



1
2 APPROVED Minutes of the Regular Meeting of the Brown's Creek Watershed District Board of
3 Managers, Thursday February 15, 2018 at 6:30 PM

4
5 Washington Conservation Center, 455 Hayward Ave. N., Oakdale, MN 55128

6
7 **ROLL CALL**

Managers Present:	Others Present:
Craig Leiser, President	Karen Kill, Administrator
Gerald Johnson, Treasurer	Carmen Simonet, Recorder
Anne Maule Miller, Secretary	Michael Welch, Smith Partners, BCWD counsel
	Camilla Correll, EOR, BCWD engineer
Managers Absent:	Matt Jackson, US Bank
Sharon Schwarze, Vice President	
Connie Taillon	

8
9 **1) Call Regular Meeting to Order**
10 President Leiser called the Regular Meeting to order at 6:30PM.

11
12 **2) Approve Regular Meeting Agenda and Discussion Agenda**
13 Administrator Kill added the following items to the agenda: 6) Projects d) Citizen
14 Advisory Board Laurie Mainquist; 7) Treasurer's Report d) Discussion of Administrative
15 Assistant; 7.5) Old Business a) Rescheduling Plan Amendment Hearing, b) Discussion of
16 TSMP Cooperative Agreement Review
17 **Manager Maule Miller moved, seconded by Manager Johnson, to approve the**
18 **Regular Meeting agenda and discussion agenda as amended. Motion carried, vote**
19 **3/0.**

20
21 **3) Public Comments**
22 There were no public comments.

23
24 **4) US Bank Matt Jackson – signature card update**
25 Matt Jackson of US Bank handed out forms to the managers to update the signatures on
26 record at the bank which allow managers to sign checks on behalf of BCWD.

27
28 President Leiser noted that the board is meeting at the Washington Conservation District
29 offices this evening because no suitable public space was available in the watershed.
30

1 5) **Consent Agenda**

2 **Manager Johnson moved, seconded by Manager Maule Miller, to approve the**
3 **consent agenda:**

- 4 • **Approve minutes from January 10, 2018 Regular Meeting as presented.**
- 5 • **Accept the permit fee statement as presented.**
- 6 • **Approve registration and expenses for Administrator and Managers, and per**
7 **diems for Managers, for the Minnesota Association of Watershed District**
8 **Day at the Capitol March 7-8, 2018.**
- 9 • **Approve registration and expenses for Administrator and Managers, and per**
10 **diems for Managers, for the Feb 15, 2018 Environmental Initiative**
11 **Legislative Review.**
- 12 • **Approve BCWD Citizen Advisory Committee registration for the**
13 **Fundamental of Lake Processes and Nutrient Impairment training on Feb**
14 **22, 2018.**
- 15 • **Approve scope for Annual Partner meeting on April 2018 and authorize**
16 **expenditure not to exceed \$2,750 from account 922-000 (Plan Reviews –**
17 **LGU/LWMP and \$2,500 from account 932-0003 (TMDL Cooperation-**
18 **tracking progress).**

19 **Motion carried, vote 3/0.**

20
21 6) **New Business**

22 a) **Clean Water Partnership 2018 Membership – Board Action**

23 Administrator Kill reported the Metro Watershed Partners has requested BCWD
24 renew its membership for 2018 in order to continue supporting their education and
25 outreach efforts. The partnership includes watersheds throughout the metro area and
26 the East Metro Water Resources Education Partnership.

27 **Manager Johnson moved, seconded by Manager Maule Miller, to approve**
28 **continued membership in the Metro Watershed Partners in 2018 and authorize**
29 **expenditure of \$1,000 from account 910-0000 (Education and Outreach). Motion**
30 **carried, vote 3/0.**

31
32 b) **Lower St. Croix One Watershed One Plan**

33 i. **Review Work Plan, Timeline & Budget**

34 Administrator Kill gave a summary of the proposed work plan, timeline and
35 budget of the Lower St. Croix One Watershed plan. Ms. Kill has been
36 attending the planning meetings to develop the workplan and determine the
37 benefits of BCWD participation. The requirements include appointing a
38 manager and an alternate to the policy committee. There will be about 12
39 meetings for the manager to attend as well as the administrator's time to
40 prepare for the meetings and to also attend.

41
42 The managers noted the value in streamlining efforts and developing one plan.
43 There is no cost to participate except for the administrator's time and the per
44 diems of the manager who attends the meetings.
45
46

1 ii. **Memorandum of Agreement - Board Action**

2 **Manager Leiser moved, seconded by Manager Johnson, to participate in**
3 **the Lower St. Croix One Watershed One Plan and to authorize President**
4 **Leiser to execute the Memorandum of Agreement upon advice of legal**
5 **counsel. Motion carried 3/0.**
6

7 iii. **Appoint BCWD Representative and Alternate to Policy Committee**

8 President Leiser tabled the appointment of managers to the policy committee
9 for a future meeting, when there are more managers present to make the
10 decision.
11

12 c) **Watershed Based Funding 2018-19 – Discussion**

13 Ms. Kill reported on new policy to distribute Minnesota Clean Water Funds by
14 the Minnesota Board of Water and Soil Resources (BWSR) on a county wide
15 basis. This is a pilot program for 2018 and 2019 and it will allocate \$5.59 million
16 to the seven-county metro area. Washington County’s portion is \$787,600 and it
17 is to be distributed among the watershed districts and organizations, the county, as
18 well as the cities and townships with approved water management plans. It is up
19 to the eligible entities within each county to collaborate and figure out the
20 distribution of the funds.
21

22 Washington County, Washington Conservation District, and the watershed
23 organizations within the county are meeting March 7, 2018 at the Washington
24 County Waters Consortium to discuss disbursement of the pilot program funds. A
25 collective letter from the watershed districts and watershed management
26 organizations will be sent to the cities and townships in Washington County,
27 inviting them to participate. June 30th is the deadline to have a decision on how
28 these funds will be disbursed.
29

30 The managers discussed the pilot program. It was noted this is a redistribution of
31 the Clean Water Funds.
32

33 d) **Citizen Advisory Board Laurie Mainquist**

34 Administrator Kill reported Laurie Mainquist is interested in serving on the
35 BCWD Citizen Advisory Committee (CAC). She attended the February 2018
36 CAC meeting and felt it was a good fit. She is a BCWD resident from Grant and
37 has a botany background.

38 **President Leiser moved, seconded by Manager Johnson, to appoint Laurie**
39 **Mainquist to the Citizen Advisory Committee. Motion carried, vote 3/0.**
40

41 7) **Treasurer’s Report**

42 a) **Review Authorized Funds Spreadsheet**

43 Administrator Kill reviewed the authorized funds spreadsheet.
44

45 b) **2018 Budget with actual carry forward – Board Action**

46 Administrator Kill reviewed the 2018 revised budget with actual carry forward.

1 **d) Discussion of Administrative Assistant**

2 Administrator Kill presented a plan to hire an additional part-time staff person this
 3 spring, in conjunction with the Washington Conservation District (WCD). This would
 4 be a WCD hire and BCWD would contract to use the new person halftime. The
 5 managers expressed their support for hiring a part time assistant to support the
 6 administrator's work.

7
 8 **Manager Johnson moved, seconded by Manager Maule Miller, to approve the**
 9 **revised 2018 budget as presented. Motion carried, vote 3/0.**

10
 11 **c) Current Items Payable – Board Action**

12 **Manager Johnson moved, seconded by Manager Maule Miller, to approve**
 13 **payment of bills as presented in the amount of \$106,343.74.**

	Yea	Nay	Abstain	Absent
<u>Manager Johnson</u>	<u>X</u>			
<u>Manager Leiser</u>	<u>X</u>			
<u>Manager Maule Miller</u>	<u>X</u>			
<u>Manager Schwarze</u>				<u>X</u>
<u>Manager Taillon</u>				<u>X</u>

21 **Motion carried 3/0.**

22
 23 Treasurer Johnson reported a total balance of \$648,457.22 after payables.

24
 25 **7.5) Old Business**

26 **a) Rescheduling Plan Amendment Hearing**

27 **President Leiser moved, seconded by Manager Maule Miller, to reschedule the plan**
 28 **amendment hearing for the March meeting. Motion carried, vote, 3/0.**

29
 30 **b) Discussion of TSMP Cooperative Agreement Review**

31 Administrator Kill reported on a review of the Trout Stream Mitigation Project (TSMP)
 32 cooperative agreement with the City of Stillwater that addresses volume control
 33 standards. The city is in the process of updating their comprehensive plan by July 2018.
 34 Ms. Kill has met with the assistant planner, public works director and plan consultants to
 35 discuss the BCWD conditional approval of the city's Local Water Management Plan.
 36 The main point of discussion was the comment requiring the city to allow BCWD to
 37 implement the difference in stormwater volume control rules from the 1.5 year storm
 38 event to the 2 year storm event in the TSMP agreement area. BCWD is further refining
 39 the analysis completed in 2013 to review the impacts of the NPDES stormwater
 40 permitting, as well as MIDS, to share in further discussion with the city. The managers
 41 are supportive of this effort.

42
 43 **8) Discussion Agenda – No Action Required**

44 **a) Administrator Updates**

45 Administrator Kill reported on current BCWD activities.

1 **b) Communications & Manager Reports**

2 Managers Leiser and Maule Miller attended the Environmental Initiative Legislative
3 Preview held early today and found it informative. They also both plan on attending
4 the Minnesota Association of Watershed District Day at the Capitol.
5

6 **c) March 2018 BCWD Board Agenda**

7 No items were suggested.
8

9 **9) Adjournment**

10 **Manager Johnson moved, seconded by Manager Maule Miller, to adjourn the**
11 **Regular Meeting at 8:27PM. Motion carried, vote 3/0.**
12

13 Respectfully Submitted by

14 Carmen Simonet, Recorder and Anne Maule Miller, Recording Secretary