

# MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION

455 HAYWARD AVENUE, OAKDALE, MINNESOTA 55082  
Phone 651.330.8220 x22 fax 651.330.7747 www.mscwmo.org



## Regular Meeting of the Middle St. Croix Watershed Management Organization Bayport Public Library, Bayport, MN Thursday, December 13, 2018 6:00PM

1. Call to Order – 6:00PM
2. Approval of Minutes
  - a. Draft minutes November 8 , 2018 *pages 1-4*
3. Treasurer’s Report
  - a. Report of savings account, assets for December 13, 2018
  - b. Approve payment of bills for December 13, 2018
  - c. Budget Tracker Review
4. Public Comments
5. Old Business
  - a. One Watershed One Plan Discussion with BWSR Staff *pages 5 & 6*
6. New Business
  - a. Transfer of funds to savings *page 7*
  - b. Appointment of a temporary Secretary *page 8*
  - c. Development review submittal dates for 2019 *page 9*
  - d. 2019-2020 engineering and legal services requests *page 10*
  - e. LMCIT liability insurance waiver *pages 11-12*
7. Grants
  - a. People’s Church Cost Share Reimbursement Request *page 13*
8. Plan Reviews/Submittals
  - a. Turner Residence, Baytown Township *pages 15-17*
9. Administrator’s Report *pages 18-19*
10. Adjourn

Regular Meeting of the Middle St. Croix Watershed Management Organization  
Bayport Public Library, Bayport, MN  
Thursday, November 8, 2018  
6:00PM

Present: Brian Zeller, Lakeland Shores; Mike Runk, Oak Park Heights; Tom McCarthy, Lake St. Croix Beach; John Fellegly, Baytown Township; Lakeland; Doug Menikheim, Stillwater; Joe Paiement, City of Lakeland; Cameron Blake, WCD; Administrator Mike Isensee; Maureen Hoffman, Washington County

**Call to Order**

The meeting was called to order at 6:00PM by Brian Zeller.

**Approval of Minutes**

A motion to approve the October 11<sup>th</sup>, 2018 minutes was made by Mike Runk and seconded by Joe Paiement. Motion carried.

**Treasurer's Report**

Report of savings account, assets for November 8, 2018  
Approve payment of bills for November 8, 2018

The treasurer's report was presented by Mike Isensee. The remaining checking account balance is \$45,711.99. First State Bank CDs are valued at \$32,094.13. The ending balance in the RBC savings account is \$48,959.42.

Bills to be approved this month are: Carmen Simonet Design: \$127.50; Washington Conservation District (Administration): \$3,743.50; Washington Conservation District (Technical Services): \$3,009.99; Total: \$6,880.99.

John Fellegly and Mike Runk asked for clarification that the Lakeland's 2018 Contribution Amount Remaining was from a back payment.

Mike Isensee presented the budget tracker with Admin and Technical Services as on track at 83% and 90% with two months to go in 2018.

Mike Runk moved to accept the Treasurer's report and bills, Tom McCarthy seconded, and the motion carried.

**One Watershed One Plan Policy Committee Update**

Doug Menikheim presented his takeaways from the 1W1P process he has attended as he is leaving the board and process. Doug Menikheim was concerned with the process for several reasons. He questioned the purpose of the process and what problem it was trying to solve, expressed confusion over who is leading the process, stated he believed it was leading to the creation of a governance structure similar to Met Council, and questioned the value of the MSCWMO's participation. Mike Isensee was invited to respond to the concerns by Brian Zeller. Mike Isensee stated that the process

was required by BWSR with the main goal of a plan that will provide easier access to funding for water quality projects. The process is being run by all the LGU participants, with a consulting group facilitating the meetings and compiling the information and decisions made by the LGU's. Brian Zeller asked for clarification on the potential benefit for the MSCWMO, what obligations it required from the MSCWMO, and if there would be additional regulations after the process. Mike Isensee explained that there would be no additional regulatory power created by the process as part of the Joint Power Agreement that was signed, and that it would provide money for Clean Water Projects to a rough estimate of \$30-70,000/yr. The main goal of the process was to create a mechanism to fund LGU's prioritized, targeted, and measurable water quality improvement projects. Brian Zeller asked clarifying questions regarding BWSR as an entity and its board. Mike Isensee explained BWSR's main purpose was to oversee water management by special purpose LGUs and guide the distribution of funding from the state to LGU's. Brian Zeller requested a BWSR presentation and introduction to the area representative and a staff member with the purpose of discussing the MSCWMO's options regarding the 1W1P process at this point in time. Mike Isensee will request Dan Fabian and Jack Ditmore to present about BWSR and 1W1P at the next board meeting. Brian Zeller or Mike Isensee will reach out to Fran Miron for his opinion about the process as he is the chair of the policy committee. Brian Zeller will also reach out to Gary Kriesel to let him know about the situation. Doug Menikheim will be present at the next meeting for this presentation.

#### **Public Comment**

Maureen Hoffman introduced herself as new staff at Washington County to improve county communications with watershed governance.

#### **Lily Lake Final 45 Project Update**

Mike Isensee reported the process is continuing.

#### **Stillwater Country Club Water Quality Basin Update**

Mike Isensee reported that the membership unanimously approved the project. There is a design adjustment in the works regarding the pipe leading to the basin, but the project is moving forward. Brian Zeller asked Mike Isensee why he thought the passing was unanimous, and Mike Isensee stated the time he spent with the Board and the support they gave to the project before the meeting was helpful. John Fellegly clarified that the pond cleaning was outside the scope of the agreement. Mike Isensee also stated that the three members of the board were also in the Lily Lake Association and he believes the history of that association with the MSCWMO was also helpful in their support of the project.

#### **Resolution 18-02 Oak Park Heights Local Surface Water Management Plan**

Mike Isensee recommended conditional approval of the Oak Park Heights LSCWMP with re-submittal of the revised draft plan for MSCWMO staff review. Brian Zeller asked about the process of the LSWMP, the expense, and if the timeline of 10 years would change someday for small communities with little developmental change. Mike Isensee stated the LSWMP process is a statutory requirement of the Met Council but the scope and process could change. There is currently discussion that Met Council may hold a stakeholder input process to improve the function of these plans. If this occurs, Mike Isensee stated he would participate in the process.

Resolution 18 02 Oak Park Heights LSWMP

Manager Paiement moved, seconded by Manager McCarthy to adopt Resolution 18-02 with conditions to be reviewed and approved by MSCWMO staff.

Manager Fellegy: Yea  
Manager McCarthy: Yea  
Manager Paiement: Yea  
Manager Runk: Yea  
Manager Zeller: Yea

Motion carried, vote 5/0

**Lake St. Croix Beach Local Surface Water Management Plan**

Resolution 18 03 Lake St. Croix Beach LSWMP

Manager Zeller moved, seconded by Manager Runk to adopt Resolution 18-03 with conditions to be reviewed and approved by MSCWMO staff.

Manager Fellegy: Yea  
Manager McCarthy: Yea  
Manager Paiement: Yea  
Manager Runk: Yea  
Manager Zeller: Yea

Motion carried, vote 5/0

**West Lakeland Local Surface Water Management Plan**

Resolution 18 04 West Lakeland Township LSWMP

Manager Zeller moved, seconded by Manager Paiement to adopt Resolution 18-04 with conditions to be reviewed and approved by MSCWMO staff.

Manager Fellegy: Yea  
Manager McCarthy: Yea  
Manager Paiement: Yea  
Manager Runk: Yea  
Manager Zeller: Yea

Motion carried, vote 5/0

John Fellegy asked about the status of the Baytown Township LSWMP and Mike Isensee clarified they were ahead of schedule.

## **Bayport Local Surface Water Management Plan**

Resolution 18 05 Bayport LSWMP

Manager Zeller moved, seconded by Manager McCarthy to adopt Resolution 18-05 with conditions to be reviewed and approved by MSCWMO staff.

Manager Fellegly: Yea

Manager McCarthy: Yea

Manager Paiement: Yea

Manager Runk: Yea

Manager Zeller: Yea

Motion carried, vote 5/0

## **Villas of Inspiration- Bayport**

Joe Paiement, John Fellegly, and Brian Zeller discussed the area and the developer's decision of single family lots despite the area being slated for high-density multi-family development. The Miller pit was discussed with Brian Zeller stating he was glad the trucks have a dedicated exit/entrance. Mike Isensee recommends approval with 15 conditions for the Villas of Inspiration development. Brian Zeller moved to conditionally approve the project, Mike Runk seconded, and the motion carried.

## **Administrator's Report**

Mike Isensee reported that he reviewed the LSWMP's, participated in the 1W1P meetings, and is working on two major projects with reporting season coming up in December. Brian Zeller would like to recognize Nancy Karras-Anderson's service for 15 years.

## **Adjourn**

John Fellegly moved to adjourn the meeting, Tom McCarthy seconded and the motion carried. Brian Zeller adjourned the meeting at 6:53pm.

## Overarching Approach

The Lower St. Croix One Watershed One Plan (1W1P) will:

- Focus on work that is most effectively implemented across the boundaries of local water planning entities, most effectively accomplished through cooperation, or local issues of regional significance.
- Provide the most detail for non-metro areas most likely to replace their local plan with 1W1P, and where current plans are less detailed.
- Set in place a plan for funding the basin-wide priorities and goals with future “Fund the Plan” State dollars. This includes determining how funding is distributed. The funding plan shall be detailed for the first 5 years to (a) local water planning agencies to know what funding they can expect for local implementation and (b) set amounts and recipients for basin level work. The Advisory and Policy Committees will periodically re-convene to update the implementation funding plan.
- Recognize that quality local plans, Total Maximum Daily Load (TMDL) studies, groundwater plans and Watershed Restoration and Protection Strategies (WRAPS) already exist throughout the region. 1W1P will build from these, and incorporate them by reference where appropriate.
- Begin with all 17 local water planning entities (WMOs, WDs, SWCDs, counties) updating or reaffirming the priorities and goals in their plans, so that those goals can be considered in development of 1W1P.
- Reset the planning clock for all local water planning entities’ plan updates, such that in the future all water plans in the basin will be updated synchronously.
- Use an adaptive management approach. Goals and objectives will be clear, but not so specific as to prevent evolution of approaches or specific projects.

This 1W1P may:

- Be adopted by water planning entities to *complement* their existing plans.
- Be adopted by water planning entities to *replace* their existing plans for all or part of that entity’s geographic jurisdiction. In this case, all of the water resources, issues, goals and implementation strategies required in BWSR’s *1W1P Plan Content Requirements* for the area where entities will adopt 1W1P to replace their existing plan(s) will be produced as part of the 1W1P process..
- Discuss natural resources issues other than which are regionally significant but require local action.

This 1W1P will not:

- Establish a new layer of government or new entity. The plan will be implemented by existing local water planning entities that meet periodically to review progress and guide implementation.
- Seek to provide the level of detail for local projects that is typically provided in local plans, except where 1W1P is replacing local plans. It shall focus on implementation activities of relevance throughout the basin. Some implementation activities may be additional study or analysis, the results of which will be considered part of the implementation plan.
- Prescribe implementation activities for local water plan entities to do. However, plan contents should be given considerable weight when selecting local work.
- Require participants to fund basin-level 1W1P implementation outside of their jurisdictional area. It is anticipated that implementation funding for basin-level work will be from State funds allocated under the “fund the plan” approach.
- Create a detailed inventory of natural resources in the basin. Instead, it will refer to existing plans and studies for this information or identify inventories and studies that will be completed as part of 1W1P implementation.
- Mandate a particular set of regulations for local entities to implement. It may recommend.

## Committee Structure

The planning process will utilize the committees listed in the table below.

	Steering Committee	Advisory Committee	Policy Committee	Planning Team
Description	Day-to-day plan development work.	Includes stakeholder representation into policy recommendations.	Decision-making authority.	Subset of the Steering Committee that are the “heavy lifters” who are doing planning work. A list of Planning Team roles is listed under task 1.1.
Participants	Staff from local agencies formally participating in 1W1P by signing the MOA. BWSR staff in an advisory role. Any consultants hired. Policy committee may include others.	Policy committee invites participants to include community members and other stakeholder groups, drainage authorities, county highway or planning staff, tribal organizations, federal agencies, state review agencies, Met Council, plus Steering Committee members.	1 representative from each entity that signs the 1W1P Memorandum of Agreement. Representative must be an elected or appointed board member.	Local agency staff and consultants whose roles and compensation are specified in a contract.
Duties	Planning in group meetings. May form subcommittees. Makes recommendations to Advisory Committee.	Make policy recommendations to the Policy Committee.	Final policy and plan content decisions.	Roles are specified under task 1.1. Includes plan writing, outreach, data consolidation and others.
Approx # meetings	14	8	13	0
Work outside of mtgs	Review materials in advance of meetings. Comment on drafts. Serve on subcommittees as needed.		Review materials in advance of meetings.	A lot. See next section for scope of work of each role.

Note: For efficiency, the Meeting Facilitator is encouraged to schedule multiple committee meetings on the same day and same location when appropriate. Conference calls, online meetings or other digital correspondence may be used to minimize the number of in-person meetings.

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## MEMORANDUM

**TO:** Middle St. Croix WMO Board of Managers  
**FROM:** Mike Isensee, Administrator  
**DATE:** December 13, 2018

**RE: 6a) Savings Account Deposit**

The MSCWMO Annual budget sets aside \$1,000 per year for water monitoring equipment savings and \$6,000 per year for Watershed Management Plan savings. Staff is requesting board approval to transfer \$7,000 from the watershed checking account into the watershed savings account for savings identified in the 2017 annual budget and \$7,000 identified in the 2018 budget for a total of \$14,000.

### Savings Account Deposit

Motion by Board Member 1, seconded by Board Member 2, to transfer \$14,000 from the watershed checking account to the watershed savings account as directed in the 2017 and 2018 MSCWMO Budget.



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## MEMORANDUM

**TO:** Middle St. Croix WMO Board of Managers  
**FROM:** Mike Isensee, Administrator  
**DATE:** December 13, 2018

**RE: 6b) Appointment of a Temporary Secretary**

The MSCWMO Secretary, Nancy Andersen retired from her post as the MSCWMO on October 11, 2018. The MSCWMO elections of officers occurs on January 10, 2019. In the interim, the MSCWMO needs a temporary Secretary to complete year end business of the MSCWMO. Board Member Tom McCarthy has volunteered to serve in this role.

Motion by Board Member 1, seconded by Board Member 2, to appoint Board Manager Tom McCarthy as temporary Secretary of the MSCWMO

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## MSCWMO PROJECT REVIEW PROCESS –SINGLE RESIDENTIAL LOT SUBMITTAL TIMING

Applications for qualifying projects shall be submitted for full review to the MSCWMO administrator at least 21 days prior to the scheduled meeting date of the MSCWMO Board. Late submittals or submittals with incomplete exhibits will be scheduled to a subsequent meeting date. Comments will be returned to the member community within 30 days of receipt of a complete application.

Member communities may require a reapplication meeting. The following table contains the pre-application meeting deadline, submittal deadline, and board meeting dates for 2019.

### 2019 PROJECT REVIEW IMPORTANT DATES

Pre-Application Meeting Deadline*	Submittal Deadline	MSCWMO Board Meeting
December 13 <sup>th</sup> , 2018	December 20 <sup>th</sup> , 2018	January 10 <sup>th</sup> , 2019
January 17 <sup>th</sup> , 2019	January 24 <sup>st</sup> , 2019	February 14 <sup>th</sup> , 2019
February 14 <sup>th</sup> , 2019	February 21 <sup>st</sup> , 2019	March 14 <sup>th</sup> , 2019
March 14 <sup>th</sup> , 2019	March 21 <sup>st</sup> , 2019	April 11 <sup>th</sup> , 2019
April 11 <sup>th</sup> , 2019	April 18 <sup>st</sup> , 2019	May 9 <sup>th</sup> , 2019
May 16 <sup>th</sup> , 2019	May 23 <sup>rd</sup> , 2019	June 13 <sup>th</sup> , 2019
June 13 <sup>th</sup> , 2019	June 20 <sup>th</sup> , 2019	July 11 <sup>th</sup> , 2019
July 11 <sup>th</sup> , 2016	July 18 <sup>th</sup> , 2019	August 8 <sup>th</sup> , 2019
August 15 <sup>th</sup> , 2019	August 22 <sup>nd</sup> , 2019	September 12 <sup>th</sup> , 2019
September 12 <sup>th</sup> , 2019	September 19 <sup>th</sup> , 2019	October 10 <sup>th</sup> , 2019
October 17 <sup>th</sup> , 2019	October 24 <sup>th</sup> , 2019	November 14 <sup>th</sup> , 2019
November 14 <sup>th</sup> , 2019	November 21 <sup>st</sup> , 2019	December 12 <sup>th</sup> , 2019

\* *Not required*

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## MEMORANDUM

**TO:** Middle St. Croix WMO Board of Managers  
**FROM:** Mikael Isensee, Administrator  
**DATE:** December 13, 2018  
**RE:** **6D 2019-2020 Engineering and Legal Services Request**

The MSCWMO is required to solicit for legal and engineering services every two years. Our current legal provider is Kennedy and Graven and our current engineering firm is Emmons and Olivier Resources. Staff will provide the request for quotes to the existing contractors as well as post the request on the public register.

Staff is seeking board input on advertising the RFP.

Discussion Item

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## MEMORANDUM

**TO:** Middle St. Croix WMO Board of Managers  
**FROM:** Mikael Isensee, Administrator  
**DATE:** November 10, 2016  
**RE: 6B LEAGE OF MINNESOTA CITIES 2017 INSURANCE**

The MSCWMO is required to annually review and renew liability insurance and elect to waive or not waive the limits on tort liability. Based on past recommendations from the MSCWMO attorney, it is recommended that the board not waive tort liability limits.

### EXAMPLE BOARD MOTION FOR MINUTES:

2017 Liability Coverage Waiver

Motion by Board Member 1, seconded by Board Member 2, to not waive the monetary limit on municipal tort liability.



**LIABILITY COVERAGE – WAIVER FORM**

**Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member’s effective date of coverage. Return completed form to your underwriter or email to [pstech@lmc.org](mailto:pstech@lmc.org).**

*The decision to waive or not waive the statutory tort limits must be made annually by the member’s governing body, in consultation with its attorney if necessary.*

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member’s liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: \_\_\_\_\_

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member’s governing body meeting: \_\_\_\_\_

Signature: \_\_\_\_\_ Position: \_\_\_\_\_

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## MEMORANDUM

**TO:** Middle St. Croix WMO Board of Managers  
**FROM:** Mike Isensee, Administrator  
**DATE:** December 13, 2018

### RE: 7a.) Peoples Church Native Prairie Restoration Reimbursement Request

On August 9, 2018 the MSCWMO Board of Managers approved 75% cost share not to exceed \$1,000 for the Peoples Church native prairie restoration project. The Peoples Church of Bayport has completed the restoration of 2 acres of native prairie located at on the South side of 5<sup>th</sup> Avenue, across from the Bayport Fire Station. The total cost for the installation materials (the majority of the project was installed and maintained with volunteer labor) was \$5,200.00. The Washington Conservation District provided cost share of \$3,900.00. Peoples Church is requesting cost share reimbursement remaining balance of material costs of \$1,000.00 based on receipts of \$2,330.00.

Technical staff oversaw the restoration and reviewed all submitted expenses and recommend cost share reimbursement of \$1,000.00 to the Peoples Church.

### Peoples Church Native Prairie Restoration Grant Application, Bayport

Motion by Board Member 1, seconded by Board Member 2, to approve reimbursement of \$1,000, or 19% of the total materials costs for the 2 acre prairie restoration located South of 5<sup>th</sup> Avenue N and East of Barkers Alps Park in Bayport, MN.



5/16/2018	Bayport Fire Permit		\$25.00
6/28/2018	Menards	Roundup	\$43.49
7/17/2018	Mike Heintz	Till and drag	\$350.00
7/19/2018	Prairie Moon	Oats Cover crop	\$37.58
7/27/2018	Hegbergs	Landscaping	\$114.14
7/28/2018	Hegbergs	Landscaping	\$88.28
7/28/2018	Actions Rental	Compactor	\$69.66
8/10/2018			
8/11/2018			
8/22/2018	Menards	Path marking	\$25.58
9/14/2018	Menards	Round up	\$39.99
8/24/2018	Gertens	Covergrow	\$32.13
10/1/2018	Menards	Roundup	\$46.59
9/14/2018	Minnesota Native Landscapes	seed	\$1458.00
		Amount Due	\$2330.44



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P h o n e 6 5 1 . 3 3 0 . 8 2 2 0 x 2 2 f a x 6 5 1 . 3 3 0 . 7 7 4 7 w w w . m s c w m o . o r g



**MSCWMO Project Review ID:** 18-020

**Project Name:** Turner Residence

**Applicant:** Fritz Westphal, Creative Homes

**Purpose:** New residential house with attached garage

**Location:** 51<sup>st</sup> Street, N., Baytown Township

**Review date:** 11/27/2018

**Recommendation:** Approve with 5 conditions. ~~Revise and resubmit for final approval.~~

**Conditions:**

- ~~1. Revise notes to indicate soil stabilization is required where construction activity has temporarily ceased for 14 days.~~
- ~~2. Add quantities for temporary or permanent erosion control.~~
- ~~3. Add the quantities of sediment controls.~~
- ~~4. Add contact information for person responsible for inspection and maintenance of erosion and sediment controls.~~
- ~~5. Add final stabilization section that includes the requirements for tillage and installation of permanent erosion control and down gradient sediment control.~~

**Applicability:**

- Any project undertaking grading, filling, or other land alteration activities that involve movement of 100 cubic yards of earth or removal of vegetation on greater than 10,000 square feet of land
- Any project that creates or fully reconstructs 6,000 square feet or more of impervious surface
- All major subdivisions or minor subdivisions that are part of a common plan of development. Major subdivisions are defined as subdivisions with 4 or more lots.
- Any project with wetland impacts
- Any project with grading within public waters
- Any project with grading within buffers
- Any project with grading within 40-feet of the bluff line
- Development projects that impact 2 or more of the member communities



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- New or redevelopment projects within the St. Croix Riverway that require a building permit that adds five hundred (500) square feet or more of additional impervious surface
- Any project requiring a variance from the current local impervious surface zoning requirements for the property
- Any land development activity, regardless of size, that the City determines is likely to cause an adverse impact to an environmentally sensitive area or other property, or may violate any other erosion and sediment control standard set by the member community.

## ALL SUBMITTALS MUST CONTAIN THE FOLLOWING ITEMS:

- 1. Review Fee: Single lot residential \$350 fee.
- 2. Grading plan showing grading limits, existing and proposed contours related to NAVD 1988 datum (preferred) or NGVD 1929.
- 3. Location of existing and proposed permanent structures.
- NA 4. Ordinary High Water (OHW) elevations and location of all existing water bodies.
- NA 5. Location of all bluff lines.
- 6. Lowest floor elevations of structures built adjacent to stormwater management features and other water bodies must be a minimum of two feet above the 100-year flood elevation.
- 7. Delineation of existing wetland, shoreland, ordinary high water levels, drain tiling, and floodplain areas.
- NA 8. Details of proposed buffer upslope of water resources including size and vegetation characteristics (when applicable).
- 9. Erosion/sediment control plan demonstrating locations, specifications, and details of the following items:
  - A. Erosion Prevention
    - i. Stabilize all exposed soil areas (including stockpiles) with temporary erosion control (seed and mulch or blanket) within 7 days after construction activities in the area have temporarily or permanently ceased.
    - ii. Identify location, type and quantity of temporary erosion prevention practices.
    - iii. Identify permanent vegetation.



#### B. Sediment Control

- i. Sediment control practices will be placed down-gradient before up-gradient land disturbing activities begin.
- ii. Identify the location, type and quantity of sediment control practices.
- iii. Vehicle tracking practices must be in place to minimize track out of sediment from the construction site. Streets must be cleaned if tracking practices are not adequate to prevent sediment from being tracked onto the street.

#### C. Inspections and Maintenance

- i. Applicant must inspect all erosion prevention and sediment control practices once every 7 days or after a ½" rain event to ensure integrity and effectiveness. All nonfunctional practices must be repaired, replaced or enhanced the next business day after discovery.
- ii. Plans shall include contact information including email and a phone number of the person responsible for inspection and compliance with erosion and sediment control.

#### D. Pollution Prevention

- i. Solid waste must be stored, collected and disposed of in accordance with state law.
- ii. Provide effective containment for all liquid and solid wastes generated by washout operations (concrete, stucco, paint, form release oils, curing compounds).
- iii. Hazardous materials that have potential to leach pollutants must be under cover to minimize contact with stormwater.

#### E. Final Stabilization

- i. For residential construction only, individual lots are considered final stabilized if the structures are finished and temporary erosion protection and downgradient sediment control has been completed.
- ii. Grading and landscape plans shall include soil tillage and soil bed preparation methods that are employed prior to landscape installation to a minimum depth of 8" and incorporate amendments to meet Minnesota State Stormwater Manual predevelopment soil type bulk densities.
  1. Observe minimum setbacks for areas within the dripline of existing trees, over utilities within 30 in of the surface, where compaction is required by design and inaccessible slopes.

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## Administrator's Report- December 2018

### Administration

- 2019 insurance renewal
- Website updates
- 2018 savings transfers
- Oak Park Heights, West Lakeland, Bayport, and Lake St. Croix Beach Local Surface Water Management Plan reviews
- BWSR grant reporting and extension request
- Minnesota Conservation Corps grant applications.

### Project Reviews

- Villas of Inspiration, Bayport
- Turner Residence, Baytown Township
- CSAH 24/14

### Lily Lake Phase III Grant

**Description:** \$109,000 for stormwater quality improvements for areas discharging to Lily Lake (2014-2018). This grant is fully allocated to the Greeley Gully Stabilization Project.

**Activities This Month:** None

### South Lake St. Croix Direct Discharge Subwatershed Analysis Grant

**Description:** \$10,000 grant to investigate and prioritize water quality improvement projects in the South MSCWMO (2016).

**Activities This Month:** Grant Completed.

### Lake St. Croix Direct Discharge Phase I

**Description:** \$142,000 grant for stormwater quality improvements in Oak Park Heights, Stillwater and Bayport (2014-2018).

**Activities This Month:** None

### Lake St. Croix Direct Discharge Phase II

**Description:** \$151,000 grant for stormwater quality improvements in Oak Park Heights, Stillwater and Bayport (2015-2018).

**Activities This Month:** Presentation to Stillwater Country Club membership. Legal agreement transmission, preliminary design.

### Lily Lake Final – 45

**Description:** \$58,000 grant to identify and partially design stormwater practices to reduce phosphorous discharges to Lily Lake by at least 45 lbs. per year.

**Activities This Month:** Writing a summary for Stillwater City Council. Continued communications and cost estimate revisions.

# MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION

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## Perro Creek Water Quality Improvements Phase I

**Description:** \$63,000 grant to design and install stormwater quality practices to reduce nutrients and bacteria discharging directly into Perro Creek and then to Lake St. Croix.

**Activities This Month:** Project management of basins design by WCD staff. 60% plan transmittals to landowners.

## Beske Gully Stabilization Project

**Description:** \$40,000 Washington Conservation District 319 grant to design and install stormwater quality practices to reduce erosion and nutrients discharging to Lake St. Croix from an actively eroding gully. \$30,000 St. Croix River Association Grant to reduce erosion and nutrients discharging to Lake St. Croix.

**Activities This Month:** Final construction plans and grant agreements developed and transmitted to the landowner.

## Lake St. Croix Direct Phase III

**Description:** \$34,000 grant for stormwater quality improvements in Oak Park Heights, Stillwater and Bayport (2018-2021)

**Activities This Month:** None.

## **Meetings**

- Washington County Budget Presentation, October 23
- Perro Creek BMP design meeting, October 31
- One Watershed One Plan Advisory Committee Meeting, October 11,
- 33<sup>rd</sup> Annual Conference on the Environment, November 7
- Minnesota Association of Watersheds, November 30
- One Watershed One Plan Planning Meeting, December 3
- Washington County Water Consortium, December 5

## **Presentations:**

- Stillwater Country Club Members Meeting (proposed project presentation), October 15
- Stillwater City Council Lily Lake BMPs, October 22
- Board of Soil and Water Resources Academy (presenting), October 29-30
- 33<sup>rd</sup> Annual Conference on the Environment (presenting), November 7

## **Up Coming:**

- One Watershed One Plan Advisory Committee Meeting, December 13
- One Watershed One Plan Policy Committee Meeting, January 28<sup>th</sup> 4 p.m., Wyoming MN
- Washington County Water Consortium, January 2<sup>nd</sup>, 2:00 p.m., Washington County Service Center in Stillwater