

**DRAFT MINUTES OF THE REGULAR MEETING  
OF THE  
COMFORT LAKE – FOREST LAKE  
WATERSHED DISTRICT  
Thursday, July 27, 2017**

**1. Call to Order**

President Anderson called the July 27, 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: President Jackie Anderson, Vice President Jon Spence, Secretary Wayne Moe, Treasurer Steve Schmaltz

Absent: Assistant Treasurer Jackie McNamara

Others: Mike Kinney, Jessica Lindemyer, Mike Sorenson, Sam Duncanson (CLFLWD staff); Greg Graske, Meghan Funke (Emmons & Olivier Resources); Chuck Holtman (Smith Partners); Sam Husnik (Forest Lake City Council); Mary Jo Youngbauer (Chisago Soil & Water Conservation District); Denise Martin (Chisago County Press)

**2. Setting of Meeting Agenda**

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

**3. Consent Agenda**

- a) **Regular Board Meeting Minutes – June 29, 2017**
- b) **Chisago County Children’s Water Festival Funding**
- c) **Furey Cost-Share Application**

Manager Moe moved to approve the consent agenda as presented. Seconded by Manager Schmaltz. Upon a vote, the motion carried 4-0.

**4. Public Open Forum**

There were no comments.

**5. Citizen Advisory Committee Update**

Program Assistant Mike Sorensen explained that the CAC reviewed the latest draft of the 2018 CLFLWD budget at their last meeting. The next big project that the CAC will be

focusing on is storm drain stenciling. President Anderson was happy to see that the CAC will be meeting with Angie Hong to go over what other watershed district CAC's are working on. She also mentioned the friend of the watershed awards and hoped that it would start next year.

## **6. New Business**

### **a) AIS Update**

Mr. Sorensen provided an update on invasive plant management efforts first. Blue Water Science delineated moderate to light growth of Eurasian watermilfoil (EWM) in Bone Lake and recommended that the District not pursue treatment. Clarke Aquatic Services achieved great control of EWM during their first round of treatment on Forest Lake. A second round will occur within the next week. Flowering rush on Forest Lake is still below the surface, and the treatment area delineation is scheduled for August 1. A similar treatment approach as last year will be used again this year including herbicide treatment and flower removal.

Mr. Sorensen then explained that zebra mussels were reported on Comfort Lake in mid-July. Staff consulted the Early Detection, Rapid Response, and Control Plan that outlines steps in the event of a new infestation siting. The MN Department of Natural Resources (DNR) was notified, and a lake-wide search was performed on July 21<sup>st</sup> by the DNR, Blue Water Science, and lake association members. The survey found single adult mussels at five different locations, which suggests that they were likely introduced either last year or the previous year. The DNR hypothesized that they were most likely introduced by incoming watercraft rather than natural flow from Forest Lake. Mr. Sorensen explained next steps including a DNR official press release, and a report from Blue Water Science with an eradication index. Mr. Sorensen indicated that eradication will likely not be suggested at this time due to the ages and distribution of the mussels found during the survey. Mr. Sorensen will present about this at the August 10<sup>th</sup> Comfort Lake Association meeting.

Mr. Sorensen provided an update on the watercraft inspection program. Currently, the program is on track to perform far more inspections than in previous years, as well as achieve the District's goals for total number of inspection hours.

Manager Moe noted that he observed EWM to be in poor health recently on Bone Lake. He indicated that it looked as if it had been treated with herbicide and was dying back. Mr. Sorensen added that Steve McComas observed this same trend throughout the entire lake.

Administrator Kinney noted that Clarke Aquatic Services has been using ciBioBase to map the entirety of Forest Lake including bathymetry, plant density, and lake bottom hardness. This will help improve herbicide treatment accuracy moving forward.

## **b) Bone Lake Rural Subwatershed Assessment Report**

Mary Jo Youngbauer, Conservation Technician with Chisago Soil and Water Conservation District (CSWCD), gave a presentation on the study and report that were recently completed in partnership by CSWCD and Washington Conservation District (WCD). Pollutants of concern for the study were total phosphorus and total suspended solids. The Bone Lake watershed is split into two subwatersheds: North Bone Lake (NBL) and South Bone Lake (SBL). Within those subwatersheds, smaller catchments were identified. The study prioritized catchments based on those most likely to have soil erosion, scanned for possible resource concerns, identified best management practices (BMPs), modeled pollutant reduction, and assigned estimated costs. The top 50 highest ranked fields were identified through this process. Some fields may have multiple BMPs. The top 50 fields each have a profile page within the report that contains several options for BMPs. The study also identified locations of animal operations, pastured wetlands, fields recommended for permanent vegetation due to excessively steep slopes, shorelines in need of restoration, and potential wetland restorations.

President Anderson expressed concern about the proximity of two animal operations located very close to Bone Lake on the north side, identified as NBL 10-C and SBL 01-A.. There was further discussion about specific animal operation and pastured wetland sites.

Manager Schmaltz asked what level of participation is to be expected of farmers in cases such as those identified in the study. Ms. Youngbauer explained that, in her experience, most farmers in Chisago County will not participate in best management practices unless 100% cost-share is provided to them.

## **c) Clean Water Fund Grant Update**

Administrator Kinney provided an update on the development of several FY18 Clean Water Fund (CWF) grant applications. The District is assisting the City of Forest Lake with writing an application for the purchase of a street sweeper in order to implement the near-complete Forest Lake Enhanced Street Sweeping Plan. The District is well positioned to submit applications of its own for implementation of practices identified in the Bone Lake Rural Subwatershed Assessment, and alum treatment on Moody Lake. Pending additional monitoring results, an application may be submitted for Castlewood Golf Course BMP implementation, otherwise it will be a good candidate for FY19.

President Anderson asked that staff put together a grant application for a project from the Sunrise River Engineer's Report this year. She noted the District's commitment to continue progress pursuant to the Chisago County petition for this multi-phase project. Dr. Meghan Funke identified the two-phase Heims Lake project. The first phase would be entirely on the District's tax forfeit land; the

second would require landowner agreements. Both phases are needed to achieve the goals of the plan. There was discussion about whether or not there are sufficient details in the engineer's report to support a grant application at this point. Mr. Kinney indicated that staff would look into this and write a grant application for it if the data allow. Manager Schmaltz stressed the importance of working on multiple projects at the same time in order to account for unexpected changes that may make one of those projects infeasible.

Manager Moe moved to direct the District Administrator to work with staff and coordinate with the District Engineer and others to develop and submit Clean Water Fund grant applications for 2018 that will benefit water resources within the Comfort Lake-Forest Lake Watershed District, specifically including a project for the Sunrise River. Motion seconded by Manager Spence. Upon a vote, the motion carried 4-0.

**d) Clean Water Fund Grant Reporting Delegate Authority**

Administrator Kinney explained that the Board of Water and Soil Resources (BWSR) made recent changes to their Clean Water Fund (CWF) grant program, thus requiring financial reporting to be signed by an official signatory. Mr. Kinney recommended adoption of resolution 17-07-01 delegating authority to the District Administrator for this purpose.

Manager Spence moved to adopt resolution 17-07-01. Seconded by Manager Moe. Upon a roll call vote, the motion carried 4-0.

<b>Manager</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>
Jackie Anderson	X		
Jackie McNamara			X
Wayne Moe	X		
Stephen Schmaltz	X		
Jon Spence	X		

**7. Old Business**

**a) Shields Stormwater Harvest Feasibility Report**

Dr. Meghan Funke highlighted some of the key findings from the feasibility study. The Ditch West tributary on the west side of the lake was previously identified as a significant source of phosphorus loading, and is therefore the target of the Shields Lake Stormwater Harvest and Irrigation Reuse project. The project feasibility study looked at some of the permitting constraints; permits must be obtained from the US Army Corps of Engineers and the local Wetland Conservation Act

authority (City of Forest Lake). A water appropriations permit from the MN Department of Natural Resources is not needed.

Dr. Funke went through project configuration including the existing irrigation pond, proposed reuse pond and overflow, proposed reuse pipe, and equalizer pipe between north and south irrigation ponds. The reuse pond is proposed to be 0.6 acres at normal storage level, with an estimated approximate average depth of 4 feet. Excavation spoils from the project will be used to create a berm that the golf club requested for golfing purposes. Dr. Funke went over specifics related to the proposed reuse pipe size and configuration. She noted that the project can operate by gravity and pumps will not be needed.

The results of the feasibility study yielded a slightly revised project cost estimate of \$711,600 (compared to \$725,000 originally estimated at the time of the CWF grant application). Modeling predicts that stormwater flow through the neighborhood to the west of Shields Lake will be reduced, but the lake level itself is not predicted to change much, largely due to back flow from Forest Lake. The project is predicted to result in a 60% reduction in groundwater pumping by the Forest Hills Golf Club. Phosphorus load reduction for the project is estimated to be between 67 and 94 pounds per year.

Next steps include finalizing the agreement with the golf club, ordering of the project by the Board, final design and specifications, permitting, bidding and construction (2018), and lake alum treatment (2019).

President Anderson recommended that, moving forward, more emphasis be placed on the predicted groundwater impacts from decreased pumping by the golf club. There was discussion about post-project operations and maintenance responsibility and the golf course agreement that is currently being negotiated. Manager Schmaltz expressed concern about operation of the project in the event that the golf course is sold to a new owner. He suggested that the District might coordinate with the City of Forest Lake to provide for the system to be incorporated in any future site redevelopment. He also urged emphasizing to the golf club the regulatory uncertainty of relying on groundwater pumping indefinitely. Legal Counsel Holtman explained that there are provisions in the draft agreement that protect the project in events such as ownership transfer. He agreed, however, that there are certain risks if the property is subdivided during the 25-year maintenance period for a conversion of use, and that there may be benefit, among other things, in working with the City as Manager Schmaltz suggests.

Manager Schmaltz moved to accept the Shields Lake Stormwater Harvest and Irrigation Reuse System Feasibility Report. Motion seconded by Manager Moe. Upon a vote, the motion carried 4-0.

**b) Site B Land Acquisition**

Administrator Kinney explained that the owner of the two parcels associated with “Site B” is looking to donate the parcels to the District. He explained that while the District wouldn’t be paying for the land, it would still incur some engineering and legal costs associated with performing an Environmental Site Assessment and completing the title transfer. Mr. Holtman added that approximately \$1,500 should be added to the cost estimate presented in the meeting packet to account for survey work.

Manager Schmaltz expressed concern regarding the estimated cost per pound of phosphorus removed by a potential project on the site. There was discussion about coordination with neighboring properties to expand the project scope and increase phosphorus removal cost-effectiveness. Mr. Graska suggested that it would be advantageous for the District to have access to and rights over the property since it flows into the Bixby Park project and also because the District may need to be opportunistic in acquiring rights over the several relevant parcels as they are able. There was discussion about this benefit to the acquisition, and the land acquisition line item in the 2017 budget.

Manager Moe moved to direct the Administrator to proceed with the acquisition of the two parcels associated with Site B, as described in the November 7, 2016 Site B Land Acquisition Assessment Report, as acceptance of a donation, authorizes the Administrator to sign a purchase agreement on advice of counsel, and authorizes the Administrator to take the steps to implement the purchase agreement. Seconded by Manager Spence. Upon a vote, the motion carried 4-0.

**c) Forest Lake Street Sweeping Management Plan Findings**

Dr. Funke explained some of the key findings from the street sweeping study and noted that the District has been helping the City of Forest Lake put together a grant application to fund the purchase of a street sweeper in 2018. She went through preliminary cost-benefit estimates for street sweeping effects on several waterbodies around the city. City staff has expressed a desire to implement street sweeping not only to help satisfy their MS4 permit requirements, but also to reduce the required frequency of stormwater basin cleanout. In addition, sweeping, particularly in summer, reduces wear on streets resulting from the presence of sand.

A final street sweeping management plan with more details about sweeping locations, frequency, etc. is forthcoming. Dr. Funke explained that adding one additional sweep in the spring and fall can significantly increase phosphorus recovery and cost-effectiveness. Monthly sweeping, through an in-house sweeping program, further increases benefits and cost-effectiveness. In-house sweeping is significantly more cost-effective than using a contract service.

There was discussion about the city's interest in increasing sweeping frequency through an in-house program. Dr. Funke estimated that adding additional sweeps in spring and fall seems likely, assuming the sweeper purchase grant is awarded. Monthly sweeping also seems like a possibility, even if it is further in the future. Next steps include submittal of the sweeper grant application, finalization of the street sweeping plan, and providing information to the city to support implementation.

## **8. Report of Staff**

### **a) Administrator**

President Anderson requested that EOR provide a quote for ongoing monitoring services for 2018 under Fund 3003. She asked about interagency communication with local municipalities with regard to permitting. Mr. Kinney replied that quarterly meetings are scheduled with Scandia and Wyoming, and the first coordination meeting with Chisago County is coming up within the next few weeks.

### **b) Emmons & Olivier Resources**

Nothing to report.

### **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 \$541,132, largely from the District's tax levies from Chisago and Washington counties, and expenses of \$126,609.91.

Manager Spence moved to accept the Treasurer's Report and pay the bills in the amount of \$126,609.91. Seconded by Manager Moe. Upon vote, the motion carried 4-0.

## **10. Report of Officers and Managers**

Manager Spence noted that he and President Anderson participated in the recent zebra mussel survey on Comfort Lake, unfortunately resulting in confirmation of the infestation.

Manager Schmaltz noted the tornado that came through Forest Lake, which impacted trees and shorelines. He suggested that staff at the East Metro Water Resource Education Program (EMWREP) write an informational article directing the public to contact the District for assistance with shoreline restorations. President Anderson recommended that the Forest Lake Lake Association post something on its website as well.

## 11. Adjourn

a) **Next regular board meeting – August 10, 2017 at 4:00 p.m.**

Manager Spence moved to adjourn the meeting at 8:23 p.m. Seconded by Manager Moe. Upon vote, the motion carried 4-0.

Wayne S. Moe, Secretary \_\_\_\_\_