

1 **DRAFT MINUTES OF THE REGULAR MEETING OF THE**  
2 **COMFORT LAKE–FOREST LAKE WATERSHED DISTRICT**  
3 **Thursday, February 23, 2023**  
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5 **1. Call to Order**  
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7 Vice President Loth called the February 23, 2023, regular board meeting to order at 6:37  
8 p.m. via online video conference.  
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10 **Managers Present:**

11 Christopher Loth, Vice President  
12 Jackie Anderson, Treasurer  
13 Douglas Toavs, Assistant Treasurer  
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15 **Absent:**

16 Steve Schmaltz, President  
17 Dave Bakke, Secretary  
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19 **Staff Present:**

20 Mike Kinney, Administrator  
21 Bobbie Law, Office Manager  
22 Emily Heinz, Planning Coordinator  
23 Garrett Miller, Aquatic Invasive Species Coordinator  
24 Aidan Read, Land Management Specialist  
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26 **Others Present:**

27 Greg Grasko, Emmons & Olivier Resources  
28 Cecilio Olivier, Emmons & Olivier Resources  
29 Kyle Crawford, Emmons & Olivier Resources  
30 Chuck Holtman, Smith Partners  
31 Leif Erickson, Forest Lake City Council  
32 Terence Ruane  
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34 **2. Setting of Meeting Agenda**  
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36 Administrator Kinney recommended the Board focus on high priority business items at this  
37 meeting, given managers have limited availability to attend the full meeting. The agenda  
38 was amended to only include the following items: 3) Consent Agenda, 4) Public Hearing  
39 for WJD-6 Wetland Restoration Project Ordering, 7a) WJD-6 Wetland Project Ordering &  
40 Scope of Work, 10a) Approval of Bills and Treasurer’s Report.  
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42 Manager Anderson moved to approve the agenda as amended. Seconded by Manager Loth.  
43 Upon a roll call vote, the motion carried 3-0.  
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Manager	Aye	Nay	Absent	Abstain
Dave Bakke			X	

Christopher Loth	X			
Doug Toavs	X			
Jackie Anderson	X			
Stephen Schmaltz			X	

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**3. Consent Agenda**

**a) Regular Board Meeting Minutes – December 15, 2022**

Manager Anderson moved to approve the consent agenda as presented. Seconded by Manager Toavs. Upon a roll call vote, the motion carried 3-0.

<b>Manager</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Dave Bakke			X	
Christopher Loth	X			
Doug Toavs	X			
Jackie Anderson	X			
Stephen Schmaltz			X	

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**4. Public Hearing: WJD-6 Wetland Restoration Project Ordering**

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Kyle Crawford presented on the Washington Judicial Ditch 6 (WJD-6) Wetland Restoration Project. The project is located in the WJD-6 subwatershed. The project is not directly on the judicial ditch; it’s on a lateral ditch that is not categorized as a public ditch. Mr. Crawford noted the project’s annual phosphorus reduction is 20 pounds per year, and the estimated cost-benefit of the project is \$962 per pound of phosphorus removed over the 25-year lifespan. He presented the project timeline which entails construction in January-March 2024.

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Manager Anderson asked about land access and ownership. Mr. Holtman explained that the District will obtain an easement from the landowner that will allow for construction and maintenance over the life of the project.

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Administrator Kinney noted this type of project is expected to be low maintenance, and the project will exist for many years beyond the indicated 25-year lifespan. He indicated the cost-benefit will thus improve over time.

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Manager Loth confirmed that there were no comments from members of the public and closed the public hearing.

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**5. Public Open Forum [removed from agenda]**

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**6. Citizen Advisory Committee Update [removed from agenda]**

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**a) CAC Appointment [removed from agenda]**

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**7. New Business**

**a) WJD-6 Wetland Project Ordering & Scope of Work**

Manager Anderson moved to adopt resolution 23-02-02 ordering the Washington Judicial Ditch 6 Wetland Restoration Project. Seconded by Manager Toavs. Upon a roll call vote, the motion carried 3-0.

<b>Manager</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Dave Bakke			X	
Christopher Loth	X			
Doug Toavs	X			
Jackie Anderson	X			
Stephen Schmaltz			X	

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Manager Anderson moved to authorize the administrator on advice of counsel to enter into an agreement with EOR in accordance with the February 16th scope of work, tasks 4-7, and in an amount not to exceed \$37,515. Seconded by Manager Toavs. Upon a roll call vote, the motion carried 3-0.

<b>Manager</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Dave Bakke			X	
Christopher Loth	X			
Doug Toavs	X			
Jackie Anderson	X			
Stephen Schmaltz			X	

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**b) 2023 CLFLWD and Chisago County WCI Joint Powers Agreement [removed from agenda]**

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**8. Old Business**

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**a) Comfort Lakes Association Funding Request [removed from agenda]**

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**9. Report of Staff [removed from agenda]**

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**10. Report of Treasurer**

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**a) Approval of Bills and Treasurer’s Report**

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Treasurer Anderson reported a transfer of \$1,010,688.00 was needed this month with income for the period of \$550,300.76 and expenses in the amount of \$979,868.93.

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Manager Anderson moved to accept the Treasurer’s Report and pay the bills in the amount of \$979,868.93. Seconded by Manager Loth. Upon a roll call vote, the motion carried 3-0.

<b>Manager</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Dave Bakke			X	
Christopher Loth	X			
Doug Toavs	X			
Jackie Anderson	X			
Stephen Schmaltz			X	

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Manager Anderson moved to authorize herself as Treasurer to sign the First Resource Bank security savings document and deliver it. Seconded by Manager Loth.

Legal Counsel Holtman indicated he has been communicating with the bank on related documents and will communicate with Manager Anderson with more information on this topic.

Upon a roll call vote, the motion carried 3-0.

<b>Manager</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Dave Bakke			X	
Christopher Loth	X			
Doug Toavs	X			
Jackie Anderson	X			
Stephen Schmaltz			X	

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**11. Report of Officers and Managers [removed from agenda]**

**12. Summary and Approval of Board Direction [removed from agenda]**

**13. Adjourn**

**a) Next regular board meeting – March 9, 2023**

Manager Anderson moved to adjourn the meeting. Seconded by Manager Toavs. Upon a roll call vote, the motion carried 3-0, and the meeting was adjourned at 6:59 p.m.

<b>Manager</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Dave Bakke			X	
Christopher Loth	X			
Doug Toavs	X			
Jackie Anderson	X			
Stephen Schmaltz			X	

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