received on July 16th, 2025 which removed the septic system from the bluffline setback but still includes grading to create a flat pad area. MSCWMO staff recommends the board discuss the construction

within the bluffline setback and staff recommendation to revise and resubmit. The board discussed the new submittal compared to the previous submittal. The new plan proposes construction within the bluffline setback and is deemed to be not substantively different from the previous submittal.

Manager Perkins motioned to not approve the project, stating there is no change to the board's previous recommendation. Manager Johnson seconded the motion. The motion carried with all in favor.

151XX 15th St N

Submittal items were received on July 21st, 2025 for the single-family home construction project at 151XX 15th St N located within the MSCWMO boundaries and West Lakeland Township. The proposed project qualifies for full review under the MSCWMO 2015 Watershed Management Plan (WMP) since it involves construction of more than 6000 square feet of impervious surface. MSCWMO staff recommends board approval with seven conditions:

1. Provide note for 14 day stabilization timeframe for temporary erosion and sediment control on plans.
2. Indicate quantity for seed, erosion control blanket, and silt fence on plans.
3. Provide a note for required placement of down gradient sediment control before land disturbing activity.
4. Provide notes for street sweeping, inspections and maintenance, pollution prevention, and final stabilization on plans.
5. Indicate downspout locations and route runoff from new impervious surfaces to the proposed bioretention basin directing runoff away from the steep slope.
6. Provide construction notes for bioretention basin on plans.
7. Conduct soil borings or dig a test pit to determine soil types and infiltration capacity of in-situ soils for the bioretention basin. If soils are conducive to infiltration (HSG A or B) eliminate the underdrain and utilize a bioinfiltration basin cross section.

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

1081 Quixote Ave N

Administrator Oldenburg-Downing summarizes the recent history of the project stating plans were received in 2024 for home reconstruction and floodproofing. The finding from MSCWMO staff at that time was that the project did not trigger review as there was no net increase to impervious surface coverage and no grading proposed. At a later date it was observed that fill had been brought on site and grading had occurred, resulting in a stop work order from the City while the site was assessed. MSCWMO staff have now reviewed the project and made some notes for what needs to be updated for erosion control and also noted that the City Floodplain Administrator should require a No-Rise Certification.

The applicant Joe Brennan was in attendance and gave additional information, stating the project was part of a three house project that was part of a FEMA deal that started in 2019. The home has been raised and as a result there is now a drop from the exterior first floor doors to the yard. There have also been repeat issues with the sea wall near the river eroding due to high water. The

sea wall is partially constructed out of steel sheeting and proposes a safety hazard according to the applicant. The applicant is proposing adding boulders along the sea wall to better hold soil in place and create a barrier between the home and the wall. Manager Zeller notes that due to the height and shape of the yard in the floodplain, there is now an eddy occurring on the downstream side which is impacting the neighboring property. Administrator Oldenburg-Downing notes that the proposed plan MSCWMO staff reviewed has been altered from what is currently on site, so what is currently existing with the new fill and grade is not the proposed final project. The applicant and the project engineer Jon Sonnentag explain that the fill would be moved against the home to eliminate the existing drop-off and then tapered out away from the home.

Manager Zeller states the added row of rock fill behind the sea wall should be lowered to be more level with the sea wall.

Manager Johnson motioned to approve proposed project with the securance of a No-Rise Certification and DNR comment, with the additional condition that the boulders be lowered to be more level with the sea wall. Manager McCarthy seconded the motion. The motion carried with all in favor.

Marzlof Project

A previous applicant with an approved plan has submitted a new proposed plan due to concerns about staff access to an easement for a raingarden basin. The new plan would involve removing the raingarden and increasing the size of the other two.

Manager Zeller motions that the board is not willing to consider a new plan for the project. Manager Peters seconded the motion. The motion carried with all in favor.

Erosion and Sediment Control Inspection Reports

There are eight erosion and sediment control inspection reports included in the board packet. Of the eight, six show a grade of A or B, one shows a grade of C, and one shows a grade of D.

Staff Report

BMP maintenance and water monitoring activities continue as normal, erosion and sediment control inspections are ongoing, and staff continue to make progress with the Management Plan Update.

1WIP Updates

None

Other

None

Adjourn

Manager Zeller motioned to adjourn the meeting, Manager Perkins seconded the motion. The meeting adjourned at 7:48.