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2 Approved Minutes of the Regular Meeting of the Brown’s Creek Watershed District Board of  
3 Managers, Wednesday, April 14, 2021 at 6:30 PM  
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5 *Based on Brown’s Creek Watershed District President Craig Leiser’s determination pursuant to*  
6 *Minnesota Statutes 13D.021, subdivision 1, that it was not prudent to meet in person because of*  
7 *health concerns raised by the COVID-19 pandemic, the meeting was held electronically, via*  
8 *webcast.*  
9

10 ROLL CALL

<b>Managers Present:</b>	<b>Others Present:</b>
Craig Leiser, President	Karen Kill, Administrator
Gerald Johnson, Treasurer	Carmen Simonet, Recorder
Klayton Eckles, Vice President	Michael Welch, Smith Partners, BCWD counsel
Charles LeRoux, Secretary	Camilla Correll, EOR, BCWD engineer
Celia Wirth, 2 <sup>nd</sup> Vice President	Cameron Blake, BCWD staff
	Paul Fritton, EOR, BCWD engineer
	Derek Lash, EOR, BCWD engineer
	Ryan Fleming, EOR, BCWD engineer
	Joe Pallardy, EOR, BCWD engineer
	Tyler See, Abdo Eick & Meyers

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12 1) **Call Regular Meeting to Order @ 6:30PM**  
13 President Leiser called the Regular Meeting to order at 6:30PM.  
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15 2) **Oath of Office – Celia Wirth & Klayton Eckles**  
16 Michael Welch, Smith Partners administered the oath of office to Celia Wirth and  
17 Klayton Eckles.  
18

19 3) **Approve Regular Meeting Agenda and Discussion Agenda**  
20 **Manager Johnson moved, seconded by Manager LeRoux, to approve the Regular**  
21 **Meeting agenda and discussion agenda as presented.**

	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b><u>Manager Eckles</u></b>	<b>X</b>			
<b><u>Manager Johnson</u></b>	<b>X</b>			
<b><u>Manager Leiser</u></b>	<b>X</b>			
<b><u>Manager LeRoux</u></b>	<b>X</b>			
<b><u>Manager Wirth</u></b>	<b>X</b>			
<b><u>Motion carried 5/0.</u></b>				

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- 1 4) **Select Officers**  
 2 **Manager Eckles moved, seconded by Manager Johnson, to elect Craig Leiser as**  
 3 **president, Klayton Eckles as vice president, Gerald Johnson as treasurer, Charles**  
 4 **LeRoux as secretary, and Celia Wirth as 2<sup>nd</sup> vice president and liaison to the**  
 5 **Citizen’s Advisory Committee.**

	Yea	Nay	Abstain	Absent
6 <b><u>Manager Eckles</u></b>	<b>X</b>			
7 <b><u>Manager Johnson</u></b>	<b>X</b>			
8 <b><u>Manager Leiser</u></b>	<b>X</b>			
9 <b><u>Manager LeRoux</u></b>	<b>X</b>			
10 <b><u>Manager Wirth</u></b>	<b>X</b>			

11 **Motion carried 5/0.**

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 14 5) **Public Comments**  
 15 There were no public comments.

- 16  
 17 6) **Consent Agenda**  
 18 **Manager Leiser moved, seconded by Manager Wirth, to approve the consent**  
 19 **agenda:**

- 20 • **Approve minutes from March 10, 2021 Regular Meeting as presented.**
- 21 • **Accept the permit fee statement as presented.**
- 22 • **Approve groundwater monitoring scopes as follows:**
  - 23 – **Groundwater level measurements 2021, not to exceed \$12,994 from**
  - 24 **942-0004 (Groundwater Measure Trends), and transfer \$3,200 from**
  - 25 **942-0012 (Groundwater - Install Monitoring Wells) to 942-0004.**
  - 26 – **Kimbrow Basin groundwater monitoring, not to exceed \$8,700 from**
  - 27 **923-0004 (Flood Risk Assessment)**
  - 28 – **Groundwater coordination 2021, not to exceed \$2,080 from 942-0011**
  - 29 **(Groundwater Coordination with Users), and transfer \$2,080 from**
  - 30 **942-0012 (Groundwater - Install Monitoring Wells) to 942-0011.**
- 31 • **Authorize administrator on advice of counsel to enter into agreement with**
- 32 **Braun Intertec for geotechnical analysis of the Applewood Hills Golf Course**
- 33 **project site, not to exceed \$10,480 from 929-0010 (Long Lake Regional**
- 34 **Treatment).**
- 35 • **Approve Bass Lakes management plan scope not to exceed \$15,100 as**
- 36 **follows: \$2,584 from 923-0000 (H&H Model updates), \$8,016 from 923-0002**
- 37 **(Flood Risk Assessment), and \$4,500 from 956-0000 (Bass East & West**
- 38 **Management Plan).**
- 39 • **Approve 2021 Iron enhanced sand filter operation and maintenance scope**
- 40 **not to exceed \$10,740 from 948-0000 (CIP Maintenance).**
- 41 • **Authorize the administrator to enter into an agreement with Karen Iverson**
- 42 **not to exceed \$800 total from 910-0000 (Education & Outreach) for the**
- 43 **design of the BCWD New Homeowner's Packet.**
- 44 • **Approve the 2020 annual report for distribution.**
- 45 • **Authorize BCWD President to Execute Cooperative Agreement with**
- 46 **Stillwater for the Diversion Tributary Stabilization Project.**

- Approve Bylaws for signature by BCWD Secretary.
- Approve monitoring equipment purchase not to exceed \$825 from 300-4640 (Equip. Maint. And Upgrades).

	Yea	Nay	Abstain	Absent
<u>Manager Eckles</u>	<u>X</u>			
<u>Manager Johnson</u>	<u>X</u>			
<u>Manager Leiser</u>	<u>X</u>			
<u>Manager LeRoux</u>	<u>X</u>			
<u>Manager Wirth</u>	<u>X</u>			

Motion carried 5/0.

7) **Treasurer’s Report**

a) **2020 Audit Presentation – Tyler See & Andy Berg, Abdo Eick & Meyers**

Tyler See of Abdo Eick & Meyers gave an overview of the 2020 BCWD financial report prepared by their firm and noted a clean opinion.

Michael Welch, Smith Partners asked about cooperative agreements with private partners and Tyler See noted he will review Governmental Accounting Standards Board statement 94 and report on whether any changes to BCWD practices are warranted.

Manager Johnson moved, seconded by Manager Wirth, to accept the 2020 audit as presented.

	Yea	Nay	Abstain	Absent
<u>Manager Eckles</u>	<u>X</u>			
<u>Manager Johnson</u>	<u>X</u>			
<u>Manager Leiser</u>	<u>X</u>			
<u>Manager LeRoux</u>	<u>X</u>			
<u>Manager Wirth</u>	<u>X</u>			

Motion carried 5/0.

b) **Review Authorized Funds Spreadsheet and Consider Budget Revisions**

Administrator Kill presented the revised budget and authorized funds spreadsheet.

Manager Johnson moved, seconded by Manager LeRoux, to approve the revised budget and authorized funds spreadsheet as presented.

	Yea	Nay	Abstain	Absent
<u>Manager Eckles</u>	<u>X</u>			
<u>Manager Johnson</u>	<u>X</u>			
<u>Manager Leiser</u>	<u>X</u>			
<u>Manager LeRoux</u>	<u>X</u>			
<u>Manager Wirth</u>	<u>X</u>			

Motion carried 5/0.

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

Manager Johnson moved, seconded by Manager LeRoux, to approve the payment of bills as presented in the amount of \$75,580.29.

	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b>Manager Eckles</b>	<b>X</b>			
<b>Manager Johnson</b>	<b>X</b>			
<b>Manager Leiser</b>	<b>X</b>			
<b>Manager LeRoux</b>	<b>X</b>			
<b>Manager Wirth</b>	<b>X</b>			
<b>Motion carried 5/0.</b>				

**8) Projects**

**a) Floodplain Vulnerability Assessment Scope**

Camilla Correll, EOR reported on steps BCWD has taken on floodplain vulnerability assessment and presented a scope. In January, BCWD participated in a joint workshop with adjacent watersheds to share findings on approaches used to assess potential flooding impacts under future climate scenarios. The review was focused on how watershed districts should map future flooding to better assess risk. There is no standard approach at this time. About thirty people including technical staff from watershed districts and state agencies and city engineers attended the workshop.

The approach EOR recommends using to assess risk is a two-step approach. First develop a GIS-based flood hazard assessment, followed by a hydrologic and hydraulic floodplain and infrastructure assessment.

Manager Eckles asked how the GIS tool works and whether there were examples to review. Camilla Correll described the steps in developing the assessment and noted the approach is new and not a common practice but it is trending. The GIS tool provides a way of adding refinement to the map at less cost than it would to an H&H model. Multiple agencies are using GIS tools with national data, EOR is proposing to use local data for greater refinement. EOR has used this approach for a watershed in Canada.

President Leiser recommended a presentation on the project that used the tool, to help determine whether it is the right approach for BCWD. The managers agreed this would be a useful next step to see how it was applied watershed wide. Manager Eckles likes the idea of leading edge technology but is also concerned about the quality of feedback and the potential of raising concerns where there is not an issue.

**b) South School Section and Goggins Lakes Curly Leaf Pondweed Survey and Treatment – Board Action**

Joe Pallardy, EOR reported treatment for curly-leaf pondweed was done in 2017 on South School Section Lake and follow-up surveys have shown it effective. Then in March 2021 it was found growing at the Goggins Lake outlet. Karen Kill reported this was the number one issue for the residents on these lakes during the development of the Northern Chain of Lake Management Plan.

1 Manager LeRoux asked about the type of treatment and its impacts on the  
 2 environment and whether using alum was considered. Joe Pallardy reported  
 3 Endothall herbicide is the preferred treatment because it can be used in cool  
 4 temperatures while the native plants are dormant. Curly-leaf pondweed is actively  
 5 growing under the ice and can be treated until mid-May using Endothall. In response  
 6 to questions from managers, Karen Kill reported treatment using alum is effective  
 7 for internal phosphorus loading.

8 **Manager Leiser moved, seconded by Manager Johnson, to direct the engineer**  
 9 **to conduct an aquatic plant survey and coordinate with Minnesota Department**  
 10 **of Natural Resources and the administrator in the amount not to exceed \$6,000**  
 11 **from 950-0001(South School Curly Leaf Treatment); and to authorize the**  
 12 **administrator, with guidance of counsel, to obtain contractor quotes and enter a**  
 13 **contract for treatment if determined needed in an amount not to exceed \$6,500**  
 14 **from 950-0001(South School Curly Leaf Treatment).**

	Yea	Nay	Abstain	Absent
15 <b><u>Manager Eckles</u></b>	X			
16 <b><u>Manager Johnson</u></b>	X			
17 <b><u>Manager Leiser</u></b>	X			
18 <b><u>Manager LeRoux</u></b>	X			
19 <b><u>Manager Wirth</u></b>	X			
20 <b><u>Motion carried 5/0.</u></b>				

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24 **9) Discussion Agenda – No Action Required**

25 **a) Updates**

26 **(1) Administrator**

27 Administrator Kill gave an update on current BCWD activities and noted the  
 28 One Watershed One Plan first biennial grant has been approved.

29  
30 Cameron Blake reported the next BCWD Open Yard event is a virtual self-  
 31 guided migratory bird watch and he is working on putting together the next  
 32 BCWD newsletter with a Citizen Advisory Committee.

33  
34 **(2) Legal**

35 Michael Welch reported Metro Minnesota Association of Watershed Districts  
 36 meets next Tuesday and Manager Wirth may find it interesting if she's available  
 37 to attend. He has also been working with Karen Kill on moving contract  
 38 execution to an online system called Pandadoc.

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40 **(3) Engineer**

41 No additional reports.

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43 **(4) Managers**

- 44 • Manager Wirth asked about the dates for CAC meetings and Cameron  
 45 Blake will send her the schedule.

- President Leiser welcomed Manager Wirth to the Board and also thanked everyone for their participation.

**c) May 2021 Regular BCWD Board Agenda**

No items were suggested.

**10) Adjournment**

**Manager Johnson moved, seconded by Manager Wirth, to adjourn the Regular Meeting at 8:29PM. Motion carried vote 5/0.**

Respectfully Submitted by

Carmen Simonet, Recorder and Charles LeRoux, Recording Secretary