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2 DRAFT Minutes of the regular meeting of the Brown’s Creek Watershed District Board of  
3 Managers, Wednesday February 14, 2024  
4

5 ROLL CALL

Managers Present:	Others Present:
Klayton Eckles, President	Karen Kill, BCWD administrator
Celia Wirth, Vice President	Camilla Correll, EOR, BCWD engineer
Gerald Johnson, Treasurer	Michael Welch, Smith Partners, BCWD counsel
Chuck LeRoux, Secretary	Brett Stopelstad, Washington Conservation District
	Brett Emmons, EOR, BCWD engineer
	Mike Majeski Brett Emmons, EOR, BCWD engineer
	Jimmy Marty, EOR

- 6  
7 **1) Call to Order**  
8 President Klayton Eckles called the regular meeting to order at 6:32 p.m.  
9
- 10 **2) Approve Agenda**  
11 **Manager Wirth moved, seconded by Manager Johnson, to approve the agenda as**  
12 **presented. Motion carried, 4/0**  
13
- 14 **3) Public Comments**  
15 There were no public comments.  
16
- 17 **4) Consent Agenda**  
18 President Eckles removed approval of a scope of work for Oak Glen Golf Course  
19 groundwater management from the consent agenda. Michael Welch confirmed with the  
20 engineer that the scope of work for a drone flight of the creek on the consent agenda  
21 includes no subcontracted work.  
22
- 23 **Manager Johnson moved, seconded by Manager Wirth, to approve the consent**  
24 **agenda:**
- 25 a) **Approve minutes of the January 10, 2024, annual & regular meeting**
  - 26 b) **Accept permit fee statement**
  - 27 c) **Decline to waive monetary limits in Minnesota Statutes section 466.04**
  - 28 d) **Approve registration and expenses, as well as manager per diem, for Minnesota**  
29 **Watersheds Legislative Briefing and Day at the Capitol March 6-7, 2024**

- e) Authorize administrator to execute the Metropolitan Council grant agreement SG-18364 for the watershed outlet monitoring program for 2024-25 monitoring at the Brown's Creek outlet
- f) Approve scope for biennial drone flight of Brown's Creek corridor by EOR and administrator notification of landowners within 200 feet of flight path not to exceed \$4,700 from account 959-0001
- g) Approve scope for 2024 groundwater monitoring and coordination activities not to exceed \$3,960 from account 942-0004 and \$10,724 from account 942-0011.
- i) Approve scope for 2024 trout habitat preservation project (THPP) monitoring not to exceed \$6,490 from account 903-0001
- j) Approve the Lower St Croix One Watershed One Plan - FY23 Watershed Based Implementation Fund work plan amendment as presented

Motion carried 4/0.

5) **Treasurer's Report**

a) **Review Authorized Funds Spreadsheet**

Manager Johnson moved, seconded by Manager Wirth, to approve the authorized funds spreadsheet as presented. Motion carried, 4/0.

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

Manager Johnson moved, seconded by Manager Wirth, to approve payment of bills as presented in the amount of \$149,274.63. Motion carried on a roll call vote, 4/0.

4h) **Oak Glen Golf Course groundwater management**

President Eckles stated BCWD assistance with groundwater management needs to be closely coordinated with Oak Glen Golf Course and to have applicability to develop best management practices that can be shared with all the golf courses in the watershed district. Karen Kill noted that Oak Glen's proximity to Brown's Creek makes its groundwater management especially important to the health of the creek.

Manager Wirth moved, seconded by Manager Johnson, to approve the scope to develop groundwater management recommendations in coordination with Oak Glen Golf Course not to exceed \$13,312 from account 942-0011. Motion carried, 4/0

6) **Projects**

a) **Brown's Creek Restoration Project – downstream of McKusick Road to Brown's Creek State Trail**

(1) **BCWD Rules Compliance:** Ms. Kill noted that the BCWD engineer found that project is compliant with applicable district rules.

(2) **City of Stillwater Cooperative Agreement**

Manager Johnson moved, seconded by Manager LeRoux, to authorize the president to execute the agreement upon advice of counsel with non-substantive changes as necessary to effectuate the purposes of the agreement. Motion carried, 4/0.

1                   **(3) Minnesota Department of Natural Resources Cooperative Agreement**  
2                   **Manager Wirth moved, seconded by Manager Johnson, to authorize the**  
3                   **president to execute the agreement upon advice of counsel with changes as**  
4                   **necessary to effectuate the purposes of the agreement.**  
5                   **Motion carried, 4/0.**  
6

7                   **(4) Final Plans – Authorize to Solicit Bids**  
8                   **Manager Wirth moved, seconded by Manager LeRoux, to authorize the**  
9                   **administrator to solicit bids for construction of the Brown’s Creek**  
10                   **restoration project. Motion carried 4/0.**  
11

12                   **(b) Brown’s Creek Restoration Project – upstream of McKusick Road to Millbrook**  
13                   **Homeowner Association property**  
14                   **Manager LeRoux moved, seconded by Manager Wirth, to approve a task 1 of the**  
15                   **scope of work presented, authorizing landowner outreach not to exceed \$2,482 from**  
16                   **account 947-0022. Motion carried 4/0.**  
17

18                   **(c) Marketplace Reuse Feasibility**

19                   The managers asked staff to develop information on the issues proposed to be addressed  
20                   by a regional stormwater reuse system in the Marketplace subwatershed and potential  
21                   alternative options to solve those same issues for presentation at a later meeting.  
22

23                   **7) Projects**

24                   **a) Stewardship grant and project inspections 2023**

25                   Brett Stopelstad reviewed BCWD’s 2023 stewardship grant projects. There were 37 site  
26                   visits to residential properties, which resulted in 19 concept plans and nine stewardship  
27                   grant applications in 2023. The district has funding for 30 stewardship grant projects in  
28                   2024.  
29

30                   **Recess 8:55-9:00 p.m.**  
31

32                   **9) New Business**

33                   **a) Training – Rare Species Data**

34                   Mr. Welch provided training on legal requirement for maintaining not-public rare-species  
35                   data.  
36

37                   **b) Lynch and Goggins Lakes aquatic plants survey results**

38                   Jimmy Marty and Mike Majeski presented the results of an aquatic plant survey on Lynch  
39                   and Goggins Lakes. The managers directed that only general plant survey results be  
40                   provided to Lynch Lake residents, but noted that staff should work with the Minnesota  
41                   Department of Natural Resources to develop an outreach plan for individual landowners  
42                   on Goggins Lake.  
43

44                   **c) Replacement iPads**

1 **Manager Wirth moved, seconded by Manager Johnson, to approve the purchase of**  
2 **seven iPads and protective cases not to exceed \$4,500 from account 200-4001.**  
3 **Motion carried 4/0.**  
4

5 **10) Election of officers**

6 **Manager Wirth moved, seconded by Manager Johnson, to approve the slate of**  
7 **officers:**

8 **Klayton Eckles, President**

9 **Celia Wirth, Vice-President**

10 **Chuck LeRoux, 2<sup>nd</sup> Vice President**

11 **Gerald Johnson, Treasurer**

12 **Debra Sahulka, Secretary**

13 **Motion carried 4/0.**  
14

15 **8) Planning**

16 **a) Initial planning meeting scope**

17 The managers expressed interest in an initial planning meeting that would combine the  
18 board, the technical advisory committee, and residents. A revised scope will be presented  
19 at an upcoming meeting.  
20

21 **b) Enhanced stakeholder engagement –baseline survey scope**

22 The board requested that the draft survey questions be brought back to the March board  
23 meeting for approval.

24 **Manager Wirth moved, seconded by Manager Johnson, to approve baseline survey**  
25 **scope not to exceed \$18,500 from account 927-0000. Motion carried 4/0.**  
26

27 **11) Adjournment**

28 **Manager Wirth moved, seconded by Manager Johnson, to adjourn the meeting at**  
29 **10:23 p.m. Motion carried 4/0.**  
30

31 Respectfully Submitted by

32 Karen Kill, BCWD Administrator and Charles LeRoux, Secretary  
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