

**Carnelian-Marine-St. Croix Watershed District  
Regular Meeting December 12, 2012**

**Managers Present:** Steve Kronmiller, John Lennes, Tom Polasik, Kristin Tuenge, Richard Caldecott and Andy Weaver.

**Managers Absent:** Victoria Dupre.

**Others Present:** Jim Shaver (Administrator), Jed Chesnut (WCD), Carl Almer (EOR), Stephanie Souder (Washington County) and Debbie Meister (MMC).

Manager Lennes called the meeting to order at 6:30 p.m.

**1. Approve December Agenda—Board Action**

**Manager Caldecott moved to approve the December 12, 2012 agenda as presented. Second by Manager Tuenge. Motion carried 5-0.**

**2. Approve November 14 Minutes—Board Action**

**Manager Tuenge moved to approve the November 14, 2012 minutes as presented. Second by Manager Caldecott. Motion carried 5-0.**

**3. Treasurer's Report & Bills to be Paid—Board Action**

Manager Tuenge presented the Treasurer's Report and current bills.

**Manager Weaver moved approval of the November 30, 2012 Treasurer's Report. Second by Manager Polasik. Motion carried 6-0.**

Manager Kronmiller continued chairing the meeting.

**Manager Polasik moved the bills to be paid in the amount of \$29,884.47 contingent upon approval of relevant requests for action. Second by Polasik. Motion carried 6-0.**

**4. Discussion Points**

**a. Report on MAWD Meeting—Kristen Tuenge**

Manager Tuenge reported that the meeting was very useful. She attended the new managers training for the second time, found it helpful and recommended the training to all new managers. She learned that BWSR can merge or terminate watershed districts and districts are required to have a citizens advisory committee, which she is excited to help get restarted. She talked with Molly O'Rourke (Washington County) about merging watershed districts and sharing resources between districts and with Melissa Lewis (BWSR) about refining the District's policy on invasive species and on BWSR criteria for evaluating watershed districts. Manager Tuenge recommended meeting annually with local government units (LGUs) before June and helping to fund the study of water levels in North Washington County.

Discussion included: agreement that the District should meet annually with LUGs, in part, to get input into cost share projects before the District's budgeting process begins;

implications of merging watershed districts (local control versus cost savings); the need for a uniform financial reporting system for watershed districts; the need to look at how the District can work with other organizations to address water issues; and factors affecting district budgets including grants, the capability of a district to absorb its tax levy, urban versus rural needs, invasive species and resources such as the number of lakes, streams and wetlands.

**Manager Polasik moved to direct the Administrator to send a letter to local governments asking them to think about cost share projects to be submitted to the District next June for potential funding in 2014. Second by Manager Lennes. Motion carried 5-0.** Administrator Shaver noted that the assessment tool will help evaluate and rank potential projects.

## 5. Public Comments

There were no public comments.

## 6. Cost Share Program Update

### a. Reimbursements- Leverentz —Board Action

Administrator Shaver reported that in June the Board approved a 50% cost share grant, not to exceed \$1,922, for the Leverentz project. Project receipts totaling \$3,505 were submitted.

**Manager Kronmiller moved to approve a cost share reimbursement of \$1,752.50 to Karen and Paul Leverentz. Second by Manager Polasik. Motion carried 5-0.**

### b. Buffer Grant Prairie Restoration Contract—Board Action

Mr. Chesnut summarized proposed minor changes to the Prairie Restoration contract: adjust the timeline, correct a contract discrepancy of \$30 and, to reduce costs, remove the long-term maintenance and instead require Prairie Restoration inspect the site four-six weeks after planting and recommend any maintenance needed. **Manager Lennes moved to revise the contract with Prairie Restoration to increase compensation to \$16,265, adjust the timeline and maintenance requirements and authorize signing the contract. Second by Manager Polasik. Motion carried 5-0.**

## 7. Permit Status Update, Permits / Violations

### a. Affeldt Permit—Board Action

The application is for a three-lot residential subdivision in Stillwater Township abutting the St. Croix Scenic Riverway.

**Manager Weaver moved to authorize the Administrator to issue the permit with the stipulation that a raingarden planting plan and buffer easements per District Rule 4.0 be received and the District Engineer review and approval the permit. Second by Manager Polasik. Motion carried 5-0.**

## 8. Project Status Update

### a. Goose Lake Ravine Change Orders, Reallocation and Payment Request—Board Action

Administrator Shaver reported on three contract issues needing resolution.

**Manager Weaver moved to authorize the Administrator to accept and sign change order No. 1 for additional seeding and mulching on the Goose Lake ravine project not to exceed \$2,821. Second by Manager Caldecott. Motion carried 5-0.**

**Manager Caldecott moved to authorize payment No. 2 of \$2,214 to Scandia Trucking. Second by Polasik. Motion carried 5-0.**

**Manager Polasik moved to amend the 2012 budget to reallocate \$50,000 from the Goose Lake ravine as follows: \$40,000 added to the project reserve fund and \$10,000 to general engineering for project feasibility. Second by Manager Lennes. Motion carried 5-0.**

**b. Other Projects**

Mr. Almer reported that the Clean Water grant applications are due in March. He and Administrator Shaver will discuss projects to pursue. The culvert survey for the assessment tool has been completed. The next step is to incorporate the data into a database. Mr. Almer will provide the survey information to Scandia.

**9. New Business**

**a. WCD Contract**

Administrator Shaver reported this is the standard contract for technical services and water monitoring.

**Manager Weaver moved to authorize the President to sign the contract with the Washington Conservation District for technical services for \$33,000 and water monitoring for \$49,126. Second by Manager Caldecott. Motion carried 5-0.**

**b. Submittal of By-Law Revision for New Meeting Dates**

Administrator Shaver reported that the Board voted in November to formally revise the by-law meeting dates and the following revision will be voted on in January: Section 2. Regular Meetings: "The CMSCWD shall hold regular meetings on the second and fourth Wednesday of each month at 6:30 PM.

**10. Administrator's Report**

There was no report.

**11. Next Meeting, Adjourn**

The December 26<sup>th</sup> meeting was canceled. The next regular meeting is Wednesday, January 9, 2013 at 6:30 p.m. at the Scandia Community Center.

**Manager Polasik moved to adjourn. Second by Manager Lennes. Motion carried 5-0.**  
The meeting was adjourned at 7:50 p.m.

Submitted by  
Debbie Meister, MMC Associates