

**MINUTES OF REGULAR MEETING
OF THE
COMFORT LAKE - FOREST LAKE
WATERSHED DISTRICT
Thursday, May 24th, 2013**

1. Call to Order

The President called the April 24th, 2013 regular Board meeting to order at 6:30 p.m. at the Forest Lake City Offices, 220 North Lake Street, Forest Lake, Minnesota.

A moment of silence was held in honor of former board manager Tom Lynch.

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

Absent: None

Others: Amy Carolan (CLFLWD), Doug Thomas (CLFLWD), Lisa Tilman (EOR), Chuck Holtman (Smith Partners), Greg Graska (EOR)

2. Setting of Agenda

The President called for the reading and approval of the May 24th, 2013 Regular Board meeting agenda. The President asked if there were any changes or additions. Administrator Carolan requested the following change be made to the agenda, after "Setting of Meeting Agenda" change agenda item number 3 to "Election of Treasurer", with the following agenda items renumbered to reflect the recommended change. Motion to approve the agenda, as amended, was made by Manager Anderson and seconded by Manager Moe. Discussion. Upon vote, the motion passed.

3. Election of Treasurer

Manager Damchik moved to elect Manger Spence as the District's Treasurer. Seconded by Manager Anderson. Discussion. Upon vote, the motion passed.

4. Reading and Approval of Minutes

The President called for the reading and approval of the minutes of the May 24th, 2013 Regular Board Meeting. Attorney Holtman offered the following changes to the draft minutes; 1) on page 4, CWP Applications, last sentence before motions – strike the word "not" from the sentence reading "Engineer Tilman commented that option C would not require replacement of the filter on a 30-year timeline," 2) on Page 5, Administrator Hiring Process, third to last sentence – revise sentence to read "Attorney Holtman advised that the motion could also authorize Managers Anderson and Spence to sign a contract that is consistent with the terms stated by the board, if the board wished to delegate that authority," 3) Page 5, Administrator Hiring Process – add at the end "Upon vote the main motion passed," and 4) on Page 5, Administrator Hiring Process - the first underlined sentence, "longer an" should be deleted. Motion to

approve the April 25th, 2013 Regular Board meeting minutes, as amended, was made by Manager Moe and seconded by Manager Anderson. Discussion. Upon vote the motion passed.

5. 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.

5. New Business

a) Introduction of New District Administrator

Manager Damchik introduced and welcomed the new District Administrator, Amy Carolan.

b) 2014 Work Plan & Budget Development Schedule

Administrator Carolan presented the board of managers with two scheduling proposals for the development of the 2014 work plan and budget. The first option included the scheduling of a tentative board workshop on August 8th, 2013 if needed to finalize the budget and levy. The second schedule presented did not include that option. Manager Anderson stated that it would be better to go with option one and notice the additional workshop which could be cancelled at a later date if it was not needed. Manager Anderson made a motion to adopt option one on the provided 2014 budget development schedule. Motion was seconded by manager Moe. Discussion. Upon vote the motion passed.

c) Broecker Residential C-S Application

Administrator Carolan noted the staff memo provided in the packet. She provided a description of the proposed project which is a shoreline restoration project on Forest Lake (Lake 1) and consists of a native planting on 0.1 acres of turf grass draining to the lake. The estimated phosphorus reduction is 0.1 lbs/year. The total cost of the project estimated by the Washington Conservation District is \$272.25. The project was reviewed and ranked by manager Lynch and Manger Moe. The project was also reviewed and ranked by former administrator Thomas and Andy Schilling of the Washington Conservation District. It was recommended that the project be funded up to 50% of the total project cost not to exceed \$136.15. Manager Anderson made a motion to approve the Broecker Residential Cost Share Application at the rate of 50% of the project cost, not to exceed \$136.15. Motion was seconded by Manager Spence. Discussion. Upon vote the motion passed.

d) Crawford Residential C-S Application

Administrator Carolan noted the staff memo provided in the packet. She provided a description of the proposed project which is a water quality buffer shoreline planting on Forest Lake (Lake 1). The estimated phosphorus reduction resulting from the project is 0.45 lbs/year. The estimated total cost for the project is \$6,625.40 and assumes the use of contractor labor. The project was reviewed and ranked by former Administrator Doug Thomas, Andy Schilling (WCD), Manager Moe and Manager Lynch. It was recommended that the projected be funded up to 50% of the total project cost not to exceed \$3,000.00. Manager Moe made a motion to approve the Crawford Residential Cost Share Application at the rate of 50% of the project cost, not to exceed

\$3,000.00. Motion was seconded by Manager Anderson. Discussion. Upon vote the motion passed.

e) Hosch Residential C-S Application

Administrator Carolan noted the staff memo provided in the packet. She provided a description of the proposed project which is a shoreline restoration project on Forest Lake (Lake 3). The proposed project is a shoreline restoration consisting of rock rip-rap and a native plant water quality buffer planting. The estimated phosphorus reduction resulting from the project is 0.11 pounds/year. The project was reviewed and ranked by former Administrator Doug Thomas, Andy Schilling (WCD), Manager Moe and Manager Lynch. It was recommended that the project be funded up to 50% of the total project cost not to exceed \$3,000.00. Manager Anderson asked if options other than rip-rap had been considered for the project as it was the preference of the board to limit the amount of rip-rap installed as part of cost-share projects unless it was necessary. Staff responded that the site was subject to high wave energy and had a history of ice heave damage and extensive erosion and therefore required the use of rip-rap to ensure project success. Manager Moe made a motion to approve the Hosch Residential Cost Share Application at the rate of 50% of the project cost, not to exceed \$3,000.00. Motion was seconded by Manager Anderson. Discussion. Upon vote the motion passed.

6. Old Business

a) Moody Lake Load Verification Update - EOR

Engineer Tilman noted the report provided in the board packet regarding the Moody Lake Subwatershed Investigation and Model Refinement. She indicated that the purpose of the study was to further investigate watershed sources of sediment and phosphorous while completing refinements to the Moody Lake hydrologic/hydraulic model, results of the study would indicate whether or not watershed phosphorous loading had been reduced to level where an in-lake Alum treatment would be effective. Engineer Tilman noted that she would report on sources of sediment in the watershed and changes in land use and livestock numbers in the watershed. Engineer Tilman indicated that she would provide a report on the results of the hydrologic/hydraulic model at the June board meeting.

Engineer Tilman first reviewed sediment sources in the Moody Lake subwatershed. Field work was conducted by District staff and a certified crop consultant in fall of 2012. The field work identified three key areas of erosion resulting in sediment movement in the project area. Two of the three areas are located on the Mattson Farm and will be addressed through the District's whole farm plan for the site. The third site is Flatum Field, which is 1.3 acres of steeply sloping land that was planted to corn in 2012. Runoff from Flatum Field has not yet been addressed by the District.

In 2012, District staff completed a visual survey of livestock within the Moody Lake subwatershed and Engineer Tilman reported on the change in livestock numbers since 2007. The recent survey indicated a 60% reduction in animal-based total phosphorous load due to the decline in livestock numbers in the area.

Engineer Tilman reviewed changes in landcover in the Moody Lake subwatershed, which was based on the use of MLCCS data. Engineer Tilman reported that in general, little change had occurred in land cover/ land use in the Moody Lake subwatershed since 2007. Manager Moe indicated that he had seen some new home construction in the subwatershed but did not feel that the overall density of houses had changed since 2007.

Manager Moe indicated some concern over the change in animal-based total phosphorous load as livestock numbers can vary from year to year. Former Administrator Thomas agreed that there was the potential for some change in livestock numbers from year to year, but that change would most likely occur on the Taylor farm. Administrator Thomas reminded the board that the focus of the study was to determine if an in-lake treatment made sense given the current situation in the Moody Lake Subwatershed.

Engineer Tilman stated that the next steps were to complete the calibration of the hydrologic/hydraulic model to determine if a change in the water quality model would be necessary to refine recommendations on in-lake treatment. Engineer Tilman would present these findings at the June board meeting.

b) Bone Lake Fish Barrier Video

Greg Graske (EOR) provided a brief presentation on the recently installed Bone Lake Fish Barriers. Mr. Graske reviewed the need for and the purpose of the fish barriers. Mr. Graske then reviewed the locations of the installed fish barriers and gave a general overview of the project design. Mr. Graske then showed photographs of the project being installed and of fluctuating water levels between the fall of 2012 and early spring of 2013. Mr. Graske then presented a short video of the fish barriers taken in the spring of 2013. The video showed the fish barriers working as planned with evidence that larger fish were not able to penetrate the barrier and enter the adjacent wetlands for spawning activity resulting in a controlled rough fish population. Former Administrator Thomas noted that the Washington Conservation District was developing a planting plan to provide screening of the fish barriers along Lofton Avenue.

7. Report of Staff

Administrator Carolan – Nothing new to report

Emmons and Olivier Resources (EOR) –

Engineer Tilman reported on two items. For the first item, she noted the memo provided in the board packet referencing the comparison of Atlas 14 to TP40 precipitation estimates. Engineer Tilman explained that event-based precipitation estimates were adapted for Minnesota by the NRCS from NOAA's Rainfall Frequency Atlas of the United States, Technical Paper 40, known as TP40. TP40 was published in 1961. Engineer Tilman further explained that these numbers had been recently updated and published as Atlas 14, Volume 8. The updated publication indicated that little change was evident for smaller, more frequent rainfall events but more sizable increases were found for the less frequent rainfall events. Smaller events showed at most a 3% increase while 100-year events were expected to be about 20% larger than had been estimated using TP40. Engineer Tilman explained that the District's Rules refer to rainfall events, so an update in rules would not be necessary to address the changes in precipitation estimates. Engineer Tilman will direct project applicants to use Atlas 14 information in their

project designs and stormwater calculations. Engineer Tilman further explained that the District's 100-year high water levels for lakes are based on models using TP40 rainfall estimates. The Board may consider updating the model to reflect high water levels that result using the new Atlas 14 rainfall estimates. Engineer Tilman provided a graph comparing the new Atlas 14 data to the existing TP40 information for comparison purposes.

Secondly, Engineer Tilman provided an update on the IRET "Rainbow" site in Forest Lake. Engineer Tilman asked project representatives if they would be interested in installing stormwater BMPs onsite using a cost share grant through the District's Urban Stormwater Remediation Program. The property owners were not interested in a cost-share grant at this time, but may consider a project in the future if additional, full funding were available for the project through the District. Manager Anderson questioned what the full cost would be to the District and what benefit the District could gain from completing the project. Engineer Tilman responded that she did not know the exact total cost at that time but it was between \$70,000 - \$142,000 depending on the scale of project implemented. Installation of the project could result in a 2-4 lbs/year reduction of phosphorus, respectively. Engineer Tilman reported that the cost per pound of phosphorus removed was on the higher end, which is not uncommon when dealing with urban retrofits. Manager Anderson stated that primary treatment at sites such as the Rainbow site would become more and more important with increase in precipitation depth during larger events. Manager Anderson felt the new rainfall data provided by Engineer Tilman should be looked at in more detail in the future. Manager Anderson was not opposed to fully funding the Rainbow project if it was installed on both public and private property and provided public water quality benefits. Manager Spence asked if there was still time to develop a project, with the parking lot mill and overlay project slated to be starting soon. Engineer Tilman did not believe that the mill and overlay project would affect a future water quality improvement project.

Manager Anderson commented on the change in precipitation frequency estimates noting how much of the existing infrastructure was undersized for larger rainfall events, which often resulted in flooding. Manager Anderson felt it was very important to consider the new rainfall data when designing the District's stormwater management features.

Smith Partners –

Mr. Holtman reported that the MPCA had officially issued the five year revision of its general permit for municipal separate storm sewer systems, a federally mandated program. Mr. Holtman indicated that the revision did not apply to the District directly, but the changes did apply to the City of Forest Lake. Mr. Holtman offered to summarize the revisions at the June meeting. Mr. Holtman indicated that the Minnesota Storm Water Coalition may seek legal proceedings regarding the changes.

8. Report of Treasurer

Approval of Bills

Treasurer Spence presented the Treasurer's Report (A copy of which is annexed and incorporated by reference) and bills and payroll totaling \$30,794.93.

Motion was made by Manager Moe to approve the May 24th, 2013 Treasurer's Report and pay the bills and payroll as presented. Manager Anderson seconded the motion. Discussion. Upon vote, the motion passed.

9. Reports of Officers and Managers

Manager Damchik – Nothing new to report

Manager Spence – Nothing new to report

Manager Anderson – Manager Anderson presented an article from the Star Tribune about Lake Rebecca and the clean-up which is underway addressing agricultural runoff. Manager Anderson also discussed holding an open house in June to thank Doug Thomas for his service and welcome Amy Carolan as the new administrator.

Manager Moe – Nothing new to report

10. Adjournment

Motion to adjourn the CLFLWD regular Board meeting at 7:26 pm was made by Manager Spence and seconded by Manager Moe. Upon vote, the motion passed.

Wayne S. Moe, Secretary _____