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2 Approved Minutes of the Regular Meeting of the Brown’s Creek Watershed District Board of
3 Managers, Wednesday December 12, 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
	Brett Emmons, EOR, BCWD engineer
	Amanda Johnson, Summit Management

- 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 Liability Coverage Waiver Form – Board Action was added to the agenda under 7) New
15 Business.
16 **Manager Schwarze moved, seconded by Manager Maule Miller, to approve the**
17 **Regular Meeting agenda and discussion agenda as amended. Motion carried, vote**
18 **5/0.**
19
- 20 **3) Public Comments**
21 There were no public comments.
22
- 23 **4) Consent Agenda**
24 **Manager Johnson moved, seconded by Manager Maule Miller, to approve the**
25 **consent agenda:**
26
 - **Approve minutes from November 14, 2018 Regular Meeting as presented.**
 - **Accept the permit fee statement as presented.**
27

- Approve final payment not to exceed \$10,000 from account 940-0000 (BMP Program – LGU/Community Demonstration Projects) and the grant closeout for Oak Glen Course BMP cost-share project.
- Approve McKusick Road Stormwater Retrofit grant closeout.
- Approve Manager per diem and registration for the Policy Forum Series: Collaborating on Source Water Protection, December 18, 2018, from account 200-4000 (Manager Per diem and Expense).

Motion carried, vote 5/0.

5) **Treasurer’s Report**

a) **Review Authorized Funds Spreadsheet**

Administrator Kill presented the authorized funds spreadsheet.

Manager Johnson moved, seconded by Manager Schwarze, to accept the authorized funds spreadsheet as presented. Motion carried, vote 5/0.

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

Manager Johnson moved, seconded by Manager Schwarze, to approve payment of bills as presented in the amount of \$82,936.28.

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<u>Manager Eckles</u>	<u>X</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>			

Motion carried 5/0.

Treasurer Johnson reported a total balance of \$1,470,980.76 after payables.

6) **Projects**

a) **Brown’s Creek Conservation Area – 2018 Biological Survey**

Cameron Blake gave an overview of the biological survey work performed throughout 2018 at the Brown’s Creek Conservation Easement Area by the Citizen Advisory Committee. The survey work will continue through next year and landscape restoration is expected to begin in the fall of 2019. The Board requested staff to see if any volunteers may have the ability to do an entomology survey on the property.

b) **BMP 2018 Inspections & Maintenance Summary**

Cameron Blake gave an overview of the Washington Conservation District’s Stormwater BMP maintenance and inspection work performed over 2018. Thirty raingardens were visited multiple times throughout the year. Maintenance activities included cleaning out the inlets, weeding, mulching and removing debris. Plant material was disposed of at a compost site. \$2,000 was budgeted for the work and the Conservation Corps of MN was utilized to keep costs down. The Adopt-A-Raingarden program has also brought in some new volunteers.

1 **c) Drone Flight – Board Action**

2 Camilla Correll, EOR reported on the drone flight of Brown’s Creek conducted in
3 October with the purpose of identifying and mapping blockages. A total of 12
4 obstructions were identified including 4 beaver dams and 8 log/debris jams.
5

6 Currently, the log jams are not posing any threat to the creek; EOR recommends
7 annual monitoring for changes. The beaver dams are creating large pools upstream of
8 the dams, resulting in sediment accumulation and thermal inputs to the creek. EOR
9 recommends removal of the dams.

10
11 The managers discussed the recommendations. Given that property damage is not
12 occurring, the managers questioned the efficacy of removing the dams, given that the
13 beavers present likely will rebuild. The managers also noted that beavers are part of
14 the wetland ecosystem and removing their dams will impact other species that rely on
15 them.

16
17 President Leiser directed the district engineer to contact the Minnesota Department of
18 Natural Resources regarding its beaver management policy. Manager Eckles will seek
19 additional research on beaver impacts on watersheds to help determine the best course
20 of action.
21

22 **d) Stillwater Country Club Reuse - Update**

23 Brett Emmons reported on a feasibility assessment that determined assessed the
24 benefits and costs associated with various options for capturing stormwater runoff at
25 the Stillwater Country Club and using it to offset the groundwater used for irrigation.
26 Three options with costs of design and construction were discussed.
27

28 Next steps include: meeting with the Stillwater Country Club to present the feasibility
29 analysis and to find out if they are interested in moving forward, consider looking at a
30 regional option that would include the McKusick Lake drainage area, and looking
31 into grant funding.
32

33 Meeting recess 8:13 – 8:18pm
34

35 **7) New Business**

36 **a) WCD Service Agreement 2019-2020 – Board Action**

37 President Leiser gave an overview of the Washington Conservation District (WCD)
38 services agreement.

39 **Manager Maule Miller moved, seconded by Manager Eckles, to authorize**
40 **President Leiser to execute the contract between Washington Conservation**
41 **District and Brown’s Creek Watershed District in the amount of \$377,508.00 in**
42 **2019 and \$383,608.00 in 2020. Motion carried 5/0.**
43
44
45
46

1 **b) Liability Coverage Waiver Form – Board Action**
 2 Manager Schwarze moved, seconded by Manager Johnson, to not waive the
 3 monetary limits on municipal tort liability established by Minn. Stat. § 466.04
 4 Motion carried 5/0.

6 **8) 2019 Budget**

7 **a) Public Meeting regarding 2019 Budget and Levy**
 8 The managers discussed the logistics of potentially video recording BCWD meetings.
 9 President Leiser directed the administrator to contact the City of Grant and the
 10 Minnehaha Watershed District to gather information on their experiences with video
 11 recording public meetings.

13 Manager Leiser noted that no members of the public were in attendance to comment
 14 on the budget or levy.

16 **b) Resolution 18-10 Final 2019 Budget – Board Action**
 17 Manager Schwarze moved, seconded by Manager Johnson, to adopt resolution
 18 18-10 Brown’s Creek Watershed District Board of Managers Certified 2019
 19 Final Budget Resolution with an Operating and Capital Budget totaling
 20 \$1,488,030 including \$1,295,530 for Management Plan Implementation and
 21 \$192,500 for Operations as amended to reflect no comments were received.

	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 Maule Miller</u>	<u>X</u>			
<u>Manager Schwarze</u>	<u>X</u>			

28 Motion carried 5/0.

30 **c) Resolution 18-11 Final 2019 Levy – Board Action**
 31 Manager Schwarze moved, seconded by Manager Maule Miller, to adopt
 32 resolution 18-11 Brown’s Creek Watershed District Board of Managers
 33 Certified 2019 Final Tax Levy Resolution: to levy a total of \$1,102,630 including
 34 \$167,500 for the General Fund as provided by MN Statute 103D.905, subdivision
 35 3, and \$935,130 for the Management Planning Fund as provided by the MN
 36 Statute 103B.241 as amended to reflect no comments were received.

	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 Maule Miller</u>	<u>X</u>			
<u>Manager Schwarze</u>	<u>X</u>			

43 Motion carried 5/0.

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

2 **a) Administrator Updates**

3 Karen Kill reported BCWD is on the staff recommendation list for a competitive
4 Clean Water Fund grant approval, and that the diversion headcut drainage repair has
5 been completed.

6 **b) Communications & Manager Reports**

7 Managers and staff discussed the Minnesota Association of Watershed Districts
8 (MAWD) annual meeting and the sessions they attended. President Leiser reported he
9 officially retired from the MAWD Board. Ms. Kill reported she received positive
10 feedback on the riparian shade presentation that she co-presented at the meeting.

11
12 A summary of the Clean Water Council program funding recommendations for 2020-
13 21 was included in the board packet.

14
15 A draft proposal of the Legislature Water Commission 2019 legislative proposals was
16 included in the board packet.

17
18 **c) January 2019 Annual & Regular BCWD Board Agenda**

19 No items were suggested.

20
21 **10) Adjournment**

22 **Manager Johnson moved, seconded by Manager Maule Miller, to adjourn the**
23 **Regular Meeting at 9:00 PM. Motion carried, vote 5/0.**

24
25 Respectfully Submitted by

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

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