

**MINUTES OF REGULAR MEETING
OF THE
COMFORT LAKE - FOREST LAKE
WATERSHED DISTRICT**

Thursday, July 26, 2012

1. Call to Order

The President called the July 26, 2012 regular Board meeting to order at 6:30 p.m. at the Forest Lake City Offices, 220 North Lake Street, Forest Lake, Minnesota

Present: President Richard Damchik, Vice President Jackie Anderson, Secretary Wayne Moe, Treasurer Tom Lynch, and Manager Jon Spence

Absent: None

Others: Doug Thomas (CLFLWD), Jason Naber & Pat Conrad (EOR), Blaine Hackett (Flat Rock Geographics) and Mark Lobermier (Wyoming).

2. Setting of Agenda

The President called for the reading and approval of the July 26, 2012 Regular Board meeting agenda. President asked if there were any changes or additions. Motion to approve the agenda was made by Manager Moe and seconded by Manager Lynch. Discussion. Upon vote, the motion passed.

3. Reading and Approval of Minutes

The President called for the reading and approval of the minutes of the June 28, 2012 Board Workshop. Motion to approve the June 28, 2012 Board Workshop minutes was made by Manager Moe and seconded by Manager Spence. Discussion. Upon vote the motion passed.

The President called for the reading and approval of the minutes of the June 28, 2012 Regular Board Meeting. Motion to approve the June 28, 2012 Regular Board meeting minutes was made by Manager Moe and seconded by Manager Lynch. Discussion. Upon vote the motion passed.

4. Public Hearing – Sunrise River Water Quality and Flowage Management Project

The President recessed the Regular Board meeting at 6:35 pm and called to order the public hearing on the Comfort Lake-Forest Lake Watershed District's – Sunrise River Water Quality and Flowage Management Project. The President then asked Administrator Thomas to give an overview of the project. Administrator Thomas used a PowerPoint presentation to give an overview of the purpose of the project, the investigations that were conducted to aid in developing the engineers' report, a summary of each of the feasible projects that are included in the engineers report, along with a summary of the estimated cost and pollution reduction benefits for each of the projects. The President asked if anyone was present that wished to comment on the report. Hearing none the President closed the public hearing at 6:45 pm.

5. Public Hearing – Proposed 2013 District Budget & Levy

The Present called to order, at 6:45 pm, the public hearing on the proposed 2013 District Budget & Levy. He asked Administrator Thomas to provide an overview of the draft budget and levy. Administrator Thomas noted a handout that was provided and then gave a brief overview of the proposed budget and commented that the levy will stay the same in 2013 at \$755,000 and that overall expenditures in 2013 will be approximately 12% less than in 2012. The President asked if anyone was present that wished to comment on the proposed budget and levy. Hearing none the President closed the public hearing at 6:50 pm.

6. Public Open Forum

Manager Damchik opened the floor to anyone in attendance wishing to comment on items that are not already scheduled to be discussed as part of the meeting agenda.

7. New Business

a) City of Scandia Local Water Management Plan Approval

Administrator Thomas noted his memo in the Board packet on this item. He further commented that the City had provided a draft local surface water management plan (LSWMP) revision in May of 2012 to the District. The City was required to update its LSWMP by November 2013 pursuant to the District's local water management plan adoption schedule found in the District's Watershed Management Plan (WMP) revision dated November 2011. Staff reviewed the City LSWMP against the required LSWMP content that is found in the District's WMP. Based on that review The District provided written comments to the City regarding its draft LSWMP in May of 2012. He then summarized those comments. The City responded to the District's comments in a letter dated May 28, 2012 along with a revised LSWMP. The City response included an outline of changes made to the LSWMP in response the District's comments as well as comments that the City had received from the Carnelian-Marine-St. Croix Watershed District. Administrator Thomas noted that based on the changes the LSWMP is consistent with the District's WMP and provides a comprehensive implementation program that addresses many water resource issues. Based on review of the draft plan and changes that were made in response to those comments staff has determined that the LSWMP is consistent with the District's WMP and associated rules and recommended that the Board approve the City of Scandia's 2012 Local Surface Watershed Management Plan Amendment dated June 2012.

Motion by Manager Moe to offer resolution 2012-07-01 and its adoption. Motion was seconded by Manager Spence. Discussion. Upon vote the motion passed. The President called for a roll call vote on Resolution 210-07-01. Anderson (yes), Damchik (yes), Moe (yes), Lynch (yes), Spence (yes). On a vote of 5 yes's and 0 no's the Chair decaled the resolution adopted.

b) Jack Bull Residential Cost-Share Project – Payment Approval

Administrator Thomas noted his memo in the Board packet. He reported that the project has been completed and that a final site inspection was done on July 19, 2012 by Pete Young from the WCD at which time he certified that the project was complete. The Bull's submitted invoices for materials and in-kind labor for a total cost of \$1,415.86. The cost-share payment to the Bull's would be \$707.93, based on 50% of the total cost of the project. Staff recommended that the Board approve payment to the Bull's in the amount of \$707.93

Motion was made by Manager Spence to approve cost-share payment to the Bull's in the amount of \$707.93. Motion was seconded by Manager Moe. Discussion. Upon vote the motioned passed.

c) Nielsen Residential BMP Cost-Share Application

Administrator Thomas noted his staff memo in the Board packet. He provided a summary of the project which is a shoreline erosion control and restoration project that will include rock rip-rap to control active bank erosion and an upland vegetated water quality buffer on the south side of Forest Lake (lake 2). The project is estimated to reduce phosphorus by 1.6 lbs/year. The cost-basis for the project is based on a cost-estimate from the WCD, using contracted labor, which comes out to be \$8,828.60. In this situation the maximum cost-share is \$3,000 based on the Board's policy of 50% cost-share not to exceed \$3,000. The project was reviewed and scored by Managers Lynch and Moe along with Pete Young from the WCD and Administrator Thomas. The average project score was above the required minimum score of 35 and was recommended for funding by the review committee.

Motion by Manager Anderson to approve the Nielsen Residential BMP Cost-Share Incentive Program application for a shoreline erosion control and water quality buffer planting project at the rate of 50% not to exceed \$3,000.00. Motion was seconded by Manager Moe. Discussion. Upon vote the motion passed.

8. Old Business

a) Watershed Management Plan Amendment

Administrator Thomas noted his memo on this in the Board packet. He reminded the Board that the draft Plan amendment is being done to allow the District to utilize its 103B authorities to implement the Sunrise River Water Quality and Flowage Management Project rather than being confined to only using 103D authorities. He noted that the Plan was submitted to the State review agencies along with all of the local governments having territory the District for the required 60 day local review and comment period on May 10, 2012. Written comments were received from the Board of Water and Soil Resources and the Metropolitan Council. Both agencies commented that the proposed amendment was consistent with Statute, Rule, and Agency Policy Plans and provided no additional comments. He explained that based on the comments received that no formal response to comments is necessary at this time and recommended that the Board proceed to the next step of the WMP amendment process which is to hold a public hearing on the proposed amendment.

Manager Spence made the motion to set the public hearing for the proposed CLFLWD Watershed Management Plan Amendment on Thursday, August 23, 2012 at 6:30 pm and to direct staff to publish notice of the hearing. Motion was seconded by Manager Lynch. Discussion. Upon vote the motion passed.

b) District WebMapper - Demonstration

Jason Naber introduced Blaine Hackett from Flat Rock Geogrpahics who EOR subcontracted with to assist in developing the WebMapper program/application. Blaine went through the prototype of the WebMapper and the initial data/map layers and GIS type functionality. Manager Anderson asked if we can link to outside sources of information/data such as the DNR or PCA. Specifically she commented on the value of being able to get access to historic information such as lake levels and water quality summaries. Blaine commented that yes that information can be accessed and would involve either providing a hyper link to the agency web-site where that information exists or by us accessing it and then doing our own processing of it to show the information that is desired. Manager Lynch asked how often the data is updated. Blaine responded on how the counties provide data on parcels which is the layer that is most likely to change on a

fairly regular basis and that as part of managing the site EOR would likely update data twice a year. Manager Lynch also commented that if we make this available to the public the acronyms need to be spelled out in the legend.

Blaine then showed how the data management application for recording permit and BMP information will look like along with the type of functionality for recording information, sorting data, and displaying it will be managed.

c) Moody Lake In-Lake Treatment Project Update

Administrator Thomas gave a brief overview of the history of the project along with previous board discussion and direction to conduct watershed load verification monitoring this spring and early summer and a fish survey. He noted that these two pieces of information were determined to be necessary in order for EOR to make final recommendations on potential fishery management activities and an in-lake treatment of lake bottom sediments. He then turned things over to Jason Naber who gave an update on the project and those investigations. Items that were covered included:

- Description of the three phases of the overall project.
- The project/management options that were included in the preliminary report/feasibility study.
- Presented the preliminary fisheries data from the survey that the DNR conducted this spring.
- Update on the status of the watershed load verification monitoring and that the data from the monitoring will be analyzed in the next month.
- Discussion of the two methods for in-lake sediment treatment and EOR's initial recommendation for the use of alum over hypolimnetic aeration if an in-lake sediment treatment is recommended.
- Provided the Board with the estimated cost of an alum treatment and winter aeration.
- Went over the next steps that will take place with the goal of having the final report and recommendations for the August 23rd meeting.

Manager Moe noted that the fish survey done in 1999 was not an official survey by the DNR but rather a survey to look at what level of winter kill may have occurred that year and therefore should not necessarily be used as measure of the overall fisheries structure that year. Administrator Thomas also noted that in the spring of 2010 a bullhead harvest was conducted which may also be reflected in the survey this spring.

d) Continue Discussion of 2103 Monitoring Plan and 2013 Budget & Levy

Administrator Thomas noted the revised work plan/budget that was handed out prior to the meeting. He noted that the handed out work plan/budget reflects the consensus decisions and corrections that were discussed and agreed to at the July 12th workshop. He then commented to the Chair that if there were no specific comments on items other than the lake and stream section of the budget he would turn things over to Pat Conrad from EOR who has been working on developing the District's comprehensive water quality monitoring plan. The Chair asked if this was agreeable and hearing no objections asked Pat Conrad to continue. Pat handed out three items which were 1) the summary sheet of recommended monitoring activities/projects for the next ten years, 2) a table that describes the additional lake monitoring recommendations broken down by year, and 3) a revised summary sheet of overall cost comparing the 2012 budget to the proposed 2013 budget.

Pat went on to describe the monitoring categories that are used in the plan and a brief description of what is meant by each one. He then went through the handout material and discussed the rationale for the recommendations particularly the stream sites, additional lake monitoring parameters, and how they have been programmed in the lake studies identified in the District's watershed management plan.

Manager Anderson commented that she appreciated seeing the information all in one place and in an easy to understand format. Pat went on to point out the budget implication and how the monitoring activities do vary by year and type and that the result in a fluctuating cost from one year to the next. Manager Anderson commented on the philosophy of the District to look at the levy over a number of years to level it out and that we can use that approach to shift things around rather than attempting to equalize the yearly monitoring plan.

Pat went on to provide EOR's perspective on the many lake water quality studies that show up in the long range work plan and that the costs shown are based on two years of monitoring followed by the plan document being prepared in the third year. He also pointed out that the monitoring cost shown would be part of the \$20,000 per study/plan that shows up in the long range work plan not in addition to it. There was a general discussion on the small lake studies and how they were prioritized. Manager Moe noted a feedlot that is tributary to School Lake which needs to be looked at. Manager Anderson commented that we need a system to survey these lakes to help establish what the priority should be to conduct the studies. There was additional discussion on the idea of surveying lake residents with the goal of finding volunteers who might be able to assist with basic monitoring such seechi disk readings.

Administrator Thomas noted that if we go with the recommendations by EOR it will result in an increase of \$12,287 in the overall lake & stream budget. He commented that if there was a consensus to go with the recommendation and increased cost then there would not be a need for the August 9th budget workshop. Manager Anderson commented that she could see no reason to not to follow the recommendations and that the monitoring plan will be helpful in the next five years. Manager Moe commented that he did not have a problem with the increase.

Motion by Manager Anderson to cancel the tentatively scheduled August 9, 2012 budget workshop. Motion was seconded by Manager Lynch. Discussion. Upon vote the motion passed.

9. Report of Staff

Administrator Thomas noted his written report in the Board packet. He also reported that there will be a pre-construction meeting for the Bone Lake fish barriers on Tuesday July 31st and that an appraiser has been hired to conduct the Ducharme property appraisal. There was some discussion on the Bone Lake Project with the suggestion to send out a post-card to residents to let them know when construction will be occurring. Manager Anderson also commented on the importance of getting an article in the paper on this project.

Emmons and Olivier Resources (EOR) – Nothing more to report.

Smith Partners – Not present

10. Report of Treasurer

Approval of Bills

Treasurer Lynch presented the Treasurer's Report (A copy of which is annexed and incorporated by reference) and bills and payroll totaling \$40,928.36

Motion was made by Manager Moe to approve the July 26, 2012 Treasurer's Report and pay the bills and payroll as presented. Manager Spence seconded the motion. Discussion. Upon vote, the motion passed.

11. Reports of Officers and Managers

Manager Damchik – Nothing new to report

Manager Lynch – Nothing new to report

Manager Spence – Nothing new to report

Manager Anderson – Passed on a request from the Comfort Lake Association to have the District check with and work with the DNR on signage opportunities for the boat landing to help inform boaters of invasive species.

Manager Moe – Nothing new to report

12. Adjournment

Motion to adjourn the CLFLWD regular Board meeting at 8:30 pm was made by Manager Lynch and seconded by Manager Anderson. Upon vote, the motion passed.

Wayne S. Moe, Secretary _____