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2 APPROVED Minutes of the Regular Meeting of the Brown's Creek Watershed District Board of
3 Managers, Wednesday July 11, 2018 at 6:30 PM

4
5 Family Means, 1875 Northwestern Avenue South, Stillwater, MN 55082

6
7 ROLL CALL

Managers Present:	Others Present:
Craig Leiser, President	Karen Kill, Administrator
Sharon Schwarze, Vice President	Carmen Simonet, Recorder
Gerald Johnson, Treasurer	Michael Welch, Smith Partners, BCWD counsel
Anne Maule Miller, Secretary	Camilla Correll, EOR, BCWD engineer
	Cameron Blake, BCWD staff
Managers Absent:	Jared Fabian, EOR, BCWD engineer
Connie Taillon	Ryan Fleming, EOR, BCWD engineer
	Stu Grubb, EOR, BCWD engineer, arrived 8:09pm

8
9 **1) Call Regular Meeting to Order**
10 President Leiser requested that Manager Schwarze serve as chairperson for the meeting.
11 Manager Schwarze called the Regular Meeting to order at 6:30PM.

12
13 **2) Approve Regular Meeting Agenda and Discussion Agenda**
14 Administrator Kill requested to remove item 6. Projects a) Oak Park Heights Regional
15 Stormwater System Scope from the agenda, as no board action is necessary at this time.
16 The following items were added to 8) Discussion Agenda:
17 Waconia tour under a) Administrator Updates, d) Classifying permits, e) Manager
18 Recruitment, f) Golf Course Water Reuse.
19 **Manager Leiser moved, seconded by Manager Johnson, to approve the Regular**
20 **Meeting agenda and discussion agenda as amended. Motion carried, vote 4/0.**

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

24
25 **4) Consent Agenda**
26 **Manager Maule Miller moved, seconded by Manager Leiser, to move the June 13,**
27 **2018 minutes to the consent agenda for the August meeting and to approve the**
28 **amended consent agenda:**
29

- **Approve the June 13, 2018 minutes as presented.**

- Accept the permit fee statement as presented.
- Approve the BCWD Community Event scope not to exceed \$1,925 from account 910-0000 (Education & Outreach).
- Approve moving forward with the September 2018 newsletter not to exceed \$2,891.21 from account 910-0000 (Education & Outreach).
- Approve the 2018 groundwater level measurements scope of services not to exceed \$5,000 from account 942-0004 (Measuring Trends in GW Elevations & Flow).
- Approve the transfer of \$3,150 from account 300-4950 (Management Plan Miscellaneous) to 909-0000 (Rules Review & Evaluation) and to approve phase one for the buffer data update, not to exceed \$3,150 from account 909-0000 (Rules Review & Evaluation).

Motion carried, vote 4/0.

5) **Treasurer’s Report**

a) **Review Authorized Funds Spreadsheet**

Administrator Kill presented the authorized funds spreadsheet.

Manager Johnson moved, seconded by Manager Maule Miller, to accept the authorized funds spreadsheet as presented. Motion carried, vote 4/0.

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

Manager Johnson moved, seconded by Manager Leiser, to approve payment of bills as presented in the amount of \$73,655.04.

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<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>

Motion carried 4/0.

Treasurer Johnson reported a total balance of \$910,936.68 after payables.

6) **Projects**

b) **Baseline Stream Monitoring – sensor replacement scope – Board Action**

Administrator Kill reported the HL4 stream monitoring sensor at the Brown’s Creek outlet is missing and likely stolen. A police report was made and an insurance claim was filed for the \$8,000 probe. Ms. Kill reviewed options for replacing the sensor. Manager Leiser asked if there were additional security measures BCWD should consider. Adding signage and security cameras was discussed but the managers concluded that these actions might cause more thefts by calling attention to the location.

Manager Maule Miller moved, seconded by Manager Leiser, to approve purchase of the YSI EXO probe for \$11,700 from account 300-4640 (Equip.

Maint. And Upgrades) and to refund the account with any funds obtained from the insurance payout. Motion carried 4/0.

7) **2019 Budget**

a) **Budget discussion – part 1 – Discussion**

Administrator Kill reviewed a list of potential activities for the managers to discuss and determine whether to include in the 2019 budget. The list includes projects identified in the 2017-2026 Brown's Creek Watershed Management Plan.

- Native plant preservation and restoration as a water quality activity was discussed. The engineer noted removal of invasive buckthorn and establishment of native groundcovers help stabilize soil. The Board is interested in including this activity in the 2019 Budget.
- The BCWD is already beginning conversations with Oak Glen and Stillwater Country Club regarding stormwater Reuse at golf courses. The Board is interested in continuing partnering with the other golf courses in the watershed to encourage best management practices, such as stormwater reuse and turf-to-prairie conversions.
- The Board is interested in partnering with communities in the watershed to offer smart sensors and groundwater irrigation audits to meet BCWD goals to retain groundwater baseflow in Brown's Creek and other groundwater dependent natural resources.
- The Board has requested that the Administrator contact the Stillwater Herberger's property owners to understand future plans for the property.
- The Board would like to continue to gather information on the large ponds in BCWD and move forward with beginning a Bass Lake Management Plan in 2019.
- Stu Grubb, EOR proposed a revised groundwater monitoring plan to install two to three clusters of two wells together that would be deeper than what the 10-year management plan anticipated. This change is recommended based on the recent data BCWD has analyzed at the deep Department of Natural Resources well in Brown's Creek Park. Manager Schwartz asked about partnering with the DNR on installation. The engineer said the DNR would probably not be interested, but might be willing to take over the monitoring costs. He will follow-up and discuss partnering options. President Leiser asked whether the wells could be located on the 110th Street property to reduce costs. The district engineer noted the conservation easement is in the headwaters and not an area of concern. The ideal location will be closer to urban development.
- The Board requested more information on the benefits and logistics of conducting a groundwater pump test before including in the 2019 budget.
- The Board would like to include the McKusick Road Stormwater Retrofit project signage in the existing 2018 activities.
- The Board would like more information on the Land Conservation Priorities and how it relates to Washington County running the recharge tool developed by Rice Creek Watershed District across the entire county.

1 **b) Budget Workshop – part 2 – set date, time and location – Board Action**

2 The managers scheduled a budget workshop for 4:30pm August 15th and a second
3 tentative workshop at 4:30pm on August 27th.

4
5 Meeting recess 8:25 – 8:29pm
6

7 **8) Discussion Agenda – No Action Required**

8 **a) Administrator Updates**

9 Administrator Kill reported on MAWD Summer Tour, highlighting the City of
10 Waconia’s regional stormwater reuse system . Stormwater is collected in a pond and
11 moved through a reuse water main to irrigate business properties. Both the city and
12 the participating businesses are experiencing benefits such as volume control and
13 reduced water costs.

14
15 She met with the Oak Park Heights city engineer to discuss the potential of
16 stormwater reuse and developing a similar project. Manager Leiser recommended
17 taking the city engineer as well as other Oak Park Heights officials to Waconia for a
18 tour.
19

20 **b) Communications & Manager Reports**

21 **i. Meeting Recording – Discussion**

22 President Leiser discussed meeting recording with managers from other
23 watershed districts and recommends not recording meetings. The Board agrees
24 that the current minutes and public hearing audio recordings are sufficient to
25 capture the information from the meetings.
26

27 **c) August 2018 Regular BCWD Board Agenda**

28 Note the meeting date change to August 15th, the third Wednesday of the month.
29

30 **d) Discussion on Classifying Permit Fees**

31 President Leiser suggested BCWD develop consistency in documenting permit fees.
32 Currently fees are classified as residential, commercial, and government. He asked
33 that “resident development” be added to distinguish between a single-family home,
34 and multiple single-family home developments. Administrator Kill noted the rules do
35 not require classifying, but she will make the changes to the permit fee statement for
36 internal management of the permits.
37

38 **e) Manager Recruitment**

39 President Leiser asked the managers to help find a candidate to fill the vacancy on the
40 board. He has talked to at least three people, but they have all declined. Manager
41 Johnson has a lead and will follow-up.
42

43 **f) Stillwater Golf Courses Collaboration on Water Reuse**

44 Manager Johnson reported that the MN Association of Golf Course Superintendents
45 has been meeting with local golf courses to encourage sustainability through
46 stormwater reuse. He listened to a presentation at Stillwater Country Club on ways

1 golf courses can be a solution to environmental problems. The golf courses are
2 interested in learning more about water reuse and other best management practices.

3
4 **9) Adjournment**
5 **Manager Leiser moved, seconded by Manager Johnson, to adjourn the Regular**
6 **Meeting at 9:23PM. Motion carried, vote 4/0.**

7
8 Respectfully Submitted by
9 Carmen Simonet, Recorder and Anne Maule Miller, Recording Secretary