



1
2 **Minutes of the Regular Meeting of the Brown's Creek Watershed District Board of**
3 **Managers, April 18, 2011**

4
5 WCD Offices, 1380 W. Frontage Road, Hwy. 36
6 Stillwater, MN 55082

APPROVED

7
8 **ROLL CALL**

Managers Present:	Others Present:
Craig Leiser, President	Karen Kill, Administrator
Rick Vanzwol, Vice-President	Debbie Meister, Recorder
Connie Taillon, Treasurer	Michael Welch, Legal Counsel
Gerald Johnson, Secretary	Camilla Correll, EOR
Gail Pundsack, Vice-President, arrived 7:09 p.m.	Ryan Fleming, EOR
	Barb Medinger, resident

- 9
- 10 **1. Call Regular Meeting to order @ 6:30 PM.**
11 President Leiser called the Regular Meeting to order at 6:35 PM.
- 12
- 13 **2. Approve Regular Meeting Agenda and Discussion Agenda**
14 **Manager Johnson, seconded by Manager Taillon, moved to approve the Regular**
15 **Meeting agenda and discussion agenda as presented. Motion carried, vote 4/0.**
16
- 17 **3. Public Comments**
18 There were no public comments.
- 19
- 20 **4. Approve Board Meeting Minutes – March 14, 2011 Regular Meeting—Board Action**
21 **Manager Taillon moved, seconded by Manager Vanzwol, to approve the March 14,**
22 **2011 Regular Meeting minutes as presented. Motion carried, vote 4/0.**
23
- 24 **5. Treasurer's Report**
- 25 **a) Review Authorized Funds Spreadsheet**
26 Administrator Kill reported that the spreadsheet reflects bills paid. She has an
27 appointment with the accountant to review finances.
28
- 29 **Manager Vanzwol moved, seconded by Manager Taillon, to accept the April 18,**
30 **2011 spreadsheet report as presented. Motion carried, vote 4/0.**

1 **b) Permit Fee Statements Review**

2 Administrator Kill reported that there has been very little permit fee activity in the
3 past month.

4
5 **c) Current Items Payable -- Board Action**

6 **Manager Taillon moved, seconded by Manager Vanzwol, to approve the current**
7 **items payable in the amount of \$5,327.36. Motion carried, roll call vote 4/0.**

8
9 Manager Taillon reported that the District received the BWSR Clean Water Fund grant.
10 President Leiser suggested investigating purchasing another six-month CD.

11
12 **6. Permits**

13 **a) BCWD Permit #10-21—Stone Arch Bridge Resolution 11-02 Permit Approval—**
14 **Board Action**

15
16 **Manager Vanzwol moved, seconded by Manager Johnson, to approve Resolution**
17 **No. 11-02 for bridge stabilization. Motion carried, roll call vote 4/0.**

18
19 **7. Projects/Programs**

20 **a) Oak Glen – Brown’s Creek Thermal Reduction –Schedule May 9th Public**
21 **Hearing - Board Action**

22
23 Administrator Kill reported that the District was successful in obtaining Clean Water
24 Legacy grant funding for two projects—in-stream restoration and addition of about
25 two acres of buffer along the creek. The projects are within the description in the
26 District’s capital improvements program (CIP) of stream restoration and habitat
27 improvement work. Since the cost of each of two projects does not exceed the cost
28 anticipated in the CIP by more than 20 percent, BWSR has determined that a plan
29 amendment is not needed. A public hearing is required and can be scheduled for the
30 May Board meeting.

31
32 **Manager Taillon moved, seconded by Manager Vanzwol to approve Resolution**
33 **No. 11-03 to notice and convene a public hearing on May 9, 2011 for the thermal**
34 **reduction capital improvement projects. Motion carried, roll call vote 4/0.**

35
36 **President Leiser moved, seconded by Manager Johnson, to strike the words**
37 **“and an implementation plan have” and replace them with “has” in the third**
38 **recital, the first line. Motion carried, vote 4/0.**

39
40 **b) Brown’s Creek Implementation Plan – Verbal Update**

41 Camilla Correll reported that she and Andrea Plevin are updating the final version of
42 the plan and adding a single table summarizing it. The next proposed steps would be
43 to meet with Minnesota Pollution Control Agency about working with MS4
44 communities and meet with MS4 communities about requirements, in preparation for
45 the community meeting. After discussion about the community meeting, the
46 Managers agreed that Brown’s Creek and adjacent property owners, Stillwater City
47 Council and the city engineer will be invited to an early evening open meeting. It was

1 clarified that MS4 permit holders have legal requirements to reduce TMDL loads,
2 while other communities cannot add loads.

3
4 **Manager Pundsack arrived at 7:09 pm**

5
6 **c) Brown's Creek Temperature Monitoring and Equipment – Board Action**

7 Ms. Correll explained the scope of additional thermal monitoring and the
8 recommendation to install a climatology station.

9
10 **President Leiser moved, seconded by Manager Johnson, to approve installing**
11 **temperature loggers, monthly monitoring and installing a climate station not to**
12 **exceed \$9,180, with \$2,500 from account 947-0003, \$3,417 from account 946-**
13 **0000, \$2,403 from account 924-0003 and \$860 from contingency reserve. Motion**
14 **carried, vote 5/0.**

15
16 Administrator Kill and Ms. Correll will investigate locations for the loggers.

17
18 **d) BMP Projects – Declined Project – Board Action**

19 Manager Taillon recused herself from voting.

20
21 **Manager Johnson moved, seconded by Manager Vanzwol to reallocate**
22 **America's Best Value Inn cost-share funds of \$2,375 to account 914-0000.**
23 **Motion carried, vote 4/0/1.**

24
25 Manager Vanzwol reported that the City of Mahtomedi is promoting a raingarden
26 workshop at Axdahl's Garden Store on May 21.

27
28 **e) 2010 BCWD Monitoring Report – Board Action**

29 Administrator Kill highlighted changes in the 2010 Monitoring Report, such as the
30 stream data is in a stream appendix, there is more information relating the data to
31 TMDL thresholds for temperature, copper and total suspended solids. Based on
32 questions and discussion, Administrator Kill will check on the second bullet under
33 recommendations; responded that groundwater levels are down about 10-14 feet over
34 the last 10 years, which affects the flow level in Brown's Creek; the monitoring data
35 is stored at the MPCA and the report will be posted on the District website. President
36 Leiser suggested sending the report to the County administrator and Commissioners
37 this year and volunteered to write a cover letter.

38
39 **President Leiser moved, seconded by Manager Taillon, to accept the 2010**
40 **Monitoring Report and enable it for distribution as discussed. Motion carried,**
41 **vote 5/0.**

42
43 **8. New Business**

44 **a) BCWD Annual Report – Board Action**

45 Administrator Kill distributed a draft copy of the annual report with a new, more
46 reader-friendly format. This format has less data, meets state requirements and is in
47 brochure form for easy distribution and use. The Managers liked the new format and

1 made the following suggestions: mention the Stone Arch Bridge and emphasize that
2 77 percent of the budget goes to projects. Legal Counsel will review the report to
3 ensure that regulatory requirements are being met.
4

5 **Manager Vanzwol moved, seconded by Manager Taillon, to authorize the**
6 **Administrator utilize the new reporting format and submit the report. Motion**
7 **carried, vote 5/0.**
8

9 **b) GIS Tool —Board Action**

10 **President Leiser moved, seconded by Manager Vanzwol, to authorize EOR to**
11 **develop a basic District GIS interface with training at a total cost not to exceed**
12 **\$1,000 from account 926-0000. Motion carried, vote 5/0.**
13

14 **c) Recorded Buffer Shapefile – Board Action**

15 Administrator Kill reported that she talked with Mr. Fleming about this project and
16 the option of following up with aerial photos.
17

18 **President Leiser moved, seconded by Manager Vanzwol, to authorize EOR to**
19 **compile the recorded buffers into one electronically viewable format at a cost not**
20 **to exceed \$1,500 from account 923-0000. Motion carried, vote 5/0.**
21

22 **9. Discussion Agenda – No Action Required**

23 **a) Administrator Updates**

24 Administrator Kill reported the following
25

26 **a. Permit Updates**

27 Administrator Kill plans to work out permitting, inspection and enforcement
28 issues with the City of Stillwater staff to eliminate duplication of and overlapping
29 permitting requirements and fees.
30

31 **b. St. Croix Conference**

32 Administrator Kill attended the conference and noted the session *Sustainable*
33 *Behavior Change* presented by Dr. Christie Manning of Macalester College.
34

35 **c. North Marketplace BMP Survey**

36 Administrator Kill and Angie Hong began door-to-door surveys of North Market
37 Place residents. Although only four people were home, they left brochures and
38 received four more responses. Two site visits are scheduled. Another door knock
39 day will be scheduled. The information collected should be reviewed for the 2012
40 budget.
41

42 **• Stillwater Joint Meeting**

43 The Stillwater joint meeting was positive, with good feedback from the City.
44 There was not much public attendance or comments.
45
46
47

1 • **Stillwater Country Club**

2 Several club members asked about the plants being used, which prompted
3 scheduling a plant tour on June 20 from 9-10 am. Rusty Schmidt will give the tour.
4

5 • **BMP Project Updates**

6 Margaret and Bob Boettcher are interested in having an open house of their rain
7 garden. June 4 was suggested as a date. The District can provide brochures and
8 refreshments and invite property owners in target areas.
9

10 • **Brown's Creek Cleanup**

11 A resident in the Millbrook Development asked if there would be a cleanup.
12 Administrator Kill asked if there is trash and if the resident would help organize
13 the cleanup.
14

15 **b) Communications & Manager Reports**

- 16 • Manager Johnson suggested scheduling a budget workshop for late June or early July.
17 • Manager Vanzwol reported seeing solid waste spreading on a farm in the Rice Creek
18 watershed. He suggested that better communication from the County permitting process
19 would be appreciated.
20 • President Leiser suggested bringing nominations for 2011 Environmentalists of the Year
21 to next month's meeting. He also suggested the Boettchers for the award for their rain
22 garden and open house. Other nominations offered were: Paul Spilseth of the Stillwater
23 Country Club, the Richtmans and Mr. Bradshaw for development that went above and
24 beyond requirements and follow-up when there were problems.
25 • Manager Taillon reported that the Landscape Revival—a native plant expo and market—
26 will be held on June 4 from 9am to 3pm in Roseville.
27

28 **c) May 2011 BCWD Board Agenda—**

29
30 **10. Adjournment**

31 **Manager Johnson moved, seconded by Manager Vanzwol, to adjourn the Regular**
32 **Meeting at 8:11 PM. Motion carried, vote 5/0.**
33

34 Respectfully Submitted by
35 Debbie Meister, Recorder
36