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3 **Minutes of the Regular Meeting of the Brown's Creek Watershed District Board of**
4 **Managers, July 11, 2011**

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

APPROVED

8
9 **ROLL CALL**

Managers Present:	Others Present:
Craig Leiser, President	Karen Kill, Administrator
Rick Vanzwol, Vice-President	Debbie Meister, Recorder
Gail Pundsack, Vice-President	Michael Welch, Legal Counsel
Connie Taillon, Treasurer	Camilla Correll, EOR
	Pat Conrad, EOR
Manager Absent:	John Barry, EOR
Gerald Johnson, Secretary	Kevin Biehn, EOR
	Jim and Jayne Bradshaw, residents

- 10
11 **1. Call Regular Meeting to order @ 6:30 PM.**
12 President Leiser called the Regular Meeting to order at 6:34 PM.
13
14 **2. Approve Regular Meeting Agenda and Discussion Agenda**
15 **Manager Vanzwol, seconded by Manager Taillon, moved to approve the Regular**
16 **Meeting agenda and discussion agenda as amended. Motion carried, vote 4/0.**
17
18 **3. Public Comments**
19 There were no public comments.
20
21 **4. Approve Board Meeting Minutes**
22 a) **June 13, 2011 Regular Meeting—Board Action**
23 **Manager Vanzwol, seconded by Manager Taillon, moved to approve the Regular**
24 **Meeting minutes as presented. Motion carried, vote 3/0/1. Manager Pundsack**
25 **abstained.**
26
27 b) **June 22, 2011 Special Meeting—Board Action**
28 **Manager Vanzwol, seconded by Manager Pundsack, moved to approve the**
29 **Special Meeting minutes as amended. Motion carried, vote 4/0.**

1 **5. Treasurer's Report**

2 a) **Review Authorized Funds Spreadsheet**

3 **Manager Vanzwol moved, seconded by Manager Pundsack, to accept July 11,**
4 **2011 spreadsheet report as presented. Motion carried, vote 4/0.**

5
6 b) **Permit Fee Statements Review**

7 Administrator Kill reported that there are quite a few permits that are closable
8 pending fees being paid.

9
10 c) **Current Items Payable -- Board Action**

11 Manager Taillon stated that the unrecorded deposit is the levy received on July 1,
12 2011.

13 **Manager Taillon moved, seconded by Manager Vanzwol, to approve the current**
14 **items payable in the amount of \$58,622.51. Motion carried, roll call vote 4/0.**

15
16 d) **BCWD Permit #06-30 —W.A.T.E. Warehouse/Office Building—Board Action**

17 Administrator Kill stated that the permit was approved in 2007 before the District Rules
18 were adopted. When the W.A.T.E. permit was extended, the buffer was expanded to meet
19 the new rules. This permit extension was tabled last month to allow for public notice.
20 Because of the state of the commercial market, Manager Vanzwol suggested extending
21 the permit for two years.

22
23 **President Leiser moved, seconded by Manager Vanzwol, to remove the motion**
24 **to approve the W.A.T.E. permit extension from the table. Motion carried 4/0.**

25
26 **Manager Vanzwol moved, seconded by Manager Pundsack to extend the W.A.T.E.**
27 **Warehouse/Office Building Permit #06-30 to June 30, 2013. Motion carried, vote 4/0.**

28
29 **6. Projects/Programs**

30 a) **Groundwater State of the Knowledge Report—John Barry, EOR**

31 President Leiser stated that he concurs with the recommendations on gaps in the
32 report and suggested the report be sent to the Washington County Groundwater
33 Advisory Committee. In response to questions, Mr. Barry stated that contaminants
34 of emerging concern refer to pharmaceuticals, endocrine disrupters and pathogens
35 and will be better clarified in the recommendations section. He will clarify East and
36 West Boot Lakes.

37
38 **President Leiser moved, seconded by Manager Vanzwol, to accept the draft as**
39 **amended and move this to a final document. Motion carried, vote 4/0.**

40
41 Ms. Correll stated that at the budget workshop the allocation for groundwater
42 implementation was reduced from around \$20,000 to \$5,000. This would not go far
43 in gathering groundwater elevation data—the biggest gap in the groundwater
44 database. Adding one nested well would be a start. Mr. Barry highlighted other
45 recommendations including locating private wells, identifying seasonal field
46 investigations to identify groundwater to surface water investigations and
47 determining groundwater dependent lakes and wetlands to include in level

1 monitoring. Managers and staff made other suggestions including getting County
2 groundwater monitoring information to help the District formulate a groundwater
3 plan, reducing monitoring frequency, when state offices are open, obtaining
4 relevant information from the Department of Natural Resources (DNR) including
5 the structure on groundwater permitting and appropriations, what the District can
6 control and identifying locations to install wells.

7
8 **b) Ravine Stabilization Projects—Kevin Biehn, EOR**

9 Administrator Kill stated that this item is a follow-up to questions the Managers had
10 during the budget workshop regarding the Brown's Creek Implementation Plan and
11 project costs. The total estimated cost for implementing approximately six ravine
12 stabilizations would be \$100,000-\$250,000. Mr. Biehn stated that the ravines
13 contribute a substantial TSS load to Brown's Creek—some from natural processes
14 and some from human impacts. He explained that bluff erosion is where a stream
15 carves into a high bank, while ravine erosion takes place in the upper portions of the
16 watershed, often on steep and poorly vegetated slopes away from the streambed. He
17 suggested looking at about a dozen sites, assessing their sediment loads, identifying
18 the property and site-access owners, doing a cost-benefit and risk assessment
19 analyses on the projects and bringing the information to the Board to determine
20 target sites. Administrator Kill stated that \$52,000 is in the draft 2012 budget for
21 feasibility and design of the projects, grants could be applied for the implementation
22 (the projects that are within the level of the golf course grant load reduction/cost
23 ratio) and it will be easier to get grants with a completed feasibility study.
24

25 **7. Conservationist of Year Award**

26 President Leiser introduced Jim and Jayne Bradshaw. He stated that the Watershed
27 District, since its inception in 1997, looks at contributions made by individual citizens
28 and recognizes an entity, team or individual who is dedicated to preserving and protecting
29 water quality. He stated that the Bradshaw's efforts provide a significant example of
30 individual and business stewardship. He presented them with a framed painting, which he
31 feels represents why we respect the environment we are in and thanked them on behalf of
32 the BCWD. Mr. Bradshaw thanked the District for the award. He stated that he and his
33 wife have enjoyed doing what they have done with their piece of land from converting 29
34 acres from a llama farm to creating an innovative site that supports wildlife, to using
35 geothermal for heating and cooling, to preventing runoff from leaving the property. He
36 invited the Managers to tour the site.
37

38 **8. Projects/Programs—Continued**

39 **a) Brown's Creek Implementation Plan--Update**

40 Ms. Correll stated that at last month's meeting she reviewed TSS loads from the
41 subwatersheds going to Brown's Creek and the required load reductions needed.
42 From the areas that contribute from downstream, EOR has identified TSS and
43 temperature reduction projects, which collectively will address about 50 percent of
44 the identifiable load. Projects were summarized and include a new pond, water
45 quality treatment projects on Neal Avenue, pond retrofits, McKusick Road
46 improvements, and bluff stabilization. As projects are being implemented, EOR will
47 continue to look for other loads and identify projects to address them. Managers noted

1 that several of the bigger projects are more cost effective based on the cost per TSS
2 ton removed and appreciated these numbers as a way to prioritize projects. For the
3 stakeholder meeting, Ms. Correll will provide a consolidated table summarizing
4 projects, the cost per ton removed, the property owners of the project sites and
5 potential project funders/partners. It was agreed to hold the stakeholder meeting after
6 state employees return to work, present the priority projects selected based on the
7 cost-benefit analysis, highlight what needs to be done for MS4 compliance and
8 provide the Department of Agriculture with a copy of the Implementation Plan to
9 keep them informed regarding the possible copper impairment.

10
11 **b) BMP Projects—Board Action**

12 Manager Taillon recused herself from discussion and voting on projects using native
13 plants.

14
15 **President Leiser moved, seconded by Manager Pundsack, to approve the Lodges**
16 **at Settler's Glen Townhome HOA cost share not to exceed \$750 from account**
17 **914-0000. Motion carried, vote 3/0/1. Manager Taillon abstained.**

18
19 **Manager Pundsack moved, seconded by President Leiser, to approve the Bush**
20 **residence cost share not to exceed a total of \$1,400 from account 914-0000, of**
21 **which \$760 would be applied to the raingarden and \$640 for the native buffer.**
22 **Motion carried, vote 3/0/1. Manager Taillon abstained.**

23
24 **Manager Taillon moved, seconded by President Leiser to approve the Bydlon**
25 **residence cost share not to exceed \$1,500 from account 914-0000. Motion carried,**
26 **vote 4/0.**

27
28 **c) Long Lake P8 Model Update Scope—Board Action**

29 Pat Conrad stated that EOR has a qualified summer intern who can run the P8 Model.
30 Taking advantage of the intern availability will allow the model update to be
31 completed this summer and will save money. EOR built the P8 Urban Catchment
32 Model in 2006 with limited monitoring data available. At this time, EOR is proposing
33 to refine the model, add the new monitoring data, calibrate the model and produce a
34 final report at a cost of about \$13,120.

35
36 **Manager Vanzwol moved, seconded by Manager Taillon, to authorize EOR to**
37 **update the Long Lake Watershed Model at a cost not to exceed \$13,120 from**
38 **account 929-0000. Motion carried, vote 4/0.**

39
40 **9. New Business**

41 **a) MN Water Resources Conference—Presentation of Stillwater Country Club**
42 **Project—October 18th**

43 Administrator Kill reported that the Stillwater Country Club project was accepted for
44 presentation and she and Rusty Schmidt will be presenting on the first morning of the
45 conference.

46
47

1 **b) Clean Water Summit 2011 – September 8, 2011**

2 Administrator Kill reported that the Summit was informative last year. She and
3 Manager Taillon are interested in attending.

4 **President Leiser moved, seconded by Manager Vanzwol, to pay registration and**
5 **expenses for the Administrator and any manager wishing to attend. Motion**
6 **carried, vote 4/0.**

7
8 **10. Old Business**

9 **a) MAWD Presentation Proposals**

10 Ms. Correll reported that EOR recommends that the THPP project be a poster—
11 which EOR can prepare— rather than a presentation and that Mr. Barry suggested
12 waiting until there is more information before a groundwater presentation is
13 proposed.

14
15 **b) 319 Grant—Hydrology Model**

16 Ms. Correll reported that EOR received a 319 grant to upgrade hydrology models to
17 better understand the impact of climate change on stream and lake systems. If
18 Brown’s Creek is to be used as the stream system in the model, its hydrology data
19 must be upgraded from the Curve Number Method to the Green Ampt Method, at a
20 cost of \$20,000-\$30,000. The upgrade will allow running long-term simulations
21 instead of just peak rainfall or seasonal events. The Managers requested more
22 information next month on the differences between the two data methods, the cost-
23 benefits of upgrading the hydrology model and budget options.

24
25 **11. Discussion Agenda – No Action Required**

26 **a) Administrator Updates**

27 Administrator Kill reported the following:

28
29 **a. Permit Updates**

30 Settlers Glen 5th L1, B2 received a poor on its permit review. Plans are to stay on
31 top of this so it does not become a long-term problem. The other permits are good.

32
33 **b. Long Lake Shoreline**

34 Work on the shoreline continues piece-by-piece. More plants will be delivered
35 tomorrow with planting in the southern area on Wednesday, Thursday and next
36 week.

37
38 **c. State Shutdown—Impact to BCWD**

39 During the state shutdown, Legacy Funding can be used if grant funds have
40 already been approved and received. Because Minnesota Conservation Corp is
41 now a non-profit organization, it is not affected by the shutdown and can continue
42 to work on the Long Lake Shoreline. The Stillwater Country Club final report
43 cannot be submitted until the shutdown is over.

44
45 **d. Audit**

46 Financial information is at the auditor’s. The audit should be on next month’s
47 agenda.

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e. Metro MAWD

The next meeting will be held at the Capitol Region Watershed District office on July 19 at 7 p.m.

b) Communications & Manager Reports

a. MAWD Summer Tour

President reported on the tour in Thief River Falls. Highlights included tours of Artic Cat and Biogen—two companies collectively employing 6,000 people, discussion on the state shutdown, the Agassiz Valley Water Resource Management Project—designed much like the Tennessee Valley Authority, Parnell Impoundment—a flood damage reduction project and the opportunity to learn about problems facing another watershed district and to see how that district operates and funds projects.

b. Woodpile Lake Management Plan

Administrator Kill invited Managers to attend the planning meeting. If three or more managers are interested, she will post a meeting notice.

c. Manager Vanzwol thanked staff and Managers for sending flowers for his mother’s memorial service.

c) August 2011 BCWD Board Agenda

12. Adjournment

Manager Vanzwol moved, seconded by Manager Taillon, to adjourn the Regular Meeting at 9:20 PM. Motion carried, vote 4/0.

Respectfully Submitted by
Debbie Meister, Recorder