

**DRAFT MINUTES OF THE SPECIAL MEETING
OF THE
COMFORT LAKE – FOREST LAKE
WATERSHED DISTRICT
Thursday, October 11, 2018**

1. Call to Order

President Anderson called the October 11, 2018 special board meeting to order at 4:00 p.m. in the offices of the Comfort Lake-Forest Lake Watershed District at 44 Lake Street South, Suite A, Forest Lake, MN 55025.

Present: President Jackie Anderson, Vice President Jon Spence, Secretary Wayne Moe, Treasurer Steve Schmaltz

Others: Mike Kinney, Emily Heinz (via teleconference), Jessica Lindemyer (CLFLWD staff); Greg Graske, Meghan Funke (Emmons & Olivier Resources); Jerry Grundtner (Citizen Advisory Committee, Forest Lake Lake Association).

President Anderson requested that the public open forum be added to the agenda so as to allow a member of the public to address the board.

Manager Moe moved to approve the meeting agenda as amended. Seconded by Manager Spence. Upon vote, the motion carried 4-0.

2. Public Open Forum

The President of the Forest Lake Lake Association, Jerry Grundtner, addressed the Board with concerns regarding the project funding allocated for Forest Lake in the 2019 budget. Mr. Grundtner expressed the Lake Association's wish for water quality in Forest Lake, and everything down stream, to continue to improve. Mr. Grundtner noted two budget items in particular that he would like to see returned to their original budget numbers: 5-228-K Washington Judicial Ditch 6 Assessment and Implementation plan (original proposed budget \$101,000); 5-228-B4 Hayward Avenue (original proposed budget \$106,000). President Anderson clarified that the intention was not to discontinue work on these projects but rather the funds be moved into the reserve until such time that the District has the scientific information available to move forward with the next steps of the projects.

3. 2019 Budget Prioritization – Requested Project Scopes

There was discussion regarding the proposed budget revisions provided in the staff memorandum.

3-003-A Monitoring Ongoing Initiatives: Administrator Kinney explained the need for sufficient data to determine the best sites for the highest phosphorus reductions. There

was discussion about a new inexpensive monitoring kit that utilizes an IO Rodeo Colorimeter and Arduino Uno to gather data. Administrator Kinney suggested that a seasonal technician could be taught to use the equipment and coordinate with volunteers to obtain grab samples for testing. He noted this could be a relatively inexpensive way to do preliminary testing that might otherwise be years down the road. President Anderson suggested that this data would enable the Board to make more informed decisions regarding the allocation of funds for upcoming projects and help improve data point deficits. Manager Schmaltz agreed with this assessment approach.

3-010-A Operations & Maintenance Ongoing Initiatives: Administrator Kinney updated the Board on the status of the potential beaver baffle installation between Lofton Avenue and Manning Avenue. A landowner in the area has been in frequent communication with the District regarding beaver activity in the area but is against trapping the animals. Administrator Kinney noted that there may be a possibility of splitting the installation costs with homeowner. There was discussion regarding the level of Bone lake and the nearby residents' desire to see that is it monitored and maintained at an appropriate level. Administrator Kinney discussed conversations he has had with the MN Department of Natural Resources (DNR) and possible grant funds.

Administrator Kinney stated the following line items are framed by Emmons & Olivier Resources (EOR) in their preliminary scopes of work, and he foresees working on these in 2019.

5-228-B4 (Forest) Diagnostic Implementation – Hayward Avenue: Adding \$35,000 for continued project feasibility and development.

5-228-K (Forest) Washington Judicial Ditch 6 Assessment & Implementation Plan: Adding \$60,000 for continued monitoring, project feasibility and development.

5-225-D2 (Little Comfort) Birch/School Internal Load Assessment: There was discussion regarding the deep sediment cores associated with internal load assessment for Birch and School lakes. It was estimated that each sediment core would cost approximately \$25,000, and that one would occur in 2019 and the next in 2020. There was agreement that a budget of \$25,000 was necessary for 2019. Dr. Meghan Funke summarized the hydrologic system dynamics of these two lakes as they relate to Little Comfort Lake which is downstream. There was general agreement that spending money upfront on core samples was a good decision, because the information will guide decision-making and may save hundreds of thousands of dollars down the road.

There was discussion regarding the staffing budget and new hires. Mr. Kinney explained the benefits of partnering with Carnelian-Marine-St. Croix Watershed District. The partnership results in more funding and allows the District to hire one more seasonal staff to have available in times of need. Mr. Kinney noted the potential for another joint watershed board meeting and working toward more coordination across organizations. President Anderson and Administrator Kinney discussed whether overhead charged by the District is sufficient to cover administrative, payroll, overhead, and supervisory costs.

Manager Schmaltz requested that total engineering and legal costs be summarized at the top of the budget, similar to how staff costs are shown. There was discussion about the Grant Summary attachment to the budget. It was requested that staff use color-coding to more clearly show which grants have already been awarded and which are still uncertain.

There was consensus that all managers were in agreement on the budget revisions that were discussed.

4. DRAFT Project Tier Structure

Administrator Kinney provided a summary of the preliminary project tier framework and explained how this is a helpful way to show costs for the District to achieve long-term water quality goals. This is a draft for the Board to consider. Mr. Kinney noted that he would encourage other organizations to adopt a similar framework.

There was discussion regarding the calculation methods. Dr. Meghan Funke provided more detail on how the numbers were estimated and calculated. President Anderson requested that other pollutants besides phosphorus be factored into the calculation such as total suspended solids and nitrogen. Administrator Kinney noted that factors other than phosphorus reduction, such as habitat creation, are considered in project decisions; this framework serves as a starting point.

Administrator Kinney stated the majority of the District's ongoing projects would be considered Tier One under this framework. President Anderson discussed the differences between urban and agricultural practices; different criteria and inputs will have different kinds of results. The managers agreed that this framework is a good start.

5. WMP Land Acquisition & Management – Property Review Scope

Administrator Kinney noted that Don Steinke is still in the process of purchasing the Banta Property. He recapped that Mr. Steinke would like to divide the parcel and sell 20 acres to the District for the purpose of potentially implementing a wetland project on it. The parcel is adjacent to a property that the District already owns as the result of tax-forfeiture. It is located in Chisago County near the Sunrise River and Highway 61. Mr. Kinney noted that Anoka County recently purchased some land nearby in Rice Creek Watershed District and paid over \$4,000 per acre. He indicated that Mr. Steinke is using this example as a pricing benchmark for the Banta Property. The managers and Mr. Kinney agreed that \$4,000 per acre seemed high. Mr. Kinney recommended that the District obtain an appraisal for the property if the site review process within the Watershed Management Plan is positive and if the Board recommends moving forward with considering the property.

There was discussion regarding potential projects and EOR's scope of work for evaluating the property. If the District owned the parcel, it could complete a wetland restoration project which could potentially be used for wetland banking. A project similar to the Bixby Park Wetland Restoration could be considered. Manager Schmaltz asked about the

Phase I Environmental Site Assessment (ESA) included in Task 3 of the scope of work. Engineer Graske explained that the ESA is a standard step in evaluating a property for potential environmental hazards such as past activities that could cause pollution. The ESA would entail reviewing public records for history of past land uses. President Anderson recommended proceeding with Task 1 prior to authorizing the subsequent two tasks. Results of the Task 1 evaluation will inform whether it makes sense for the District to proceed further.

President Anderson moved to direct EOR to proceed with Task 1 from the October 4th scope of work. Seconded by Manager Wayne Moe. Upon vote, the motion carried, 4-0.

6. Adjourn

a) Next regular board meeting – October 25, 2018

Manager Spence moved to adjourn the meeting. Seconded by Manager Schmaltz. Upon vote, the motion carried 4-0, and the meeting adjourned at 5:50 p.m.

Wayne S. Moe, Secretary, _____