

**MINUTES OF THE REGULAR MEETING
OF THE
COMFORT LAKE – FOREST LAKE
WATERSHED DISTRICT
Thursday, June 29, 2017**

1. Call to Order

Vice President Spence called the June 29, 2017 regular board meeting to order at 6:30 p.m. in the Council Chambers of the Forest Lake City Center, 1408 Lake Street South, Forest Lake.

Present: Vice President Jon Spence, Treasurer Steve Schmaltz, Assistant Treasurer Jackie McNamara

Absent: President Jackie Anderson, Secretary Wayne Moe

Others: Mike Kinney, Jessica Lindemyer, Sam Duncanson (CLFLWD staff); Greg Graske, Meghan Funke (Emmons & Olivier Resources); Chuck Holtman (Smith Partners); Jerry Grundtner (Citizens' Advisory Committee); Sam Husnik (Forest Lake City Council)

2. Setting of Meeting Agenda

Manager McNamara moved to approve the agenda as presented. Seconded by Manager Schmaltz. Upon a vote, the motion carried 3-0.

3. Consent Agenda

- a) **Regular Board Meeting Minutes – May 11, 2017**
- b) **Regular Board Meeting Minutes – May 25, 2017**
- c) **Regular Board Meeting Minutes – June 8, 2017**

Legal Counsel Holtman suggested changing the motion on page 2 of the May 11th minutes from “approved” to “accepted” which would be more along the lines of standard language for such a motion.

Manager Schmaltz moved to approve the consent agenda with Mr. Holtman’s suggested revision to the May 11th minutes. Seconded by Manager McNamara. Upon a vote, the motion carried 3-0.

4. Public Open Forum

There were no comments.

5. Citizens' Advisory Committee Update

CAC Chair Jerry Grundtner provided an update on the CAC's recent public outreach events including native plantings at the District office and presence at Forest Lake's Lakefest event. The CAC continues to look for additional action items to accomplish this year. He noted that Manager Schmaltz attended the May CAC meeting, which members appreciated. There is a potential new member interested in joining the CAC. The July CAC meeting has been rescheduled for July 18th.

Manager Schmaltz complimented the CAC on all of its progress this year, and expressed support for the storm drain outreach project. There was discussion about timing and financing for that project.

6. New Business

a) AIS Update

Seasonal Technician Sam Duncanson provided an update on recent aquatic invasive species (AIS) activities; mostly regarding herbicide treatments of curly-leaf pondweed and Eurasian watermilfoil. Curly-leaf pondweed was treated on Bone Lake and Forest Lake, with good control observed on both lakes during the assessment surveys. Eurasian watermilfoil was treated on Comfort Lake, with generally poor control observed during the assessment survey. Mr. Duncanson explained the permit options for a second treatment, and explained that staff does not recommend that the District pursue another treatment largely due to the fact that it would have negative impacts on native plants. There was discussion about the density of Eurasian watermilfoil in Comfort Lake and the outlook on growth patterns.

7. Old Business

a) Watershed Management Plan (WMP or Plan) Amendment – CIP

Administrator Kinney suggested a discussion on the capital improvement plan (CIP) cost and time table during this meeting and a discussion on the revised Plan language at the July 13th meeting. Manager Spence expressed concern about the 10-year projected expenditures and sources of income; it seems unlikely that the District would be able to accomplish all of the tasks in the table unless it raises its levy. Mr. Kinney explained that the District's adaptive management process will likely result in selection among and adjustments to projects that are currently projected in the table, as has already been observed with the Sunrise River Study and Bixby Park project. Manager Schmaltz added that some projects may end up getting dropped due to various factors, which is why the District needs to have a variety of potential projects in the Plan.

There was discussion about the inclusion of activities related to Washington Judicial Ditch 6 (WJD 6) in the Plan amendment. After the May 11th meeting, the assessment study (5228K) and implementation (5228L) activities for WJD 6 were taken out of the amendment. Manager Schmaltz stressed the importance of raising visibility of projects like this so that District residents are aware of how their tax dollars are being used. After discussing reasons for and against including them in the amendment, there was consensus to put the two activities associated with WJD 6 back into the proposed Plan amendment.

Mr. Holtman explained that changes in the Board of Soil and Water Resources (BWSR) rules have made it so that generally every Plan amendment would initially be considered a minor amendment unless there are comments from one of the counties or local units of government within the District proposing that it be considered a major amendment. He said that this puts a premium on the District having good, proactive communications with these public partners. He also explained the distinction between capital project work and programmatic work, and noted that the initial diagnostic assessment phase of most projects can generally be categorized a programmatic work.

b) Citizen Complaints

Mr. Kinney explained that the District received a call from a homeowner living on a stretch of the Sunrise River. The homeowner was concerned about observed streambank erosion and trees falling into the river. Mr. Kinney recommended that the District approach shoreline erosion along the Sunrise River in a comprehensive way. This would be a substantial amount of effort including monitoring, load estimates, and modeling. He indicated that this can be factored into the 2018 budget. Manager Schmaltz noted that this type of activity is already included in the Watershed Management Plan under 5340A Sunrise Stream Assessment. There was discussion about existing data and needs for additional information before action is taken. Mr. Kinney indicated that he plans to visit with the concerned homeowner and explain that, while the District will not take immediate action on the erosion issue, it is included in the Plan and will be budgeted for in 2018. There was discussion about land access and easements.

c) Project Updates

Mr. Kinney explained that the recent severe storm caused only a few minor issues with active project sites and erosion control is being taken care of by the contractor. Field surveying work for the Shields Lake Stormwater Harvest project is currently underway and progress has been made on the project agreement with Forest Hills Golf Course. Manager Schmaltz asked for ongoing updates as the Shields Lake project moves forward.

d) District Web Mapper Update

Mr. Kinney noted that President Anderson asked for an update on this item last week. He explained the limitations associated with the web mapper program and work that needs to be done before posting it on the District's website. A Washington County-wide version of the program is available on the Washington Conservation District's home page. Manager Spence indicated that he attempted to use the program on his tablet and agreed that a lot of work needs to be done on it.

e) Municipality Coordination Update

Mr. Kinney provided an update to the board on staff coordination with local municipalities. Communication with City of Wyoming staff has always been good, and Mr. Kinney felt confident that the District is being kept informed of development activities. Mr. Kinney is having quarterly coordination meetings with the Scandia City Administrator, and there is regular communication on development projects in between meetings. One area where communication needs to be improved is Chisago County outside of the Wyoming boundaries, such as Chisago Lakes Township. Efforts have been made to coordinate with county staff and involve them with the WMP amendment review process. There was discussion about next steps to improve communication in this area and level of risk associated with developments in this area proceeding without the District's development review.

f) Budget Amendment Process Update

At the May 11th meeting the board directed staff to put together a format for amending the District budget. Mr. Kinney explained the proposed record-keeping process for budget amendments. Amendments are not necessarily required by the auditor, but can be used in order to increase transparency and communicate the District's plans with the public.

8. Report of Staff

a) Administrator

Mr. Kinney noted that he met with EOR staff to discuss next steps for the Moody Lake Wetland Rehabilitation Project. He added that so far this summer, effectiveness monitoring data for several District capital improvements projects is looking promising. Mr. Kinney has been in communication with University of St. Thomas with regard to Bone Lake deep sediment core work, and the District may want to budget for some additional analysis of the core in 2018.

Manager Schmaltz asked about staff's meeting with Board of Water and Soil Resources staff with regard to proposed FY18 Clean Water Fund grants. Mr. Kinney explained that he expects the City of Forest Lake to take the lead on the Forest Lake street sweeping grant application. The street sweeping plan should be finished this year, and will inform the FY18 grant application. Mr. Kinney noted that the District

may have enough monitoring data to submit an application for projects at the Castlewood Golf Course in Forest Lake. Manager Schmaltz explained that the board will need to prioritize projects and programs through the budget process in order to balance income and expenses. There was further discussion about balancing income and expenses.

b) Emmons & Olivier Resources

Engineer Graske noted that EOR has been collecting water monitoring samples in the upper portion of the Washington Judicial Ditch 6 (WJD 6) watershed. He anticipated potentially identifying a project as a result of that monitoring. Mr. Graske added that most of the field work for the Shields Lake Stormwater Harvest project is complete and EOR will begin the preliminary design soon. A feasibility report with the preliminary design and cost estimates will be brought to the July 27 regular board meeting.

c) Smith Partners

Nothing to report.

9. Report of Treasurer

a) Approval of Bills and Treasurer's Report

Manager Schmaltz reported income for the month of \$6,873 and expenses of \$187,009, bringing the District fund balance to \$538,607. He noted that the tax levy should arrive in early July, which will raise the fund balance back up significantly.

Manager McNamara moved to accept the Treasurer's Report and pay the bills in the amount of \$187,009.65. Seconded by Manager Spence. Upon vote, the motion carried 3-0.

10. Report of Officers and Managers

Manager Schmaltz reported that he, along with Mike Kinney and Jerry Grundtner, attended the recent City of Forest Lake workshop on their Municipal Separate Storm Sewer System (MS4) permit. He was encouraged to hear that the city plans to hire a full-time staff member to manage the MS4 program. He also heard that the city is interested in moving forward with enhanced street sweeping as well as prioritizing maintenance of city stormwater ponds. Manager Schmaltz hoped to see more transparency with respect to finances in the future. Mr. Kinney gave a presentation at the workshop and added that there has been discussion between city and District staff with respect to revising the District's rules.

Manager McNamara asked for an update on the Gaughen development at the old city hall site, specifically with respect to the underground stormwater treatment system. Mr. Kinney noted that installation on the stormwater system hasn't begun yet; they are still working on the underground parking and building foundation first.

Manager Spence noted that Eurasian watermilfoil near his shoreline on Comfort Lake has been dying back recently.

11. Adjourn

a) Next regular board meeting – July 13, 2017

Manager Schmaltz moved to adjourn the meeting at 7:46 p.m. Seconded by Manager McNamara. Upon vote, the motion carried 3-0.

Wayne S. Moe, Secretary _____