

BROWN'S CREEK WATERSHED DISTRICT

1380 West Frontage Road, Hwy 36, Stillwater, MN 55082
Tel: 651-275-1136 ext. 26 Fax: 651-275-1254

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2 **Minutes of the Regular Meeting of the Brown's Creek Watershed District Board of Managers,**
3 **August 14, 2006.**

4
5 **WCD Offices, 1380 W. Frontage Road, Hwy. 36**
6 **Stillwater, MN**

APPROVED

7
8 **ROLL CALL**

9 Present: Craig Leiser, President
10 Gail Pundsack, Vice-President
11 Gerald Johnson, Secretary
12 Connie Taillon, Treasurer
13 Rick Vanzwol

Others Present: Karen Kill, Administrator
Lisa Tilman, EOR
Chuck Holtman, Smith Partners
Pat Conrad, EOR
Kerry Mildon, resident
Dave Fabio, resident
Sherri Buss, Bonestroo & Assoc
Chad Voigt, Bonestroo & Assoc
Shawn Sanders, City of Stillwater
Carol Parendo, resident
Tom Crotty, resident
Gary & Colleen Gallmeir, resident
Todd Erickson, Folz Freeman
Erickson
Trish Pundsack, resident

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25 **1. Call Regular Meeting to order**

26 President Leiser called the Regular Meeting to order at 6:35 p.m.

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28 **2. Approve Regular Meeting Agenda and Discussion Agenda**

29 President Leiser requested to add "Minnesota Waters Conference" to the discussion agenda. Manager
30 Johnson, seconded by Manager Vanzwol, moved to approve the agenda as amended. Vote 5/0.

31
32 **3. Approve minutes – Board Action**

33 a) **July 10, 2006 Regular Board minutes**

34 Manager Vanzwol, seconded by Manager Pundsack, moved to approve the July 10, 2006 Regular
35 Board meeting minutes as amended. Vote 5/0

36
37 b) **July 26, 2006 Special Board minutes**

38 Manager Vanzwol, seconded by Manager Johnson, moved to approve the July 26, 2006 Special
39 Board minutes as amended. Vote 5/0.

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41
42 **4. Treasurer's Report**

43 a) **Review Authorized Funds Spreadsheet – Board reviewed.**
44

Managers:

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4 **b) Current Items Payable - Board Action**

5 Manager Taillon informed the board that the total items payable are in the amount of \$82,306.77.
6 After payables, the total balance would be \$200,800.63. **Manager Taillon, seconded by Manager**
7 **Vanzwol, moved to pay bills as presented. Roll call vote 5/0.**

8
9 Manager Vanzwol requested that there be a future discussion on permit review and inspection costs,
10 which would include what inspections entail.

11
12 **5. Permits/Rules**

13 **a) BCWD Permit #06-04 Brown's Creek Reserve – Board Action**

14 Lisa Tilman, EOR, presented the engineering review of the Brown's Creek Reserve proposal.
15 The proposed project would have approximately 15 single-family homes on a cul-de-sac on 9.5
16 acres on the northwest corner of McKusick and Neal. Ms. Tilman reviewed the seven
17 recommended conditions of the permit, including: providing soil borings indicating the
18 groundwater elevation in the location of the proposed ponds; revised stormwater treatment
19 system design if necessary to provide the necessary separation from the groundwater table and
20 still meet stormwater rules; provide rock construction entrance; provide temporary seeding and
21 stabilization plan; stormwater facility maintenance declaration and proof of recordation; buffer
22 declaration; and necessary sureties.

23
24 Todd Erickson, Folz Freeman Erickson, represented the permit applicant. Mr. Erickson did not
25 have concerns with meeting the recommended conditions. Mr. Erickson stated that the DNR
26 has approved the development plan.

27
28 **Manager Vanzwol, seconded by Manager Taillon, moved to approve the Brown's Creek**
29 **Watershed District permit #06-04 for the Brown's Creek Reserve project with the**
30 **recommended conditions in the engineer's review memo dated August 5, 2006 by Lisa**
31 **Tilman and Camilla Correll of Emmons and Olivier Resources, Inc. Vote 5/0.**

32
33 **b) BCWD Permit #06-15 Boutwell Road Stream Crossings – Board Action**

34 Lisa Tilman, EOR, presented the engineering review of the Boutwell Road Stream Crossings
35 proposal. The proposed project would alter the existing crossings of Brown's Creek tributaries.
36 The remainder of the work related to the Boutwell Road reconstruction between Manning
37 Avenue and Newberry Court is discussed in the report for BCWD Permit 06-10. The western
38 crossing meets the rules within a reasonable amount considering the modeling accuracy. The
39 eastern crossing still had a slight difference in wetland bounce in the early spring, but Pat
40 Conrad, EOR, stated that this slight decrease in surface water elevation would have a negligible
41 impact on the wetland.

42
43 Tom Crotty, 6879 Miner Ave, had concerns regarding the Boutwell Road reconstruction and the
44 stormwater pond sizing. The BCWD responded that the project met the BCWD stormwater
45 rules. Another citizen was concerned about what recourse existed if the stormwater system is
46 not maintained. Shawn Sanders, City of Stillwater, stated that the city would be having a
47 neighborhood meeting to better address the citizen concerns.

48
49 **Manager Vanzwol, seconded by Manager Johnson, moved to approve the Brown's Creek**
50 **Watershed District permit #06-15 for the Boutwell Road Stream Crossings and accept the**
51 **resubmittal of information from the city, which satisfied all recommended conditions by**
52 **the District Engineer. Vote 5/0.**

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3 **6. Projects/Programs**

4 a) **BMP Program Project Designs – Board Action**

5 The BCWD Subcommittee met on August 8 & 10, 2006 to evaluate the proposed BMP
6 cost-share applications received to date. There are now four projects ready for full
7 Board review/approval. Approximately \$30,000 is available for the materials and
8 installation of the BMP cost-share program. Andrea Wedul, WCD, reviewed each of
9 the potential projects.

10
11 ○ Richtman Raingarden

12 The Richtman raingarden would be approximately 500 square feet and treat the drainage
13 of 1.8 acres before reaching Bruer's Pond and Long Lake.

14 **Manager Vanzwol, seconded by Manager Pundsack, moved to approve \$3,150 of**
15 **cost-share for the Richtman raingarden. Vote 5/0.**

16
17 ○ Miller/Long Lake Shoreline Restoration

18 This project would restore approximately 1200-1400 feet of Long Lake shoreline through
19 the collaboration of 7-9 landowners. Some of the landowners still have some concerns
20 regarding the effectiveness of removing the reed canary grass and long-term maintenance.
21 Ms. Wedul is planning to have another landowner meeting to answer any additional
22 questions. The Board is willing to continue discussion on maintenance responsibilities if
23 unusual conditions exist that make long-term maintenance unreasonable.

24 **President Leiser, seconded by Manager Johnson, moved to give conditional approval**
25 **for the \$11,500 cost-share contingent on landowner approval. Vote 5/0.**

26
27 ○ Ruch Pervious Paver Driveway

28 The Ruch project would be for design and construction supervision of a pervious paver
29 driveway. The landowner will pay for all materials and labor, but are willing to have a
30 BMP sign installed and be part of a BMP tour.

31 **President Leiser, seconded by Manager Johnson, moved to approve the design and**
32 **site supervision of the Ruch pervious pavers not to exceed \$500. Vote 5/0.**

33
34 ○ Trooien Raingarden

35 **Manager Vanzwol, seconded by Manager Johnson, moved to give conditional**
36 **approval of the Trooien raingarden cost-share up to \$3,500 pending BCWD**
37 **engineers review. Vote 4/0/1 President Leiser abstained due to a personal**
38 **relationship with the applicant.**

39
40 *Recess 8:48-8:58 p.m.*

41
42 **b) Rule Revision: Stormwater Management Facility Signage**

43 Board recommended having stormwater pond signage to educate residents of the benefits and
44 expectations of stormwater ponding. The Board recommended having the shared stormwater educator
45 develop signage language. The Board had a general concurrence that signage is good idea but need to
46 look at long term maintenance and other details such as what projects this would apply to. **Manager**
47 **Vanzwol, seconded by Manager Pundsack, moved to have draft rule language brought before the**
48 **Board with the final draft of the revised rules. Vote 5/0.**

49
50 **c) Third Generation Management Plan – Initial review of 60-day comments – Board Discussion**

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1 Lisa Tilman, EOR, distributed the proposed responses to the 60-day review comments for the Board
2 to review prior to the September 11, 2006 regular meeting. The Board will get their individual
3 comments to Ms. Tilman by August 25, 2006.
4

5 **7. Old Business**

6 a) **Resolution #06-04 Title Insurance for Easements – Board Action**

7 **Manager Vanzwol, seconded by President Leiser, moved approve the policy regarding title**
8 **insurance for District interests in real property. Roll Call Vote 5/0.**
9

10 **8. New Business**

11 a) **BCWD Shirts– Board Action**

12 Board discussed the value of creating shirts with the BCWD logo, which would present a unified
13 image when representing the District at public events, such as the Washington County Fair.

14 **President Leiser, seconded by Manager Johnson, moved that the BCWD purchase two shirts**
15 **for each Board Manager. Manager Taillon will be responsible for choosing two applicable**
16 **styles of shirts. Any additional shirts/colors/styles will be purchased by the individual**
17 **ordering them. Vote 5/0.**
18

19 **President Leiser, seconded by Manager Vanzwol, moved to amend the motion to include that**
20 **the shirts should be funded from Account 200-4949 for miscellaneous general administrative**
21 **expenses. Vote 5/0.**
22

23 b) **Eco Experience Minnesota State Fair**

24 Administrator Kill stated that the Eco Experience exhibit at the Minnesota State Fair still needed
25 additional staffing. Any interested Board Managers should contact the University MN Extension
26 Service if they are interested in participating.
27

28 c) **September 2006 BCWD Board Agenda – President Leiser requested that the October meeting be**
29 **rescheduled to Monday, October 16, 2006.**

30 **Manager Vanzwol, seconded by Manager Johnson, moved to change the October 9, 2006 regular**
31 **Board meeting to October 16, 2006. Vote 5/0.**
32

33 **9 Discussion Agenda**

34 a) **Permit Review**

- 35 • Current Inspection Update

36 b) **Project Review and Updates**

- 37 ○ Washington County Baseline Water Resource Monitoring Program – Board felt this baseline
38 monitoring program was a good resource and thorough.

39 c) **Subcommittee updates**

- 40 ○ Technical Advisory Committee
- 41 ○ Citizen Advisory Committee- Board suggested to provide the CAC with the response to
42 comments
- 43 ○ WashWET – first meeting planned August 15, 2006
- 44 ○ Washington County Water Consortium
45 President Leiser suggested that the “Authorized Funds Spreadsheet” be shared with the
46 Washington County Water Consortium to see if others would like to use the format as a
47 management tool.

48 d) **Communications & Reports**

- 49 ○ Legislative Auditor Request
- 50 ○ Office of State Auditor’s Asset Management Survey
- 51 ○ Minnesota Waters Conference

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1 Manager Vanzwol, seconded by Manager Johnson, moved to have President Leiser
2 represent the BCWD if he attends the MN Waters Conference. Vote 4/0/1 President
3 Leiser abstained.
4

5 **10. Adjournment**

6 Manager Vanzwol, seconded by Manager Johnson, moved to adjourn at 10:18 p.m. Vote 5/0.
7

8 Respectfully submitted by
9 Karen Kill, BCWD Administrator

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