Regular Meeting of the Middle St. Croix Watershed Management Organization
Washington Conservation District, 455 Hayward Ave N
Thursday, September 10th, 2026
6:00PM
Present: Tom McCarthy, Lake St. Croix Beach; Brian Zeller (remote), Lakeland Shores; Carly Johnson, Oak Park Heights; Ryan Collins, Stillwater; Michele Hanson; Administrator Matt Oldenburg-Downing; Amanda Herbrand, WCD
Audience: Michael Miller (remote)

Call to Order
Manager McCarthy called the meeting to order at 6:13PM.

Manager Zeller is attending remotely via Zoom.

Approval of Agenda
Manager Johnson motioned to approve the agenda. Manager Collins seconded the motion. The motion carried on a roll call vote with all in favor.

Approval of Minutes
Manager McCarthy motioned to approve the draft August 13th, 2026 board meeting minutes, Manager Johnson seconded the motion. The motion carried on a roll call vote with all in favor.

Treasurer's Report
Manager Johnson presented the treasurer's report. The remaining checking account balance at the end of August was $250,130.41. First Bank CD's were valued at $228,736.60. The ending value on the RBC savings account from July was $103,065.80. Manager Hanson motioned to approve the report of the savings account and assets for September 10th, 2026. Manager Collins seconded the motion. The motion carried on roll call vote with all in favor.

Bills to approve this month are two bills to the Washington Conservation District for admin and tech services for $11,469.00, and one bill to Town Law Center for $152.00. The total for September bills is $11,621.00. Manager Collins motioned to approve payment of bills for September totaling $11,621.00. Manager Hanson seconded the motion. The motion carried on a roll call vote with all in favor.

Public Comment
None

Old Business
2025 Audit and Future Audit Policy
Included in the board packet is correspondence from the Board of Water and Soil Resources (BWSR) to the Office of the State Auditor (OSA).

Administrator Oldenburg-Downing states the subcommittee consisting of himself, Manager Zeller, and Manager Johnson should continue to engage with BWSR and the OSA as needed. This item is information only.

New Business
2026 Second Half Contribution Reminders
Manager Oldenburg-Downing states it is time to send out second half contribution reminders to the member communities. This item is information only.

Grant and Cost Share Applications
LSC Grant Award Acceptance
Manager Oldenburg-Downing is requesting authorization to sign two agreements for grant funding for the Lower St. Croix Valley Fire Department Retrofit project. The grants are through the Lower St. Croix Partnership.

Manager Johnson motioned to authorize Administrator Oldenburg-Downing to sign the two agreements. Manager Collins seconded the motion. The motion carried on a roll call vote with all in favor.

Evolich Stewardship Grant Request
Stillwater resident Patty Evolich is applying for a 2026 MSCWMO Stewardship to convert approximately 500 square feet of turf to native perennial vegetation at 510 Owens St S. Stewardship Grant funds will be used to reimburse for the cost of native seed, plants, and erosion control material. Total project estimate is $500.00, cost share requested is $500.00.

Manager McCarthy motioned to approve encumbrance of $500.00 cost share for the Evolich Stewardship Grant project at 510 Owens St S, Stillwater, MN 55082. Manager Collins seconded the motion. The motion carried on a roll call vote with all in favor.

Plan Reviews/Submittals
Lumberjack Landing Improvements – ACTION
Submittal materials on August 20th, 2026 for the Aiple House/Lumberjack Landing retrofit project at 1513 Main St N in Stillwater. The project was previously approved in August 2025 and the resubmittal incorporated minor changes to the project including modified bioifiltration basins. The stormwater management plan proposes biofiltration and permeable pavement to provide stormwater management for the new/reconstructed impervious. MSCWMO staff recommends board approval with one (1) condition:

1. SWPPP shall include inspection & maintenance frequency/time frames, stabilization time frames, timing of BMP installation, pollution prevention measures and tabulation of estimated quantities.

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

Bergstein Warehouse/Shoddy Mill – INFORM

Submittal items were received August 20th, 2026 for the Bergstein Warehouse and Shoddy Mill renovation at 1250 Main St S in Stillwater. The proposed project qualifies for full review under the MSCWMO 2025 Watershed Management Plan (WMP) since it involves more than 500 square feet of new impervious in the St. Croix Riverway. MSCWMO staff recommends the applicant revise and resubmit.

Erosion and Sediment Control Inspection Reports
Administrator Oldenburg-Downing presented the erosion and sediment control reports. Two reports are included in the board packet, both received "A" grades.

Staff Report
Water monitoring and maintenance activities continue as normal. Administrator Oldenburg-Downing notes that communication is ongoing with staff at the City of Lakeland regarding the bluffline violation and infiltration basin fill at 569 Quixote.

1W1P Updates
None

Other
None

Adjourn
Manager Johnson motioned to adjourn the meeting, Manager Collins seconded the motion. The meeting adjourned at 6:32PM.