

**MINUTES OF THE SPECIAL MEETING
OF THE
COMFORT LAKE -FOREST LAKE
WATERSHED DISTRICT
(Reschedule of December 21, 2006 regular meeting)**

THURSDAY, JANUARY 11, 2007

1) **Call to Order**

The President called the special (rescheduled December 21, 2006) meeting to order at 6:30 p.m. at the Forest Lake City Offices, 220 North Lake Street, Forest Lake, Minnesota

Present: Jackie Anderson, Richard Damchik, John Lynch, Jon Spence
Staff: Randy Anhorn, Dan Fabian, Paul Haik, Travis Thiel, Lisa Tilman
Others: Beryl Halldorson

2) **Reading and Approval of Agenda**

Motion to approve agenda was made by Manager Damchik and seconded by Manager Anderson. The motion carried unanimously.

A conflict was brought up with the regular Scheduled Board meeting to be held on Thursday, January 25, 2007. Potential reschedule dates were Tuesday, January 23, 2007, and Tuesday, January 30, 2007. Administrator Anhorn is to verify the availability of the Council Chambers for those dates and follow up with the Board.

3) **Matters of Public Interest**

Ms. Beryl Halldorson brought up two matters of interest: 1) There is a large area of open water on Bone Lake. Ms. Halldorson mentioned that this has never happened before. It was stated that other lakes in the area (Clear Lake and Comfort Lake also have had recent open water area in the center of the lake. And 2) Ms. Halldorson was wondering if CLFLWD receives City Council meeting minutes from the City of Scandia. She feels it is important for CLFLWD to receive meeting minutes from member communities.

Chair Lynch asked if anyone had heard anything about appointment to fill CLFLWD vacancy on the Board. Beryl Halldorson, stated that the City of Scandia had approved someone for appointment and was passed on to the County Board for their vote.

4) **Reading and Approval of Minutes**

The chair called for the reading and approval of the minutes of the regular meeting of November 28, 2006. Manager Anderson highlighted two corrections. Motion was made to

approve the November 28, 2006 regular meeting minutes with corrections by Manager Anderson and seconded by Manager Damchik. Motion carried unanimously.

5) **Report of Treasurer**

Manager Anderson discussed the treasurer's report for November 2006. Manager Anderson noted that the total balance of CLFLWD was just under \$300,000, which she noted was as healthy as our accounts have ever been at year end. A copy of the report is annexed and incorporated by reference. Motion was made by Manager Damchik to approve the November Treasurer's report. Manager Spence seconded. Motion carried unanimously.

6) **Report of Engineer**

Lisa Tilman from Emmons and Olivier (EOR), discussed potential 2007 grant alternatives for the Forest Lake outlet. She mentioned that BWSR was unsure to the availability of Clean Water Legacy grants in 2007, but if such grants are made available, they would likely follow the same scope as in 2006, and notice would be out between June and September 2007. She further mentioned the availability of other potential grants coming up in March 2007, which could be used for such projects as the Forest Lake outlet. They could look into this if the Board so desired.

Ms. Tilman mentioned that the Surface Water Assessment Grant prepared by Washington Conservation District (WCD) on behalf of CLFLWD was denied. Travis Thiel from WCD mentioned that grant applications were prepared for the Carnelian - Marine Watershed District (CMWD) and CLFLWD. While the CMWD application was approved, the CLFLWD grant application was denied. Both Mr. Thiel and Administrator Anhorn have both been in touch with Minnesota Pollution Control Agency officials inquiring on how CLFLWD can better present future grant applications.

Administrator Anhorn mentioned that he had a meeting with Mr. Bill Mack, who was contacted by Gaughan Companies to give an estimate and potential solutions to remove the treated timbers along both sides of the Forest Lake Outlet channel and replace with some other retaining alternatives (i.e. rock gabions baskets) in order to address current erosion concerns. Mr. Mack was inquiring into permits and potential funding mechanisms for such a project. Administrator Anhorn stated that the CLFLWD currently had no permitting authority, that a DNR Public Waters Work Permit would be needed and that there may be some potential grants available. Administrator Anhorn is in the process of looking into this.

Manager Damchik stated that he believes that it is solely the responsibility of Gaughan Companies and is unsure of CLFLWD responsibility or the use of grant monies to protect private property. Administrator Anhorn mentioned the connection between silting from Forest Lake Outlet and the high nutrient load problems of the JD1/shallow pond area on Comfort Lake. Manager Damchik stated that the main silting comes from the mouth of the Forest Lake Outlet rather than the channel itself. Manager Anderson stated that past monitoring reports

indicate that flow out of the channel carries one of the watershed's highest sediment and phosphorus loads. While this doesn't pinpoint if the loading is coming from the mouth of the Forest Lake outlet, or the channel itself, we know that that is a high contribution point.

Manager Anderson mentioned the need for Administrator Anhorn to peruse past engineering reports on history and technical aspects of the outlet/channel area. Manager Anderson was encouraged by Gaughan Companies looking at possible solutions to the erosion issues in the channel, but if it their property, it should be their money that repairs it. But CLFLWD needs to understand the dynamics of the channel and what is contributing to the nutrient and sediment load.

Manager Anderson questioned why such a project could not be done like a road project where it is bonded and then assessed back to the property over a period of time. It is a very specific assessment to the benefiting property.

Manager Lynch questioned when the channel was last dredged. If monies were available could we address other issues around the mouth of the Forest lake outlet and immediate shoreline which currently experiences ice erosion? The engineers mentioned that dredging projects for the sake of simply removing sediment are rarely funded, unless they can be proven to truly improve water quality by reducing nutrients.

Manager Anderson stated that concepts were simply being brought up, a plan would have to be put in place where for example, portions of the project could be grant driven, while the private property issue could be handled in a different way (through the assessment process). The projects could be scheduled simultaneously.

Manager Damchik mentioned that plans exist detailing the aspects of the mouth of the Forest lake outlet (how wide it is suppose to be and when it was last dredged). Administrator Anhorn is to follow up on this issue.

Lisa Tilman also mentioned that EOR sent comments regarding a reconstructed septic system into the City of Scandia. The City is currently having their engineer look into those comments.

7) **Report of Attorney**

No Report

Manager Anderson had a question about the location of the CR 83/I-35E overpass project which Mr. Haik had included in his list of correspondence. Mr. Haik stated that the project was not within the CLFL watershed.

8) **Reports of Officers and Manager**

The Chair called for reports.

Manager Damchik – Had questions about the outcome of the Legislative Audit. It was stated that the Audit is expected to be released to the public on January 25, 2007.

Manager Anderson – No Report

Manager Spence – No Report

Manager Lynch – No Report

9) **Correspondence, Publications and Reports**

Administrator Anhorn mentioned that after the Legislative Audit is released to the public he would like to get a representative from the Board of Soil and Water Resources to attend an upcoming Board meeting to address the results of the Audit, and other issues pertinent to CLFLWD.

10) **Unfinished Business**

Anhorn scheduled John Thene to attend the regular meeting scheduled for the end of January, to present where they are on the water quality modeling effort as well as other issues surrounding the project.

Anhorn said that he would like to schedule others to present areas of interest to the Board at upcoming meetings (i.e. WCD representative to discuss the East Metro Water Resource Education Program, and EOR to discuss web-based mapping/website set-up, and scope and costs of preparing District rules.)

Anhorn mentioned that he is working on putting together a common form for reimbursements.

Additionally, Anhorn stated that he wanted to have a discussion with the Board on what they want to get accomplished in 2007. Manager Anderson agreed and said that they should all be prepared to address this at the next meeting. She further stated that statutorily, we have to have rules, rules derived from our Plan.

And finally, Anhorn discussed the CLFLWD proposed monitoring budget for 2007. He met with Travis Thiel of WCD to address the budget gap between what CLFLWD has budgeted for monitoring in 2007 and what WCD has proposed. One way to cut our cost would be with the use of volunteers to collect in-lake water quality sampling on Bone, Comfort, Forest, Little Comfort, and Sylvan lakes through the Metropolitan Council's Citizen-Assisted Monitoring Program (CAMP). He asked for help from the Managers on helping find potential volunteers. Other potential cuts potentially involve eliminating sites, and reducing parameter lists and sampling frequency. These potential cuts will be run past our Engineers to insure we are still accomplishing our needs.

11) **New Business**

Motion was made by Manager Damchik to retain the same officers in 2007 as had for 2006 (Chair: Manager Lynch, Treasurer: Manager Anderson, Secretary: Manager Damchik), with the addition of Manager Spence as Vice Chairman. The motion was seconded by Manager Lynch.

Manager Anderson stated that she would like to see the positions rotate on an annual basis. Manager Anderson expressed interest in the Chair seat.

Upon vote, the motion dies at a count of 2 for and 2 against.

Motion was made by Manager Anderson to table discussion until a full Board is obtained. The motion is seconded by Manager Lynch. Motion carries unanimously.

Manager Spence discussed the DNR approved removal of an unnatural restriction at the Comfort Lake outlet. The restriction resulted in uncommonly high water levels on the lake. There was also concern about potential ice damage in the spring. He stated that the restriction did not look to be made by beavers. Travis Thiel stated that he first noticed the restriction in mid-summer.

Administrator Anhorn mentioned that a scheduled tour of the watershed would be very beneficial to him as well as EOR. Board members better know the history of the watershed as well as problem areas.

Anhorn brought up the issue of developing a CLFLWD logo. He mentioned on-line firms which request information about the group, and preferred colors, and then send back multiple logos of which one can be selected and slightly revised. Manager Anderson would like to see a contest linked to a prepared letter to local communities announcing Anhorn as the new Administrator for CLFLWD, as well as a news release to the local newspapers announcing the CLFLWD's hire of an Administrator. She further mentioned that the news release is nearly finished and would be reviewed at the next Board meeting.

Manager Anderson stated that she thought that CLFLWD should send a letter to the City of Forest Lake to thank them for their assistance in setting up the CLFLWD office. They have been a great partner in letting the watershed use office space and meeting space to fulfill our duties.

Manager Anderson also is working with our accountant on setting up a method of producing purchase orders, thereby formalizing the process in which our expenses come in and allowing better allocation of expenses to their proper account codes. This will help us better track our finances.

Additionally, Manager Anderson is looking into getting a more recognizable domain for our e-mail address. We currently have a City of Forest Lake domain (ci.forest-lake.mn.us) to our e-mail. Manager Anderson thinks that it would be better for us to have a domain specific to our watershed. She feels we need to have our own identity. Manager Anderson and Administrator Anhorn will further look into this.

Administrator also inquired about potentially setting up an account with the city to use their postage meter to do our mailings and then have the city bill us for our use. We will simply keep records on our total monthly use.

12) **Adjournment**

Motion to adjourn CLFLWD special (rescheduled) meeting was made by Manager Anderson and seconded by Manager Spence. Motion carried unanimously.

Richard P. Damchik, Secretary

ATTACHMENTS:
Treasurer's Report