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Minutes of the Regular Meeting of the Brown's Creek Watershed District Board of Managers, July 12, 2010

WCD Offices, 1380 W. Frontage Road, Hwy. 36
Stillwater, MN 55082

APPROVED

ROLL CALL

Managers Present:	Others Present:
Craig Leiser, President	Karen Kill, Administrator
Rick Vanzwol, Vice-President	Debbie Meister, Recorder
Connie Taillon, Treasurer	Chuck Holtman, Legal Counsel
Gail Pundsack, Vice-President	Ryan Fleming, EOR
Managers Absent:	
Gerald Johnson, Secretary, absent	

1. **Call Regular Meeting to Order**
President Leiser called the Regular Meeting to order at 6:40 PM.
2. **Approve Regular Meeting Agenda and Discussion Agenda**
Manager Taillon, seconded by Manager Vanzwol, moved to approve the Regular Meeting agenda and discussion agenda as presented. Motion carried, vote 4/0.
3. **Public Comments**
There were no public comments.
4. **Approve Board Meeting Minutes**
 - a) **June 1, 2010 Special Meeting—Board Action**
Manager Vanzwol moved, seconded by Manager Taillon, to approve the June 1, 2010 Special Meeting minutes as presented. Motion carried, vote 4/0.
 - b) **June 14, 2010 Regular Meeting – Board Action**
EOR and Legal Counsel provided suggested changes.
Manager Vanzwol moved, seconded by Manager Pundsack, to approve the June 14, 2010 Regular Meeting minutes as amended. Motion carried, vote 4/0.

1 **5. Treasurer's Report**

2 a) **Review Authorized Funds Spreadsheet**

3 Administrator Kill reported that the spreadsheet reflects changes discussed at last
4 month's meeting.

5 **Manager Vanzwol moved, seconded by Manager Pundsack, to accept the July 12,**
6 **2010 authorized fund spreadsheet. Motion carried, vote 4/0.**

7
8 b) **Permit Fee Statements Review**

9 Administrator Kill stated that there is nothing substantial with permits and there are a
10 few bills to send out.

11
12 c) **Current Items Payable -- Board Action**

13 **Manager Taillon moved, seconded by Manager Vanzwol, to pay bills in the**
14 **amount of \$61,349.31. Motion carried, roll call vote 4/0.**

15
16 **6. Permits**

17 a) **BCWD Permit #10-03 CSAH 8 Culvert Replacements – Board Action**

18 Ryan Fleming reported that Washington County is proposing pavement reclamation,
19 with pulverized concrete being incorporated in the road base and culvert upgrades,
20 with corrugated metal pipes being replaced with reinforced concrete. The culvert
21 design will maintain existing hydraulic conditions. Erosion control is needed. EOR
22 recommended approval of the permit with seven conditions and an additional
23 condition requiring native seed mixes for all turf establishment. The Managers
24 suggested amending the first condition to read: Provide the District with the proposed
25 restoration/vegetation established plan for District approval.

26
27 **Manager Vanzwol moved, seconded by Manager Pundsack, to approve permit**
28 **#10-03 with the eight conditions as amended. Motion carried, vote 4/0.**

29
30 **7. Projects/Programs**

31 a) **BMP Program – Declined Projects—Board Action**

32 Manager Taillon recused herself from the discussion and voting. Administrator Kill
33 summarized the declined projects.

34
35 **Manager Pundsack moved, seconded by Manager Vanzwol, to reallocate \$669.03**
36 **remaining from the Nelson property BMP cost share back to account 914-0000.**
37 **Motion carried, vote 3/0/1. Manager Taillon abstained.**

38
39 **Manager Vanzwol moved, seconded by Manager Pundsack, to reallocate \$2,200**
40 **of the Lande BMP cost share back to account 914-0000. Motion carried, vote**
41 **3/0/1. Manager Taillon abstained.**

42
43 **Manager Pundsack moved, seconded by Manager Vanzwol, to reallocate**
44 **\$2,043.10 of the Rinker BMP cost share back to account 914-0000 and send a**
45 **letter letting them know of this action. Motion carried, vote 3/0/1. Manager**
46 **Taillon abstained.**

47

1 **Manager Vanzwol moved, seconded by Manager Pundsack, to reallocate \$810.00**
2 **of the Prestangen BMP cost share back to account 914-0000 and contact the**
3 **property owner to let them know of this action. Motion carried, vote 3/0/1.**
4 **Manager Taillon abstained.**
5

6 **Manager Vanzwol moved, seconded by Manager Pundsack, to reallocate \$793.75**
7 **of the White BMP cost share back to account 914-0000 and notify the landowner**
8 **of this action. Motion carried, vote 3/0/1. Manager Taillon abstained.**
9

10 Administrator Kill clarified that the last three properties are not included on the BMP
11 map and if she is able to reach the property owners, she will ask why they chose not
12 to continue with the projects. Finally, Kay Erhart requested replacement plants for her
13 shoreline because geese have killed some of the plants.
14

15 **President Leiser moved, seconded by Manager Vanzwol, to approve \$300 for**
16 **replacement plants for the Erhart shoreline project from account 914-0000.**
17 **Motion carried, vote 3/0/1. Manager Taillon abstained.**
18

19 **b) 2009 Baseline Monitoring Report – Board Action**

20 **President Leiser moved, seconded by Manager Vanzwol, to approve the 2009**
21 **Baseline Monitoring Report. Motion carried, vote 4/0.**
22

23 Administrator Kill reported that she met with EOR and WCD staff to review the
24 three- to five-year water monitoring analysis. EOR will provide a budget to discuss at
25 the budget workshops.
26

27 **8. New Business**

28 **a) BCWD Tour – Saturday, July 31st 9 AM- 1 PM – Agenda -- Discussion**

29 Administrator Kill provided a map of confirmed tour locations. Other sites might be
30 added.
31

32 **b) 2010 Budget Workshop Schedule Reminder**

33 **a. Wednesday, July 21, 2010 6:30-8:30 PM**

34 Administrator Kill stated that she will send a budget packet before the meeting.
35

36 **b. Monday, August 16, 2010 6:30 – 8:30 PM**
37

38 **c) Grant Preparation—Discussion/Board Action**

39 Administrator Kill reported that the next round of Clean Water Fund grants will open
40 on August 1, with applications due on September 15. She recommended updating and
41 resubmitting the Oak Glen Golf Course stream buffer project. The project was
42 ranked high last year, but came in 57th with the top 55 projects getting funding. Most
43 of the data is already compiled. However, refined thermal reductions would help
44 justify the grant funding. Temperature is one impairment of Brown's Creek and a
45 free state-federal temperature modeling program is available to help evaluate the
46 project results. She noted that she will contact the golf course owner to ensure there is
47 still interest and remind them that the grant requires a ten-year maintenance

1 agreement. Camilla Correll (EOR) spent two hours reviewing the modeling and is
2 available to help prepare the grant application.

3
4 **President Leiser moved, seconded by Manager Taillon, to authorize up to \$2,000**
5 **of EOR staff time to complete the Clean Water Grant application for the Oak**
6 **Glen Golf Course stream buffer project including temperature modeling from**
7 **account 912-0000. Motion carried, vote 4/0.**

8
9 **d) Equipment Replacement Long Lake Inlet – Model 730 Area Velocity Flow**
10 **Module—Board Action**

11 Administrator Kill reported that the velocity flow module at Market Place is not
12 working and recommended replacing that piece of the monitoring equipment.

13
14 **Manager Vanzwol moved, seconded by Manager Pundsack, to purchase a model**
15 **730 area velocity flow module not to exceed \$3,400 from account 300-4640.**
16 **Motion carried, vote 4/0.**

17
18 **9. Discussion Agenda – No Action Required**

19 **a) Administrator Updates**

20 **c. July 12th Water Management Summit**

21 President Leiser reported that he, Manager Vanzwol and Administrator Kill
22 attended the Summit. Jay Kiedrowski of the Humphrey Institute of Public Affairs
23 presented the keynote address on the financial management for state and local
24 budgeting, deficits, and innovated reforms. The presentation can be viewed at
25 www.mnlocalgovernmentroundtable.com.

26
27 Administrator Kill reported on the following:

28 **• Permit Updates**

29 There have been a total of ten or eleven permits issued this year. Most have been
30 approved administratively with many being erosion control only permits. Two
31 permit fees were waived because the projects are BMP cost shares. Although
32 Liberty West (Aamodt property) has a permit, additional projects occurred
33 without permits. They are usually done with good erosion control, but permits are
34 required. Overall, projects look good, even with the rain.

35 **• 319 Grant**

36 The District did not receive funding for the PAH sediment contamination analysis
37 proposal.

38 **• Brown's Creek Biota TMDL**

39 This is going out for official public review. The process will be led by the MPCA.

40 **• Fen Breach Repair**

41 Melissa Arikian (EOR) completed the delineation review and discovered that less
42 than 150 square feet of the wetland is being impacted. Mike Regan's signature is
43 needed for the application and he will be updated about the project.

44 **• Brown's Creek TMDL Implementation Plan**

45 Work is still being done on the implementation plan. Administrator Kill noted that
46 she was invited to participate in a Vermillion River Watershed Joint Powers
47 Organization planning meeting on implementing a 319 Grant to reduce thermal

1 impacts on the Vermillion River using BMPs. There are many similarities
2 between Vermillion River and Brown's Creek and monitoring the progress of this
3 project will provide useful information for Brown's Creek TMDL work.

4 • **BWSR Clean Water Fund Grant: Stillwater Country Club**

5 On June 25, draft plans were presented to the Stillwater Country Club planning
6 team. By installing raingardens, putting in vegetated swales with check dams and
7 removing a berm that was built in 1994, water quality improvements should be
8 better than initially projected. Plans are to present a final design to the country
9 club board for approval on July 20th.

10 • **MAWD Summer Tour Update**

11 Some tour materials are available for review.

12 • **Fish Baffles**

13 EOR completed the survey of the Hwy 95 & 96 culverts and started working on
14 the hydrology analysis.

15
16 **b) Communications & Manager Reports**

17
18 **c) August 2010 BCWD Board Agenda**

19 Administrator Kill noted that the budget will be a major agenda item. A potential
20 item could be the Fairway Villas permit. The Fairway Villas project manager
21 indicated the Fairway Villa's intent to move forward with construction before the
22 current permit expires on August 31, 2010. But before construction starts, a pre-
23 construction meeting and a phasing plan are required. The Managers affirmed that
24 this is the last extension under the old rules and directed Administer Kill to send a
25 letter by August 1st reminding Fairway Villas of the permit deadline.

26
27 **10. Adjournment**

28 **Manager Taillon moved, seconded by Manager Pundsack, to adjourn at 8:00 PM.**
29 **Motion carried, vote 4/0.**

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31
32 Respectfully Submitted by
33 Debbie Meister, Recorder