



# Brown's Creek Watershed District

Preserving the integrity of the watershed for future generations

www.bcwd.org | 455 Hayward Ave N, Oakdale, MN 55128 | 651-330-8220

## WORKSHOP & REGULAR MEETING OF THE BOARD OF MANAGERS

Wednesday, February 12, 2025

Workshop 5:30 PM & Regular meeting at 6:30 PM

### **NOTE MEETING LOCATION**

*Meeting will be held at*

*Family Means*

*1875 Northwestern Ave, Stillwater, MN 55082*

- 1) Call Workshop to order @ 5:30PM
  - a) Approve Workshop Agenda -**Board Action**
  - b) Management Plan Update
    - (1) Ecological Health
    - (2) Erosion Prevention and Sediment Control
- 2) Call Regular Meeting to order @ 6:30PM
- 3) Approve Regular Meeting Agenda and Discussion Agenda -**Board Action**
- 4) Public Comments
- 5) Consent Agenda – **Board Action** *(all items listed under the consent agenda are considered to be routine by the Board of Managers and will be enacted by one motion. There will be no separate discussion on these items unless a Manager removes an item from the consent agenda for discussion or there is a request to remove the item from the consent agenda, in which event the board will consider whether to remove the item from the consent agenda and consider it separately.)*
  - a) Approve Board Meeting Minutes of the November 13, 2024 Regular Meeting
  - b) Approve Board Meeting Minutes of the December 11, 2024 Regular Meeting
  - c) Approve Board Meeting Minutes of the January 8, 2025 Annual & Regular Meeting
  - d) Accept Permit Fee Statement
  - e) Authorize administrator to submit 60-day review comments on the Washington County Groundwater Plan
  - f) Authorize President to execute cooperative agreement with city of Stillwater for the Northland Avenue water quality project upon advice of counsel
  - g) Approve purchase of stream water monitoring equipment not to exceed \$9,000
- 6) Treasurer's Report
  - a) Review Authorized Funds Spreadsheet
  - b) Current Items Payable-**Board Action (Roll Call Vote)**

### **Managers:**

BCWD Board Packet 2/2/25  
Page 1  
Kay Egbes, President • Chuck LeRoux, Vice-President • Celia Wirth, Treasurer  
Debra Sahulka, Secretary • Larry Odebrecht, Manager at Large

- 7) Projects
  - a) Brown's Creek Conservation Easement Area restoration - agreement with Washington Conservation District– **Board Action**
  - b) Wagner Video Proposal – **Board Action**
  
- 8) Old Business
  - a) Election of Officers - **Board Action**
  - b) Board Subcommittee Appointments - **Board Action**
  - c) Schedule of Regular and Special 2025 meetings - - **Board Action**
  - d) Board Training Plan - - **Board Action**
  
- 9) New Business
  - a) Appoint MN Watersheds Special Meeting delegates– **Board Action**
  
- 10) Discussion Agenda - No Action Required
  - a) Updates
    - (1) Administrator
      - (a) Sundance Townhomes – permit withdrawn
      - (b) Meeting location
    - (2) Legal
    - (3) Engineer
    - (4) Managers
  - b) March 2025 Regular Meeting BCWD Board Agenda
  
- 11) Adjournment

**Managers:**

<b>Project Name</b>	Brown's Creek Watershed District Watershed Management Plan Update	<b>Date</b>	02-12-2025
<b>To / Contact info</b>	BCWD Board of Managers		
<b>Cc / Contact info</b>	Karen Kill, BCWD; Camilla Correll, EOR		
<b>From / Contact info</b>	Alexander Furneaux, EOR		
<b>Regarding</b>	Issue Update – Ecological Health, Erosion and Sediment Control		

## Background

To complete the Watershed Management Plan (WMP) Update, staff are reviewing Issues with watershed partners (Citizen Advisory Committee and Technical Advisory Committee), and reviewing plans and work completed over the past 10 years to identify updates to the Issues, Goals, and Implementation Actions that will guide the next 10 years of work.

## Submittal Materials / Instructions

As a reminder, we will be reviewing the following issue categories at the February Board meeting:

- Ecological Health
- Erosion and Sediment Control

Attached to this memorandum, you will find the following materials which we are asking you to review in advance of next week's Board meeting:

1. **Ecological Health** (Track Changes version) – Review the *General Issue Statement, Relevance to the District, Sub-Issue Areas, and Policies and Goals*. You may review the *Implementation Items as well, however these will not be the focus of the conversation*.
2. **Erosion and Sediment Control** (Track Changes version)– Same comments as above.
3. **Ecological Health** (Clean version)
4. **Erosion and Sediment Control** (Clean version)

For next week's discussion, we are asking the Board if they are comfortable with the content developed to date. This content is still subject to change and may be modified based on what we learn over the coming months. We are looking for you to tell us if the changes made to the document are in line with what you think the BCWD should be doing for the next 10 years. With this in mind, please think about the following questions as you review each of these documents:

- **What do you like about this content?**
- **What concerns do you have with the content?**
- **What doesn't make sense? Where would you like more education on a topic or aspect of this issue?**

Be prepared – We will ask you to answer these questions during our meeting.

## Areas of Board of Manager Decision

As stated above, the revised sections of the Plan are provided for initial review and reaction to understand whether new directions for these Issues align with the Board's comfort level. As the WMP Update progresses to review other Issues, interrelationships between Issues may result in changes

to the Issues presented. The Board will have further opportunity to refine and sign-off on the characterization of these Issues.

We ask that the Board review the three Issue sections of **Ecological Health** and **Erosion and Sediment Control** to provide input and direction on:

- General Issue Statement
- Relevance to the District
- Sub-Issue Areas
- Policies
- Goals

### *Major Changes*

#### **Ecological Health**

1. Encompassing a broader view of the interrelationships between surface water resources and surrounding landscapes. Recent field studies continue to suggest that the District contains unique and rare species indicative of the watershed system's health.
2. Sub-issues are proposed to change to reflect:
  - a. Greater clarity that maintaining ecological health involves the protection and enhancement of upland areas and their associated ecosystem service functions (water quality [filtration], water rate control, groundwater recharge, habitat)
  - b. Increasing concerns related to competition from invasive species that negatively impact water resources (e.g. Buckthorn impacts the understory which has implications on soil erosion increasing nutrient and sediment loads).

#### **Erosion and Sediment Control**

1. Expanding the issue to consider how soil health impacts processes of erosion and sedimentation. Emphasis is placed on the impact of land disturbing activities including natural vegetation clearing, agriculture, and urban development which have degraded soil structure.
2. Climate change impacts consider how swings between drought and periods of heavy precipitation accelerate erosion and sedimentation. Disturbed soils dry out faster and retain less moisture, making them less resilient precipitation events leading to greater erosion and sediment transport.
3. Sub-issues are proposed to change to reflect:
  - a. A proactive approach to identifying areas of higher risk of erosion due to changing climate conditions.
  - b. Less emphasis on agricultural practices due to findings from the 4<sup>th</sup> Generation Plan that yielded little impactful projects to address the issue. Pivoting to a broader sub-issue of Soil Health Practices that encompasses efforts that can occur on developed land to improve soil quality through remedial actions (e.g. turf conversion, reintroduction of organic materials).

[Click here to enter text.](#)

---

---

---

---

## 3.2. Erosion Prevention and Sediment Control

### 3.2.1. General Issue Statement

Unless properly managed, land-disturbing activities can intensify erosion and lead to increased transport of sediment into surface waters. Land disturbing activities include both physical changes to land when it is modified by human activity (e.g. agriculture, urban development), but also the introduction of contaminants which alter soil quality such as chlorides. These disturbances alter the soil's structure and functions and values, impacting its resilience to erosion and its ability to retain moisture.

Additionally, periods of drought have the potential to weaken soil structure while more severe rainfall events can accelerate erosion during periods of high flow. Areas with a greater slope and degraded soils pose significant risks to erosion. Riparian areas are most at risk of the impacts of increased erosion and sedimentation through removal and deposition of sediments. Increased erosion can also cause the formation of gullies in areas with unstable soils. Sedimentation in waterways can lead to fish kills, clogged streams, degraded fish and macroinvertebrate habitat, reduced storage volume of reservoirs and reductions in stormwater infiltration by sealing permeable soils.

### 3.2.2. Relevance to the District

The erosion that occurs naturally throughout the watershed and as a result of land-disturbing activities (e.g. development activity and agricultural activity) has the potential to transport sediment and associated nutrients into the District's surface waters. Waters of particular concern include Brown's Creek, which is impaired for aquatic life due to a lack of cold water fish assemblage. Through the stressor identification process, high suspended solids were identified as one of the primary stressors to the biota in the impaired reach of Brown's Creek. To date the origins of the total contribution of suspended solids to Brown's Creek have not been identified and the District continues to evaluate sources from the landscape as well as near-channel. Several District lakes are impaired due to excess nutrient loading which is associated with erosion as nutrients are generally tied to sediment particles.

### 3.2.3. Sub-Issue Areas

#### Existing and Anticipated Erosion Problems

Excessive erosion near the District's water bodies can add sediment and nutrients that degrade water quality. Changes to the District's climate impacting soil moisture (extreme dry periods, intense rain events, and quick snowmelt) and structure are anticipated to accelerate bluff instability and headcutting erosion. Identifying problem areas, performing cost-benefit analyses and implementing long-term solutions can limit the impact of these issues on the quality of the District's waters.

#### Development Related Land Disturbance

Soil disturbance during development activities can lead to high levels of erosion that result in sudden impacts to downstream water bodies if the sediment is transported offsite. Proper control of sediment and erosion during development activities can limit impacts to downstream resources. Development activities can also lead to an increase in stream velocities which can alter stream geomorphology, accelerating in-stream erosion.

[Click here to enter text.](#)

---



---



---



---

**Agricultural Soil Health Practices**

Human activities, such as deforestation, agriculture, and urbanization, have disturbed pre-settlement soils impacting their function and value. This disturbance lowers the resilience of these soils to the flow of water resulting in higher degrees of erosion and sediment transport offsite in more disturbed areas. Efforts to re-establish soil function and value have the potential to control sediment and erosion of disturbed lands limiting effects on downstream resources. Soil health principles including limiting disturbance, armoring soil, increasing plant diversity, maintaining living roots in the ground year-round, and integrating livestock represent approaches intended for agricultural soil improvement which are also applicable to other soils.

~~Agricultural activities regularly cause soil disturbance that can lead to high levels of erosion. If the sediment is transported offsite, the erosion results in impacts to downstream water bodies. Proper control of sediment and erosion on agricultural lands can limit the effect of soil disturbance on downstream resources.~~

**3.2.4. Policies, Goals, and Implementation**

The policies, goals, and implementation items related to these sub-issue areas are summarized in the following tables. The sub-issue area is identified in a heading, followed by a related policy. The goals addressing that policy are lettered and stated, followed by the implementation items for that goal. This format is intended to clearly display how each policy and goal will be addressed.

Table ~~141310~~ **Erosion Prevention and Sediment Control Policies, Goals, and Implementation Activities**

<b>SUB- ISSUE:</b> Existing <u>and Anticipated</u> Erosion Problems	
<b>POLICY:</b> Protect the District’s water bodies from the impacts of sedimentation, excessive streambank and shoreline erosion, and adjacent upland erosion.	
<b>GOALS</b>	<b>IMPLEMENTATION ITEM</b>
<b>A</b> Provide long-term stabilization of the five highest priority erosion problem areas through stormwater management and stabilization projects including the establishment of native vegetation.	<u>1</u> <u>1</u> Conduct annual stream channel assessments from the headwaters to the St. Croix River to identify in-stream or near channel instabilities and active headcutting. Conduct Alternating drone flights upstream of Manning Avenue where large wetland complexes occur and foot surveys downstream of Manning Avenue, including the three tributaries south of Brown’s Creek State Trail (South Central, Zephyr, and Long Lake tributaries).walk-through. Evaluate headcutting erosion and develop solutions with project partners.
	<u>2</u> <u>2</u> Utilize the District’s cost-share program to assist in the installation of erosion and sedimentation control by citizens of the District.
	<u>3</u> <u>4</u> Determine sediment and chloride loading rates from the gravel roads and parking lots within the District and work with municipalities and townships to address the issue.
	<u>4</u> <u>5</u> Support partners in addressing bluff instability projects.

[Click here to enter text.](#)

<b>SUB- ISSUE:</b> Development Related Land Disturbance	
<b>POLICY:</b>	The BCWD requires erosion and sediment controls in areas disturbed by development and construction related activities.
<b>GOALS</b>	<b>IMPLEMENTATION ITEM</b>
A	Continue to perform routine site inspections during the construction process to monitor the performance of erosion and sediment control practices.
1	Addressed through administration of the BCWD regulatory standards and criteria.
<b>SUB- ISSUE:</b> <u>Agricultural-Soil Health</u> Practices	
<b>POLICY:</b>	<a href="#">The BCWD is committed to improving soil health recognizing the importance of protecting and improving soil function to enhance water quality, reduce erosion, and build climate resilience. The BCWD encourages the use of stormwater runoff and erosion control best management practices on agricultural lands.</a>
<b>GOALS</b>	<b>IMPLEMENTATION ITEM</b>
A	<a href="#">Limit additional disturbance to soils in areas identified as a higher risk for erosion</a>
	<a href="#">Publicize and share resources from MDA, BSWR, DNR and others containing actions specific to different land types (e.g. residential, commercial, agricultural) to provide easy access to this information</a>
B	<a href="#">Convert ### acres of turf to prairie</a>
	<a href="#">Develop an incentive program to assist property owners with turf conversion to prairie or other non-monoculture species.</a>
	<a href="#">Work with HOAs to pilot turf to prairie conversions in their landscape maintenance processes</a>
	<a href="#">Partner with City Parks departments to pilot rotational livestock grazing of public parks to maintain turf areas.</a>
C	<a href="#">Support WCD efforts to implement solutions to identify erosion control problems.</a>
1	<a href="#">Assist agricultural landowners with the implementation of best management practices that improve soil health, retain moisture, and minimize nutrient loss.</a>

**Table 15-14-1. Projected Expenditures (in 1,000's), for Erosion Prevention and Sediment Control Practices**

Implementation Activities	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	10-Yr. Total

[Click here to enter text.](#)

---



---



---

Conduct assessment of Brown's Creek State Trail to evaluate culvert installations, identify erosion and sediment control issues related to the project and evaluate known areas of concern (e.g. bluff and ravine instabilities in the gorge)	10	--	--	--	--	--	--	--	--	--	10
<b>Total for Erosion and Sediment Control</b>	<b>10</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>10</b>

**Table 164542. Erosion Prevention and Sediment Control Implementation Activities from Table 10 where implementation costs covered under another Issue Category**

Implementation Activity	Issue Category where implementation cost is identified (Table #)
Conduct annual stream channel assessments from the headwaters to the St. Croix River to identify in-stream or near channel instabilities.	<b>Stream Management (Table 13)</b>
Prioritize erosion projects based on the terrain analysis conducted in 2016 and implement corrective actions based on prioritization.	<b>Stream Management (Table 13)</b>
Utilize the District's cost-share program to assist in the installation of erosion and sedimentation control by citizens of the District.	<b>Stormwater Runoff Management (Table 5)</b>



[Click here to enter text.](#)

### 3.8. Ecological Health

#### 3.8.1. General Issue Statement

~~The ecological integrity of Brown's Creek and many watershed lakes, ponds and wetlands has degraded to a point where the resources are not providing their original level of function or value. The restoration and protection of the District's surface water resources requires a healthy watershed where the natural cover supports hydrologic and geomorphic processes, habitat of sufficient size and quality to support native aquatic species and riparian species, and water quality that supports healthy biological communities. The BCWD shares discoveries of unique and sensitive plants and animals to increase awareness of the value of protecting healthy watersheds and improve understanding of management actions needed to avoid adverse impacts.~~

#### 3.8.2. Relevance to the District

~~The BCWD is home to several unique ecosystems which provide habitat for rare and sensitive plant and animal communities. Given the rate at which land use changes have occurred in the eastern part of the Twin Cities Metropolitan Area, the watershed still has a number of high-quality resources which warrant protection.~~

~~To-date the BCWD has~~ focused a significant amount of effort on the protection and restoration of Brown's Creek, a cold-water fishery located on the boundary of the Twin Cities Metropolitan Area. Given its designation as a cold-water fishery, Brown's Creek has been actively managed by the Minnesota DNR as a trout stream and a significant amount of attention has been given to the trout population of the creek. In addition to the trout, the Brown's Creek corridor supports a variety of unique and rare species such as Rainbow Darter (*Etheostoma caeruleum*), Blanding's Turtle (*Emydoidea blandingii*), and coldwater dependent macroinvertebrates extremely unique: the creek is full of fish, frogs, turtles and macroinvertebrates, and the steep topography, geologic setting, and high quality vegetation of the Brown's Creek Gorge supports Walking Fern (*Asplenium rhizophyllum*), Butternut (*Juglans cinerea*), and foraging and nesting habitat for a variety of birds including rare species such as the Louisiana Waterthrush (*Parkesia motacilla*).

~~More recently, the BCWD has been focusing on its lakes, ponds and wetlands. Lake management activities have resulted in the discovery of Snailseed Pondweed (*Potamogeton bicupulatus*), an endangered aquatic plant which indicates the need to better understand the water chemistry of these lakes and the management activities needed to sustain these sensitive species. Similarly, a wetland inventory conducted in 2024 resulted in the discovery of a Cranberry Bog (Northern Shrub Shore Fen) which is home to carnivorous round leaved sundew, bog cranberry, and a continuous carpet of sphagnum moss. The presence of these rare species is an indication of the watershed system's health and should be protected in the future. Environmental stressors such as invasive species and land use conversion threaten terrestrial and aquatic habitat resources, the need for protection by the BCWD as well as private landowners.~~

~~To date, the BCWD has focused its management efforts on impacts related to land use changes in the watershed. Given the changes seen locally, nationally and world-wide, the BCWD is broadening its focus~~

**Commented [AA103]:** Board to consider whether or not to change from "Ecological Health" to "Watershed Health"

[Click here to enter text.](#)

---



---



---

[by considering impacts related to climate change \(see Table X\) and the benefits a healthy watershed provides to economic and social well-being \(see Table X\).](#)

**Table 41. Impacts of climate change on Ecological Health**

Impact	Description	Indicators
<a href="#">Extreme Heat</a>	<a href="#">Extreme heat increases evaporation rates, drying up water sources such as ponds, rivers, and wetlands.</a>	<ul style="list-style-type: none"> <li>- <a href="#">Reduced reproductive success: Heat stress can lower reproductive success by reducing the fertility of animals or the survival rates of eggs and offspring. For example, heat waves can cause nest abandonment or reduce the hatching success of eggs in birds, reptiles, and amphibians.</a></li> <li>- <a href="#">Disruption of aquatic habitats: Reduced water levels in rivers, lakes, and streams can threaten fish and other aquatic organisms, as these species depend on specific water conditions for survival. Warmer water temperatures can also reduce dissolved oxygen levels, stressing or killing aquatic life.</a></li> <li>- <a href="#">Proliferation of invasive species: Some invasive species, including certain plants, insects, and animals, thrive in hotter conditions and may outcompete native species, altering ecosystems and threatening biodiversity. Invasive insects, such as bark beetles, have devastated forests weakened by heat stress.</a></li> </ul>
<a href="#">Warming winters and fewer days below freezing (32°F)</a>		<ul style="list-style-type: none"> <li>- <a href="#">Increasing presence of species traditionally found further south while traditional northern species die out</a></li> <li>- <a href="#">Invasive Species Expansion: Fewer cold days can help invasive species, which are often better adapted to warmer conditions, survive and spread. This can have serious consequences for native wildlife by altering habitat structure and resource availability. Accelerated spread of invasive species</a></li> <li>- <a href="#">Plants and insects that emerge earlier due to fewer cold days may not synchronize with the life cycles of their pollinators or herbivores.</a></li> </ul>

[Click here to enter text.](#)

---



---



---



---

		<ul style="list-style-type: none"> <li>- <a href="#">Warmer winters with more frequent rain can cause increased soil erosion in upland areas, leading to higher sediment loads in water bodies.</a></li> </ul>
<a href="#">Extreme Precipitation</a>	<p><a href="#">Washington County has and will continue to experience more wet conditions caused by increased precipitation. Precipitation increases are occurring in each season of the year, with the largest increases in spring and summer. Not only has precipitation increased, but the intensity and frequency of large events have also increased.</a></p>	<ul style="list-style-type: none"> <li>- <a href="#">Wetland areas or floodplains might become permanently submerged, reducing the amount of usable land for species like small mammals, ground-nesting birds, and reptiles.</a></li> <li>- <a href="#">Intense rainfall can cause soil erosion, particularly on slopes or deforested areas. Erosion leads to loss of plant cover, which is essential for shelter, food, and nesting for many animals.</a></li> <li>- <a href="#">Extreme rainfall can lead to streambank erosion, which destroys habitats for aquatic and semi-aquatic animals such as amphibians, fish, and birds. Fish spawning sites can be disrupted as sediment buries eggs or larvae.</a></li> <li>- <a href="#">Increased water flow in rivers and streams can wash away aquatic organisms, disrupt breeding areas, and destroy the structure of habitats.</a></li> <li>- <a href="#">Excessive sediment in water can cover the river or lakebed, smothering fish eggs, aquatic plants, and invertebrates that are crucial to the food chain. This degradation can reduce biodiversity and the health of aquatic ecosystems.</a></li> <li>- <a href="#">Extreme rainfall washes nutrients (like nitrogen and phosphorus from fertilizers) and pollutants (like pesticides, heavy metals, and waste) into water bodies.</a></li> <li>- <a href="#">Disturbed landscapes and flooded areas can become ideal for invasive species to spread, often outcompeting native plants.</a></li> <li>- <a href="#">Wildlife and plant species that require specific conditions (e.g., dry soil, stable habitats) may be outcompeted by more generalist species, leading to a decline in biodiversity.</a></li> </ul>
<a href="#">Drought</a>	<p><a href="#">Extended period(s) of no or minimal precipitation impacting the supply of water</a></p>	<ul style="list-style-type: none"> <li>- <a href="#">Habitat fragmentation: As animals move to find water, they may cross human-dominated landscapes, leading to more road crossings, vehicle collisions, and habitat fragmentation.</a></li> <li>- <a href="#">Aquatic ecosystems are especially vulnerable to drought. Reduced water levels and higher temperatures can drastically affect fish, amphibians, and invertebrates.</a></li> </ul>

[Click here to enter text.](#)

---



---



---

		<ul style="list-style-type: none"> <li>- <a href="#">Drought weakens plant root systems, increasing soil erosion and leading to long-term vegetation loss. The loss of vegetation increases soil erosion, which can lead to the degradation of habitats, particularly in areas prone to wind or water erosion.</a></li> <li>- <a href="#">Drought can lead to long-term shifts in species composition and biodiversity, favoring drought-tolerant species over more sensitive ones.</a></li> <li>- <a href="#">Soil degradation: Heat and drought can degrade soil health, leading to erosion, reduced fertility, and the loss of organisms that contribute to nutrient cycling. This can have long-term consequences for ecosystem productivity and resilience.</a></li> </ul>
--	--	---

**Table 42. Ecological Health opportunities which intersect with DEI principles**

Impact	Description of the Need	How Ecological Health can help
<a href="#">Equitable access to clean water</a>	<a href="#">A healthy watershed ensures that water is clean, reliable, and accessible to all communities, regardless of their socio-economic status, race, or geographic location.</a>	<ul style="list-style-type: none"> <li>- <a href="#">By maintaining clean lakes, ponds, wetlands, streams and groundwater the Brown’s Creek watershed supports basic services that are critical to the well-being of all communities, particularly those that may not have the resources to combat pollution or environmental degradation.</a></li> </ul>
<a href="#">Environmental Justice</a>	<a href="#">Environmental justice seeks to address the unfair distribution of environmental benefits and burdens, particularly for communities that have been historically marginalized or overlooked.</a>	<ul style="list-style-type: none"> <li>- <a href="#">Healthy watershed management can prioritize including voices from marginalized communities, ensuring they have a say in decisions that affect their local environment. This leads to policies that reflect the needs of diverse communities and prevent further environmental inequities.</a></li> </ul>
<a href="#">Inclusive Economic Benefits</a>	<a href="#">Economic disparities are often tied to environmental degradation, with disadvantaged communities being most affected by poor watershed health. Inclusive watershed management can provide economic opportunities for all populations.</a>	<ul style="list-style-type: none"> <li>- <a href="#">Healthy watersheds contribute to healthier ecosystems that can support recreation, tourism, and other economic activities.</a></li> <li>- <a href="#">Ensuring that water quality improvement projects are implemented equitably and impacts to property values.</a></li> <li>- <a href="#">Investments in watershed restoration and maintenance can lead to the creation of sustainable jobs, from restoration work to green infrastructure development, benefiting local economies. These jobs should be</a></li> </ul>

[Click here to enter text.](#)

---



---



---



---

		<a href="#">accessible to underrepresented groups, creating pathways for economic inclusion.</a>
<a href="#">Community Engagement and Empowerment</a>	<a href="#">DEI in environmental planning requires inclusive processes where diverse communities have the opportunity to participate in the design and implementation of watershed management efforts.</a>	<ul style="list-style-type: none"> <li>- <a href="#">Healthy watershed initiatives can actively engage community members from diverse backgrounds in decision-making, planning, and restoration activities. This includes reaching out to underrepresented groups, hosting culturally relevant events, and providing education in multiple languages to ensure that all voices are heard.</a></li> <li>- <a href="#">Communities that are engaged in watershed health are empowered to take ownership of their local environment. Supporting leadership opportunities within minority and underserved groups ensures that they are involved in the long-term sustainability of their water resources.</a></li> </ul>
<a href="#">Climate Resilience and Vulnerability</a>	<a href="#">Climate change disproportionately affects marginalized communities, who are more vulnerable to extreme weather events, droughts, and flooding—all of which are linked to watershed health.</a>	<ul style="list-style-type: none"> <li>- <a href="#">Healthy watersheds act as natural buffers against the impacts of climate change by regulating water flow, preventing flooding, and maintaining groundwater supplies. Ensuring that these benefits are distributed equitably can help vulnerable communities better withstand the impacts of climate change.</a></li> <li>- <a href="#">Watershed management plans can focus on areas where communities face the highest risk of climate impacts. By prioritizing these areas, managers can ensure that historically marginalized communities are not left more vulnerable to environmental disasters.</a></li> </ul>
<a href="#">Cultural and Recreational Inclusion</a>	<a href="#">Diverse cultural and recreational needs must be considered in the management of water resources, ensuring that all communities have access to natural spaces that support their well-being and traditions.</a>	<ul style="list-style-type: none"> <li>- <a href="#">Many Indigenous communities and other ethnic groups have deep cultural ties to water bodies and natural ecosystems. A healthy watershed protects these areas, preserving important cultural and spiritual sites.</a></li> <li>- <a href="#">Healthy watersheds support outdoor recreational activities such as fishing, swimming, and hiking, which should be accessible to all communities. Watershed management can ensure that parks, lakes, and rivers are open and safe for use by all demographic groups, promoting inclusivity in nature-based recreation.</a></li> </ul>
<a href="#">Education and Outreach</a>	<a href="#">Promoting awareness of water issues and stewardship opportunities must reach diverse</a>	<ul style="list-style-type: none"> <li>- <a href="#">Watershed programs can include targeted education efforts that reach diverse communities, particularly those historically</a></li> </ul>

[Click here to enter text.](#)

---

---

---

---

	<a href="#">audiences to build a more inclusive environmental movement.</a>	<a href="#">excluded from environmental education. Programs in schools, community centers, and local organizations can raise awareness about the importance of water conservation and offer opportunities for all groups to engage in watershed protection.</a> <a href="#">- Ensuring that educational materials and outreach efforts are available in multiple languages and are culturally relevant is critical for engaging diverse communities in watershed health. This fosters a sense of inclusivity and participation in water resource management.</a>
--	---	---

### 3.8.3. Sub-Issue Areas

#### Degraded Fisheries

A healthy fish community is an indicator of resource health, and also an important component to maintaining a ~~high quality~~[high-quality](#) aquatic resource. Environmental stressors continue to threaten the integrity of the watershed’s fish-supporting resources. These stressors can include metals, nutrients, [sediment](#), temperature, and [Aquatic Invasive Species \(AIS\)](#).

#### ~~Maintain Ecological Health /~~ [Protect and Restore the Function that of Upland Areas Provide](#)

~~The BCWD is home to several plant and animal species that are sensitive and valuable from an ecological standpoint. [which](#)~~ [These plant and animal species are indicators of a healthy watershed which is a reflection of the land use in the rural portions of the watershed, resulting in more intact upland areas.](#) The BCWD intends to [protect and enhance these waterbodies upland areas in order to maximize the ecosystem services \(i.e., soil health improvements, filtration, groundwater recharge, wildlife habitat, rate control\) provided by this part of the landscape.](#)

#### Invasive Species

[Invasive species continue to spread throughout the region. Some invasive species pose direct risks to water resources within lakes and wetlands, while others pose indirect impacts in upland areas where they impact land cover and soil health. For example, Common buckthorn \(\*Rhamnus cathartica\*\) negatively impacts the understory which results in soil erosion and ~~soils~~ \[soils resulting in increased nutrient and sediment runoff\]\(#\) \[floods to downstream resources. Managing species that negatively impact the water resources plays an important role in maintaining the ecological integrity of the watershed.\]\(#\)](#)

[Click here to enter text.](#)

---



---



---

### 3.8.4. Policies, Goals, and Implementation

The policies, goals, and implementation items related to these sub-issue areas are summarized in the following tables. The sub-issue area is identified in a heading, followed by a related policy. The goals addressing that policy are lettered and stated, followed by the implementation items for that goal. This format is intended to clearly display how each policy and goal will be addressed.

Table 434299. Ecological Health Policies, Goals, and Implementation Activities

SUB-ISSUE: Degraded fisheries		POLICY: BCWD aims to support a robust and healthy fishery as a vital component to ecological health.	
GOALS		IMPLEMENTATION ITEM	
A	Promote healthy and diverse fish communities represented by species representative of the MNDNR lake or stream classifications	1	Conduct additional sampling on Brown's Creek to determine the population status and distribution of the Rainbow darter in the gorge.
		2	Conduct fish barrier assessment to determine potential for fish passage through 95 / 96 box culverts in 2016, then determine fish passage through remaining road crossings to Manning avenue if no barrier present in the gorge.
		3	<a href="#">Work with the DNR to develop a fish stocking plan</a>
		4	<a href="#">Work with community groups (e.g. Stillwater High School and Trout Unlimited) to develop fish rearing plans</a>
B	TSS loads within the contributing drainage area need to be reduced by 74% on average in order to meet these loading limits. (Brown's Creek TMDL Implementation Plan, EOR, 2012)	1	Annually analyze progress toward the TSS reduction goal based on evaluation of the collected monitoring data (conducted as part of the baseline monitoring program).
		2	SEE IMPLEMENTATION ACTIVITIES IDENTIFIED UNDER BROWN'S CREEK MANAGEMENT PLAN (TABLE 61)
C	Restore impaired lakes so that they meet state standards for total phosphorous, chlorophyll A concentration and Secchi depth.	1	SEE IMPLEMENTATION ACTIVITIES IDENTIFIED UNDER LAKE MANAGEMENT PLAN (TABLE 62)
D	Achieve the TP Load Reduction goal of 148 lbs. established at the Diversion Structure as identified in the McKusick Lake and Lily Lake Management Plans.	1	Re-assess water quality data collected in contributing drainage area to Diversion Structure to evaluate pollutant loading and identify sources.
E	<a href="#">Identify and preserve important aquatic wildlife habitat and fish spawning areas</a>	1	<a href="#">Continue surveys for mussels in the lower gorge, particularly upstream of the 2015 unique Species Inventory survey area. Many riffles in the lower gorge have not been surveyed.</a>
		2	<a href="#">Compile a herptile record database developed from available records and initiate citizen volunteer Amphibian and Reptile Survey.</a>
			<a href="#">Removal of fish barriers?</a>

**Commented [AA104]:** Mike M - Have we resolved all of these/are any remaining that can feasibly be addressed?

[Click here to enter text.](#)

			<a href="#">Creation of fish refugia?</a>
<b>SUB-ISSUE:</b> Protect and Restore the Function of Upland Areas <del>Maintain Ecological Health</del>			
<b>POLICY:</b> The BCWD is committed to maintaining the ecological integrity and connectivity of intact ecosystems.			
<b>GOALS</b>		<b>IMPLEMENTATION ITEM</b>	
<p><del>Achieve a healthy and diverse community of native plants and animals. (City of Stillwater Lake Management Plans, Wenck Associates INC, 2007)</del></p> <p><b>B</b> <u>OR</u></p> <p><b>A</b></p> <p><a href="#">Preserve, conserve, and restore natural resources by implementing sustainable practices that promote biodiversity and healthy ecosystems (Washington County Natural Resource Systems Framework).</a></p>	<b>1</b>	Implement native plant community preservation and restoration projects utilizing the District's land protection priorities.	
	<b>2</b>	Enhance the management of the BCWD's ecosystem services by implementing pollinator conservation strategies (e.g. recognize and support exemplar projects which restore and enhance habitat for pollinator species, work with road authorities to control invasives and promote establishment of pollinator species, work with county and municipalities to develop mowing plan and schedule that is more conducive to stormwater management and pollinator species)	
	<b>3</b>	Work with the City of Stillwater and area residents to conduct ongoing monitoring of the oak forest found on the west side of Long Lake (identified as a Rare Feature) to evaluate its quality, and if any management activities are needed to ensure its sustainability.	
	<b>4</b>	<a href="#">Improve ecosystem services by creating a program that focuses on restoring forests, wetlands, and grasslands to help reduce the impacts of climate change, such as flooding, heat islands, and soil erosion.</a>	
	<b>5</b>	<a href="#">Work with municipalities to establish tree preservation goals and requirements.</a>	
	<b>6</b>	<a href="#">Work with landowners to diversify their woodlands through forest management plans</a>	
<p><b>B</b></p> <p><a href="#">Turf to native plant conversion goal. Enhancing ecosystem services of the landscape. Greater native/natural space vegetation requirement. More resilient landscape for wet/dry conditions.</a></p>	<b>1</b>	<a href="#">Identify target area and criteria for priority habitat conversion areas.</a>	
	<b>2</b>	<a href="#">Consider rule change to allow credits for turf conversion</a>	
	<b>3</b>	<del><a href="#">Implement through the cost-share program</a></del>	
	<b>4</b>	<a href="#">EMWREP education and outreach</a>	
<b>SUB-ISSUE:</b> Invasive Species			
<b>POLICY:</b> The District takes an active role in preventing the spread of invasive species through education, partnerships, monitoring, and invasive species management projects.			
<b>GOALS</b>		<b>IMPLEMENTATION ITEM</b>	

**Commented [AA105]:** Cross-reference with Erosion and Sediment issue



[Click here to enter text.](#)

---



---



---



---

A	Initiate and support aquatic invasive species (AIS) management projects on private and public lands where connected to water quality management	1	Continue to monitor aquatic invasive species and implement controls when it's determined to be a water quality issue.
		2	Record the location of <del>terrestrial-exotic-and</del> invasive species and implement control measures if it's determined to have water quality impacts <u>or threats to native plant communities.</u>
		3	Address aquatic invasive species management by providing education and outreach to residents and individuals recreating in the watershed.
		4	Utilize the cost-share program to assist with invasive species management where there is a water quality benefit <u>and/or co-benefit towards other beneficial goals.-</u>
		5	<u>Support initiatives by the County and other regional partners on AIS management.</u>
		6	<u>Education and outreach regarding bait disposal and pet release.</u>
B	Initiate and support terrestrial invasive species management projects on private and public lands where connected to water quality management	1	Conduct on-going vegetation surveys (every five years) to evaluate community quality and invasive species to provide a more robust dataset that can be used to evaluate trends in plant community composition. A minimum of 5 wetland and 5 upland plots should be established for long-term monitoring.
		2	<u>Provide public and private landowners with tools and resources needed to manage existing habitat, improve species diversity, and protect against invasive species, erosion, and overuse (LSCR1W1P).</u>

[\[Turf to native plant conversion image\]](#)

[Click here to enter text.](#)

**Table 444334. Projected Expenditures (in 1,000's) for Ecological Health**

Implementation Activities	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	10-Yr. Total
Conduct additional sampling on Brown's Creek to determine the population status and distribution of the Rainbow darter in the gorge.	2	--	--	--	2	--	--	--	2	--	6
Continue surveys for mussels in the lower gorge, particularly upstream of the 2015 unique Species Inventory survey area. Many riffles in the lower gorge have not been surveyed.	--	--	2.5	--	--	--	--	--	--	2.5	5
Compile a herptile record database developed from available records and initiate citizen volunteer Amphibian and Reptile Survey.	--	--	--	3.5	--	--	--	--	--	--	3.5
Implement native plant community preservation and restoration projects utilizing District's land protection priorities.	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	5
Enhance management of BCWD's ecosystem services by implementing pollinator conservation strategies.	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	5
Continue to monitor aquatic invasive species & implement controls when it's determined to be a water quality issue.	--	--	1	1	1	1	1	1	1	1	8
Record the location of terrestrial exotic and invasive species and implement control measures if it's determined to have water quality impacts.	--	--	1	1	1	1	1	1	1	1	8
Conduct on-going vegetation surveys (every five years) to evaluate community quality and invasive species to provide a more robust dataset that can be used to evaluate trends in plant community composition: min. of 5 wetland and 5 upland plots should be	--	--	10	--	--	--	--	5	--	--	15

Brown's Creek Watershed District ~~2024~~-20326 WMP- IV

76

[Click here to enter text.](#)

Implementation Activities	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	10-Yr. Total
established for long-term monitoring.											
<b>Total for Ecological Health</b>	<b>3</b>	<b>1</b>	<b>15.5</b>	<b>6.5</b>	<b>5</b>	<b>3</b>	<b>3</b>	<b>8</b>	<b>3</b>	<b>7.5</b>	<b>55.5</b>

**Table 454433. Ecological Health Implementation Activities from Table 30 addressed by East Metro Water Resource Education Program**

Address AIS management by providing education and outreach to individuals recreating in the watershed.

**Table 464533. Ecological Health Implementation Activities from Table 30 where implementation costs covered under another Issue Category**

Implementation Activity	Issue Category where implementation cost is identified (Table #)
Utilize the District's cost-share program to assist in the implementation of Lake Management Plans through best management practice installation by citizens - Cost identified in Implementation Activity X under Stormwater Management.	Stormwater Management (Table 5)
Re-assess water quality data collected in contributing drainage area to Diversion Structure to evaluate pollutant loading and identify sources.	Stormwater Management (Table 5)
Promote stormwater reuse by working with local businesses, local units of government and Washington County to incorporate BMPs into new development or redevelopment projects.	Stormwater Management (Table 5)
Conduct fish barrier assessment to determine potential for fish passage through 95 / 96 box culverts in 2016, then determine fish passage through remaining road crossings to Manning avenue if no barrier present in the gorge.	Stream Management (Table 13)
Annually analyze progress toward the TSS reduction goal based on evaluation of the collected monitoring data (conducted as part of the baseline monitoring program).	Stream Management (Table 13)
Utilize the cost-share program to assist with invasive species management where there is a water quality benefit.	Stormwater Management (Table 5)

**Commented [MM106]:** 95/96 box culvert has now been determined to be a seasonal barrier for AOP but fish can move through during flooding events on the St. Croix. There is a potential natural bedrock barrier in the Gorge (velocity barrier?) that might prevent fish from migrating above the Gorge. The Neal Ave box culvert and McKusick culvert barriers were addressed as part of the Brown's Creek Restoration project in 2024). Fish barrier assessment still needed for a few areas within Oak Glen GC and Millbrook where a large beaver dam now exists.





1  
2 DRAFT Minutes of the regular meeting of the Brown’s Creek Watershed District Board of  
3 Managers, Wednesday November 13, 2024  
4

5 ROLL CALL

Managers Present:	Others Present:
Klayton Eckles, President	Karen Kill, BCWD administrator
Celia Wirth, Treasurer	Camilla Correll, EOR, BCWD engineer
Charles LeRoux, 2 <sup>nd</sup> Vice President	Michael Welch, Smith Partners, BCWD counsel
Debra Sahulka, Secretary	Cameron Blake, BCWD staff
Larry Odebrecht, Manager	Alexander Furneaux, EOR, BCWD engineer
	Paul Nation, EOR, BCWD engineer
	Mark Guenther, Elliot Crossing
	Justin Olson, Carlson McCain
	Mike Reagan, Elliot Crossing
	Matthew Eddy, resident

- 6  
7 **1) Call to Order**  
8 President Klayton Eckles called the meeting to order at 6:30 p.m.  
9  
10 **2) Agenda**  
11 **Manager Wirth moved, seconded by Manager LeRoux, to approve the agenda as**  
12 **presented. Motion carried, vote 5/0.**  
13  
14 **3) Oath of Office for Celia Wirth & Larry Odebrecht**  
15 Larry Odebrecht and Celia Wirth each took the manager’s oath of office.  
16  
17 **4) Election of officers**  
18 **Manager LeRoux moved, seconded by Manager Sahulka, to appoint Manager**  
19 **Wirth as the treasurer and alternate for the Lower St. Croix Policy Committee.**  
20 **Motion carried, vote 5/0.**  
21  
22 **5) Public Comments**  
23 There were no public comments.  
24  
25 **6) Consent Agenda**  
26 **Manager LeRoux, seconded by Manager Sahulka, to approve the consent agenda:**  
27 **a) Approve Minutes of the October 9, 2024, Meeting**

- b) Accept Permit Fee Statement**
- c) Authorize administrator to execute Oak Glen Golf Course agreement amendment #2**
- d) Approve Lower St. Croix Partnership watershed-based implementation funding workplan for 2025-2026 as recommended by the partnership policy committee.**
- Motion carried 4/0/1 Manager Odebrecht abstained.**

7) **Treasurer’s Report**

- a) **Authorized Funds Spreadsheet and Current Items Payable**  
**Manager Wirth moved, seconded by Manager Odebrecht, to accept the authorized funds spreadsheet as presented and to authorize payment of the bills as presented totaling \$158,407.82.**

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<b><u>Manager Eckles</u></b>	<b><u>X</u></b>			
<b><u>Manager Odebrecht</u></b>	<b><u>X</u></b>			
<b><u>Manager LeRoux</u></b>	<b><u>X</u></b>			
<b><u>Manager Wirth</u></b>	<b><u>X</u></b>			
<b><u>Manager Sahulka</u></b>	<b><u>X</u></b>			

**Motion carried 5/0.**

8) **Permitting**

- a) **Permit 24-07 Elliot Crossing**

Paul Nation presented the engineer’s report for the proposed subdivision of 189 acres into 17 single-family residential lots with two new cul-de-sacs. The proposed stormwater-management plan provides treatment of runoff with two reuse ponds and two infiltration basins. Since the October 2024 presentation of the project, the reuse system is now being proposed to irrigate only common area, not individual lots, with the native buffer also being irrigated. Responsibility for operation of the reuse system will fall on the homeowners’ association. Mr. Nation explained that stormwater management on the site is challenging because the site is landlocked and historic flooding concerns.

Matthew Eddy from 7060 Lake Elmo North expressed concern about the lowering levels of the pond on his property and questioned whether this project would impact the drainage leading to the pond considering he is directly adjacent to the site. Mr. Nation explained that Mr. Eddy’s pond is actually upgradient from the site.

In response to an inquiry from Michael Welch, Mark Guenther indicated that he has reviewed the conditions and stipulations on approval in the engineer’s report and has no concern about fulfilling them.

**Manager Wirth moved, seconded by Manager Odebrecht, to approve permit 24-07 Elliot Crossing with the conditions and stipulations outlined in the engineer’s report. Motion carried 5/0.**

1 Manager Eckles stated that there was a missed opportunity here to reuse stormwater  
2 for irrigation rather than simply disposing of it on buffer. He would like the district  
3 revisit the topic of reuse versus disposal of stormwater as a policy matter at a future  
4 meeting.  
5

6 **9) New Business**

7 **a) Washington Conservation District Service Agreement 2025-2026**  
8 **Manager Wirth moved, seconded by Manager Sahulka, to authorize the**  
9 **president on advice of counsel to execute the 2025-2026 Washington**  
10 **Conservation District service agreement at cost not to exceed \$1,036,325.**  
11 **Motion carried 5/0**  
12

13 **b) Biennial request for services**

14 Karen Kill explained that there are two items of the board's consideration with  
15 regard to the retention of consulting services from engineering, legal, accounting  
16 and auditing professionals. One being if the board would like to include language  
17 reflecting the new equity policy the board adopted in August. She also wonders  
18 whether the managers would like, beyond the consulting engineer, to solicit  
19 proposals from engineering firms for various services to form a pool the board  
20 could draw on for various projects. Manager Eckles explained that county  
21 commissioners have expressed concern about the district solely using EOR. There  
22 are benefits, including efficiency, but drawbacks including not getting exposed to  
23 different ideas. He wants to propose a middle ground of continuing to retain a  
24 primary engineering firm, but opening the door to other firms by creating a  
25 project pool that could be considered for individual projects. Managers discussed  
26 whether there could be a threshold for either big projects or smaller projects,  
27 considering smaller projects may be where other firms would have a chance of  
28 offering services. The board discussed what selection criteria could be considered  
29 for the engineering pool. The board asked the administrator and attorney to  
30 develop language to propose for the considerations for the engineering pool, while  
31 continuing with the other request for letters of interest for other district services.  
32 Staff was directed to bring the engineering pool back to the board for discussion  
33 after selection of the primary engineer.  
34

35 **10) Management Plan Update**

36 **a) Lake Management**

37 With regard to lake management goals and strategies in the updated plan, Alex  
38 Furneaux asked the managers to focus on what success in this arena looks like.  
39 The managers expressed support for the draft lake-management content in the  
40 updated plan. The managers discussed adaptive management as a strategy for  
41 unknown long-term implications of climate change. The managers discussed  
42 pollutants of emerging concern and the relationship to diversity, equity, inclusion  
43 and accessibility when considering groundwater treatment for drinking water. The  
44 managers discussed chloride and how to target largest sources and concerns in the  
45 watershed.  
46

1                   **b) Land Conservation**

2                   The plan was updated to include the district’s acquisition of the conservation area.  
3                   The board discussed the idea proposed by the citizen advisory committee in  
4                   working with neighboring property owners to implement restoration activities as  
5                   an alternate strategy to land acquisition. Other existing strategies include estate  
6                   planning and encouraging voluntary land conservation.  
7

8                   **11) Discussion Agenda**

9                   **a) Updates**

10                  **(1) Administrator**

11                  Ms. Kill reminded the managers about the upcoming BCWD regulatory review  
12                  workshop on November 21 at the Lakes of Stillwater. She asked the board to  
13                  extend invitations to parties who may be interested and explained the district  
14                  would like to receive feedback even if folks are unable to make it to the meeting.  
15

16                  **(2) Legal**

17                  Mr. Welch reminded the board that Manager Celia Wirth will attend the  
18                  Minnesota Watersheds conference and will vote on behalf of the district. Items of  
19                  interest for the district include a proposal for watershed districts to have  
20                  representation on Wetland Conservation Act Technical Evaluation Panels, and a  
21                  proposed regulatory approach to reducing chloride use.  
22

23                  **12) Adjournment**

24                  **Manager Eckles moved, seconded by Manager Wirth, to adjourn the regular meeting at**  
25                  **9:46 p.m. Motion carried 5/0.**

26  
27                  Respectfully submitted by

28                  Cameron Blake, BCWD Staff and Debra Sahulka, Recording Secretary  
29



1  
2 DRAFT Minutes of the regular meeting of the Brown’s Creek Watershed District Board of  
3 Managers, Wednesday December 11, 2024  
4

5 ROLL CALL

<b>Managers Present:</b>	<b>Others Present:</b>
Klayton Eckles, President	Karen Kill, BCWD administrator
Celia Wirth, Treasurer	Camilla Correll, EOR, BCWD engineer
Debra Sahulka, Secretary	Michael Welch, Smith Partners, BCWD counsel
Larry Odebrecht, Manager	Cameron Blake, BCWD staff
	Alexander Furneaux, EOR, BCWD engineer
<b>Managers Absent:</b>	Anne Wilkinson, EOR, BCWD engineer
Chuck LeRoux, 2 <sup>nd</sup> Vice President	Pat Conrad, EOR, BCWD engineer
	Jimmy Marty, EOR, BCWD engineer
	Hannah Peterson, BCWD staff
	Reabar Abdullah, City of Stillwater

- 6  
7 **1) Call to Order**  
8 President Klayton Eckles called the regular meeting to order at 6:35 p.m.  
9
- 10 **2) Agenda**  
11 **Manager Wirth moved, seconded by Manager Sahulka, to approve the agenda as**  
12 **presented. Motion carried, vote /0.**  
13
- 14 **3) Public Comments**  
15 There were no public comments.  
16  
17 *Manager Larry Odebrecht arrived, 6:40 p.m.*  
18
- 19 **4) Consent Agenda**  
20 **Manager Wirth, seconded by Manager Sahulka, to approve the consent agenda:**  
21 **a) Approve minutes of the November 13, 2024, regular meeting**  
22 **b) Accept Permit Fee Statement**  
23 **c) Decline to waive liability monetary limits in Minnesota Statutes section 466.04**  
24 Administrator Karen Kill requested item 4a be removed from the consent agenda.  
25 Manager Sahulka inquired as to item 4c, and Ms. Kill explained the insurance  
26 covered the district as an entity.  
27 **Motion carried 4/0.**



1 5) **Treasurer’s Report**

2 a) **Authorized Funds Spreadsheet & Current Items Payable**

3 **Manager Wirth moved, seconded by Manager Odebrecht, to accept the**  
4 **authorized funds spreadsheet as presented and to authorize payment of the bills**  
5 **as presented totaling \$187,656.46.**

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<u>Manager Eckles</u>	<u>X</u>			
<u>Manager Odebrecht</u>	<u>X</u>			
<u>Manager LeRoux</u>				<u>X</u>
<u>Manager Wirth</u>	<u>X</u>			
<u>Manager Sahulka</u>	<u>X</u>			
<u>Motion carried 4/0.</u>				

14 6) **Budget**

15 a) **Public Meeting regarding 2025 Budget and Levy**

16 Manager Eckles opened the public meeting for the 2025 budget and levy. No members of  
17 the public were present to comment on the budget or levy. Karen Kill explained that there  
18 were no proposed changes since the September’s budget meeting. Manager Eckles  
19 explained that the budget and levy have been presented to the county commissioners,  
20 who were supportive.

22 b) **Resolution 24-05 Final 2025 Budget and Levy**

23 **Manager Odebrecht moved, seconded by Manager Wirth, to approve Resolution 24-**  
24 **05 2025 Final Budget & Certified 2024 Tax Levy Resolution: All Funds.**

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<u>Manager Eckles</u>	<u>X</u>			
<u>Manager Odebrecht</u>	<u>X</u>			
<u>Manager LeRoux</u>				<u>X</u>
<u>Manager Sahulka</u>	<u>X</u>			
<u>Manager Wirth</u>	<u>X</u>			
<u>Motion carried 4/0.</u>				

33 7) **Projects**

34 a) **City of Stillwater Cost-Share Request**

35 Ms. Kill explained that the declining water quality of Brewers Pond has been a concern  
36 of residents. As a result district staff approached City of Stillwater staff to look into  
37 retrofit opportunities for the stormwater systems leading to the pond. The city identified  
38 erosion issues and pipe corrosion resulting in increased sediment loading. There is  
39 limited space for many project opportunities, but replacing the pipe and adding a device  
40 called a hydroseparator will provide a water quality benefit. The retrofit will provide a  
41 reduction of 480 pounds of suspended solids a year. The city will monitor and maintain  
42 the system and is asking for a cost share contribution of \$25,000 from the district for the  
43 hydroseparator. Ms. Kill explained that if the board agrees to pursue this project the  
44 managers will need to hold a public hearing at the January board meeting to consider  
45 ordering the project. This would not impact the planned spring timeline of the project.

1 Manager Eckles inquired as to why this project was considered a capital improvement  
2 project, and asked if there was a way to streamline the process for projects like these.  
3 Michael Welch explained that having another entity contract for the construction does not  
4 alter the fact that this is a district capital project. He said he will work with staff to  
5 develop draft language for the capital improvements program in the plan that facilitated  
6 taking advantage of opportunity projects like this one.  
7 Manager Odebrecht noted that he is on the Stillwater City Council, but had no conflict of  
8 interest with this project. Mr. Welch confirmed that he had no concerns regarding a  
9 conflict of interest.

10 **Manager Wirth moved, seconded by Manager Odebrecht, to direct the**  
11 **administrator to notice the public hearing for the January board meeting to**  
12 **consider ordering the project. Motion carried, vote 4/0.**  
13

14 **b) Applewood Hills Reuse Operations and Maintenance Plan scope**

15 Ms. Kill explained the board had already approved funding for the operations and  
16 maintenance plan for the Applewood Hills reuse project in 2023, but construction of the  
17 project was delayed by utility connection, and the engineer's hourly rates have changed  
18 in the interim. The new scope also includes a year of enhanced operation and  
19 maintenance assistance. This is being proposed in light of lessons learned from the Oak  
20 Glen Golf Course reuse system. Manager Eckles agreed that the party responsible for  
21 operation of the system must fully understand, and training is more cost effective than  
22 errors that could damage the system or lead to it not being used. Manager Eckles said he  
23 did think it seemed like a lot of money and hoped it would cost less over time as the  
24 district becomes more familiar with reuse projects.

25 **Manager Wirth moved, seconded by Manager Odebrecht, to approve the amended**  
26 **scope of services not to exceed \$22,350 from account 929-0010. Motion carried, vote**  
27 **4/0.**  
28

29 **c) Brown's Creek Stream Restoration**

30 **(1) Spur trail from Brown's Creek State Trail and fishing access in**  
31 **coordination with Department of Natural Resources Fisheries**

32 Ms. Kill explained that the original project design included an Americans With  
33 Disabilities Act accessible spur trail from Brown's Creek State Trail near the Brown's  
34 Creek crossing where trail users have been causing erosion due to foot traffic. BCWD has  
35 entered into a cooperative agreement with the state to construct and maintain an asphalt  
36 spur trail. During final survey before construction, an error was discovered in the  
37 elevation data used in the design, making the original design unable to be built to ADA  
38 specifications or without interference with the existing drainage swale while staying in  
39 the narrow corridor. Options are being explored by district staff and the  
40 recommendation is to proceed with stabilizing steps, to coordinate with Department of  
41 Natural Resources Trails to determine if amendment of the cooperative agreement is  
42 necessary, and bring back final design and costs to the board for approval.  
43

44 Managers and staff discussed possible partners and funding options for the constructing  
45 the revised trail and steps, and Ms. Kill indicated she would explore funding from the  
46 state for the work and possible partnership with the city.

1 **Manager Wirth moved, seconded by Manager Sahulka, to direct the administrator**  
2 **to work with staff and the engineer to proceed with construction of stabilizing steps**  
3 **and coordinate administration and contracting with the state for presentation of**  
4 **final design and costs to the board approval, and to authorize the first three steps of**  
5 **the EOR scope of services not to exceed \$8,878 from account 947-0022. Motion**  
6 **carried, vote 4/0.**  
7

8 **(2) Buckthorn removal expansion in cooperation with Stillwater**

9 Ms. Kill explained the Brown's Creek stream restoration project came in under budget by  
10 approximately \$20,000 and the remaining grant funds need to be used by July 30, 2025.  
11 Stillwater staff have identified an opportunity for 5 acres of buckthorn removal adjacent  
12 to the project area. The city is interested in doing vegetative restoration in this area and  
13 the grant funds would be used to reimburse the city for the work. Manager Eckles  
14 requested educational signage be placed around the work area so the public understands  
15 why tree removal is occurring. The work needs to be done while the ground is frozen.  
16 The board directed staff to present an amended cooperative agreement to proceed with  
17 this work in 2025.  
18

19 **8) New Business**

20 **a) Education- Artist Proposal**

21 Ms. Kill stated that she has identified an artist in the enhanced stakeholder engagement  
22 process who has developed a proposal for a project with the district and A House Unbuilt  
23 titled "The Water Where We Live," in which unique art pieces will be created by local  
24 artists and exhibited for 23 weeks in a space in downtown Stillwater. The art pieces could  
25 be incorporated into the new watershed management plan and used for outreach and  
26 engagement.  
27

28 **Manager Wirth moved, seconded by Manager Odebrecht, to authorize the**  
29 **administrator to enter, on advice of counsel, a contract with A House Unbuilt not to**  
30 **exceed \$3,850 from account 910-0000. Motion carried, vote 4/0.**  
31

32 **9) Management Plan Update**

33 **a) Ecological Health**

34 Alexander Furneaux shared the input received from the Citizen Advisory  
35 Committee on ecological health for the plan and the additions proposed for the  
36 draft plan. Manager Eckles requested more information on what other watershed  
37 districts are doing to approach incentivizing local wetland banking before  
38 formalizing anything in the management plan. He recalled a constructed  
39 expansion of a wetland in Stillwater that was used as banking credits. The board  
40 discussed a rolling process of updating the district's wetland inventory.  
41

42 **b) Wetland Health**

43 Jimmy Marty presented the wetland inventory results developed using a new  
44 system call the Wetland Assessment Tool, which is replacing the Routine  
45 Wetland Assessment Method. He said the WAT was used to evaluate 12 district  
46 wetlands, the assessment of which was extrapolated via a desktop analysis across  
the watershed. Manager Eckles inquired as to whether there is concern about a

1 disagreement of wetland classification for permitting projects and Mr. Welch  
2 explained as long as the decision making is based on sound science, this is what  
3 the district is intended to do, and the framework for this is created in the  
4 management plan. The board noted that smaller wetlands are still protected under  
5 WCA, as well as through district rules regarding bounce and inundation and  
6 buffers for groundwater dependent wetlands. The board clarified that there are  
7 approximately 700 wetlands in the district based on the national wetland  
8 inventory which does not include marginal wetlands, and so far the district has  
9 only evaluated wetlands larger than an acre.  
10 Part of the new assessment includes a rating for restoration-opportunity value,  
11 which the district could consider in its rules.  
12

13 **c) Pollutants of Emerging Concern**

14 Anne Wilkinson reviewed pollutants of emerging concern such as *E. coli*,  
15 microplastics, and per- and polyfluoroalkyl substances, known as PFAs,  
16 suggesting that the managers consider the district's role in addressing such  
17 contaminants. Manager Eckles explained he felt these were big issues and the  
18 district is not going to be the one responsible for solving them. Manager Wirth  
19 stated the district could consider taking an educational and outreach role in the  
20 same way the board chose in the issue of flooding. She noted if the district  
21 includes these pollutants in the plan there could be more information in the next  
22 ten years of the plan that the board could respond to. The board discussed  
23 monitoring of PFAS in district lakes and adding this to the current monitoring  
24 regimen. The board discussed the *E. coli* impairment in Brown's Creek and what  
25 if anything should be done about it, including monitoring for soil borne sources in  
26 the upstream wetlands, or posting signage at the stream access sites the district is  
27 creating as part of the restoration project. Manager Eckles feels the district has  
28 done its due diligence in confirming the *E. coli* is not of human source.  
29 The board discussed how the management plan-update process could be made  
30 more efficient. Manager Eckles noted the management plan is a lot of work but  
31 this update only happens every ten years and wants to make sure the board is  
32 doing sufficiently good work on this to avoid the need for plan amendments in the  
33 future. The board suggested pushing the ecological health topic out a couple of  
34 months and only reviewing two topics at each meeting. Ms. Kill noted the  
35 regulatory meetings feedback will be discussed at the next board meeting so there  
36 will be no management plan activity scheduled. Staff will bring a revised  
37 planning schedule for board feedback at the January meeting.  
38

39 **11) Discussion Agenda**

40 **a) Updates**

41 **(1) Administrator**

42 Ms. Kill stated there was a new University of Minnesota homeowners' association  
43 stormwater leaders course pilot program with Washington County residents as  
44 priority for signing up. Managers are encouraged to share this information with  
45 interested parties.

46 (a) Minnesota Watersheds conference

1 The district had two presentations at the conference this year; one  
2 about the enhanced stakeholder engagement process and one about the  
3 HOA stormwater resources the district produced. Angie Hong of the  
4 East Metro Water Resources Education Program (EMWREP), of  
5 which the district is a partner, was the keynote speaker during lunch at  
6 the conference.

7  
8 (b) Diversion Drainage – beaver damming improving wet meadow habitat  
9 Ms. Kill explained there are some beaver damming activities the district is  
10 aware of that are currently improving conditions along some of portions of  
11 the Brown’s Creek tributaries. One dam has just caused an exceedance at  
12 the district’s iron-enhanced sand filter harvest pond and so will be lowered  
13 to an acceptable elevation but otherwise left.

14  
15 (b) County State Aid Highway 15 extension  
16 This permit will come forward at the January board meeting.

17  
18 (d) Lakeview Hospital site  
19 The board has budgeted \$100,000 that can be used as an incentive for  
20 above and beyond stormwater treatment projects on the hospital site. It  
21 could be sued for heated sidewalks that would reduce chloride usage as  
22 this area flows to Long Lake which is already impaired for chloride. The  
23 project is a few months out from coordinated submittals, and  
24 municipalities are selecting contractors for utility work.

25  
26 **(2) Legal**

27 Mr. Welch updated the board that the chloride regulatory resolution was adopted  
28 by delegates at the Minnesota Watersheds conference. He also explained that the  
29 Minnesota Pollution Control Agency is initiating its triannual water standards  
30 review and is accepting comments through February 7.

31  
32 **(3) Engineers**

33 Ms. Correll explained that there were hydraulic and hydrology model update talks  
34 at the Minnesota Watersheds conference that were relevant to district concerns  
35 such as using future rainfall conditions. Minnehaha Creek Watershed District has  
36 coupled their surface model with their groundwater model to help determine how  
37 groundwater levels impact flooding, and use 2d modeling to help communities  
38 figure out their risks and vulnerabilities. Manager Eckles asked what the role of  
39 watershed districts are for communities who are unable to retrofit their systems to  
40 meet the new 100-year storm standard. Ms. Kill said she feels the watershed  
41 district’s role is to inform communities about problems and help figure out what  
42 to do. Some communities are using weather predictions and smart systems to  
43 achieve adaptive level control.

44  
45 **12) Adjournment**

1 **Manager Wirth moved, seconded by Manager Odebrecht, to adjourn the regular meeting**  
2 **at 9:58 p.m. Motion carried 4/0.**

3

4 Respectfully submitted by

5 Cameron Blake, BCWD Staff and Debra Sahulka, Recording Secretary



# Brown's Creek Watershed District

Preserving the integrity of the watershed for future generations

www.bcwd.org | 455 Hayward Ave N, Oakdale, MN 55128 | 651-330-8220

1 DRAFT Minutes of the regular meeting of the Brown's Creek Watershed District Board of Managers,  
 2 Wednesday January 8, 2025

3  
 4

ROLL CALL

Managers Present:	Others Present:
Klayton Eckles, President	Karen Kill, BCWD administrator
Celia Wirth, Vice President/Treasurer	Camilla Correll, EOR, BCWD engineer
Chuck LeRoux, 2nd Vice President	Michael Welch, Smith Partners, BCWD counsel
	Hannah Peterson, BCWD staff
	Paul Nation, EOR, BCWD engineer
Managers Absent:	John Sarafolean, EOR, BCWD engineer
Debra Sahulka, Secretary	Julia Lau, EOR, BCWD engineer
Larry Odebrecht, Manager	Beth Carreño, BCWD contractor
	Ryan Hoefs, Washington County engineer
	Marty Morse, resident
	Erin Lambert, former permit applicant
	Troy Anderson, permit applicant
	Jerry McGibbon, permit applicant
	Paul Richtman, resident
	Lise Tschida, resident
	Brant Rooney, resident

5

6 **1) Call annual meeting to order**

7 President Klayton Eckles called the annual business meeting to order at 6:32 p.m.

8 **a) Approve annual meeting agenda**

9 **Manager Wirth moved, seconded by Manager LeRoux, to approve the annual meeting agenda**  
 10 **as presented. Motion carried, vote 3/0.**

11 **b) Election of officers**

12 Deferred action on officer elections to February meeting.

13 **c) Committee appointments**

14 Deferred action on committee appointments to February meeting.

15 **d) Selection of bank and financial assurance depository**

16 **Manager Wirth moved, seconded by Manager LeRoux, to retain US Bank and 4M Fund as the**  
 17 **BCWD bank with a designated 4M account as a depository for permit fees and cash escrows,**  
 18 **with letters of credit and bonds to be held at the BCWD office. Motion carried, vote 3/0.**

19 **e) Selection of official newspapers**

20 **Manager Wirth moved, seconded by Manager LeRoux, to retain *White Bear Lake Press* and the**  
 21 ***Stillwater Gazette* as official newspapers. Motion carried, vote 3/0.**

1 **f) Schedule of regular and workshop 2025 meetings**

2 Karen Kill noted a change to the meeting schedule to incorporate management plan update  
3 workshops prior to the regular meeting for the February through May meetings. Ms. Kill also  
4 requested that the managers consider an alternate date for the June meeting since she will be  
5 unavailable the second Wednesday. The managers approved the management plan update  
6 workshop and regular meeting for February 12, 2025, and directed approving the remaining  
7 schedule to the February meeting.

8 **g) Citizens Advisory Committee membership**

9 Ms. Kill reported that Aimee Eberle is not seeking reappointment to the Citizens Advisory  
10 Committee due to other commitments. Michael Welch stated that state law requires a  
11 minimum of five members with diverse representation. The managers discussed that 10-12  
12 members would be ideal, and there is room for additional member recruitment.

13 **Manager Wirth moved, seconded by Manager LeRoux, to appoint Anne Maule-Miller, George**  
14 **Vania, Jyneen Thatcher, Yihong Gao, Hallie Chasensky, Dory Herman, and Sandy Noreen-**  
15 **Ruben to the Citizens Advisory Committee. Motion carried 3/0.**

16 **h) Board training plan**

17 Ms. Kill reviewed the list of education opportunities for the managers provided in the annual  
18 meeting memo. Manager Celia Wirth noted interest in smart salting with experience at senior  
19 housing facilities. President Eckles and Manager Wirth indicated that they would like Ms. Kill to  
20 sign them up for the Minnesota Watersheds Day at the Capitol. The managers agreed to further  
21 discuss training opportunities when all board members are present in February.

22 **i) Bylaws and policies review**

23 Ms. Kill noted that she had nothing prepared at this time and will bring to February board  
24 meeting.

25 **j) Adjourn annual meeting**

26 President Eckles adjourned the annual meeting at 6:53 p.m.

27 **2) Call regular meeting to order**

28 President Eckles called the regular meeting to order at 6:53 p.m.

29 **3) Approve agenda**

30 **Manager Wirth moved, seconded by Manager LeRoux, to approve the agenda as presented.**  
31 **Motion carried, vote 3/0.**

32 **4) Public Comments**

33 There were no public comments.

34 **5) Consent Agenda**

35 **Manager Wirth moved, seconded by Manager LeRoux, to accept the permit fee statement.**  
36 **Motion carried 3/0.**

37 Action on the meeting minutes of the November 13, 2024, and the December 11, 2024, regular  
38 meetings was deferred to the February meeting to allow managers sufficient time to review the  
39 draft minutes.

40



1 **6) Treasurer’s Report**

2 **a) Review Authorized Funds Spreadsheet**

3 Ms. Kill stated that the 2025 budget has not yet been updated with actual carry-forward and all  
4 authorized funds.

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

6 **Manager Wirth moved, seconded by Manager LeRoux, to authorize payment of the bills as**  
7 **presented, totaling \$154,572.67.**

	Yea	Nay	Abstain	Absent
Manager Eckles	X			
Manager Odebrecht				X
Manager LeRoux	X			
Manager Wirth	X			
Manager Sahulka				X

8 **Motion carried on a roll call vote 3/0.**

9 **7) Permits**

10 **a) BCWD Permit 24-18 Washington County Road 15B Grading**

11 EOR engineer Paul Nation presented the engineer’s report for permit 24-18 for Washington  
12 County’s grading of proposed right-of-way for a frontage road south of Highway 36 and west of  
13 Manning Avenue. The county has applied for a variance from BCWD’s floodplain requirements  
14 because the location of its compensatory storage for certain floodplain filling is not compliant  
15 with the applicable BCWD Rule 7.3.1 requirement

16 **Manager Wirth moved, seconded by Manager LeRoux, to approve the application and**  
17 **requested variance. Motion carried, vote 3/0.**

18 **8) Projects**

19 **a) Brewers Pond – City of Stillwater cost-share request**

20 **(1) Public hearing**

21 Ms. Kill explained active erosion along a city storm sewer pipe needs to be stabilized, and  
22 that the City of Stillwater plans to replace the pipe. The city requested cost-share  
23 reimbursement for a stormwater separator to be installed for stormwater management in  
24 the new pipe as suggested by BCWD staff and engineer. Manager Eckles opened the  
25 discussion for public input. Paul Richtman, a former CAC member who assists with pond  
26 sampling, stated that he has lived on Brewer’s Pond for 19 years and was concerned with its  
27 low rating from the watershed district. He added that it does not look or smell bad and has  
28 no lily pads or algae, but there has been some degradation in recent years. Resident Marty  
29 Morse said that she has lived on the pond for 14 years, and it has looked worse the past  
30 two. Manager Eckles noted that the district has only been collecting data since 2017 and  
31 continued collection will show long-term trends. He thanked Mr. Richtman for his work  
32 sampling the pond and noted that water-quality improvements are not always reflected in  
33 the water’s appearance, especially when residents want open water that shallow bodies do  
34 not support.

35

**(2) Resolution 25-01**

The managers discussed the importance of partnerships and their support for working with the city on the project. Ms. Kill noted that the request is \$25,000 rather than the \$23,000 stated in the memo, because the city will incur additional costs for mobilization, which have been documents. She requested transfer of funds from the contingency budget.

**Manager Wirth moved, seconded by Manager LeRoux, to adopt Resolution 25-01 as amended and authorize reimbursement to the City of Stillwater not to exceed \$25,000 from account 929-0014.**

	Yea	Nay	Abstain	Absent
Manager Eckles	X			
Manager Odebrecht				X
Manager LeRoux	X			
Manager Wirth	X			
Manager Sahulka				X

**Motion carried on a roll call vote 3/0.**

**Manager Wirth moved, seconded by Manager LeRoux, to transfer \$9,250 from the contingency reserve to account 929-0014. Motion carried 3/0.**

**b) Brown’s Creek stream restoration**

**(1) Stillwater cooperative agreement amendment - buckthorn removal**

With regard to the expansion of the Brown’s Creek Restoration project to include vegetative improvements by Stillwater, as introduced by the administrator at the December meeting, Mr. Welch said he had worked with counsel for the city on the draft amendment in the packet.

**Manager Wirth moved, seconded by Manager LeRoux, to authorize the president to execute, on advice of counsel, the amendment.**

**c) White Pine Ridge swale**

John Sarafolean explained that in completing work under BCWD permit 20-12, the developer placed stormwater-management swales in locations inconsistent with the approved plans, and that swales encroached into the back yards of lots 11 and 12. Ms. Kill stated that the approved plans included tree removal to accommodate the swales, , which the developer did not do. Ms. Kill shared that options were to update the recorded declaration to include the current placement of the swales or to have the builder remove the trees and move the swales to match the original plans. She requested board direction on next steps. Manager Eckles asked the residents in attendance for their thoughts. Lise Tschida of lot 11 shared her flooding concerns and that her yard is virtually unusable. She said she would hate to see the trees cut down but wants use of her backyard and for the developer to fix the problem. Brant Rooney of lot 12 shared that there is one step from his deck to the swale, which is a safety risk. He could turn the staircase, but that brings up the issue of who pays for it. He also thought that the road was not built as planned, pushing yards even closer to the lot lines. Manager Eckles stated that it is predominately an issue between residents and the builder. He clarified that the district’s goal is to make sure water flows downhill, which it appears to be doing, so while the district may have a role, it will not be able to fully fix the problem. Ms. Tschida expressed her desire to work

1 together to correct the problem. Ms. Kill stated that next steps will include property surveys of  
2 the approved swale location and working with residents, builder, and developer.

3 **d) Capital improvement project operations and maintenance**

4 Mr. Sarafolean provided an update on capital improvement projects throughout the watershed.  
5 There are currently 20 projects in place to address water quality and quantity. The managers  
6 discussed the presence of beavers at the iron-enhanced sand filter at Settler's Glen, and Mr.  
7 Sarafolean explained that a leveler had been installed.

8 **9) Management plan update**

9 **a) Regulatory partner meeting feedback summary**

10 Beth Carreño presented a summary of the feedback received from the November regulatory  
11 partner meeting, including key themes and recommendations for rules, processes, and outreach  
12 and information. She asked the board for direction on each recommendation.

13 **(1) Rules**

14 **(a) Prepare for future rules revision/begin process after WMP**

15 The managers discussed that comparing the BCWD rules with other watershed districts'  
16 rules is an important step and that consistency between watershed districts is  
17 beneficial. Their consensus was to prepare for a future rule revision after the watershed  
18 management plan update is completed.

19 **(b) Flexibility without increasing variances**

20 The managers questioned what type of flexibility partners are looking for and requested  
21 to ask partners how they define flexibility and to clarify what they are looking for with  
22 examples.

23 **(c) Regional Solutions**

24 The managers discussed how they are already implementing regional solutions and  
25 should share what they are doing with partners. The managers agreed that BCWD  
26 should get more information from partners on what they mean by regional solutions.

27 **(2) Processes**

28 **(a) Develop process to follow up and inspect closed permits/projects and implement  
29 enforcement process**

30 The managers discussed the challenges and importance of enforcement.. The managers  
31 directed staff to continue the conversation with other watershed districts and/or focus  
32 groups.

33 **(b) Improve handoff from developers to homeowners' associations**

34 Manager Wirth noted that there is benefit to working with real estate agents to address  
35 homeowners' associations' challenges with maintaining stormwater facilities, which is  
36 already part of the management-plan update. The managers directed staff to continue  
37 to explore options and integrate them into the watershed management plan update.

38 **(c) Regional Solutions**

39 The managers requested more clarification from partners.

40 **(d) Assess viability of application portal and electronic payment process**

41 The managers discussed how to better communicate with permit applicants and liked  
42 the idea of a cost-benefit analysis.

1           **(e) Review permit fee structure**

2           The managers discussed how a review of permit fees could be incorporated into the  
3           watershed management plan update or the rule revision. Ms. Kill confirmed that the  
4           permit fee structure can be updated by resolution as needed and is not a rules change.

5           **(f) Review appeals process and implement strategies to improve transparency and  
6           timeliness**

7           The managers discussed what has happened in the past when applicants disagreed with  
8           a permit decision, and asked what the partners wanted to see.

9           **(3) Outreach and Information**

10          **(a) Work to engage engineers and increase outreach opportunities**

11          Ms. Kill recommended bringing the list of proposed workshops and meetings to the  
12          partners to see what they would actually want to attend, then add those activities to  
13          the watershed management plan. The managers agreed.

14          **(b) Develop guidance documents for permittees and potential permittees**

15          The managers discussed that communications could use improvement, but they have  
16          run into challenges every time they tried, tabling until a rules update. They considered  
17          what we have now and how the partners could provide feedback. The consensus was to  
18          explore and add to the watershed management plan's implementation plan.

19          **(c) Website**

20          **(d) Managers directed staff to make permit information improvements to the website.  
21          Include regulatory program in annual reports and newsletters**

22          Managers and staff agreed to broadly distribute updates on the regulatory program.

23          **(e) Committee membership**

24          The managers discussed how to better involve the partners and make sure they hear  
25          each other. They agreed to bring this back to the partners to see what involvement they  
26          are looking for.

27          **10) New business**

28          **a) Selection of services: engineering, legal, auditing, accounting**

29          Ms. Kill shared that she only received proposals for continue technical, legal, auditing and  
30          accounting services from BCWD's current consultants. She also noted that the board should  
31          form a subcommittee at the February meeting to develop a pool of project engineers.

32          **Manager LeRoux moved, seconded by Manager Wirth, to retain Dave McCord for accounting,  
33          Abdo for auditing, Smith Partners for legal, and Emmons & Olivier Resources for engineering.  
34          Motion carried 3/0.**

35          **b) Review of the Washington County Groundwater Plan**

36          Ms. Kill shared that Washington County's updated groundwater plan was under 60-day review  
37          and that Ms. Correll had completed a thorough review. A comment letter has been drafted. Mr.  
38          Welch advised that the managers need to authorize issuance of BCWD comments to comply  
39          with applicable statutory requirements. The managers agreed to have Ms. Kill share the draft  
40          letter with Washington County and request an extension on the final letter until the board can  
41          review and approve at the February meeting.

1 **11) Discussion Agenda**

2 **a) Updates**

3 **(1) Administrator**

4 **(a) Nottingham financial assurance reduction**

5 Ms. Kill shared that a financial assurance was reduced for permit 18-06.

6 **(2) Legal**

7 Mr. Welch asked the board if they wanted him to continue his current strategy working with  
8 the Minnesota Watersheds lobbyists on the chloride limited-liability legislation. The board  
9 agreed that he should continue working on the issue. Mr. Welch also shared that Salt Week  
10 is approaching in late January and that BCWD has received a subpoena for data on the  
11 Liberty Classical Academy permit application.

12 **(3) Engineer**

13 Ms. Correll introduced Julia Lau, who is new to the EOR team and will be helping BCWD with  
14 permitting projects. She has already helped with permit 24-18 and the Northland Ave water  
15 quality and storm sewer pipe replacement project for Brewer's Pond.

16

17 Respectfully submitted by

18 Hannah Peterson, BCWD staff, and Debra Sahulka, Secretary

19

1 **12) Adjournment**

2 **Manager Wirth moved, seconded by LeRoux, to adjourn the regular meeting at 9:59 p.m. Motion**  
3 **carried 3/0.**

4

5 Respectfully Submitted by

6 Hannah Peterson, BCWD staff and Debra Sahulka, Recording Secretary

APPLICANT/PERMIT NO.	PERMIT DATE	Status/Notes	RULES							Decompaction	TYPE				FEES OWED	
			2	3	4	5	6	7	GOV		SF RES	RES DEV	COM	EXEMPT	AMT DUE	
Bergmann Development/Sanctuary Permit No. 05-12	10/14/2005		X	X	X			X				X				\$0.00
Stillwater Medical Center Parking Permit 13-26		need to verify infiltration with monitoring data	X	X				X					X			\$3,039.10
Brown's Creek Cove Permit 15-07		received as-builts and not built as approved -needs correction	X	X	X			X				X				\$8,238.52
Heifort Hills Permit 16-03		need as-builts	X	X	X	X		X				X				\$1,327.34
Farms of Grant/White Oaks Savannah Permit 17-01			X	X	X			X				X				\$19,272.64
The Lakes of Stillwater Permit 17-04	Extended to 12/31/2025	received as-builts and not built as approved -needs correction	X	X	X			X					X			\$4,473.18
West Ridge Permit 17-17			X	X	X			X	X			X				\$1,970.93
Heifort Hills Estates Permit 18-02			X	X	X			X	X			X				\$41,206.46
Boutwell Farms Permit 18-04A			X	X	X			X	X			X				\$785.69
Hazel Place/Heritage Ridge Permit 18-05 (Was 17-09)		as of 10/2023 - still two lots to go	X	X	X			X	X			X				(\$2,408.42)
Nottingham Village Permit 18-06		approved (overflow too	X	X	X			X				X				\$1,328.90
Ridgecrest Permit 18-11		waiting for popeyes to be done - one raingardian install at popeyes, one raingarden replanted, need documentation of compost follow up spring 2024	X	X				X	X				X			\$2,113.03
St Croix Valley Recreation Center Expansion Permit 18-14		CONTRACT NEGOTIATION - ASSESSMENT up 2021			X			X	X			X				\$6,970.28
Central Commons Permit 19-05	11/11/2025	Declaration still	X	X	X			X	X				X			(\$4,044.50)
Neal Ave Road Reconstruction Permit 20-05	6/1/2020	contact Reabar	X	X								X				\$19,088.31
CSAH 15-36 Interchange Permit 20-08	3/24/2021 3 year approval	waiting for as-builts		X			X	X				X				\$21,958.10
White Pine Ridge Permit 20-12	6/7/2021 surety redution request 1/12/23			X					X			X			\$	947.34
Maryland Gateway Addition Permit 21-13	9/29/2021	four lots left to build	x	x				x				x				(\$611.00)
Schwartz Residence Permit 21-15	5/6/2021 erosion control only	amendment requested for 2.0	x	x								x				(\$319.38)
Fahey Permit 21-34	11/4/2021			x								x				(\$743.78)
Norell Ave N Improvements Permit 21-45	(Fall 2022 BMP still needs to be finalized fall 2023)	waiting on maintenance agreement	x	x				x				x				\$10,458.63

APPLICANT/PERMIT NO.	PERMIT DATE	Status/Notes	RULES							Decompaction	TYPE				FEES OWED	
			2	3	4	5	6	7	GOV		SF RES	RES DEV	COM	EXEMPT	AMT DUE	
Gonyea (8 lots)- White Pine Ridge Permit 22-02				x									x			(\$150.60)
Wetridge (12 lots) - Sharkey/GreenHalo Permit 22-03 (Transferred 21-30 and 21-31)	3/25/2022			x									x			(\$442.71)
13290 Boutwell Road N - Sharkey/GreenHalo Permit 22-05	3/25/2022			x									x			(\$590.51)
7125 Lone Oak Trail (WOS L106)-weichman Permit 22-11	9/25/2022 need to amend declaration			x									x			\$8,130.13
Stillwater Oaks Permit 22-18	conditional approval			x	x								x			\$1,778.50
Popeyes OPH Permit 22-20	11/9/2022			x										x		(\$189.62)
Wash Co. CSAH 57 culverts Permit 22-31	2/2/2023			x									x			\$0.00
Cty Rd 61 Re-alignment Permit 23-01	4/12/2023 not yet closable			x	x								x			\$8,147.40
WOS L114 - Cates (7211 Lone Oak Trail Tweden) Permit 23-02	9/26/2023 submittal			x	x								x			\$8,627.43
Boutwell Farm Lot 1 (2545 Boutwell Farm Rd) Permit 23-03	5/3/2023 NOPV Board Order Items			x									x			\$3,569.86
Westridge B1L4 (986 Creekside) Permit 23-04	5/3/2023			x									x			(\$656.02)
Rocket Carwash Permit 23-05	conditional approval 4/12/2023			x	x									x		\$4,824.00
7239 Lone Oak Trail (WOS L118) Permit 23-07	5/3/2023			x									x			\$689.54
72nd St Road and Trail Improvements Permit 23-08	5/26/2023												x			\$3,438.36
7273 Lone Oak Trail- WOS Lot 122 - Freiroys Residence Permit 23-11	Conditions not met but started construction 7/27/2023	Need LOC-submitted but not acceptable		x									x			\$1,058.25
The Lakes - Phase III/Sandhill Shores Permit 23-13	6/8/2023			x									x			\$582.82
Wiskow Berm Permit 23-14	6/28/2023			x									x			(\$576.28)
7085 Lone Oak Trail- WOS L102- Mensah Res/Cates Permit 23-15	App recieved 7/10 John reviewing/conditions 7/27/2023			x									x			\$1,305.23
7285 Lone Oak Trl- WOS L124 Permit 23-18	erosion control revisions needed			x									x			\$283.00
Liberty Classical Academy Expansion Permit 23-19	Plans submitted 6-12-2024 Fee received 12-21-2023			x	x	x								x		\$2,466.75
Take 5 Oil Change Permit 24-01	8/23/2024			x	x								x			(\$2,437.16)
Schuster Residence- 122nd St N Permit 24-02	3/12/2024			x									x			\$913.96
WOS L120- 7255 Lone Oak- Hilgert Permit 24-03	3/18/2024			x									x			\$2,006.30
Swager Residence Permit 24-05	3/7/2024			x									x			\$ (645.40)



APPLICANT/PERMIT NO.	PERMIT DATE	Status/Notes	RULES							TYPE				FEES OWED	
			2	3	4	5	6	7	Dec omp actio n	GOV	SF RES	RES DEV	COM	EXEMPT	AMT DUE
Rutherford Elementary Permit 24-06	8/29/2024		x	x				x		x				\$ 8,379.06	
Elliot Crossing Permit 24-07	8/2/2024 submittal complete		x	x	x			x			x			\$ 34,426.47	
Altendorfer Residence - 13075 Lynch Rd Permit 24-08	5/8/2024			x						x				\$ (853.75)	
Washington County CSAH 5 - Trails and Bridge Permit 24-09	8/6/2024 submittal complete 60 day extension administrative		x	x		x		x		x				\$ 19,935.00	
Boutwell Farms lot 1 -Conlin - 2545 Boutwell Farm Rd Permit 24-10	application incomplete 8/29/2024			x						x				\$ (787.14)	
7300 Lone Oak Trail - WOS Lot 127 Karr Residence (Cates) Permit 24-11	8/29/2024			x						x				\$ 602.19	
7338 Lone Oak Trail- WOS Lot 130-Carlson Residence Permit 24-12	pre-application - lowest floor alteration request App received 9/24/2024			x						x				\$ (187.12)	
8413 Marylane Permit 24-13	10/24/2024			x						x				\$ (926.50)	
Pratt Homes - 105th and Jamaca - Wick Residence Permit 24-14	application recieved 8/15 ready to issue			x						x				\$ (730.69)	
Lornston Permit 24-15	11/7/24			x	x					x				\$ (1,096.75)	
Goodsell Permit 24-16	App received 11/6/2024			x	x					x				\$ (7,439.99)	
WOS Lot 129 - Weatherby Permit 24-17	incomplete 11/12/2024			x						x				\$ (7,439.99)	
Washington County CSAH 15B/South Frontage Rd Permit 24-18	submittal 11/13/2024		x	x		x	x	x		x				\$ 13,149.00	
Curve Crest Blvd Utility Extension Permit 25-01	submittal 1/24/2025			x						x				\$ 455.75	
Anderson Holdings Mass Grading Permit 25-02	submittal 2/6/2025			x							x			\$ (1,500.00)	
<b>TOTAL NON-EXEMPT DUE BCWD:</b>			117	457	44	18	30	177	25	71	153	13	119		<b>\$155,967.56</b>
Total due back to applicants if closed:														<b>(\$229,503.77)</b>	



January 7, 2025

Jessica L. Collin-Pilarski  
Washington County Department of Public Health and Environment  
14949 62<sup>nd</sup> Street North  
Stillwater, MN 55082

RE: Washington County Groundwater Plan 60-day Review

Dear Mrs. Collin-Pilarski,

Thank you for submitting the Washington County Groundwater Plan 2025-2036 to the Brown's Creek Watershed District (BCWD) for review and comment. Overall, the Groundwater Plan is an excellent planning document: it is easy to read, well organized, has appropriate goals and policies and identifies a number of well-thought-out strategies to help achieve the County's vision and goals. In particular, the BCWD appreciates the approach the County took to evaluate Diversity, Equity and Inclusion (DEI), Environmental Justice and Climate Change as these impacts will become more pronounced over the next ten years,

As the County knows, the BCWD has an active interest in better understanding and preserving groundwater resources. The BCWD appreciates the note on page 61 of the Plan highlighting Brown's Creek, its status as a cold-water fishery, and its dependence upon a steady source of cold baseflow. As a result, the BCWD supports the adoption of this Groundwater Plan as well as the policies and strategies identified in the Plan.

Additionally, the BCWD commends the County's new strategy to "Encourage partners to implement stormwater best management practices that are protective of groundwater, including safe and feasible water reuse" as well as the supporting actions. The implementation of these types of stormwater management practices will improve the County's resilience to climate change and encourage others to adopt similar water conservation practices.

A couple of specific comments that the County may want to consider as it finalizes the Groundwater Plan (GWP) are articulated below:

- Page 21, Goal #2, C. Support stormwater retention, infiltration and opportunities to replenish aquifer storage. The BCWD is concerned that this strategy has been assigned low priority. This strategy and the corresponding actions are needed to achieve the County's vision, goals and other higher priority strategies identified in the plan.

- Page 22, Goal #2, D. Strategy: Protect, preserve, and restore resources that support groundwater dependent ecosystems. Suggest replacing the example “Minimum Impact Design Standards” to “Volume Control/Stormwater Infiltration” to emphasize the fact that this is what is needed to support groundwater recharge (see Section 4.4) in the face of land use and climate change. The Minimal (not Minimum) Impact Design Standards are a *minimum* requirement which can be used to achieve recharge, but it may not be enough in every situation.
- Page 24, Goal #3, A. Strategy: Inform and educate targeted audiences (e.g., well and septic owners, business, property managers, etc.), and encourage adoption of practices that are protective of groundwater quality and quantity, Action 3.A.2 – suggest adding the developers and the engineering and design community to the list of targeted audiences.
- Page 27 - Recent major groundwater modeling efforts have further refined and improved on the Metro Model. The Northeast Metro Lakes Groundwater-flow model includes roughly the north half of the county. This model is currently maintained by DNR. Another model was developed to address PFAS In the southern half of the county. This model is currently maintained by MPCA.
- Page 38, Watershed Management Organizations – There is a typo in the first bullet. It should read “Brown’s Creek Watershed District”.
- Page 46, Figure 9 – There should be local confirmation by watershed districts of the features included on Figure 9 such as karst features as they may have regulatory implications.
- It is recommended that the County consider including language speaking to the development of a cost-share program to fund the collection of additional groundwater level measurements in the County. The BCWD is interested in the collection of groundwater level measurements to better understand short- and long-term changes to the groundwater system and its corresponding impacts to groundwater dependent natural resources.

Please let me know if you have any questions about the comments or suggestions submitted for the Washington County Groundwater Plan.

Sincerely,

Karen Kill  
BCWD Administrator

Camilla Correll, P.E.  
BCWD Engineer

Cooperative Cost-Share Agreement Between  
Brown's Creek Watershed District and the City of Stillwater

**Brewers Pond Separator Project**

**This cost-share agreement** is made by and between the City of Stillwater, a Minnesota municipal corporation (Stillwater), and Brown's Creek Watershed District, a special purposes governmental entity of the State of Minnesota with purposes and powers set forth at Minnesota Statutes chapters 103B and 103D (BCWD), for purposes of BCWD's contribution of technical and financial support for adding a stormwater-treatment device to Stillwater's planned replacement of a storm-sewer pipe running from Northland Avenue to Brewers Pond.

**Recitals**

A. In reviewing the Northland Avenue drainage area for water-quality improvement opportunities, BCWD and Stillwater staff identified a need to address erosion along a storm-sewer pipe from Northland Avenue to Brewers Pond that is the location of washouts causing sediment to reach the pond, and as Stillwater developed plans for replacing the pipe (the Pipe Project), BCWD requested that plans for the Pipe Project include stormwater treatment to further reduce sediment and associated phosphorus in stormwater flowing to the pond;

B. Stillwater staff determined, in consultation with BCWD staff and engineers, that adding a storm-sewer separator to the pipe to remove pollutants and sediment from stormwater flowing to the pond (the Separator) would be feasible;

C. The BCWD engineer assessed the effectiveness of including the Separator in the Pipe Project, and determined that doing so would remove approximately 480 pounds of sediment from stormwater flowing to the pond each year;

D. Stillwater prepared the necessary technical documents and solicited a contractor for construction of the Pipe Project with the Separator included, and received two quotes, the lower of which included the Separator at a cost of \$23,000, and Stillwater provided documentation that it would incur \$1,000 in mobilization costs and \$1,000 in oversight costs beyond the costs to be incurred by the city for the Pipe Project;

E. The Pipe Project with the Separator included is referred to herein as "the Project."

F. Stillwater and BCWD are authorized by Minnesota Statutes section 471.59 to enter into this agreement for purposes of the Project.

1. Location. Stillwater holds the Northland Avenue right-of-way within the City of Stillwater in trust for public purposes, holds a drainage and utility easement from Northland Avenue to property owned in fee by Stillwater and designated by Washington County property-identification number 31 030 20 14 0048, and holds the drainage and utility easement over privately owned parcels and through which runs the storm-sewer

infrastructure that is the subject of this agreement, all within the City of Stillwater, Washington County, Minnesota. (The land-use rights held in trust by Stillwater and fee parcel are referred together herein as “the Project Site.”)

2. Conduct of the Project. Stillwater will:

- a. perform construction oversight and other management the implementation of the Project in accordance with the design and plans in Exhibit A, which BCWD, by the signature of its authorized representative hereunder, approves;
- b. obtain, at its expense, any permits and approvals required for the Project, including laws requiring location of buried utilities prior to land disturbance and will be responsible for compliance with all such requirements;
- c. contract in accordance with state public-procurement and other applicable law for the construction of the Project in accordance with the design and plans in Exhibit A, and will require that the contractor selected to construct the Project:
  - i. name BCWD as an additional insured for general liability with primary and noncontributory coverage and provide a certificate showing same prior to start of construction.
  - ii. indemnify, defend and hold BCWD harmless from any and all actions, costs, damages and liabilities of any nature arising from the contractor’s negligent or otherwise wrongful act or omission, or breach of a specific contractual duty, or a subcontractor’s negligent or otherwise wrongful act or omission, or breach of a specific contractual duty owed by the contractor to Stillwater; and
  - iii. ensure that no person is excluded from full employment rights or participation in or benefits of any program, service, or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public-assistance status or national origin, and that no person protected by applicable federal or state laws, rules or regulations against discrimination is subject to discrimination.

Stillwater will also maintain a copy of the final design and plans and other records concerning the Project for six years from the date construction of the Project is completed. BCWD may examine, audit or copy any such records on reasonable notice to Stillwater.

4. Reimbursement. BCWD, on receipt from Stillwater of receipts, invoices or other documentation reasonably requested by BCWD, along with documentation of Stillwater’s payment of the costs of the Separator will reimburse Stillwater 100 percent of the costs of construction of the Separator, not to exceed a total of \$23,000, and will reimburse up to \$2,000 of documented costs of Stillwater’s oversight of construction the Project and other expenses. Stillwater is responsible for any costs beyond this reimbursement amount incurred in completing Project.

Total reimbursement paid to Stillwater by BCWD for Project costs will not exceed \$25,000.

5. Signage; Access. Stillwater will permit BCWD, at its cost and discretion, to place reasonable signage on Stillwater's property informing the general public about the Project and BCWD generally.

6. Maintenance. Stillwater will maintain the Project for at least 25 years from the date construction is complete to ensure continued efficacy of the Project generally and the Separator specifically. If Stillwater does not perform maintenance obligations, BCWD will have a right to reimbursement of all amounts paid to Stillwater, unless BCWD determines that the failure to maintain the Project was caused by reasons beyond Stillwater's control. BCWD and its representatives may enter the Project Site at reasonable times to inspect the condition of the Project and confirm proper maintenance.

7. Timeline and Term; Survival of Obligations. This agreement is effective when executed by all parties and expires three years thereafter. Stillwater's obligations that have come into being before termination, specifically including obligations under paragraph 6, will survive expiration. BCWD retains the right to void the agreement if the Project is not completed by June 1, 2026. After BCWD notifies Stillwater that it intends to void this agreement because of Stillwater's failure to complete, Stillwater will not be eligible to receive reimbursement for work subject to the agreement unless BCWD extends, in writing, the Project-completion period.

8. Notices. Any written communication required under this agreement will be addressed to the other party as follows:

Stillwater:  
Assistant City Engineer  
City of Stillwater  
(651) 430-8834  
[rabdullah@ci.stillwater.mn.us](mailto:rabdullah@ci.stillwater.mn.us)

BCWD:  
Administrator  
Brown's Creek Watershed District  
651-331-8316  
kkill@wcdmn.org

9. BCWD Role; Indemnification. BCWD's role under this agreement is solely to provide funds to support the Project. Review of any design or installation by BCWD or its representative is solely for the purpose of establishing accountability for BCWD funds expended. Stillwater remains fully responsible for the means, method and manner of designing, constructing and operating the Project. Neither Stillwater nor Stillwater's contractor acts as the agent or representative of BCWD in any manner. Stillwater will hold BCWD, its officers, board members, employees and agents harmless, and will defend and indemnify BCWD, with respect to all actions, costs, damages and liabilities of any nature arising from: (a) the contractor's negligent or otherwise wrongful act or omission, or breach of a specific contractual duty; or (b) a subcontractor's negligent or otherwise wrongful act or omission, or breach of a specific contractual duty owed by the contractor to Stillwater. No action or inaction of BCWD or Stillwater under this

agreement creates a duty of care on the part of BCWD or Stillwater for the benefit of any third party.

10. Waiver and Rights. BCWD's failure to insist on the performance of any obligation under this agreement does not waive its right in the future to insist on strict performance of that or any other obligation. Notwithstanding any other term of this agreement, BCWD waives no immunities in tort. This agreement creates no rights in and waives no immunities, defense or liability limit with respect to any third party.

Intending to be bound, the parties hereto execute and deliver this agreement.

**City of Stillwater**

**Brown's Creek Watershed District**

\_\_\_\_\_  
Ted Kozlowski, Mayor

\_\_\_\_\_  
Klayton Eckles, President

Date: \_\_\_\_\_

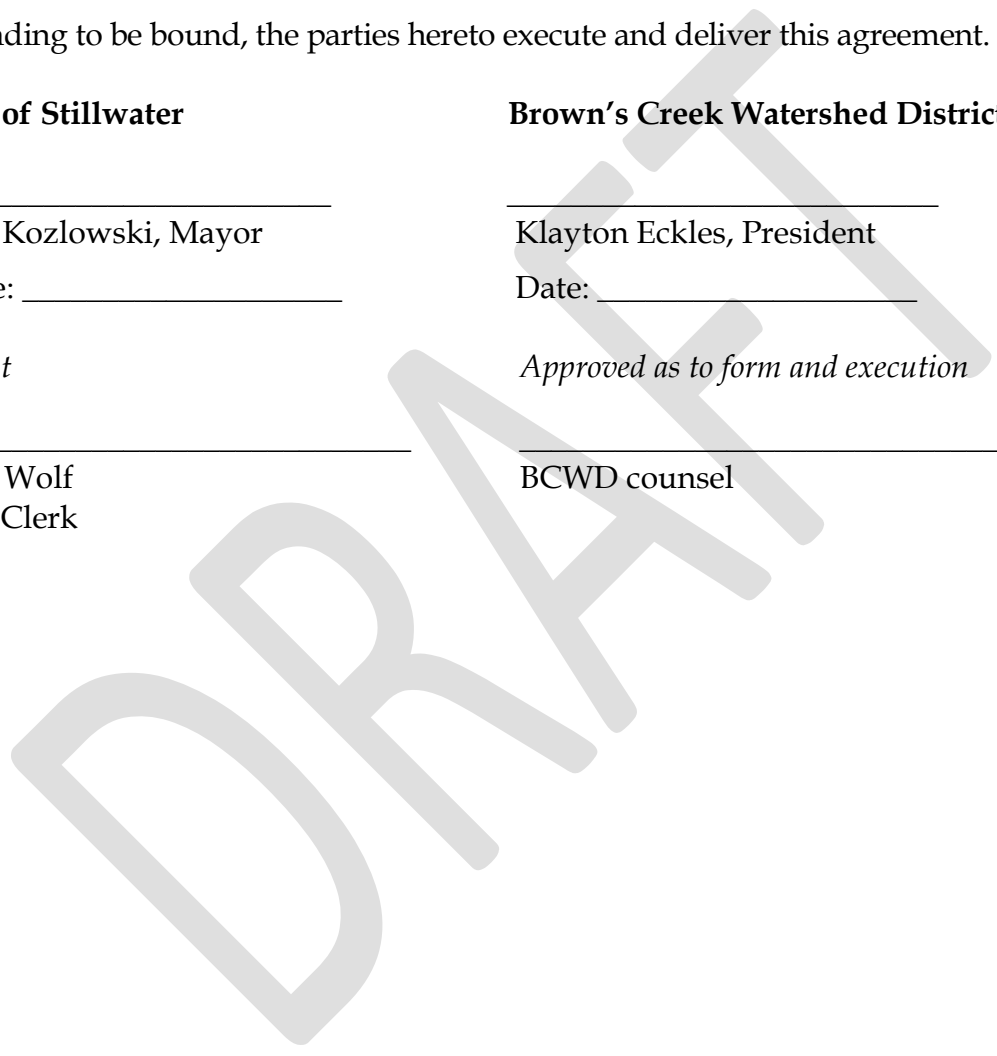
Date: \_\_\_\_\_

*Attest*

*Approved as to form and execution*

\_\_\_\_\_  
Beth Wolf  
City Clerk

\_\_\_\_\_  
BCWD counsel



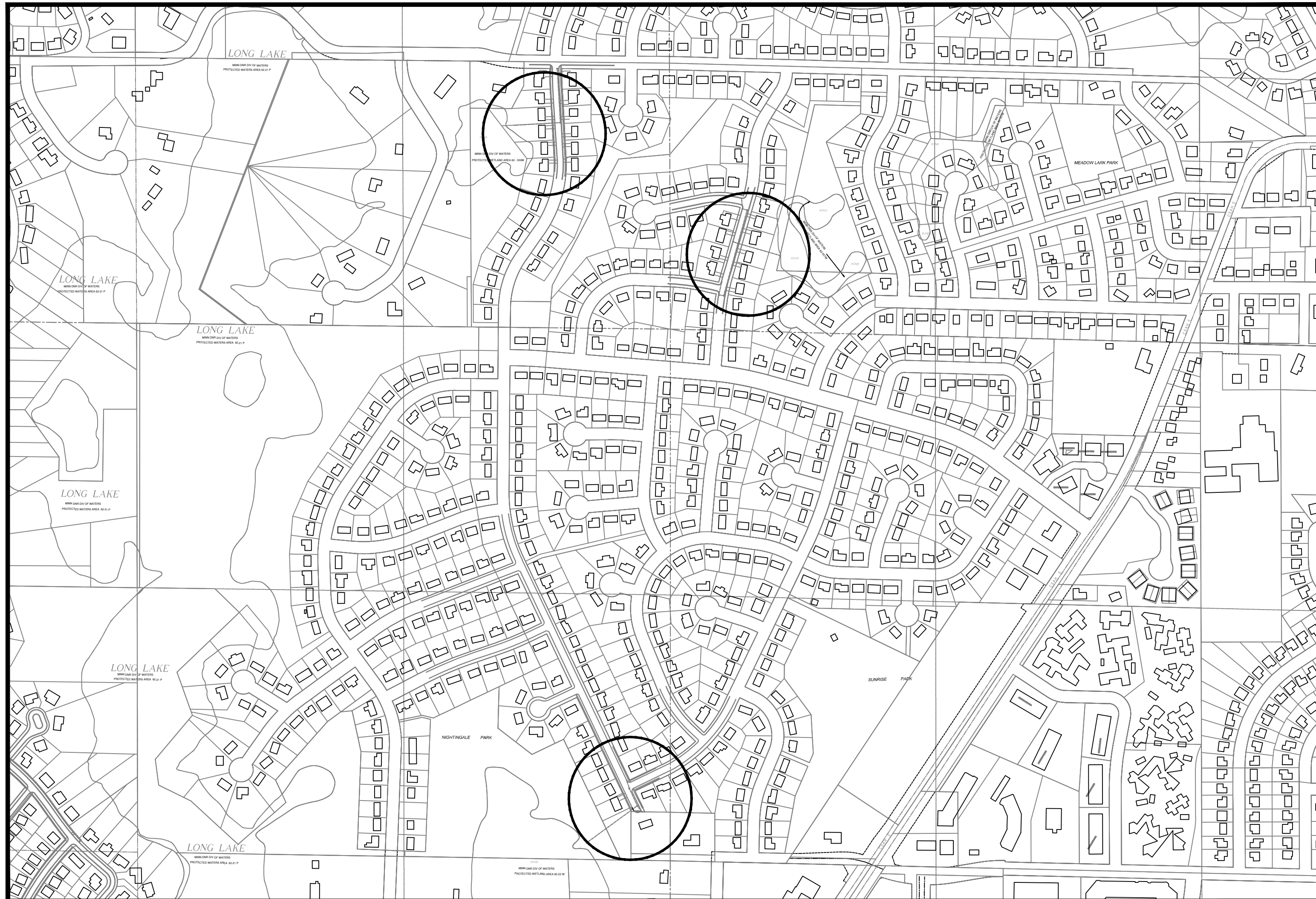
**Exhibit A**  
**Project Plans and Design**

DRAFT



# CITY OF STILLWATER, MINNESOTA

NORTHLAND AVE STORM SEWER PROJECT  
PROJECT # 2024-MISC



## STATEMENT OF ESTIMATED QUANTITIES

Item No.	Item	Unit	Estimated Quantity
1	Mobilization (5% max)	LS	1.00
2	Traffic Control	LS	1.00
3	CLEARING AND GRUBBING TREES (0"-6" DIAMETER)	SY	650.00
4	Remove Existing Curb and Gutter (Various Type)	LF	25.00
5	Sawing Concrete Pavement (Full Depth)	LF	5.00
6	Sawing Bituminous Pavement (Full Depth)	LF	80.00
7	Remove Bituminous Pavement	SY	75.00
8	Remove Concrete Pavement	SF	100.00
9	Remove Storm Sewer Pipe	LF	322.00
10	Common Excavation	CY	360.00
11	Select Granular Borrow (CV)	CY	60.00
12	Common Fill	CY	310.00
13	Bituminous Material for Tack Coat	GAL	4.00
14	Wear Course Mixture SPWEA330B (1.5-inch)	TN	7.00
15	Base Course Mixture SPNWEB330B (2.5-inch)	TN	11.00
16	15" RC Pipe Sewer Design 3006 Cl. III(All Depths)	LF	35.00
17	18" HDPE Sewer Pipe (All Depths)	LF	310.00
18	18" Concrete Flared End Section with Trash Guard	EA	1.00
19	21" Concrete Flared End Section with Trash Guard	EA	2.00
20	Construct Drainage Structure 48" Storm Manhole (0-8- depth)	EA	2.00
21	Construct Drainage Structure 48" Extra Depth	LF	12.00
22	Furnish Adapter Plate 3067-27	EA	1.00
23	Furnish Catch Basin Casting (Neenah R3067-L or Equal)	EA	1.00
24	Furnish Manhole Casting & Lid - Storm or Sanitary( Neenah R1733 or equal)	EA	1.00
25	Furnish Neenah R-3067-L Grate	EA	1.00
26	Install Catch Basin Casting (Neenah R3067-L or Equal)	EA	1.00
27	Install Adapter Plate 3067-27	EA	1.00
28	Install MH Casting (storm or sanitary)	EA	1.00
29	Adjust Catch Basin Casting	EA	1.00
30	Adjust MH Casting (storm or sanitary)	EA	1.00
31	Connect To Existing Drainage Structure	EA	1.00
32	5" Concrete Pavement Design 3A32	SY	10.00
33	Concrete Curb and Gutter (various types) Hand Install - Mix Design 3A32	LF	20.00
34	Curb Inlet Protection	EA	2.00
35	Erosion Control Bio-logs	LF	1360.00
36	RipRap Class III with fabric	CY	22.50
37	Select Topsoil Borrow screened (LV)	CY	55.00
38	Fertilizer, Type 3 (350#/Acre)	LB	25.00
39	Seeding (mix 270) and hydraulic soil stabilizer Type 5	SY	650.00
40	Hydro International First Defense or Downstream Defender	EA	1.00

SHEET #	INDEX DESCRIPTION
1	TITLE SHEET AND STATE OF ESTIMATED QUANTITIES
2	DETAILS
3	SITE REMOVAL AND RECONSTRUCTION PLAN - NORTHLAND AVENUE
4	SITE REMOVAL AND RECONSTRUCTION PLAN - 220 NORTHLAND & 407 EDGEWOOD

**GENERAL NOTES:**

1. THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL "D". THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."
2. THE EXACT LOCATION OF UNDERGROUND GAS, TELEPHONE, FIBER OPTIC, ELECTRIC, CABLE TV AND PIPELINES ARE UNKNOWN. THE CONTRACTORS SHALL CONTACT GOPHER STATE ONE PRIOR TO COMMENCING EXCAVATION.
3. GOVERNING SPECIFICATIONS:  
THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AND THE 2020 EDITION OF THE "MATERIALS LAB SUPPLEMENTAL SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.
4. ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE MOST RECENT EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING "FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS"

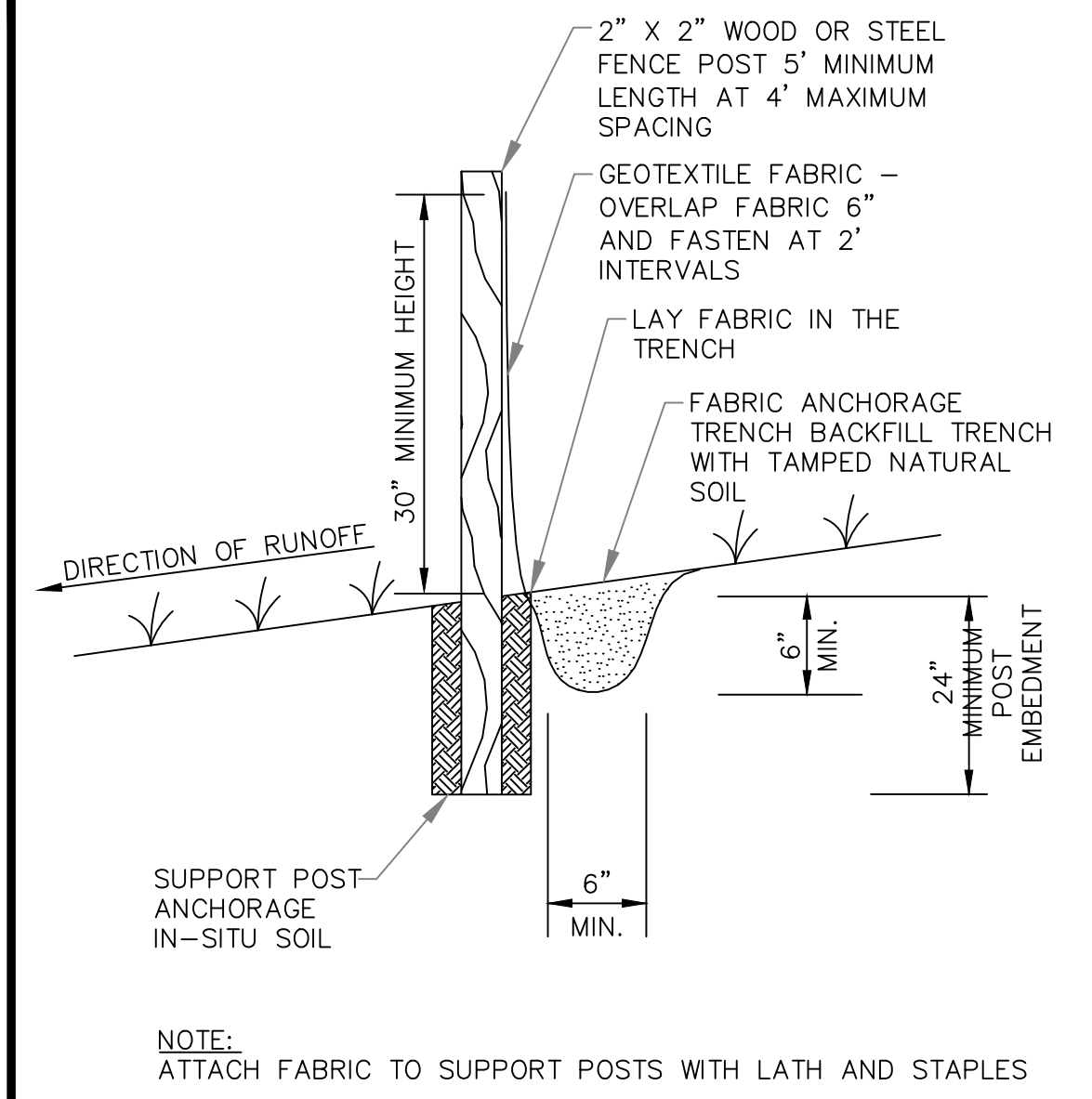
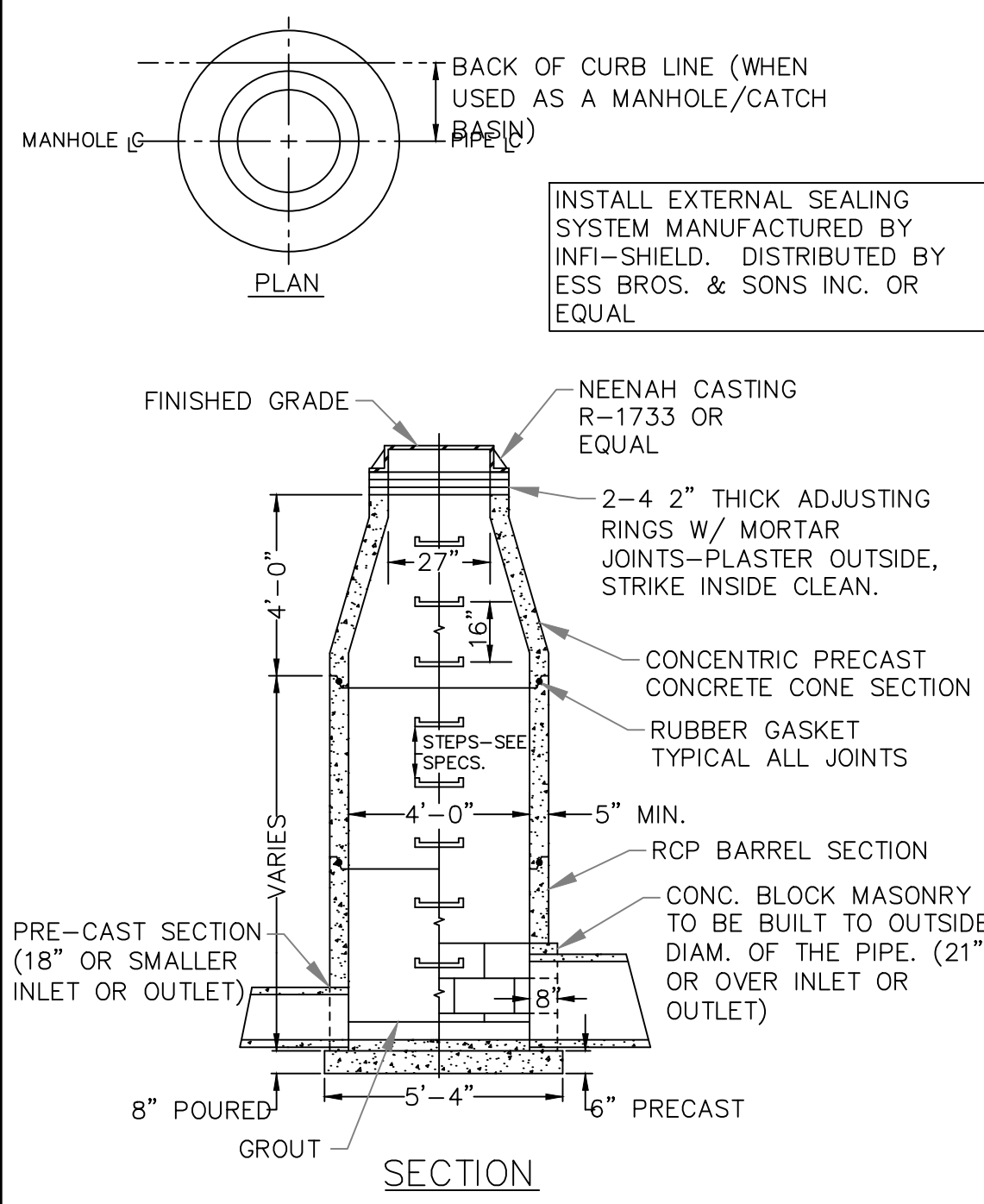
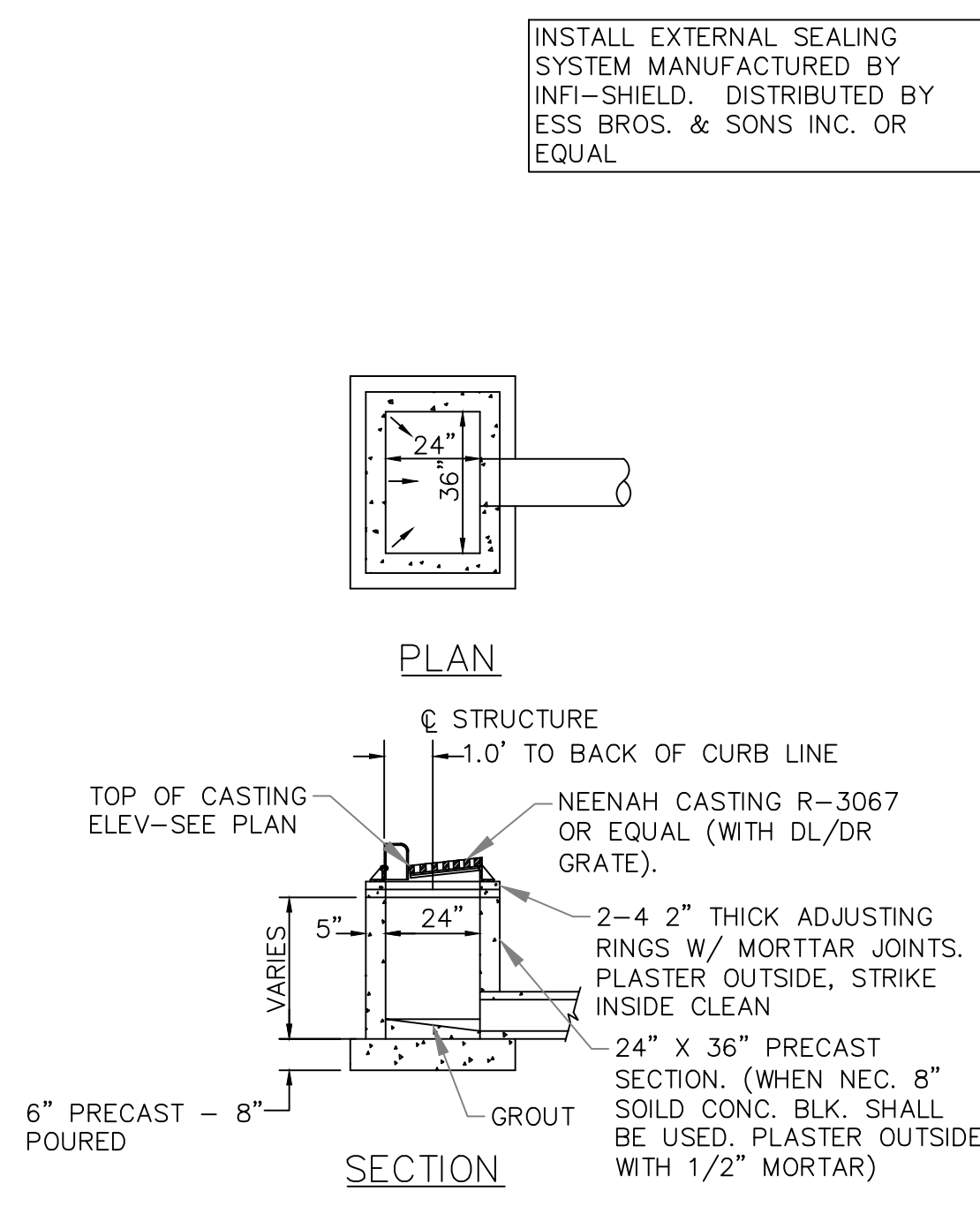
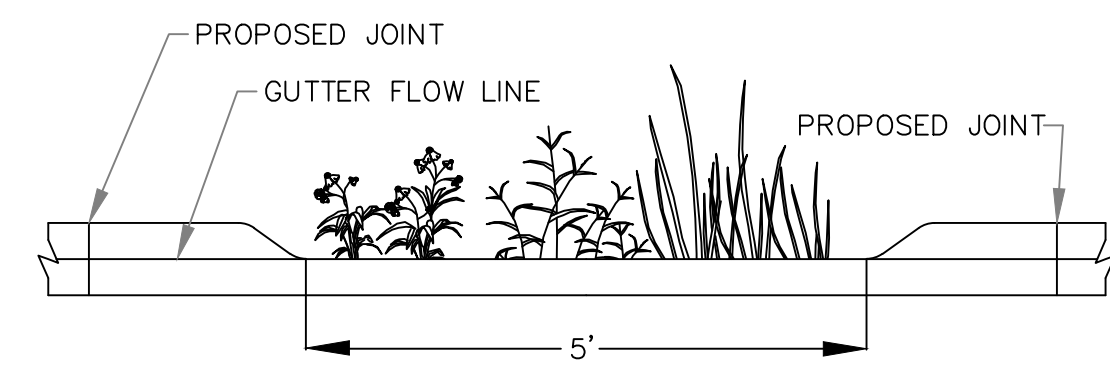
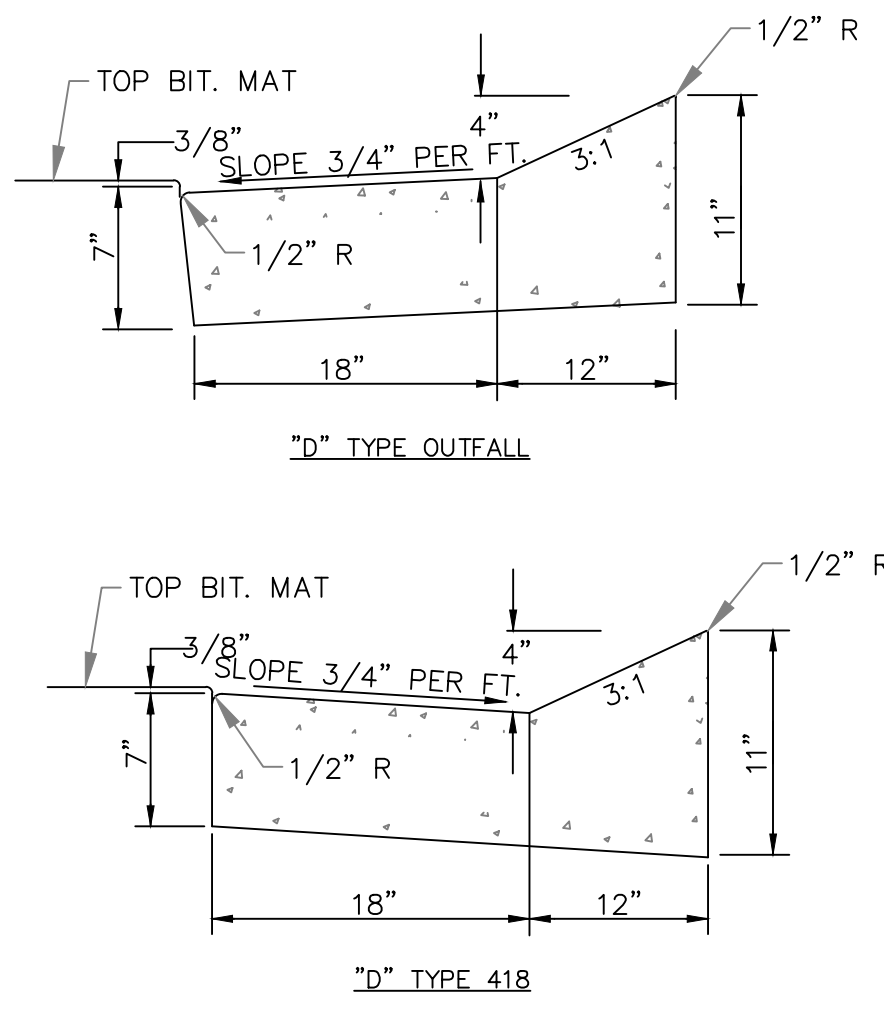
NO.	DRAWN	CHECKED	DATE	REVISIONS



I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the state of Minnesota.

Date: \_\_\_\_\_ Reg. No. \_\_\_\_\_

NORTHLAND AVE STORM SEWER	2024 MISC	FILE NO. 2024-MISC	1 4
TITLESHEET	2024 MISC	FILE NO. 2024-MISC	



**Stillwater**  
THE BIRTHPLACE OF MINNESOTA

**SURMOUNTABLE CONCRETE CURB & GUTTER DETAILS**

DATE OF REVISION: FEBRUARY 2023  
STANDARD PLATE NO.: 1420

**Stillwater**  
THE BIRTHPLACE OF MINNESOTA

**CONCRETE CURB CUT DETAIL**

DATE OF REVISION: FEBRUARY 2023  
STANDARD PLATE NO.: 1440

**Stillwater**  
THE BIRTHPLACE OF MINNESOTA

**TYPE "X" CATCH BASIN RECT. CASTING DETAIL**

DATE OF REVISION: FEBRUARY 2023  
STANDARD PLATE NO.: 2220

**Stillwater**  
THE BIRTHPLACE OF MINNESOTA

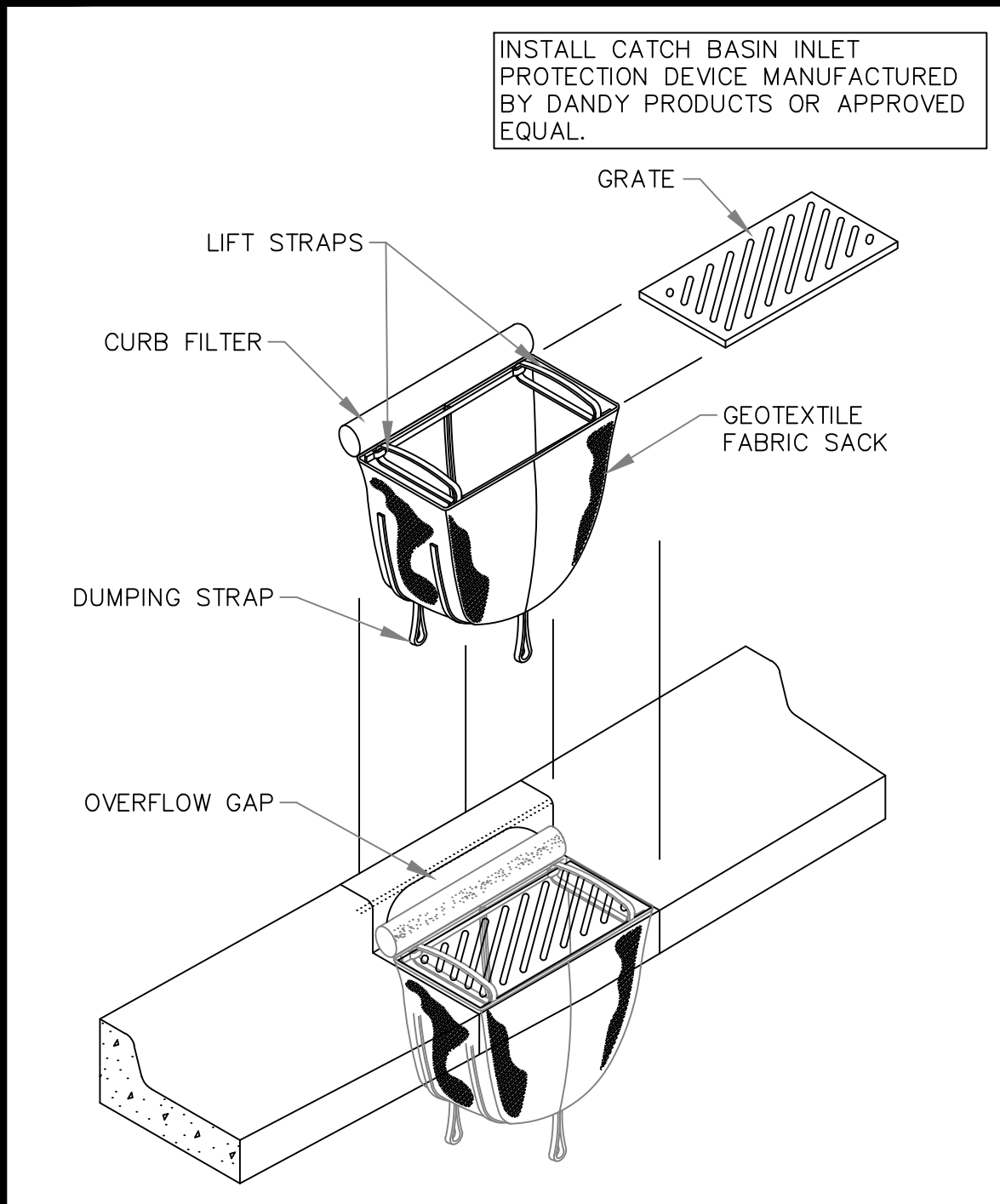
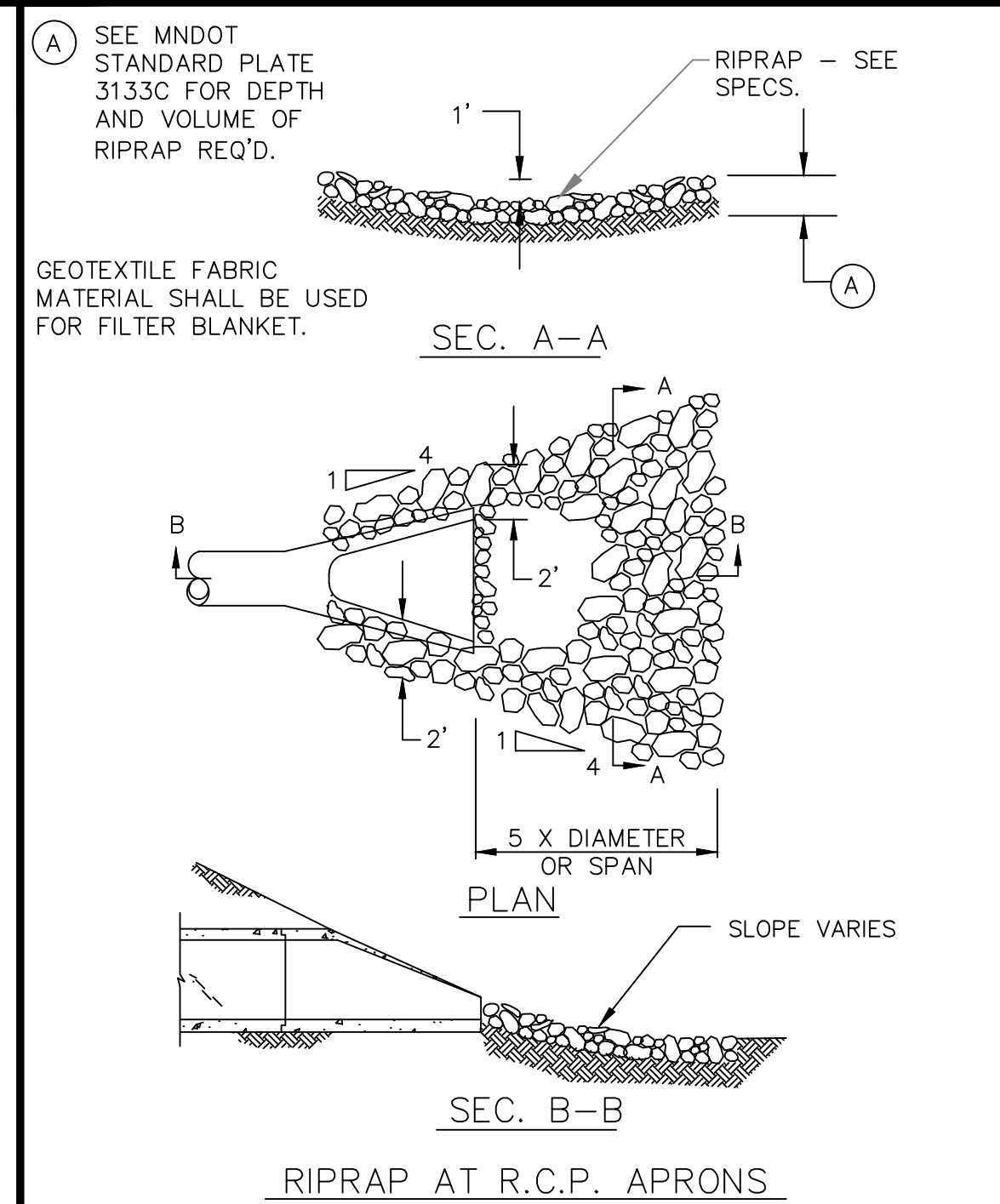
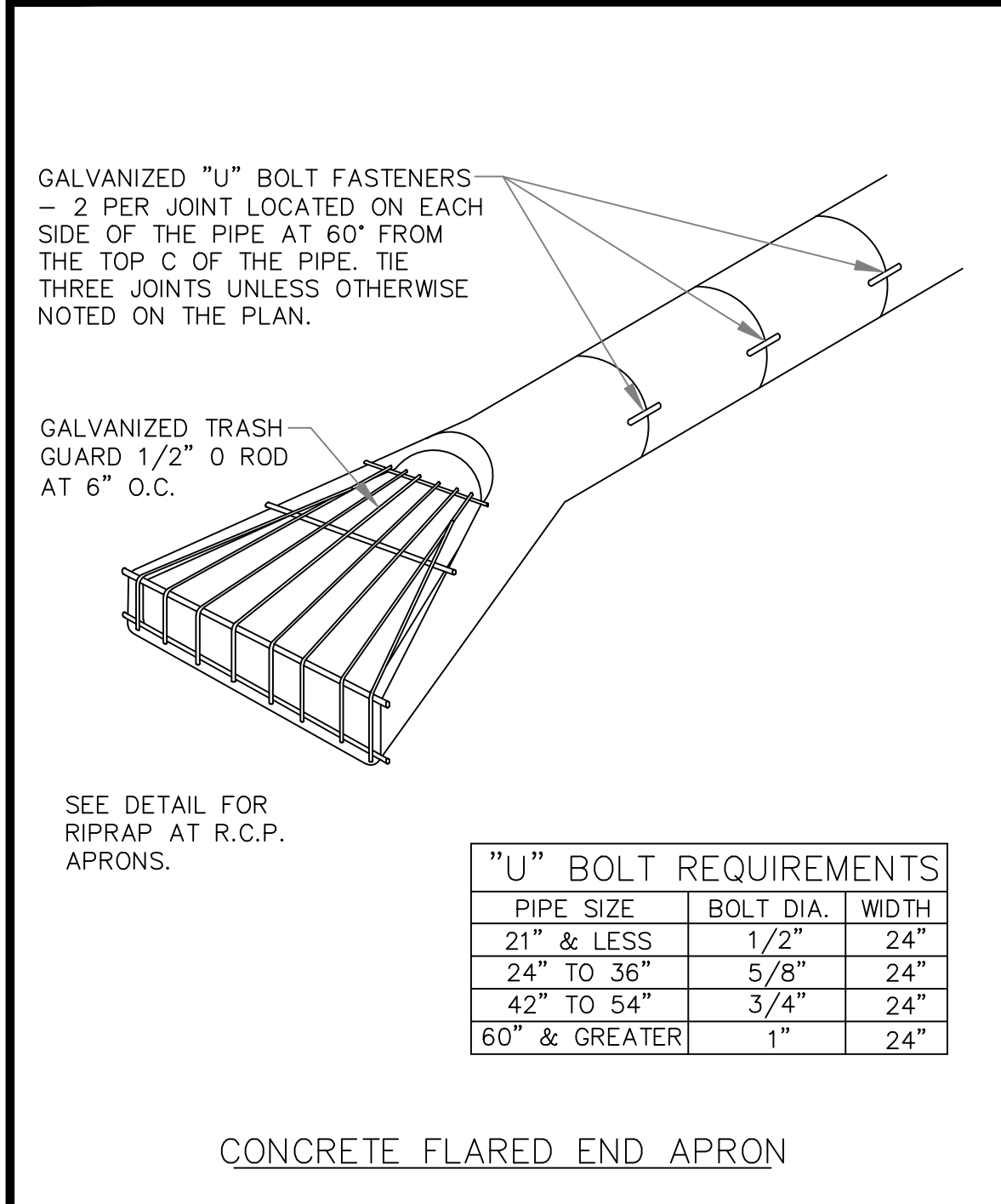
**TYPE "A" STORM SEWER MH DETAIL CONCENTRIC**

DATE OF REVISION: FEBRUARY 2023  
STANDARD PLATE NO.: 2310

**Stillwater**  
THE BIRTHPLACE OF MINNESOTA

**SILT FENCE DETAIL**

DATE OF REVISION: FEBRUARY 2023  
STANDARD PLATE NO.: 4130



**HYDRO FRAME AND COVER (INCLUDED)**  
GRADE RINGS BY OTHERS AS REQUIRED

**PRODUCT SPECIFICATION:**

1. Peak Hydraulic Flow: 18.0 cfs (510 l/s)
2. Min Sediment Storage Capacity: 0.7 cu. yd. (0.5 cu. m)
3. Maximum Inlet/Outlet Pipe Diameters: 24 in. (600 mm)
4. The Treatment System Shall Use An Induced Vortex To Separate Pollutants From Stormwater Runoff.
5. For More Product Information Including Regulatory Acceptances, Please Visit <https://hydro-int.com/en/products/first-defense>

**GENERAL NOTES:**

1. General Arrangement drawings only. Contact Hydro International for site specific drawings.
2. The diameter of the inlet and outlet pipes may be no more than 24".
3. Multiple inlet pipes possible (refer to project plan).
4. Inlet/outlet pipe angle can vary to align with drainage network (refer to project plans).
5. Peak flow rate and minimum height limited by available cover and pipe diameter.
6. Larger sediment storage capacity may be provided with a deeper sump depth.

PARTS LIST					
ITEM	QTY	SIZE (in)	SIZE (mm)	DESCRIPTION	
1	1	48	1200	I.D. PRECAST MANHOLE	
2	1			INTERNAL COMPONENTS (PRE-INSTALLED)	
3	1	30	750	FRAME AND COVER (ROUND)	
4	1	24 (MAX)	600 (MAX)	OUTLET PIPE (BY OTHERS)	
5	1	24 (MAX)	600 (MAX)	INLET PIPE (BY OTHERS)	

**GENERAL ARRANGEMENT**

**Hydro International**  
hydro-int.com  
HYDRO INTERNATIONAL

**IF IN DOUBT ASK**

DATE: 11/2/2021 SCALE: 1:30  
DRAWN BY: ER CHECKED BY: MRJ APPROVED BY:  
Title: 4-ft DIAMETER FIRST DEFENSE

**Stillwater**  
THE BIRTHPLACE OF MINNESOTA

**CONCRETE FLARED END APRON DETAIL**

DATE OF REVISION: FEBRUARY 2023  
STANDARD PLATE NO.: 2440

**Stillwater**  
THE BIRTHPLACE OF MINNESOTA

**RIPRAP AT R.C.P. APRON DETAIL**

DATE OF REVISION: FEBRUARY 2023  
STANDARD PLATE NO.: 2450

**Stillwater**  
THE BIRTHPLACE OF MINNESOTA

**CATCH BASIN EROSION CONTROL DETAIL 1**

DATE OF REVISION: FEBRUARY 2023  
STANDARD PLATE NO.: 4100

NO.	DRAWN	CHECKED	DATE	REVISIONS

**Stillwater**  
THE BIRTHPLACE OF MINNESOTA

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the state of Minnesota.

Date: \_\_\_\_\_ Reg. No. \_\_\_\_\_

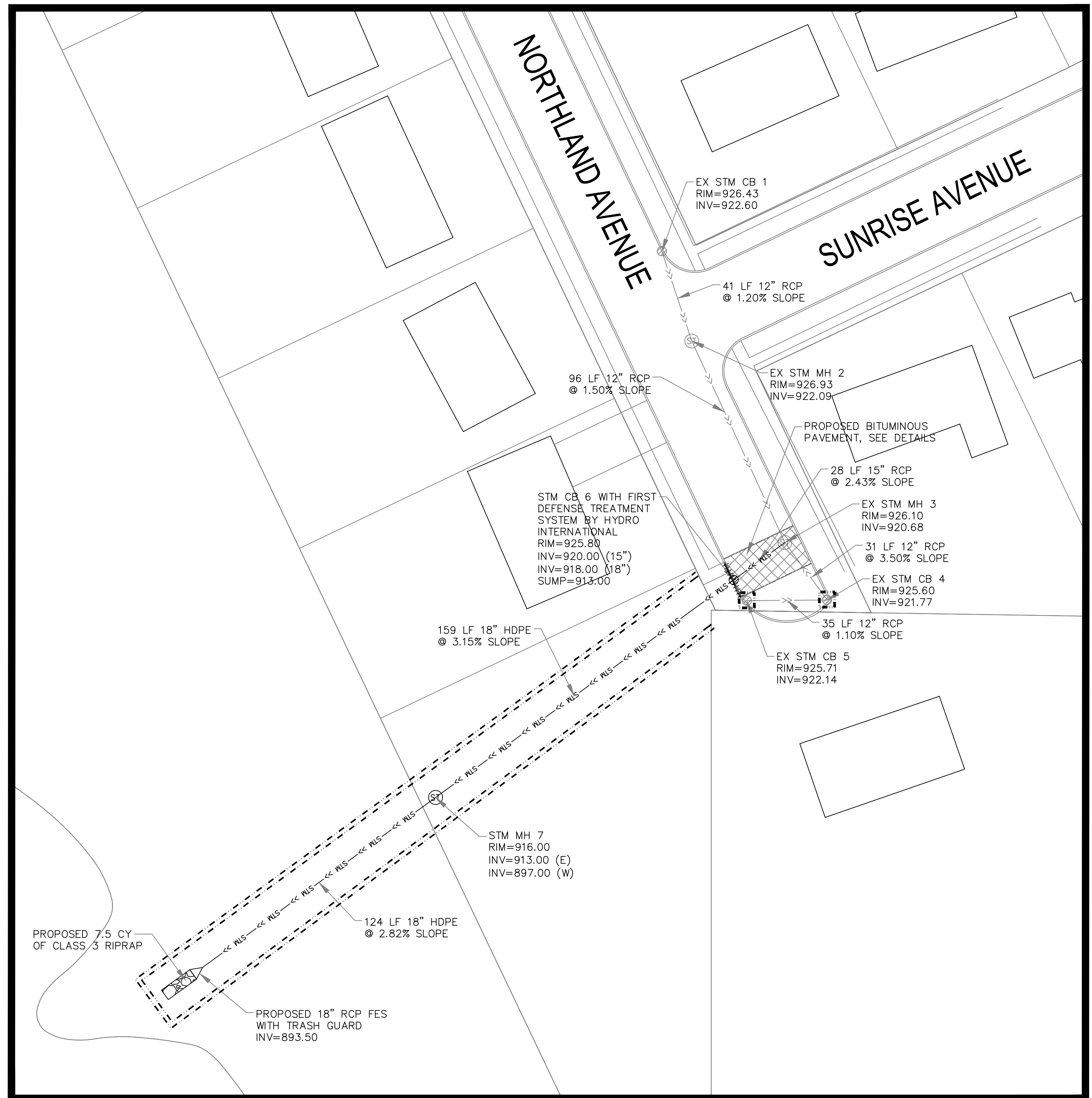
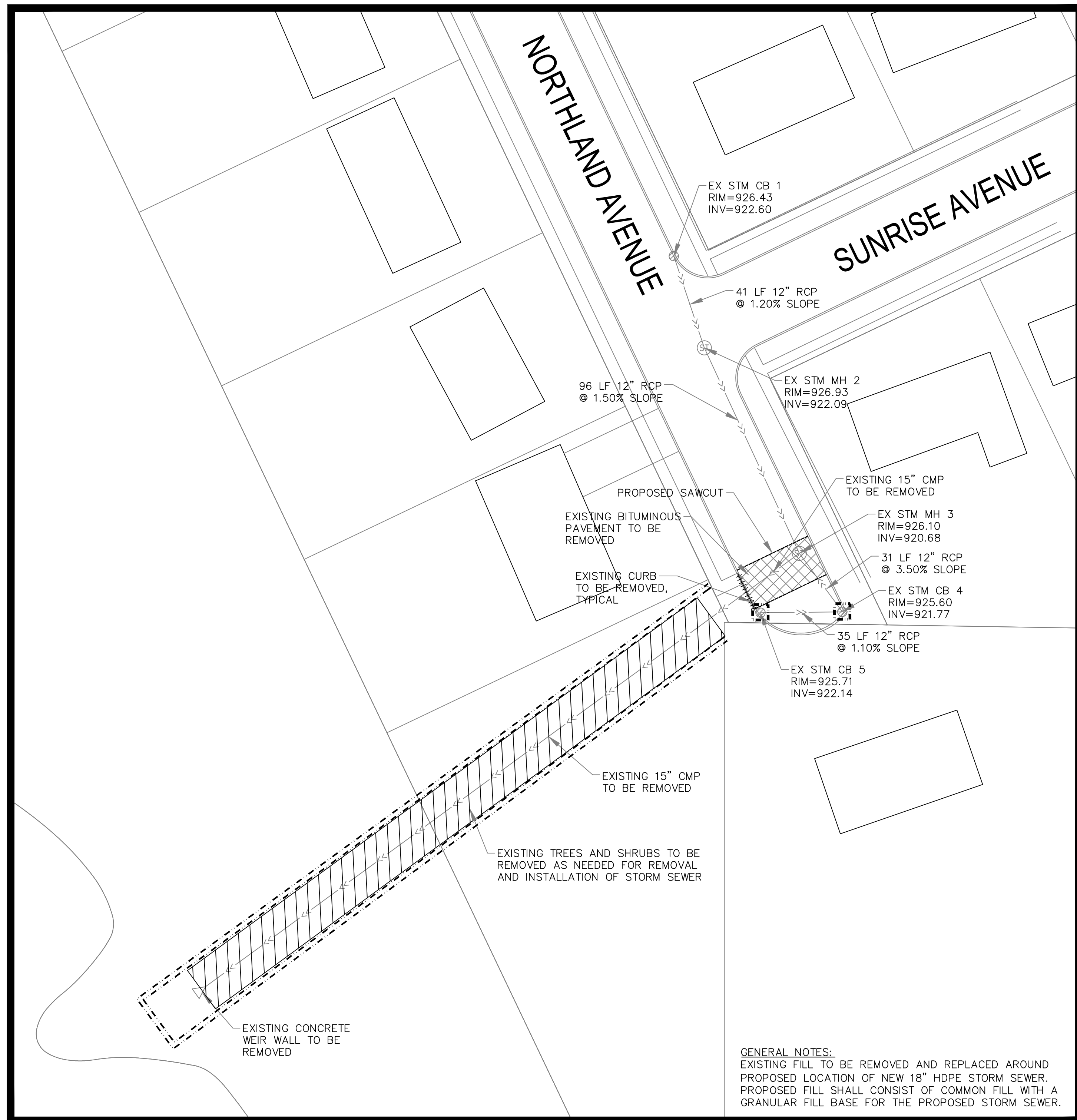
**NORTHLAND AVE STORM SEWER**

**DETAILS**

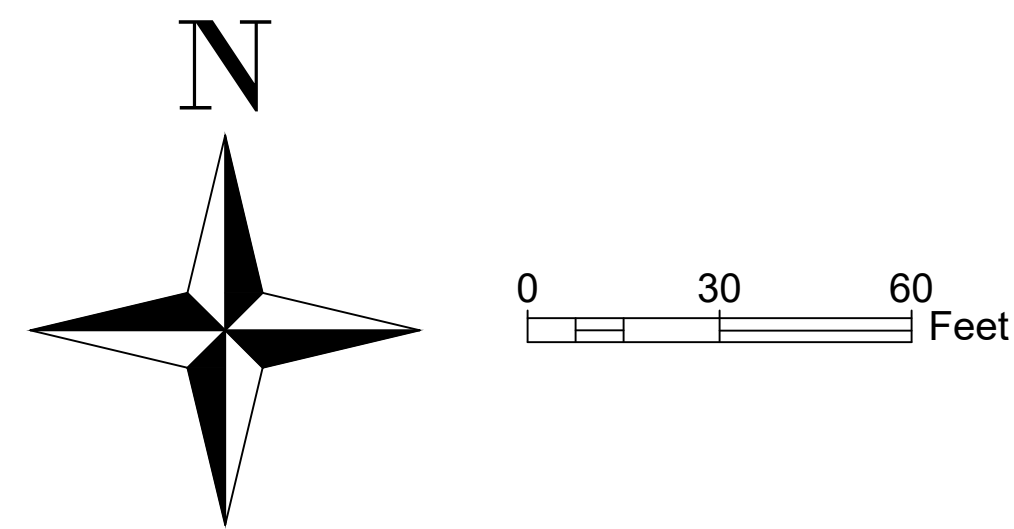
**2024 MISC**

FILE NO. **2024-MISC**

**2**  
**4**



**GENERAL NOTES:**  
 EXISTING FILL TO BE REMOVED AND REPLACED AROUND PROPOSED LOCATION OF NEW 18" HDPE STORM SEWER. PROPOSED FILL SHALL CONSIST OF COMMON FILL WITH A GRANULAR FILL BASE FOR THE PROPOSED STORM SEWER.



NO.	DRAWN	CHECKED	DATE	REVISIONS



I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the state of Minnesota.

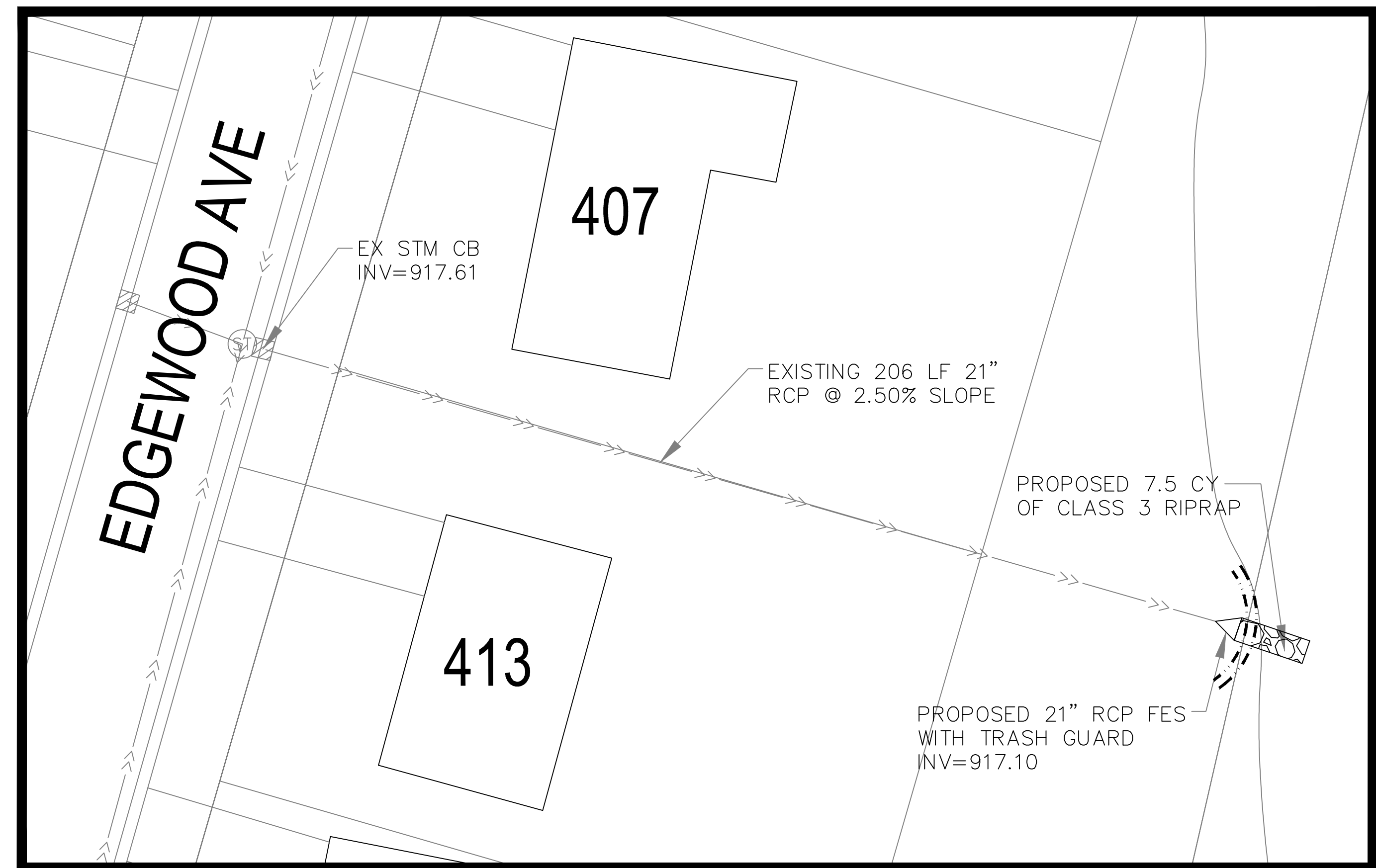
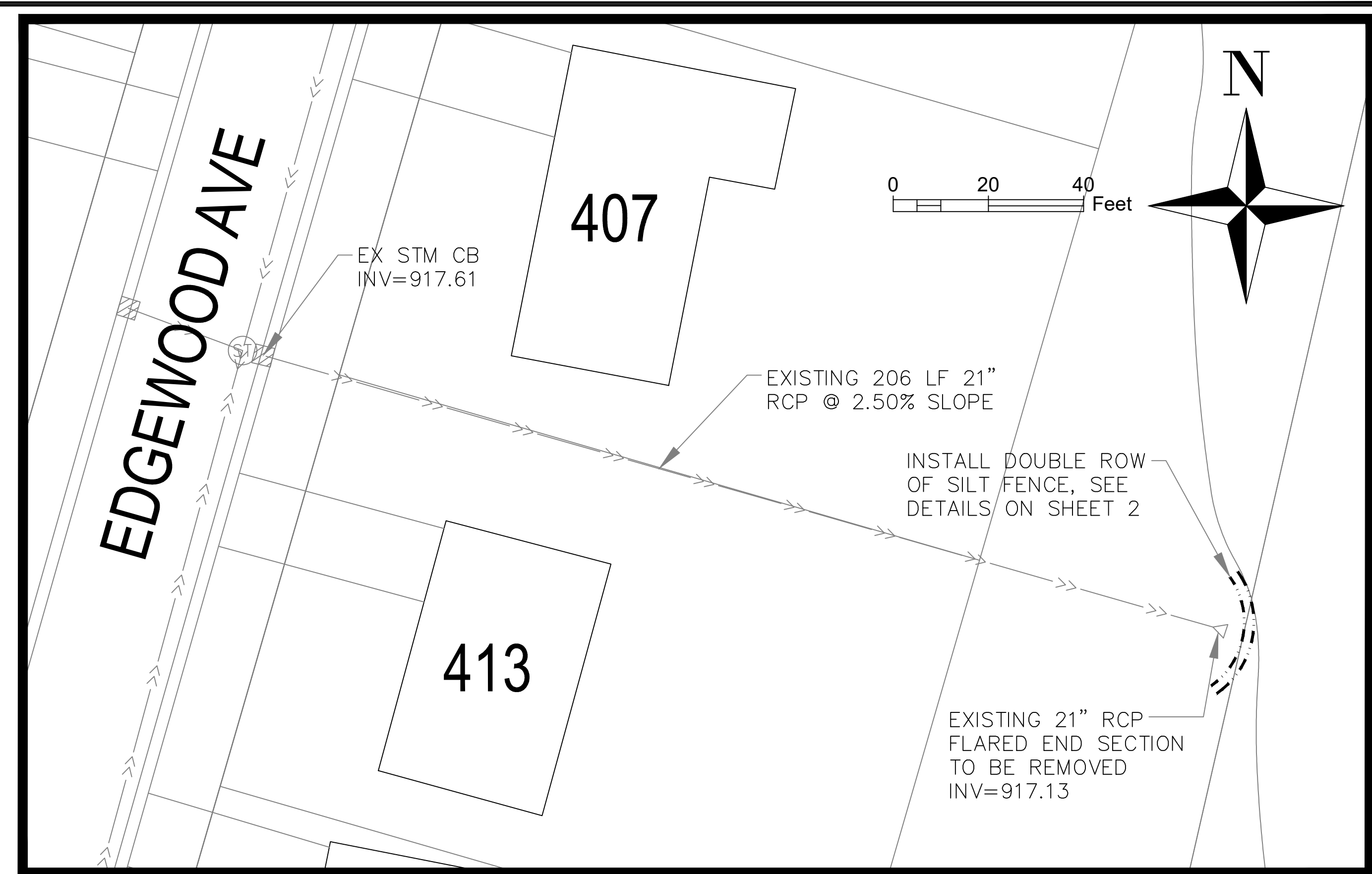
Date: \_\_\_\_\_ Reg. No. \_\_\_\_\_

**STORM SEWER REPAIRS**  
**DEMOLITION AND SITE LAYOUT PLAN**

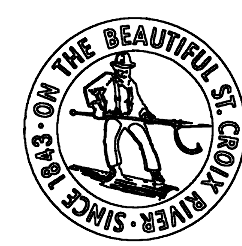
**NORTHLAND AVE**  
 2024 MISC

FILE NO.  
 2024-MISC

**3**  
**4**



NO.	DRAWN	CHECKED	DATE	REVISIONS



I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the state of Minnesota.

Date: \_\_\_\_\_ Reg. No. \_\_\_\_\_

STORM SEWER REPAIRS	220 NORTHLAND 407 EDGEWOOD	FILE NO. 2024-MISC	4 4
DEMOLITION AND SITE LAYOUT PLAN	2024 MISC		



## MEMORANDUM

**TO:** BCWD Board of Managers

**FROM:** Aaron DeRusha, WCD

**DATE:** 2/3/2025

**RE:** BCWD Water Monitoring Equipment Purchase Request

The watershed district has been replacing its inventory of four Hydrolab HL4 multiparameter sondes used to log continuous temperature, dissolved oxygen, pH, specific conductivity, and turbidity at the Highway 15, McKusick Road, Stonebridge, and Outlet monitoring stations on Brown's Creek with more reliable equipment. The sondes have been found to be unreliable for reasons previously described in memos to the Board of Managers, including persistent sensor and computer board failures. In addition to unreliable data, the cost to repair the sondes to date has exceeded the original cost of each sonde, and those costs are no longer covered by a manufacturer warranty. The last remaining HL4 deployed at Highway 15 failed several times throughout 2024, resulting in significant periods of lost data.

The watershed district has previously purchased three YSI EXO 3 sondes as replacements. These sondes are costly, but have proven to be reliable. After reviewing equipment in the market and consulting with partner agencies that are using similar equipment in comparable deployment scenarios for recommendations, it is recommended the watershed district purchase an In-Situ Aqua TROLL 500 with VuLink device. Based on recent quotes, this sonde is roughly 40% less expensive than the comparable YSI EXO 3, and has the added benefit of remote access via cellular connection for data retrieval and to confirm the sonde is logging as desired. Staff at Metropolitan Council have been using this model for three years and have provided positive reviews of their experiences with them. The cost for an In-Situ Aqua TROLL 500 with VuLink is \$8,775.00 as noted in the attached quote. The equipment will be purchased on behalf of Browns Creek Watershed District by Washington Conservation District (WCD). Browns Creek Watershed District will retain ownership of the equipment, and reimburse WCD for the expenses.

**Requested board action: Approve purchase of equipment as described above, and payment not to exceed \$9,000 to Washington Conservation District for reimbursement.**



**Quote – Q-139031**

In-Situ, Inc.  
221 E. Lincoln Avenue  
Fort Collins, CO 80524  
U.S.A.

Tel: (800) 446-7488  
Fax: (970) 498-1598  
Email: sales@in-situ.com  
Web: www.in-situ.com

Issued By: Elizabeth Cook  
Date: February 3, 2025  
Quote Valid for 30 days

<b>Sales Manager</b> Elizabeth Cook	<b>Customer ID</b>	<b>Payment Terms</b> CREDIT PENDING	<b>Shipping Method</b> FedEx Ground	<b>INCO Terms</b>	<b>Final Destination</b> United States Minnesota
--	--------------------	---	--	-------------------	--

<b>Quote To:</b> Washington County Conservation Dist 455 Hayward Ave N Oakdale, Minnesota 55128 United States
<b>Attn:</b> Aaron DeRusha aderusha@mnwcd.org 651-796-2231

<b>Ship To:</b> Washington County Conservation Dist 455 Hayward Ave N Oakdale, Minnesota 55128 United States
<b>Comments:</b>

<b>Equipment</b>						
Line	Product Description	Part Number	Unit of Sale	Qty.	Unit Price	Total Price
1.	Aqua TROLL 500, Non-Pressure	0050710	Each	1	\$1,595.00	\$1,595.00
2.	Aqua TROLL 500/600 Wiper	0063500	Each	1	\$1,235.00	\$1,235.00
3.	Aqua TROLL Temperature/Conductivity Sensor	0063460	Each	1	\$1,045.00	\$1,045.00
4.	Aqua TROLL pH/ORP Sensor	0063470	Each	1	\$820.00	\$820.00
5.	Aqua TROLL Turbidity Sensor	0063480	Each	1	\$1,195.00	\$1,195.00
6.	Aqua TROLL RDO Sensor (includes RDO-X Cap)	0063450	Each	1	\$1,195.00	\$1,195.00
7.	Rugged Twist-Lock Cable, Non-Vented, TPU, No Reel, Twist-Lock,	0052000-POLY-NONE-TWISTLOCK-	20ft	1	\$248.00	\$248.00
8.	VuLink CI (Global Cellular, does not include antenna)	0094840	Each	1	\$995.00	\$995.00
9.	VuLink 4G/LTE/2G Cellular Antenna with 1.5m cable (IP67, recommended for VuLink CI)	0043630	Each	1	\$39.00	\$39.00
10.	VuLink Lithium Battery Set (Lithium MnO2)	0103050	Each	1	\$87.00	\$87.00
11.	HydroVu Professional Prepaid Code (Months)	0102510	Each	8	\$22.00	\$176.00
<b>Subtotal:</b>						<b>\$8,630.00</b>

<b>Quote Total</b>	
<p><i>Tax is not normally quoted due to State &amp; local variability. If you need to have Tax included in this quotation, please contact us.</i></p> <p><i>If your organization is a tax-exempt entity, please email or fax a copy of your tax-exempt certificate to taxcerts@in-situ.com or fax to (970) 498-1598.</i></p> <p><i>Tax rates will be based on delivery address of the order. If your organization qualifies for GSA pricing, please verify eligibility requirements on the GSA website at <a href="#">GSA Eligibility Determinations</a> and confirm if you intend to use the GSA contract for this purchase.</i></p> <p>For further information regarding the Warranty or Terms and Conditions, please refer to our website at <a href="http://in-situ.com/terms-conditions/">http://in-situ.com/terms-conditions/</a></p> <p>All quoted product &amp; service prices are in U.S. Dollars unless specifically noted otherwise.</p>	<p><b>Sales Tax:           \$0.00</b></p> <p><b>Shipping:           \$145.00</b></p> <p><b>Total Amount (Excludes Optional Items):           USD    \$8,775.00</b></p>



In-Situ, Inc.  
 221 E. Lincoln Avenue  
 Fort Collins, CO 80524  
 U.S.A.

Tel: (800) 446-7488  
 Fax: (970) 498-1598  
 Email: sales@in-situ.com  
 Web: www.in-situ.com

Issued By: Elizabeth Cook  
 Date: February 3, 2025  
 Quote Valid for 30 days

**Optional Maintenance Plan Detail (Prices not included in Equipment Quote)**

Start Date: 03-03-2025			Term: 36 Months			
Line	Product Description	Part Number	Unit of Sale	Qty.	Unit Price	Customer Total Price
12.	In-Situ Care Basic for Aqua TROLL 500/600	1014690	36 Month	1	\$395.00	\$1,185.00
13.	In-Situ Care Plus for Aqua TROLL 500/600	1014700	36 Month	1	\$945.00	\$2,835.00
14.	In-Situ Care Ultimate for Aqua TROLL 500/600	1014710	36 Month	1	\$1,495.00	\$4,485.00

**HydroVu Terms & Conditions**

**TERMS & CONDITIONS**

The terms of this contract, reflected above, are effective until terminated by either party. This contract will auto-renew at each renewal term, unless a) the customer notifies In-Situ Inc. at least 15 days before the end of the initial term or the renewal term, or b) the customer declines auto-renewal and it is reflected on the contract. In the event this contract is terminated early, an amount equal to 50% of the remaining contract amount will be charged.

**OVERAGES**

In the event you go over your allotted amount of data, an overage fee will be applied. The overage fee will be \$10.00 per megabyte over your allotted data amount.

**SUSPENSION**

In-Situ will not suspend services for customers. In order to stop service a customer will need to request their service be terminated.

**AMENDMENTS**

In the event this contract is amended for any reason a new contract will need to be signed. By signing this contract the undersigned is agreeing to the terms set forth above, as well as the Hydrovu Terms of Use and the In-Situ, Inc. Terms & Conditions (located at [www.in-situ.com/legal/terms-conditions/](http://www.in-situ.com/legal/terms-conditions/)). The undersigned represents that he/she has the authority to execute this contract/agreement on behalf of the business identified.

**PAYMENT TERMS**

In-Situ is pleased to extend terms of net 30 days to customers who have established a credit account with us. If you wish to open a new account, credit applications are available upon request. A bank reference and four trade references are required. Payments are due in 30 days from the date of the invoice. All past due invoices and uncollected funds shall be charged interest at a rate of 1.5% per month. The customer agrees to pay all collection costs, including attorneys' fees, and penalty charges if collection services on the account become necessary. Letter of credit and wire transfer fees will be added to the invoice at a rate of \$350 and \$30 respectively.

**DISCLAIMER**

*DUE TO CONTINUING PRODUCT DEVELOPMENT, IN-SITU RESERVES THE RIGHT TO ALTER SPECIFICATIONS WITHOUT PRIOR NOTICE. IN-SITU ALSO RESERVES THE RIGHT TO ALTER TERMS PRIOR TO ACCEPTANCE OF THE ORDER.*

Brown's Creek Watershed District  
2025 Budget Approved 12-11-2024  
2-12-2025

		Estimated 2024 Carry Forward	2025 Grants	2025 Levy	2025 Total Budget	Allocated	Available
100-2910	Designated Funds - Management Plan Projects	\$ 841,580			\$ 841,580		\$ 841,580
					\$ -		\$ -
<b>Revenue</b>					\$ -		\$ -
100-3700	Interest Income				\$ -		\$ -
100-3601	Metropolitan Council Outlet Monitoring Grant		\$ 5,000		\$ 5,000		\$ 5,000
100-3630	Washington County Cost-share Applewood Reuse				\$ -		\$ -
100-3631	MPCA Small Watershed Grant 2023-2025				\$ -		\$ -
100-3632	MPCA Small Watershed Grant 2025-2029		\$ 34,800		\$ 34,800		\$ 34,800
100-3100	Tax Levy			\$ 1,207,531	\$ 1,207,531		\$ 1,207,531
<b>TOTAL, ESTIMATED Sources of Funding</b>		<b>\$ 841,580</b>	<b>\$ 39,800</b>	<b>\$ 1,207,531</b>	<b>\$ 2,088,911</b>	<b>\$ -</b>	<b>\$ 2,088,911</b>

ACCT. #	General Expenses	Estimated 2024 Carry Forward	2025 Grants	2025 Levy	2025 Total Budget	Allocated	Available
200-4000	Manager Per Diem and Expense			\$ 10,000	\$ 10,000		\$ 10,000
200-4250	Dues & Subscriptions (MN Watersheds 7200 and LMCIT 2800)			\$ 10,000	\$ 10,000	\$ 10,000	\$ -
200-4270	Bonding & Insurance			\$ 6,500	\$ 6,500	\$ 6,500	\$ -
200-4280	Postage & Delivery			\$ 1,000	\$ 1,000		\$ 1,000
200-4290	Printing & Notices			\$ 1,000	\$ 1,000		\$ 1,000
200-4330	Accounting			\$ 5,000	\$ 5,000	\$ 5,040	\$ (40)
200-4331	Audit			\$ 12,000	\$ 12,000	\$ 11,300	\$ 700
200-4949	Misc., Other Expense			\$ 2,000	\$ 2,000		\$ 2,000
200-4320	Wash. Conservation District--Admin			\$ 65,000	\$ 65,000	\$ 65,000	\$ -
200-4265	Admin Conference Registrations			\$ 3,000	\$ 3,000		\$ 3,000
200-4410	Legal Fees - General			\$ 27,100	\$ 27,100	\$ 26,700	\$ 400
200-4500	Staff Engineer			\$ 31,289	\$ 31,289	\$ 31,289	\$ (0)
	Diversity, Equity and Inclusion Training			\$ 5,000	\$ 5,000		\$ 5,000
	Contingency Reserve			\$ 40,750	\$ 40,750		\$ 40,750
<b>TOTAL GENERAL FUND EXPENSES:</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 219,639</b>	<b>\$ 219,639</b>	<b>\$ 155,829</b>	<b>\$ 63,810</b>

ACCT. #	MANAGEMENT PLAN EXPENSES	Estimated 2024 Carry Forward	2025 Grants	2025 Levy	2025 Total Budget	Allocated	Available
300-4320	Wash. Conservation District--Administrator			\$ 250,000	\$ 250,000	\$ 250,000	\$ -
300-4410	Legal Fees - Mgmt Plan			\$ 60,000	\$ 60,000		\$ 60,000
300-4501	Staff Engineer			\$ 99,522	\$ 99,522	\$ 95,623	\$ 3,899
300-4702	Permitting, Legal Review			\$ 15,750	\$ 15,750		\$ 15,750
300-4703	Permitting, Engineering Review			\$ 75,000	\$ 75,000		\$ 75,000
300-4704	Permitting, Inspection Database			\$ 10,500	\$ 10,500		\$ 10,500
300-4710-1	Baseline Monitoring		\$ 5,000	\$ 145,000	\$ 150,000	\$ 177,465	\$ (27,465)
300-4640	Equip. Maint. and Upgrades	\$ 15,000		\$ 10,000	\$ 25,000		\$ 25,000
300-4810	Shared Educator Position			\$ 31,000	\$ 31,000	\$ 24,500	\$ 6,500
300-4950	Management Plan Implementation -future projects				\$ -		\$ -
903-0001	Trout Habitat Preservation Project: Monitoring,	\$ 6,500			\$ 6,500		\$ 6,500
909-0000	Rules Review/Evaluation	\$ 20,000		\$ 10,000	\$ 30,000		\$ 30,000
909-0001	Groundwater Dep Nat Resource Inventory update				\$ -		\$ -
909-0002	Permitting Program Internal Procedure updates	\$ 25,000			\$ 25,000		\$ 25,000
910-0000	Education & Outreach			\$ 103,500	\$ 103,500	\$ 3,850	\$ 99,650
911-0000	Volunteer Stream Monitoring			\$ 4,500	\$ 4,500	\$ 4,909	\$ (409)
914-0000	Homeowner BMP Program			\$ 50,000	\$ 50,000	\$ 25,534	\$ 24,466
922-0000	Plan Reviews - LGU/LWMP				\$ -		\$ -
923-0000	H & H Model Maintenance	\$ 42,500			\$ 42,500		\$ 42,500
923-0003	Long Lake - Flood Risk - Weir Modification Assessment			\$ 30,000	\$ 30,000		\$ 30,000
927-0000	Management Plan Update	\$ 10,000		\$ 15,000	\$ 25,000		\$ 25,000
929-0000	Long Lake Plan Implementation			\$ 103,700	\$ 103,700		\$ 103,700
929-0012	Long Lake - Marketplace Reuse Feasibility	\$ 225,120		\$ (225,120)	\$ -		\$ -
929-0013	Long Lake - Chloride Impairment Assessment			\$ 15,000	\$ 15,000		\$ 15,000
929-0014	Long Lake - Brewer's Pond BMP/LGU cost-share			\$ 25,000	\$ 25,000	\$ 25,000	\$ -
935-0000	Land Conservation Program	\$ 150,000		\$ 50,000	\$ 200,000		\$ 200,000
935-0002	110th Street Property Implementation	\$ 50,000			\$ 50,000		\$ 50,000
935-0003	Develop Land Conservation Priorities	\$ 20,000			\$ 20,000		\$ 20,000
940-0000	BMP Program - LGU/Community Demonstration Projects				\$ -		\$ -
942-0004	Measuring Trends in GW Elevations & Flow			\$ 4,700	\$ 4,700		\$ 4,700
942-0007	Groundwater - Browns Creek piezometers	\$ 8,960		\$ (8,960)	\$ -		\$ -
942-0011	Groundwater - Coordination with users	\$ 8,500			\$ 8,500		\$ 8,500
947-0017	Brown's Creek Implementation - Ecoli	\$ 10,000		\$ 5,800	\$ 15,800		\$ 15,800
947-0018	Brown's Creek - Biological Survey (Macroinvert)			\$ 4,100	\$ 4,100		\$ 4,100
947-0022	Brown's Creek - Buffer and Stream Restoration	\$ 40,800			\$ 40,800		\$ 40,800
947-0023	Brown's Creek - Golf Course Reuse - Oak Glen				\$ -		\$ -
947-0026	Brown's Creek - Brown's Creek Cove Reach	\$ 23,200	\$ 34,800		\$ 58,000		\$ 58,000
947-0027	Brown's Creek - McKusick Road rock crib feasibility	\$ 26,000			\$ 26,000		\$ 26,000
948-0000	CIP Maintenance	\$ 115,000		\$ 85,000	\$ 200,000		\$ 200,000
953-0000	Fen Management Plan Implementation				\$ -		\$ -
957-0000	Weather Station			\$ 3,900	\$ 3,900		\$ 3,900
959-0004	Resource Assessment - AIS			\$ 15,000	\$ 15,000		\$ 15,000
960-0000	St Croix Phosphorus Reduction	\$ 10,000			\$ 10,000		\$ 10,000
961-0000	Mendel Wetland Restoration Feasibility	\$ 35,000			\$ 35,000		\$ 35,000
<b>TOTAL MANAGEMENT PLAN PROJECT EXPENSES:</b>		<b>\$ 841,580</b>	<b>\$ 39,800</b>	<b>\$ 987,892</b>	<b>\$ 1,869,272</b>	<b>\$ 606,881</b>	<b>\$ 1,262,391</b>
<b>TOTAL, OPERATING EXP. &amp; MGMT. PLAN PROJECTS:</b>		<b>\$ 841,580</b>	<b>\$ 39,800</b>	<b>\$ 1,207,531</b>	<b>\$ 2,088,911</b>	<b>\$ 762,710</b>	<b>\$ 1,326,201</b>



	YES	NO	ABSTAIN	ABSENT
<b>ECKLES</b>	_____	_____	_____	_____
<b>ODEBRECHT</b>	_____	_____	_____	_____
<b>LEROUX</b>	_____	_____	_____	_____
<b>WIRTH</b>	_____	_____	_____	_____
<b>SAHULKA</b>	_____	_____	_____	_____

**VENDOR**

Emmons & Olivier Resources, Inc.

	ACCOUNT #	ITEMS	TOTAL	CK NO
January 2025 Invoices				
Inv. 41-0000-230 Retainer	300-4500	\$ 7,078.50		
Inv. 41-0000-230 Retainer	200-4500	\$ 2,359.50		
Inv. 41-0001-233 General Permitting	300-4703	\$ 22,996.90		
Inv. 41-0307-94 Permits 2017				
Permitting #17-17 West Ridge	300-4703	\$ 888.00		
Inv. 41-0330-77 Permits 2018				
Permitting #18-11 Ridgecrest Oak Park Heights	300-4703	\$ 1,030.50		
Inv. 41-0350-43 Permits 2019				
Permitting #19-05 Central Commons	300-4703	\$ 220.50		
Inv. 41-0365-49 Permits 2020				
Permitting #20-08 Hwy 36/Manning Avenue Interchange	300-4703	\$ 2,241.75		
Permitting #20-12 White Pine Ridge	300-4703	\$ 147.00		
Inv. 41-0402-35 Permits 2022				
Permitting #22-11 WOS Lot106	300-4703	\$ 479.25		
Inv. 41-0420-24 Permits 2023				
Permitting #23-17 Sundance Stillwater	300-4703	\$ 73.50		
Inv. 41-0438-13 Permits 2024				
Permitting #24-01 Take 5 Oil Change	300-4703	\$ 313.65		
Permitting #24-07 Elliot Crossing	300-4703	\$ 220.50		
Permitting #24-09 CSAH 5 Phase 3	300-4703	\$ 257.25		
Permitting #24-16 Goodsell Residence	300-4703	\$ 3,230.25		
Permitting #24-18 CSAH 15 Frontage	300-4703	\$ 1,763.25		
Inv. 41-0461-1 Permits 2025				
Permitting #25-01 Curve Crest Utility Extension	300-4703	\$ 455.75		
Inv. 41-0418-26 Brown's Ck Pk Restoration	947-0022	\$ 3,911.25		
Inv. 41-0433-12 2024 H&H Model Update	923-0000	\$ 4,483.50		
Inv. 41-0434-6 Mendel Wetland Landowner Engagement	961-0000	\$ 49.50		
Inv. 41-0437-11 2024 OGGC Reuse Maintenance and Monitoring	948-0000	\$ 777.75		
Inv. 41-0442-7 2024 Weather Station	957-0000	\$ 594.00		
Inv. 41-0445-4 BCWD Baseline Survey	927-0000	\$ 173.00		
Inv. 41-0447-10 BCWD 2024 WMP Update	927-0000	\$ 3,852.00		
Inv. 41-0453-8 BCWD IESF O&M 2024	948-4500	\$ 3,879.95		
Inv. 41-0454-1 2024 Groundwater Monitoring & Management	942-0004	\$ 1,953.00		
Inv. 41-0456-3 Groundwater Dependent NRI Update	948-4500	\$ 1,249.50		
Inv. 41-0457-2 Diversion Water Quality Assessment	927-0000	\$ 2,606.75		
Inv. 41-0460-1 DPA Permit 2319	300-4703	\$ 1,870.50		

EOR Continued	Inv. 41-0462-1 2025 Local Plan Review	922-0000	\$ 841.50	\$ 69,998.25
Xcel Energy	Inv. 911817220 - Iron Enhanced Sand Filter pump operation	948-4500	\$ 19.06	\$ 19.06
Washington Conservation District	Inv. 6864 Administration Q4 2025			
	Administration (1/3)	200-4320	\$ 24,556.25	
	Administration (2/3)	300-4320	\$ 49,112.50	
	Admin Training Expense	200-4265	\$ 2,150.05	
	Miscellaneous Expenses	200-4949	711.71	
	Trees (For Brown's Creek Park Restoration Planting)	947-0022	126.00	\$ 76,656.51
Smith Partners	January 2025 Invoices			
	Inv. 45515 Retainer - Meetings, Preparation	200-4410	\$ 2,261.54	
	Inv. 45516 General Legal Services	300-4410	\$ 864.90	
	Inv. 45517 Planning	300-4410	\$ 782.46	
	Inv. 45518 Contracts	300-4410	\$ 197.28	
	Inv. 45519 Permits	300-4702	\$ 1,618.20	
	Inv. 45520 Oak Glen Golf Club Project	300-4410	\$ 55.80	
	Inv. 45521 Capital Project Development	300-4410	\$ 1,536.66	
	Inv. 45522 Brown's Creek Restoration	300-4410	\$ 390.60	\$ 7,707.44
Dave S. McCord, LTD	Inv. 4439 December 2024 Accounting Services	200-4330	\$ 380.00	
	Inv. 4448 January 2025 Accounting Services	200-4330	\$ 380.00	\$ 760.00
A House Unbuilt	Inv. 103 The Water Where We Live Exhibition	910-000	\$ 2,724.21	\$ 2,724.21
League of Minnesota Cities	Inv. 419450 2025 Membership Dues	200-4250	\$ 2,358.00	\$ 2,358.00
League of MN Cities Insurance Trust P&C	Package 1001461-9 Agreement Period 02/23/2025-02/23/2026	200-4270	\$ 5,009.00	\$ 5,009.00
MN DNR Ecological and Water Resources	Inv. Oak Glen Golf Course Reuse Water Permit 2020-3018	948-0000	\$ 582.27	\$ 582.27
Out Back Nursery, Inc.	Inv. 3884 Plants for Brown's Creek Park Restoration Planting	947-0022	\$ 352.50	\$ 352.50
<b>Total Amount Disbursed</b>				<b>\$ 166,167.24</b>

**BROWN'S CREEK WATERSHED DISTRICT**

2/12/2024

MONTHLY ITEMS DEPOSITED - Page 1 of 1

<b>VENDOR</b>	<b>INVOICE/DESCRIPTION</b>	<b>ACCOUNT #</b>	<b>CK NO</b>	<b>DEPOSIT DATE</b>	<b>TOTAL</b>
Metropolitan Council	2024-2025 WOMP	100-3601	2059713	1/29/2025	\$ 4,500.00
4M Fund	Dividend (Interest)	100-3700	Direct Deposit	1/31/2025	\$ 3,883.72
Anderson Holdings Inc.	#25-02 Permit Fee Deposit	300-4703	104	2/6/2025	\$ 1,500.00
<b>TOTAL AMOUNT DEPOSITED:</b>					<b>\$ 9,883.72</b>

**Brown's Creek Watershed District  
Treasurer's Report  
2/12/25**

Total Bank Balance		
4M Fund	\$	933,381.43
USBank		-
Less Accounts Payable		(166,167.24)
Plus Unrecorded Deposits since	01/31/2025	5,383.72
Total Balance	\$	<u><u>772,597.91</u></u>



## PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT FY25 Habitat Enhancement Landscape Program (HELP)

### General Information

Organization Washington Conservation District	Contract Number FY25-01 BWSR HELP	Amendment <input type="checkbox"/> Date(s):	Canceled <input type="checkbox"/> Date:
--	--------------------------------------	--	--

\*If contract amended, attach amendment form(s) to this contract.

### Applicant

Land Occupier Name Brown's Creek Watershed District	Address 455 Hayward Ave N	City/State Oakdale, MN	Zip code 55128
--	------------------------------	---------------------------	-------------------

\* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

### Conservation Practice Location

Name Brown's Creek Conservation Area	Township 30N	Range 21W	Section 12	1/4,1/4 <b>NENW</b>
---	-----------------	--------------	---------------	------------------------

### Contract

This agreement is entered into for Washington Conservation District (WCD) to provide cost-share assistance to Brown's Creek Watershed District (BCWD) to help defray the cost of tree and shrub establishment and prescribed burning as specified in Exhibit A. It is understood that:

1. Brown's Creek Watershed District is responsible for full establishment, operation, and maintenance of practice(s) and upland treatment as described in and in the locations shown in Exhibit A to ensure that the conservation objectives are met and the effective life, a **minimum of 10 years**, is achieved. The specific operation and maintenance requirements for the conservation practice(s) listed are described in the Operation and Maintenance Plan attached hereto as Exhibit B.
2. Should BCWD fail to maintain the practice(s) during the effective life, BCWD will be liable to WCD for up to **100%** of the amount of financial assistance received to install and establish the practice(s) unless the failure was caused by reasons beyond BCWD's control or if conservation practices are applied at BCWD's expense that provide equivalent protection of the soil and water resources. If title to this land is transferred to another party before expiration of the aforementioned effective life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
3. Practice(s) must be planned and installed in accordance with technical standards and specifications of the: **Washington Conservation District**
4. Increases in the practice(s) units or cost must be approved by the WCD prior to expenditure.
5. This contract, when approved by the parties hereto, will remain in effect unless canceled or amended in writing signed by both parties. If the practice(s) covered by this contract have not been installed by **11/30/2026** (date), this contract will be automatically terminated on that date.
6. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization as practical and reasonable. The invoices/receipts must include: the name of the vendor; the materials, labor or equipment used; the component unit costs; and the date(s) the work was performed. Reimbursement requests must also be supported by such reasonable documentation as WCD may require. Volunteer hours will be eligible for in-kind match at \$30 per hour.

The signature of BCWD's authorized representative below indicates agreement to:

1. Grant Washington Conservation District’s representative(s) access to the Brown’s Creek Conservation Area.
2. Hold all required legal land rights, including but not limited to: access and authority to both construct and maintain the conservation practice(s) agreed upon in this contract for the effective life of the practice(s).
3. Obtain any permits required in conjunction with the installation and establishment of the practice(s) prior to starting construction of the practice(s).
4. Be responsible for the operation and maintenance of the conservation practice(s) applied under this program in accordance with an Operation and Maintenance Plan attached as Exhibit B.
5. Not accept financial assistance funds from state sources in excess of **90** percent, or state and non-state sources that when combined are in excess of **100** percent of the total cost to establish the conservation practice(s).
6. Provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds to this project.

This contract supplements and amends the November 11, 2024, agreement BCWD 25-01 between the parties and all terms of the BCWD 25-01 agreement, except as specifically modified hereby.

Date	Brown’s Creek Watershed District

**Conservation Practice**

The primary practice for which assistance is requested is Tree/Shrub Establishment (612)

Practice standard(s) or eligible component(s) Tree/Shrub Establishment (612) Prescribed burning (338)	Total Project Cost Estimate \$6,490 minimum with grant and match
---	---

**Technical Assessment and Cost Estimate**

I have the appropriate technical expertise and have reviewed the site where the above-listed practice(s) will be installed and deem the practice(s) needed and that the estimated quantities and costs are practical and reasonable.

Date	Technical Assistance Provider

**Amount Authorized for Financial Assistance**

Washington Conservation District has authorized the following for financial assistance: total not to exceed **90** percent of the total cost to establish the conservation practice.

Approval Date	Authorized Signature	Total Amount Authorized \$ 5,900 maximum grant funds



Exhibit A  
**Tree and Shrub Establishment**  
**Prescribed Burn**

DRAFT

110th Street North

KEY TO FEATURES

Legend

-  Prescribed Burning
-  Shrub Plantings



1 in = 120 ft

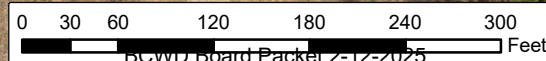




Exhibit B  
**Tree/Shrub Establishment  
Operations and Maintenance Plan**

DRAFT



# Tree and Shrub Establishment

## Operations and Maintenance Plan

**Practice Type:** Tree and Shrub Establishment (NRCS 612)

**Date:** 1/21/2025

**Effective Life:** 10 years

**Contract Number:** FY25-01 HELP

Land Occupier Name Browns Creek Watershed District	Address 455 Hayward Ave N	City/State Oakdale, MN	Zip code 55128
Township Name Stillwater	Township 30N	Range 21W	Section 12
			1/4,1/4 NENW

Operation and maintenance (O&M) is necessary for all conservation practices and is required for all practices installed with Washington Conservation District assistance. Implementation of Tree and Shrub Establishment will help you to improve resource conditions including protection of water quality, improvements to wildlife habitat, and restoration of plant communities. This practice will require you to perform periodic operation and maintenance to maintain satisfactory performance through the effective life of 10 years.

Operation refers to operation of the practice in compliance with all laws, regulations, ordinances, and easements; and in such a manner that will result in the least adverse impact on the environment and will permit the practice to serve the purpose for which it was installed. Maintenance includes work to prevent deterioration of the practice, repairing damage, or replacing components which fail.

**OPERATION AND MAINTENANCE**

1. Select good planting sites ideal for understory vegetation and evaluate periodically for potential site changes and associated impacts.
2. Control access by vehicles and equipment during or after tree-shrub establishment to protect new plants and minimize erosion, compaction, and other site impacts.
3. Manage competing vegetation (including Federal or State invasive species and noxious weeds), as needed, until the desired trees and shrubs are established without competing for sunlight, water, or nutrients. Provide supplemental water to ensure a minimum of 1 inch per week during the initial establishment period of eight weeks or until the ground is frozen.
4. Fertilizers, pesticides and other chemicals used to manage competing vegetation or facilitate tree and shrub establishment shall not impact water quality or non-target organisms.
5. Periodically inspect established trees and shrubs and protect them from adverse impacts of competing vegetation, pesticides, fire, wildlife, nonfunctioning tree shelters, weed barriers, etc. Remove protective structures (e.g. tube shelters, cages) when plants are large enough to withstand environmental stressors.
6. Inspect the site at appropriate time intervals following planting, seeding, or natural regeneration to determine whether the survival rate for trees and shrubs meets the intended practice purposes and client objectives. When survival of planted trees or shrubs falls below 50 percent, or is not adequate to meet the intended objective, replant or supplement the planting as needed to meet the management goals. Practice inspection by WCD staff shall occur in the first, third, and ninth years following practice certification.

*I have reviewed this operation and maintenance plan and will contact WCD for any additional technical assistance needed for implementation of this operation and maintenance plan.*

---

Landowner/Operator

---

Date

---

Technical Assistance Provider

---

Date

**Total Grant Amount \$5,900.00**  
**Minumum Match (inkind or cash) required 10% \$590.00**  
**Minumum Project Total \$6,490.00**

*Option 1*

<i>Timeline</i>	<i>Activity</i>	<i>Grant</i>	<i>In-Kind Match</i>	<i>Total</i>
<i>Spring 2025</i>	<i>Prescribed burn Unit 4</i>	2000	0	2000
<i>Fall 2026</i>	<i>Woody plant/deer protection supply order</i>	3900	0	3900
<i>Fall 2026</i>	<i>Planting labor of 150 shrubs and trees (volunteer time \$30/hour)</i>	0	2000	2000
<i>Throughout</i>	<i>Technical assistance</i>	0	1000	1000
	<b>TOTAL</b>	<b>5900</b>	<b>3000</b>	<b>8900</b>

*Option 2*

<i>Timeline</i>	<i>Activity</i>	<i>Grant</i>	<i>In-Kind Match</i>	<i>Total</i>
<i>Spring 2025</i>	<i>Prescribed burn Unit 4</i>	2000	0	2000
<i>Fall 2026</i>	<i>Woody plant/deer protection supply order</i>	3900	0	3900
<i>Fall 2026</i>	<i>Planting labor of 150 shrubs and trees (contractor)</i>	0	4000	4000
<i>Throughout</i>	<i>Technical assistance</i>	0	1000	1000
	<b>TOTAL</b>	<b>5900</b>	<b>5000</b>	<b>10900</b>

# Project Proposal: The Water Where We Live - Browns Creek Watershed

Prepared for: Victoria Bradford Styrbicki / A House Unbuilt / Browns Creek Watershed

## Project Overview

This project involves the video documentation of artists and the Browns Creek Watershed region. The initial phase includes two half to full film days covering studio visits of participating artists and the regional waterways. The project will capture key ecological aspects, including local water bodies, biodiversity, conservation efforts, and expert insights. The final deliverable will be a professionally edited video highlighting the importance of the Browns Creek Watershed and the artists work to bring attention to it.

A second option includes additional filming in the spring to further document seasonal changes in the watershed and expand the videos reach with social media-focused deliverables.

## Objectives

- To document and showcase the significance of Browns Creek Watershed.
- To create an engaging and educational video on water systems and art practices.
- To feature expert insights, environmental initiatives, and natural landscapes.
- To develop short-form social media content for broader outreach.

## Scope of Work

### Phase 1: Pre-Production

- Research, coordination, and scripting.
- Development of a production schedule and shot list.

### Phase 2: Filming (Winter - Initial Phase)

- On-location filming at artist studios and watershed sites.
- Interviews with experts, conservationists, and artists.
- Drone footage for aerial perspectives.
- B-roll footage of lakes, rivers, wetlands, and wildlife.

### Phase 3: Filming (Spring - Additional Option 2)

- Additional on-location filming to capture seasonal changes.
- Extended interviews and follow-up footage.
- Social media-focused footage for shorter clips.

### Phase 4: Post-Production

- Video editing, color correction, and sound design.
- Incorporation of graphics, stock footage, and captions as needed.
- Background music selection and licensing. (additional cost if needed)
- Final review and client revisions.
- Social media video edits for promotional content.
- Delivery of final edited videos in desired formats.

## **Deliverables**

- Option 1: One professionally edited video (3-5 minutes)
- Option 2: Additional short-form social media clips (for Instagram, Facebook, TikTok, etc.) updated final that includes seasonal changes.
- High-resolution and web-optimized versions
- Raw footage (optional, at additional cost)

## **Timeline**

Pre-Production: X  
Filming (Winter): 2 days  
Post-Production (Winter Video): 7-10 days  
Client Review & Revisions: 3-5 days  
Delivery: EST 03/01/25

Filming (Spring - Option 2): 1-2 days  
Post-Production (Spring Footage & Social Media Content): 7-10 days  
Final Delivery: EST 05/30/25

## **Budget Estimate**

### **OPTION 1**

Pre-Production (Planning, Research): included  
Filming (Equipment, Travel - Winter): \$1,200.00  
Post-Production (Editing, Sound, Graphics): \$1,000.00  
Miscellaneous (Permits, Music Licensing, etc.): cost  
**Total Estimated Cost: \$2,200.00**

### **OPTION 2**

Pre-Production (Planning, Research): included  
Filming (Equipment, Travel - Winter): \$1,200.00  
Post-Production (Editing, Sound, Graphics): \$1,000.00  
Filming (Equipment, Travel - Spring): \$800.00  
Post-Production (Social Media Edits, updated 3-5 minute): \$500.00  
Miscellaneous (Permits, Music Licensing, etc.): cost  
**Total Estimated Cost: \$3,500.00**

### **- Additional Notes**

- Client to provide access and permissions for filming locations where necessary.
- Weather conditions may impact the filming schedule.
- Two rounds of minor revisions included; additional edits may incur extra costs.
- Social media clips will be formatted for multiple platforms.
- Half of total cost paid up front, second half upon delivery.
- **Business includes liability insurance.**



**MEMORANDUM**

TO: BCWD Board of Managers  
 FROM: Karen Kill  
 RE: 2025 Annual Business Meeting- tabled items from January 8, 2025 Board meeting  
 DATE: January 9, 2025

**b) Election of Officers**

*The Board will, at the District's annual meeting, elect from among its members the following officers: President, Vice President, Treasurer and Secretary. An officer will serve until replaced by the election of a successor. No board member may hold more than one office at a time, but the Board may, at its discretion, name a Second Vice President.*

Existing slate of Officers:

- Klay Eckles – President
- Celia Wirth – Vice President & Acting Treasurer
- Chuck LeRoux – 2<sup>nd</sup> Vice-President
- Debra Sahulka – Secretary
- Larry Odebrecht – Manager

**c) Board Subcommittee Appointments (Per Diems Approved for Attendance)**

- Citizen Advisory Committee Liaisons – Celia Wirth (Charles LeRoux as alternate)
- Technical Advisory Committee Liaison – Klayton Eckles
- East Metro Water Resources Education Program Liaison – Administrator primary, Board Manager VACANT
- Best Management Practices Program Subcommittee – VACANT
- Bylaws and Policies – Celia Wirth
- Minnesota Watersheds Board Liaison – Celia Wirth
- Metro Minnesota Watersheds Liaison – Debra Sahulka; alternate Charles LeRoux
- Lower St Croix One Watershed One Plan – Klayton Eckles; alternate VACANT

**Managers:**

Klay Eckles, President • Celia Wirth, Vice-President & Treasurer • Debra Sahulka, Secretary • Chuck LeRoux, 2<sup>nd</sup> Vice-President • Larry Odebrecht



d) **Regular & Special Meeting Dates**

Second Wednesday of the Month at 6:30 PM

Meetings will take place, unless noticed otherwise, at Family Means, 1875 Northwest Ave S, Stillwater in the large conference room:

Dates:

January 8, 2025

February 12, 2025 – Management Plan Update Workshop 5-6:30pm and Regular Meeting

March 6, 2025 –Art & Water Opening Reception 4-7pm, House Unbuilt 321 South Main St, Suite 204, Stillwater, MN

March 12, 2025 – Management Plan Update Workshop 5-6:30pm and Regular Meeting

April 9, 2025 – Management Plan Update Workshop 5-6:30pm and Regular Meeting

May 14, 2025 – Management Plan Update Workshop 5-6:30pm and Regular Meeting

June 17, 2025 – **NOTE – Third Tuesday of Month**

July 9, 2025 - 2026 Budget Workshop 5-6:30pm and Regular Meeting

August 13, 2025 - 2026 Budget Workshop 5-6:30pm and Regular Meeting

September 10, 2025

September 13, 2025 –2025 Community Event at Brown’s Creek Park in Stillwater 10am-1pm

October 8, 2025

November 12, 2025

December 10, 2025

**Commented [KK1]:** Either two 5-6:30pm workshops or one extra date workshop meeting to be scheduled

**Commented [KK2]:** Administrator unavailable June 11. Request to consider alternative date if possible.

e) **BCWD Board Training – discuss possible training topics & and whether eligible for per diem/expenses**

- Washington County Water Consortium monthly meetings – first Wednesdays 2-3:30 virtual
- MN Watersheds Events
  - Day at the Capitol Feb 19, 2025 at 3-7pm– Capitol Ridge Hotel in St. Paul, MN
  - Summer Tour June 24-26, 2025 in Roseau River Watershed District
  - Annual Meeting (Dec TBD)
- Metro Minnesota Watersheds quarterly meetings – 7-9pm Third Tuesdays January, April, July, October alternating in person at Capitol Region Watershed District or virtually
- Water Resources Conference (Oct)
- Internal Trainings
  - Diversity, Equity, Inclusion, Accessibility in watershed management
  - Smart Salting Certification program & Chloride Legislation
  - Others?

f) **Annual Review of BCWD Bylaws and Policies** – Will discuss with board at meeting

**Managers:**

Klay Eckles, President • Celia Wirth, Vice-President & Treasurer • Debra Sahulka, Secretary • Chuck LeRoux, 2<sup>nd</sup> Vice-President • Larry Odebrecht

## Karen Kill

---

**From:** Jan Voit <jvoit@mnwatersheds.com>  
**Sent:** Wednesday, February 5, 2025 7:46 AM  
**Subject:** Special Meeting of the Membership - Save the Date!  
**Attachments:** Delegate Form.pdf

Managers, Commissioners, and Administrators (Bcc),

Minnesota Watersheds has been working with the Legislative and Resolutions Committees on a new process for resolutions and legislative priorities. The proposed process would allow for resolutions to be developed earlier in the year and for the membership to vote on the legislative priorities. The Minnesota Watersheds Board of Directors will be discussing this at their February meeting, with the intention of setting a special meeting of the membership to consider the proposed process changes.

The Legislative and Resolutions Committees are recommending that we move forward with a special meeting of the membership to consider adopting the changes and implementing them in 2025. While the Minnesota Watersheds Board of Directors hasn't officially acted on setting the meeting, I believe it is important for you to be aware of this, hold the date on your calendars, and be prepared to appoint delegates.

Please mark your calendars for a special meeting of the Minnesota Watersheds membership on **Friday, March 21 at the Park Event Center in Waite Park**. More details will be shared in the near future.

Please do not hesitate to contact me with questions.

--



**Jan Voit**  
*Executive Director*

507-822-0921



New Email: [jvoit@mnwatersheds.com](mailto:jvoit@mnwatersheds.com)

## Minnesota Watersheds 2025 Delegate Appointment Form

The \_\_\_\_\_ hereby certifies that it is

*name of watershed organization*

a watershed district or watershed management organization duly established and in good standing pursuant to Minnesota Statutes 103B or 103D and is a member of Minnesota Watersheds for the year 2025.

The \_\_\_\_\_ hereby further certifies

*name of watershed organization*

the following individuals have been appointed as delegates, or as an alternate delegate, all of whom are managers in good standing with their respective watershed district or watershed management organization.

**Delegate #1:** \_\_\_\_\_

**Delegate #2:** \_\_\_\_\_

**Alternate:** \_\_\_\_\_

Authorized by: \_\_\_\_\_  
Signature Date  
\_\_\_\_\_  
Title

\*\* Please return this form to [mnwatershed@gmail.com](mailto:mnwatershed@gmail.com) at your earliest convenience. \*\*