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2 Approved Minutes of the Regular Meeting of the Brown's Creek Watershed District Board of
3 Managers, Wednesday November 14, 2018 at 6:30 PM

4
5 Family Means, 1875 Northwestern Avenue south
6 Stillwater, MN 55082

7
8 **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
Klayton Eckles	Cameron Blake, BCWD staff
	Emily Johnson, EOR, BCWD engineer
	Carly Johnson, Oak Park Heights City Council
	Jim Almendinger, St. Croix Research Station
	Stu Grubb, EOR, BCWD engineer (arrived 7:00pm)

- 9
10 **1) Call Regular Meeting to Order @ 6:30 PM**
11 President Leiser called the Regular Meeting to order at 6:30PM.
12
13 **2) Approve Regular Meeting Agenda and Discussion Agenda**
14 Date for Holiday Gathering was added to item 10) Discussion Agenda.
15 **Manager Schwarze moved, seconded by Manager Johnson, to approve the Regular**
16 **Meeting agenda and discussion agenda as amended. Motion carried, vote 5/0.**
17
18 **3) Oath of Office – Gerald Johnson & Sharon Schwarze**
19 Michael Welch, Smith Partners administered the oath of office to Gerald Johnson and
20 Sharon Schwarze.
21
22 **4) Public Comments**
23 There were no public comments.
24
25 **5) Consent Agenda**
26 **Manager Maule Miller moved, seconded by Manager Schwarze, to approve the**
27 **consent agenda:**

- 1 • **Approve minutes from October 10, 2018 Special and Regular Meeting as**
- 2 **presented.**
- 3 • **Accept the permit fee statement as presented.**
- 4 • **Ratify BCWD 17-01 Farms of Grant Financial Assurance Reduction Request**
- 5 **#3 in the amount of \$65,000.**

6 **Motion carried, vote 5/0.**

7

8 **6) Treasurer's Report**

9 **a) Review Authorized Funds Spreadsheet**

10 Administrator Kill presented the authorized funds spreadsheet.

11 **Manager Schwarze moved, seconded by Manager Johnson, to approve the**

12 **authorized funds spreadsheet as presented. Motion carried, vote 5/0.**

13

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

15 **Manager Johnson moved, seconded by Manager Maule Miller, to approve**

16 **payment of bills as presented in the amount of \$137,681.53.**

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
17 <u>Manager Johnson</u>	<u>X</u>			
18 <u>Manager Leiser</u>	<u>X</u>			
19 <u>Manager Maule Miller</u>	<u>X</u>			
20 <u>Manager Schwarze</u>	<u>X</u>			
21 <u>Manager Eckles</u>	<u>X</u>			

22 **Motion carried 5/0.**

23

24

25 Treasurer Johnson reported a total balance of \$1,100,911.77 after payables.

26

27 **7) Presentation – St. Croix Watershed Research Station: Environmental research at**

28 **home in Minnesota and around the world– Jim Almendinger**

29 Jim Almendinger is the director of the St. Croix Watershed Research Station, an

30 environmental research institute of the Science Museum of Minnesota located in Marine

31 on St. Croix. The institute's mission is to investigate human impacts on the environment,

32 focusing mainly on aquatic resources. In the St. Croix Valley, they used sediment cores

33 to identify the historic natural conditions in Lake St. Croix that laid the groundwork for

34 the Total Maximum Daily Load (TMDL) process to remediate and protect the lake.

35

36 **8) Projects/Old Business**

37 **a) Groundwater**

38 **(1) GW Level Measurements-2018 Results**

39 Stu Grubb, EOR gave an update on groundwater elevation and trends for 2018.

40 Groundwater elevations generally decreased from 2017 to 2018 even though the

41 area had above normal rainfall. The engineer noted that the time of the rainfall

42 was a key factor in the trend. In 2018 there was less rainfall in the spring and

43 more in the summer and fall. Spring rainfall tends to recharge aquifers more than

44 later-season rainfall because less of the rainfall is intercepted or stored in the

45 ground.

46

1 **North & East Metro Groundwater Management Area Advisory Team**
2 **Meeting Update**

3 Mr. Grubb reported the Minnesota Department of Natural Resources (MNDNR)
4 recently completed their North and East Metro Groundwater Management Area
5 model. The model builds on data collected by the U.S. Geological Survey from
6 wells within a 5-mile radius around White Bear Lake which includes a portion of
7 BCWD. MNDNR'S analysis finds that current groundwater use is sustainable, but
8 does affect White Bear Lake water elevations.
9

10 **(2) MNDNR Observation Well Investigation Update**

11 Mr. Grubb reported MNDNR measures the elevation of three wells in BCWD.
12 The data for two of the wells are similar to the trends in the others wells
13 monitored by BCWD. The third one, a deep well located in Brown's Creek Park
14 continues to show an erratic pattern possibly due to a nearby pumping well. A
15 closer look at the Stillwater city well #11 data shows that the records do not
16 match and is not likely to be connected to the deep well changes.
17

18 The managers discussed the information presented by the engineer including: the
19 frequency of measuring, the number of wells measured, the depth of wells being
20 measured, and the location of wells being measured, and the cost of adding
21 additional flow meters to wells.
22

23 The engineer noted the value of the long-term collection of this data for
24 understanding thermal impairment of Brown's Creek because groundwater
25 elevations have a direct impact on baseflow contributions to the stream. President
26 Leiser wrapped up the discussion noting the purpose of the presentations was to
27 provide background information and a big picture overview to help the managers
28 in good decision making and to utilize resources wisely.
29

30 President Leiser instructed EOR to provide information on the cost of flow meters
31 to the administrator.
32

33 Meeting recess 8:54 - 9:00pm
34

35 **b) BCWD Rules Workshop – facilitated meeting – notice as special meeting**

36 Administrator Kill reviewed draft text for the invitation and the potential dates for the
37 BCWD rules workshop to be facilitated by Freshwater Society. She will send out a
38 Doodle poll to find a date that works for most people. The Citizen Advisory
39 Committee will be included in the invite list.
40

41 **9) New Business**

42 **a) Requests for Qualifications for Professional Services 2019-20 – Board Action**

43 Administrator Kill reported BCWD is required to solicit proposals every two years
44 for consulting services. The deadline for submittal will be 3pm, December 28, 2018.
45 President Leiser asked Managers Maule Miller and Johnson to form a subcommittee
46 to review the submittals. In addition, Mr. Leiser asked Managers Eckles and

1 Schwarze to form a subcommittee to review BCWD's overall cost for administrative
2 services.

3 **Manager Maule Miller moved, seconded by Manager Schwarze, to authorize the**
4 **Administrator to publish the BCWD's request for qualification for accounting,**
5 **auditing, legal and engineering services in the Stillwater Gazette, and to also**
6 **publish the request for engineering qualifications in the State Register. Motion**
7 **carried, vote 5/0.**
8

9 **b) MAWD Annual Meeting – Appoint Delegates – Board Action**

10 **Manager Johnson moved, seconded by Manager Eckles, to appoint Manager**
11 **Maule Miller and President Leiser as the official delegates of the BCWD and**
12 **Manager Schwarze as an alternate. Motion carried, vote 5/0.**
13

14 **10) Discussion Agenda – No Action Required**

15 **a) Administrator Updates**

16 Administrator Kill presented a draft of the *Brown's Creek Project and Program*
17 *Scorecard* that Manager Maule Miller, Cameron Blake, and the administrator have
18 been developing. Designed to be updated monthly, the spreadsheet format provides a
19 status report for projects.
20

21 **b) Communications & Manager Reports**

22 President Leiser and Manager Maule Miller attended the Water Consortium last week
23 on how to prevent groundwater contamination during flooding events.
24

25 **c) December 2018 Regular BCWD Board Agenda**

26 No items were suggested.
27

28 **d) Date for Holiday Gathering**

29 Monday, December 17th 6-8pm at Sal's.
30

31 **11) Adjournment**

32 **Manager Maule Miller moved, seconded by Manager Eckles, to adjourn the**
33 **Regular Meeting at 9:55PM. Motion carried, vote 5/0.**
34

35 Respectfully Submitted by

36 Carmen Simonet, Recorder and Anne Maule Miller, Recording Secretary
37