

Regular Meeting of the Middle St. Croix Watershed Management Organization
Washington Conservation District, 455 Hayward Ave N
Thursday, May 14th, 2026

6:00PM

Present: Brian Zeller, Lakeland Shores; Tom McCarthy, Lake St. Croix Beach; Dave Millard, Lakeland; Ryan Collins, Stillwater; Avis Peters, Baytown; Orin Kipp, Bayport; Rachel Dana, West Lakeland; Carly Johnson, Oak Park Heights; Administrator Matt Oldenburg-Downing;

Amanda Herbrand, WCD

Audience: Tom Grahek (remote), “Michael” (remote)

Call to Order

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

Approval of Agenda

Administrator Oldenburg-Downing requested an addition under “New Business” (4b), “EMWREP Contract 2026-2027”. Manager McCarthy motioned to approve the agenda with the addition. Manager Collins seconded the motion. The motion carried with all in favor.

Approval of Minutes

Manager Collins motioned to approve the draft April 9th, 2026 board meeting minutes, Manager Kipp 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 on May 14th was \$75,348.36. First Bank CD’s were valued at \$213,549.15. The ending value on the RBC savings account from April was \$102,236.51. Manager Zeller motioned to approve the report of the savings account and assets for May 14th, 2026. Manager McCarthy seconded the motion. The motion carried with all in favor.

Bills to approve this month are two bills to the Washington Conservation District for admin and tech services for \$9,128.50. The total for May bills is \$9,128.50. Manager Zeller motioned to approve payment of bills for May totaling \$9,128.50. Manager Peters seconded the motion. The motion carried with all in favor.

Public Comment

None

Old Business

None

New Business

Bluffland Mailing

Per board request at the April 2026 meeting, staff investigated costs for a mailing to landowners to provide information about shoreland protection. Angie Hong, provided the following:

“Last year in late October, we sent a mailing to 237 bluffland landowners in Bayport, Lakeland, Lakeland Shores, and St. Mary’s Point. It was partly to advertise the Bluffland Workshop we were holding, but also had general info about riverway rules, erosion, and MSCWMO.

At Matt’s suggestion, we excluded the LSCB people from the mailing last year because he said most of the riverway land is technically owned by the city. We also left out the West Lakeland people – there are only 13 of them so it wouldn’t take much to add them back in. Staff from Bayport also reviewed and pulled out some of the addresses we originally had in last fall’s mailing because they are in the riverway but not actually shoreline owners.

Cost for the mailing was \$355 for printing + \$62 for postage. We used Bayport Printing.”

Manager McCarthy suggested putting something in the newsletter of the communities with bluffline properties. Manager Johnson suggested both something for the community newsletters and also sending the mailing. Managers Zeller and Johnson both mentioned penalties being low. Manager Millard stated work is ongoing for increasing penalties in Lakeland. Manager Millard also mentioned Lakeland is working on adding Scenic Riverway signage to residential roads along the river, the signs have QR codes that direct to Scenic Riverway Rules.

Manager Johnson motioned for MSCWMO staff to send a mailing to bluffline residents highlighting bluffline construction rules. Manager Zeller seconded the motion. The motion carried with all in favor.

EMWREP Contract 2026-2027

Administrator Oldenburg-Downing stated that due to rate changes the previous EMWREP agreement was for one year, this agreement will continue services for two years at the new rate. Manager Zeller motioned to approve the 2026-2027 EMWREP Agreement. Manager Peters seconded the motion. The motion carried with all in favor.

Grant and Cost Share Applications

Ammerman Stewardship Grant Request

Stillwater resident Kristin Ammerman is applying for a 2026 MSCWMO Stewardship to enhance the vegetation along the shoreline of Brick Pond on her property at 1308 Everett St S, Stillwater, MN 55082. Stewardship Grant funds will be used to reimburse for the cost of native plant material and temporary herbivory fencing. The landowner has provided a list of materials to be installed, reviewed and approved by WCD staff. Project estimate is \$350.00, cost share requested is \$350.00.

Manager Zeller motioned to approve encumbrance of \$350.00 cost share for the Ammerman Stewardship Grant project at 1308 Everett St S, Stillwater, MN 55082. Manager Collins seconded the motion. The motion carried with all in favor.

Ballweg Stewardship Grant Request

Lake St. Croix Beach resident Anne Ballweg is applying for a 2026 MSCWMO Stewardship to install a 350 sf rain garden with surrounding native landscaping on her property located at

16620 Upper 12th St S, Lake St Croix Beach, MN 55043. The proposed practice will collect road, roof, and driveway runoff to reduce phosphorus loading by approximately 0.125 lbs and TSS by approximately 22.6 lbs annually. Installation labor will be performed by the landowner with 2026 MSCWMO Stewardship Grant funds used to reimburse for the cost of mulch, soil amendments, and plant material. Project estimate is \$2,020.00 and cost share requested is \$500.00.

Manager Johnson motioned to approve encumbrance of \$500.00 cost share for the Ballweg Stewardship Grant project at 16620 Upper 12th St S, Lake St Croix Beach, MN 55043. Manager Kipp seconded the motion. The motion carried with all in favor.

West Lakeland Town Hall Stewardship Grant Request

West Lakeland Township resident Kelly Stichter is applying for a 2026 MSCWMO Stewardship Grant on behalf of West Lakeland Township to install a native demonstration garden under the West Lakeland Town Hall sign on the corner of 10th St N and Stagecoach Trl N. The proposed project will serve as an opportunity to educate and demonstrate to residents the benefits of planting native species for pollinators and how native plants can beautify residential landscapes. If budget allows, native planting efforts will be extended to include the town hall foundation planting beds. Project estimate is \$1,500.00 and cost share requested is \$500.00.

Manager Johnson motioned to approve encumbrance of \$500.00 cost share for the West Lakeland Town Hall project at 959 Paris Ave Circle N, West Lakeland, MN 55082. Manager McCarthy seconded the motion. The motion carried with all in favor.

Zelenak Stewardship Grant Request

Stillwater resident Van Zelenak is applying for a 2026 MSCWMO Stewardship to enhance the vegetation on a steep wooded slope on the NW corner of his property, located at 112 Harriet St S, Stillwater, MN 55082. While no rill or gully erosion was observed, enhancing the vegetation on the slope to increase ground layer density will help to prevent erosion and improve slope stability. Seed and plant installation will be performed by the landowner with 2026 MSCWMO Stewardship Grant funds used to reimburse for the cost of seed and plant material. Project estimate is \$750.00 and cost share requested is \$500.00.

Manager Collins motioned to approve encumbrance of \$500.00 cost share for the Zelenak Stewardship Grant project at 112 Harriet St S, Stillwater, MN 55082. Manager McCarthy seconded the motion. The motion carried with all in favor.

LSCVFD Water Quality Improvement Grant Request

The Lower St. Croix Valley Fire Department (LSCVFD) is applying for a 2026 MSCWMO Water Quality Improvement Grant to install three biofiltration basins, convert 7,500 square feet of turf, and incorporate native landscaping around the fire department building located at 1560 St. Croix Trl S, Lake St. Croix Beach, MN 55043 . The project is expected to reduce TP loading to Lake St. Croix by approximately 1.04 lbs annually while demonstrating to the public the value of native landscaping for wildlife conservation. The fire department will coordinate with TriCounty Services, city staff, and WCD staff on the installation. Total project estimate is \$16,084.48 and cost share requested is \$2,500.00.

Manager Zeller motioned to approve encumbrance of \$2,500.00 cost share for the LSCVFD Bioretention project at 1560 St. Croix Trail S, Lake St. Croix Beach, MN 55043. Manager Millard seconded the motion. The motion carried with all in favor.

Request for Reimbursement – Stonebridge Elementary School Forest Project

On January 8th, 2026 the MSCWMO board approved cost-share encumbrance of up to \$2,200.00 from the Water Quality Improvement Grant program for the installation of the Stonebridge Elementary School Forest Restoration Project. Teachers, parents and students have installed 26 potted native trees and shrubs, bare-root trees and shrubs donated by the DNR, 53 native perennials, and 16 lbs of native woodland seed within the school forest in spring of 2026. The school forest has also show a positive native plant community response from buckthorn removal over the winter of 2025/26. The Stonebridge Elementary PTA is seeking reimbursement in the amount of \$2,113.15 for payments made to the contractor in November of 2025.

Manager Zeller motioned to approve reimbursement of \$2,113.15 cost share for the installation of the Stonebridge Elementary School Forest restoration project on Parcel #2903020110051. Manager Johnson seconded the motion. The motion carried with all in favor.

Plan Reviews/Submittals

218 3rd St – INFORM

Incomplete submittal items were received on March 18th for the new home construction at 218 3rd St in Stillwater and additional review materials were received on April 23rd including an higher level of engineering review for infiltration in a high vulnerability DWSMA. The project triggers MSCWMO review because of a variance request to impervious surface coverage. MSCWMO staff have requested that applicant revise and resubmit to address the depth of the infiltration facility and maximum drawdown time of 48 hours as well as minor notes and items for the erosion and sediment control plan.

7xx Quixote – ACTION

Incomplete submittal items were received on March 26th for the stair construction at 7XX (between 739 and 745) Quixote Ave N in Lakeland and additional review materials were received on May 5th including plans for riprap placement. The project triggers MSCWMO review because of disturbance within the shoreland and bluffland areas. MSCWMO staff recommends board approval with four conditions:

1. The OHW noted on the plans is corrected and no work will occur below the OHW without prior approval by MNDNR for work in public waters
2. Stabilization timeframes for exposed soil areas are provided on plans
3. ESC inspection notes are provided on plans
4. Local approval is received for vegetative cutting and riprap placement within the flood fringe

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

Bayport Safe Routes – ACTION

The Middle St. Croix Watershed Management Organization (MSCWMO) received initial submittal materials on April 3rd, 2026 for the Safe Routes to School project on 5th Avenue North within the MSCWMO boundaries and the City of Bayport. The proposed project qualifies for full review under the MSCWMO 2025 Watershed Management Plan (WMP) since it involves earthwork of more than 100 cubic yards. MSCWMO staff recommend approval with three conditions:

1. Contact information of person responsible for erosion and sediment control compliance is provided
2. ESC inspection timeframes and required records are noted
3. Pollution prevention notes are provided

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

Bonestroo Pool

The project review for the proposed pool project at 175 Lakeland Shores is temporarily suspended until plans addressing restoration of riverway ordinance violations are received.

Central Automotive Parking Lot Addition

Submittal items were received on March 25th for previously suspended Central Automotive parking lot addition at 14819 59th St N in Oak Park Heights. A preliminary review has been completed and staff requested revised materials demonstrating conformance with MIDS flexible treatment options.

Erosion and Sediment Control Inspection Reports

There are six erosion and sediment control reports included in the board packet. Four inspections received an "A" grade, one received a "B" grade, and one received a "C" grade.

Staff Report

Water monitoring and maintenance activities are underway for the season. Other activities such as administration and erosion control were discussed during the meeting.

1W1P Updates

None

Other

Administrator Oldenburg-Downing stated there is a flyer on the table advertising the upcoming Workshop on the Water for board members to look at if they are interested.

Adjourn

Manager Zeller motioned to adjourn the meeting, Manager McCarthy seconded the motion. The motion carried with all in favor. The meeting adjourned at 6:41PM.