

1 **DRAFT MINUTES OF THE REGULAR MEETING OF THE**
2 **COMFORT LAKE–FOREST LAKE WATERSHED DISTRICT**
3 **Thursday, February 26, 2026**

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5 **1. Call to Order**

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7 President Anderson called the February 26, 2026, regular board meeting to order at 6:30
8 p.m. at the CLFLWD office, 44 Lake Street South, and via online video conference.

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10 **Managers Present:**

11 Jackie Anderson, President
12 Jim Schottmuller, Vice President (virtual attendance)
13 Dave Bakke, Secretary (virtual attendance)
14 Douglas Toavs, Assistant Treasurer (virtual attendance)

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16 **Managers Absent:**

17 Steve Schmaltz, Treasurer

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19 **Staff Present:**

20 Brad Jernberg, Business & Operations Manager
21 Tori Philippi, Office Manager
22 Emily Heinz, Planning Coordinator
23 Blayne Eineichner, Project Coordinator
24 Mike Sandager, Permitting Coordinator
25 Aidan Read, Land Management Specialist
26 Jackie Bussjaeger, Technician
27 Matthew Hendrickson, Technician

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29 **Others Present:**

30 Anne Wilkinson, Emmons & Olivier Resources (EOR)
31 Chuck Holtman, Smith Partners
32 Ted Hanson, Community Advisory Committee
33 Bob Hervig, Community Advisory Committee
34 Michael, virtual attendee

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36 **2. Setting of Meeting Agenda**

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

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Manager	Aye	Nay	Absent	Abstain
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Jim Schottmuller			X	
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz			X	
Jackie Anderson	X			

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(Manager Schottmuller arrived at this time.)

3. Consent Agenda

- a) **January 8, 2026 Regular Board Meeting Minutes**
- b) **January 22, 2026 Regular Board Meeting Minutes**

President Anderson requested to postpone action on the meeting minutes in order to make corrections.

4. Public Open Forum

5. Advisory Committee Updates

Land Management Specialist Aidan Read reported that Matthew Hendrickson presented an aquatic invasive species (AIS) update to the Community Advisory Committee (CAC). The CAC also discussed financial aspects of the District, especially the board’s recent discussion of borrowing activity. The next CAC meeting will take place March 17.

President Anderson said that she would attend an upcoming CAC meeting to discuss the board’s thinking with CAC members.

6. New Business

a) 2026 Aquatic Invasive Species Treatment Service Contract

Permitting and AIS Coordinator Mike Sandager reported that the District received service quotes from three companies for the treatment of curly-leaf pondweed in 2026. Staff estimates that the Forest Lake treatment may exceed \$20,000, but treatments on Bone, Shields, and Comfort Lakes are not expected to exceed \$20,000, within the Administrator’s authority. Accordingly, staff is requesting board authorization for Forest Lake treatment. Mr. Sandager also reported that the Department of Natural Resources (DNR) plans to stock Forest Lake with walleye fry, which will limit the ability to use Diquat as a treatment method for curly-leaf pondweed.

The low quote from Lake Management, Inc. (LMI) estimates \$481 per acre at an application rate of 250 parts per million. Each part per million averages out to \$1.92.

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Manager Toavs moved to authorize the Administrator, on advice of counsel, to enter into a contract with Lake Management Inc. (LMI) for treatment of curly-leaf pondweed on Forest Lake in an amount not to exceed \$30,000. Seconded by President Anderson. Upon a roll call vote, the motion carried 4-0.

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz			X	
Jackie Anderson	X			

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b) 2026 Chisago County Watercraft Inspection Joint Powers Agreement

Mr. Sandager presented the Joint Powers Agreement between the District and Chisago County for the watercraft inspection program. Chisago County will charge an hourly rate of \$23.30 per hour for any level 1 and 2 watercraft inspections conducted in the District. He advised that the County has approved the agreement.

The District has budgeted \$50,000 of levy-derived funds in 2026 for this program and anticipates receiving \$10,000 from Washington County AIS Prevention Aid grants.

President Anderson moved to approve the 2026 Chisago County Watercraft Inspection Joint Powers Agreement between Chisago County and the Comfort Lake-Forest Lake Watershed District for cost sharing of the boat launch inspection program. Seconded by Manager Toavs. Upon a roll call vote, the motion carried 4-0.

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz			X	
Jackie Anderson	X			

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c) Operations & Maintenance Program Update

(Technician Matthew Hendrickson prepared a pre-recorded presentation on the operations and maintenance program, now available on YouTube.)

President Anderson noted that staff should engage EOR in oversight of operations and maintenance activity in the future.

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Manager Bakke urged awareness of increasing maintenance costs as equipment and projects age.

Manager Toavs found the presentation a helpful summary of the existing projects within the District.

Manager Bakke moved to approve the Draft 2025 Operations & Maintenance Yearend Summary Report. Seconded by Manager Toavs. Upon a roll call vote, the motion carried 4-0.

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz			X	
Jackie Anderson	X			

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d) Minnesota Watersheds Legislative Event 2026

The Minnesota Watersheds Legislative Event 2026 is scheduled at the Capitol Ridge Radisson Hotel in St. Paul on March 3, 2026. The Legislative Event provides Minnesota Watersheds members with an opportunity to build relationships with key legislators and advance the District’s legislative agenda.

Administrator Mike Kinney will attend the event. Manager Bakke suggested that staff identify priorities and build a calendar for manager and staff attendance at conference events such as this one.

Manager Bakke moved to authorize payment for Administrator Kinney to attend the Minnesota Watersheds Legislative Event 2026. Seconded by President Anderson. Upon a roll call vote, the motion carried 4-0.

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz			X	
Jackie Anderson	X			

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139 **7. Old Business**

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141 **a) Water Management Districts**

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143 Legal Counsel Chuck Holtman gave an overview of water management districts
144 (WMDs), a method that can be used to collect funds for specific projects within a
145 given geographic area. This type of funding could be layered with other means
146 available to the District in order to align incidence of costs and benefits and to
147 enhance local involvement in program implementation.

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149 A WMD can be created by amendment into a 10-year watershed management plan,
150 a process that might take about three months to implement.

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152 President Anderson suggested having a guest from another watershed district come
153 to speak to the board about this method. She also suggested a special tax for
154 residents within the District boundary, which would require coordination with other
155 government agencies.

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157 **8. Report of Staff**

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159 **a) Administrator**

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161 (Administrator Kinney was not in attendance at the meeting, but the Administrator's
162 Report was included in the board packet.)

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164 Manager Bakke noted the \$99,000 grant from the Board of Water and Soil Resources
165 (BWSR) that has been awarded for project modeling and floodplain resilience action
166 planning. He asked whether this would allow the District to expand the plan to other
167 areas of the watershed district.

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169 Planning Coordinator Emily Heinz explained that the proposal was written to further
170 expand the Floodplain Resiliency Action Plan for the Sunrise River watershed area to
171 include modeling and concept designs for specific practices.

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173 The District also applied for a grant for the Minnesota Pollution Control Agency
174 (MPCA) for the same purpose but had yet to receive a response. Ms. Heinz suggested
175 that if the District also receives the MPCA grant, one of the two grants could
176 potentially be amended to perform modeling in other areas of the District.

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178 (Manager Bakke lost connection to the meeting at this time.)

179
180 Ms. Heinz provided more information on the \$99,000 BWSR Water Quality & Storage
181 Grant awarded to the District. This grant has a 10 percent match requirement, which

182 can be covered by staff time. If the District were to receive the MPCA grant, those
183 funds would not be eligible to cover the 10 percent match, as they are provided by
184 the state.

185
186 The District is due to receive a federal Section 319 Small Watersheds Focus grant in
187 2027, which could cover the match for any work occurring in 2027.

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189 Ms. Heinz clarified that this grant will not pay for diagnostic monitoring. She explained
190 it is a new grant program for CLFLWD because it includes water quality and storage,
191 moving toward more of a focus on floodplain resiliency. The District's draft Floodplain
192 Resilience Action Plan helped to make the District a good candidate to participate in
193 this grant program.

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195 **b) Emmons and Olivier Resources**

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197 Dr. Anne Wilkinson reported that EOR has submitted the final design for the Heath Iron
198 Enhanced Sand Filter, which will be presented at the next board meeting. Staff are
199 also finalizing the 2025 monitoring report and continuing work on the Sunrise River
200 Headwaters Project Development initiative that is informed by the 2025 diagnostic
201 monitoring to produce concepts for projects in that corridor.

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203 **c) Smith Partners**

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205 Mr. Holtman reported that bills are beginning to be introduced at the legislature, and
206 that he will monitor legislative action.

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208 **9. Report of Treasurer and Approval of Bills**

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210 Brad Jernberg, on behalf of Treasurer Schmaltz, reported income for the period of
211 \$44,546.65 and expenses in the amount of \$110,138.14.

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213 President Anderson moved to accept the Treasurer's Report, transfer funds in the
214 amount of \$266,000 and pay the bills in the amount of \$110,138.14. Seconded by Manager
215 Toavs. Upon vote, the motion carried 3-0.

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Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke			X	
Doug Toavs	X			
Stephen Schmaltz			X	
Jackie Anderson	X			

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10. Report of Officers and Managers

Nothing to report.

11. Summary and Approval of Board Direction

The following board directives were summarized:

- President Anderson asked that EOR review the O&M program update and similar products in the future.
- Manager Bakke asked that staff provide priorities for manager and staff attendance at conferences and trainings, and build a calendar of those events for the year.

(Manager Bakke reconnected to the meeting at this time.)

12. Adjourn

a) Next regular board meeting – March 12, 2026

Manager Toavs moved to adjourn the meeting. Seconded by Manager Schottmuller. Upon a roll call vote, the motion carried 4-0, and the meeting was adjourned at 7:27 p.m.

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz			X	
Jackie Anderson	X			

Dave Bakke, Secretary -----