



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

DRAFT Minutes of the regular meeting of the Brown's Creek Watershed District Board of Managers,
Wednesday April 9, 2025

ROLL CALL

Managers Present:	Others Present:
Klayton Eckles, President	Karen Kill, BCWD administrator
Debra Sahulka, Secretary	Hannah Peterson, BCWD staff
Chuck LeRoux, Vice President	Michael Welch, Smith Partners, BCWD counsel
Larry Odebrecht, 2nd Vice President	Camilla Correll, EOR, BCWD engineer
	Julia Lau, EOR, BCWD engineer
Manager Absent:	Ryan Fleming, EOR, BCWD engineer
Celia Wirth, Treasurer	Paul Nation, EOR, BCWD engineer
	Mike Majeski, EOR, BCWD engineer
	Aaron DeRusha, Washington Conservation District staff
	Tyler See, Abdo, BCWD auditor
	Ryan Hoefs, Washington County engineer
	Jeremy Nielson, SRF Consulting Group

1) Call regular meeting to order

President Klayton Eckles called the regular meeting to order at 6:33 p.m.

2) Approve agenda

Karen Kill requested the addition of outreach materials printing approval to the end of the agenda. The managers discussed Manager Odebrecht's role now that he has resigned and clarified that he would remain in his position until the vacancy is filled.

Manager Sahulka moved, seconded by Manager LeRoux, to approve the agenda as amended.

Motion carried 4/0.

3) Public comments

There were no public comments.

4) Consent agenda

Manager Debra Sahulka requested removing item 4e, authorization to replace monitoring equipment, and Manager Eckles requested removing item 4f, approval of draft flood- and groundwater-management sections of the watershed plan, for discussion.

a) Approve Minutes of the March 12, 2025 Regular Meeting

b) Accept Permit Fee Statement

c) Authorize administrator to distribute 2024 annual report and 2025 annual plan

d) Approve the 2025 scope of work for the trout habitat preservation project

g) Authorize printing and mailing newsletter from Stillwater Printing

h) **Authorize payment to Geomorphic Restoration for pay application #5**

Manager Sahulka moved, seconded by Manager LeRoux, to approve the consent agenda as amended. Motion carried 4/0.

e) **Authorize purchase of monitoring equipment replacement from Tech Sales Co**

In response to a question from Manager Sahulka, Ms. Kill clarified that the Middle St. Croix Watershed Management Organization and South Washington Watershed District are contributing to payment for replacement of monitoring equipment. Washington Conservation District does water monitoring for all three organizations.

Manager Odebrecht moved, seconded by Manager Sahulka, to authorize the purchase of the replacement equipment for not to exceed \$2,450. Motion carried 4/0.

f) **Approve watershed management plan update language for the flood management and groundwater management sections for inclusion in the draft plan**

Manager Eckles suggested that further discussion of the activities included in the draft flood- and groundwater-management section of the watershed plan. Ms. Kill noted that implementation items will be discussed at an upcoming workshop. After discussion, the managers concurred in delaying action on the matter.

5) Treasurer's Report

a) **2024 audit presentation**

Tyler See presented on the 2024 audit report. The managers discussed the one finding in the audit, noting long-outstanding checks. Ms. Kill said she would work with the accountant to ensure checks are timely managed. Michael Welch noted that Smith Partners has just received the request from Abdo for an audit-opinion letter.

Manager Sahulka moved, seconded by Manager Odebrecht, to accept the 2024 audit, contingent on submission of the attorney's audit opinion letter, and authorize the administrator to submit the final audit to the state in accordance with legal requirements. Motion carried 4/0.

b) **Review authorized funds spreadsheet**

c) **Revised 2025 budget with actual carry forward**

Ms. Kill shared the revised budget based on what had changed between the estimated and actual carry-forward amounts, as shown in the budget materials in the meeting packet. She stated that it had also been reviewed by Manager Celia Wirth prior to the meeting.

Manager Sahulka moved, seconded by Manager LeRoux, to approve the revised 2025 budget as proposed. Motion carried 4/0.

d) **Current items payable**

Manager LeRoux moved, seconded by Manager Sahulka, to accept the authorized funds spreadsheet and authorize the payment of the bills as presented, totaling \$159,686.

	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 4/0.

6) Permits

a) BCWD Permit 25-05 St. Croix Recreation Center Parking Lot

Julia Lau presented the engineer's report on a permit application for the expansion of the existing parking lot at the St. Croix Valley Recreation Center, including removing the existing skate park. Manager Eckles asks for clarification on what the "extent practicable" means regarding volume control, and Mr. Welch clarified that it is based on the engineer's professional opinion. The managers discussed opportunities for the City of Stillwater to partner on future Marketplace reuse options to better manage stormwater.

Manager Eckles moved, seconded by Manager LeRoux, to approve Permit 25-05 with the conditions and stipulations stated in the engineer's report and to direct the administrator to work with legal counsel to draft a letter to the City of Stillwater to recommend a future Marketplace reuse partnership to be approved at the May board meeting. Motion carried 4/0.

b) Washington County Highway 15B Phase 2

Ryan Hoefs and Jeremy Nielson presented on the county's proposed road project and requested feedback from the managers prior to submitting their final plans for a BCWD permit approval. They explained that because of groundwater-quality concerns related to a new drinking water well in Oak Park Heights, the county will not be able to infiltrate onsite, which could lead to a 1/8-inch increase of runoff volume flowing to Long Lake. They stated that Lakeview Hospital's proposed infiltration volume would offset the increase in addition to meeting its requirements. They asked whether the increase would be considered significant such that the county would need to request a variance. Manager Eckles stated that it would be considered significant considering the existing flood risk to Long Lake and would like to see a formal agreement between the county and Lakeview for an offset as described. The managers also discussed alternative options including Applewood Golf Course reuse and removing the weir at Long Lake, since Lakeview doesn't yet have approved plans proposing infiltration.

Mr. Hoefs and Mr. Nielson also shared that Central Commons plans to build a basin that would meet the requirements for part of the county road, but the county has a basin in its plans that the county will build if Central Commons doesn't get its built on time. They asked whether the county's plans will need to be presented for approval if Central Commons gets its basin built first, or a permit amendment could be administratively approved. The majority of the managers in attendance wanted to learn more and have changes brought back for approval.

Manager Odebrecht left the meeting at 8:35 p.m.

7) Projects

a) 2024 lake and stream monitoring summary

Aaron DeRusha presented the 2024 water monitoring data. Manager Eckles asked about the impact of beavers, and Mr. DeRusha said they help clean the water.

b) Chloride assessment scope

Camilla Correll shared the scope for assessing chloride in the Long Lake watershed.

Manager Sahulka moved, seconded by Manager LeRoux, to approve the scope of services and additional funds not to exceed \$3,932 for Emmons and Olivier Resources Task 3 Data Analysis and Report from account 929-0013. Motion carried 3/0.

c) **Hydrologic and hydraulic model update and flood vulnerability assessment**

Discussion was postponed to a later meeting.

d) **Minnesota Department of Natural Resources shore structure agreement.**

Ms. Kill shared that an agreement needs to be signed for the accessible fishing access on state property and that the watershed is working to receive grant funding for the actual construction.

Manager Sahulka moved, seconded by Manager LeRoux, to authorize the administrator to enter an agreement, on the advice of counsel, with the State of Minnesota for construction of the fishing structure. Motion carried 3/0.

e) **Brown's Creek Cove reach stream assessment**

Ms. Kill said Brown's Creek Cove is part of the work plan for the next round of Minnesota Pollution Control Agency 319 funding, and that numbers are needed by May 1 to secure funding. She stated that this stream assessment needs to be done right away to get the cost figures into the plan.

Manager LeRoux moved, seconded by Manager Sahulka, to approve Task 2 for \$6,528 from account 947-0022 to advance geomorphic survey and assessment of the Brown's Creek Cove restoration project. Motion carried 3/0.

f) **Lake vegetation surveys**

Ms. Kill shared the scope for vegetation surveys on South School, Goggins, Long, and Benz lakes to be completed this summer to learn more about both the good and invasive plants present. She noted that residents of Long Lake specifically expressed interest in learning more about the vegetation. Manager Eckles recommended outreach on vegetation management and the improving water quality despite the weeds to help educate landowners.

Manager Eckles moved, seconded by Manager LeRoux, to approve the scope of work for Emmons and Olivier Resources' involvement in the 2025 Aquatic Vegetation Point Intercept Surveys in the amount of \$11,158 with District Staff assistance from account 959-0004. Motion carried 3/0.

8) **Old business**

a) **Meeting location**

Ms. Kill said that Stillwater Township has updated its policy to include a fee structure and will reconsider BCWD's application. She recommended meeting there for \$120/meeting.

b) **Schedule of regular and special 2025 meetings**

Manager LeRoux moved, seconded by Manager Sahulka, to adopt the schedule of meetings for 2025 as presented and change the principal place of business to Stillwater Township Town Hall for \$120 per meeting. Motion carried 3/0.

9) **Discussion Agenda**

a) **Updates**

(1) **Administrator**

No Updates

(2) **Legal**

Mr. Welch said the chloride limited-liability legislation is not moving through the legislature.

(3) **Engineer**

No updates

1 **(4) Managers**

2 No updates

3 **10) Outreach material printing**

4 Ms. Kill shared a request for activity books for Earth Day and requested board approval of printing.

5 **Manager Eckles moved, seconded by Manager Sahulka, to approve printing up to 800 activity**
6 **books not to exceed \$1,531.31 total and 100 CAC recruitment brochures not to exceed \$109.19**
7 **total with Minuteman Press from account 910-0000.**

8 **11) Adjournment**

9 **Manager Sahulka moved, seconded by Manager LeRoux, to adjourn the regular meeting at 9:13**
10 **p.m. Motion carried 3/0.**

11
12 Respectfully Submitted by

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