

**Carnelian-Marine-St. Croix Watershed District
Regular & Annual Meeting August 13, 2012**

Managers Present: Steve Kronmiller, John Lennes, Kristin Tuenge, Richard Caldecott, and Victoria Dupre.

Managers Absent: Thomas Polasik.

Others Present: Jim Shaver (Administrator), Dan Fabian and Carl Almer (EOR), Ray Marshall (Legal), Amy Carolan (WCD), Larry Kennedy (resident) and Debbie Meister (MMC).

Manager Kronmiller called the meeting to order at 6:35 p.m.

1. Approve August Agenda—Board Action

Manager Tuenge moved to approve the August 13, 2012 agenda. Second by Manager Caldecott. Motion carried 4-0.

2. Approve June 11 Minutes—Board Action

Manager Lennes moved to approve the June 11, 2012 minutes as presented. Second by Manager Tuenge. Motion carried 4-0.

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

Manager Tuenge presented the July and August Treasurer's reports.

Manager Caldecott moved approval of the July 3, 2012 Treasurer's Report. Second by Manager Lennes. Motion carried 4-0.

Manager Tuenge moved approval of the August 8, 2012 Treasurer's Report. Second by Manager Lennes. Motion carried 4-0.

Manager Tuenge moved approval of the June 7 – July 3, 2012 bills to be paid in the amount of \$15,432.36. Second by Manager Caldecott. Motion carried 4-0.

Manager Tuenge moved approval of the July 3 - August 8, 2012 bills to be paid in the amount of \$37,611.16. Second by Manager Caldecott. Motion carried 4-0.

4. Status Update, Permits/Violations

Mr. Almer presented the Alexander New Home construction on Square Lake for permit consideration. **Manager Tuenge moved to authorize Administrator Shaver to issue Permit 12-007 pending the recommendation of the District engineer. Second by Manager Lennes. Motion carried 4-0.**

Administrator Shaver reported that Joel Thomas on Otchipwe Avenue N, just south of the DNR boat landing, was installing a gutter running north from his driveway onto DNR

property. Upon inspection, Administrator Shaver determined a District permit was not needed, though flow reduction will be needed, possibly with a rain garden. He alerted County staff and a County permit was issued.

5. Project Status Update

a. Sand and Long Lakes Clean Water Partnership

Mr. Almer reported that comments, with minor suggests, on the draft Diagnostic and Implementation Plan were received from the MPCA including consideration of adding septic systems load reduction to the Implementation Plan. This will also be an issue with TMDL reports for Goose and other impaired lakes. Mr. Almer suggested either adding a statement that at this time the District is not pursuing an implementation plan for septics or adding a plan. It was agreed that Mr. Almer and Administrator Shaver will draft a statement for Board review.

Administrator Shaver reported that a resident, in the process of selling her home, found that her septic system is failing. She approached the District about a cost share to repair the system. While Administrator Shaver told her he could not recommend this to the Board, he suggested the Board consider an incentive program to encourage homeowners to fix failing systems. He will investigate incentive programs offered by watershed districts and counties and bring information to the Board. It was noted that Washington County requires septic inspections by certified contractors and filing with the County every three years. The effectiveness of this system was questioned based on the estimated number of failing systems.

b. Watershed Assessment Tool—Phase II Enhancements

Mr. Almer reported that there has been no systematic monitoring of the majority of District creeks and streams since 2001, when a good baseline was established for four or five creeks. Intensive monitoring costs about \$6,000-\$8,000 per creek and synoptic monitoring is an option to reduce costs. Administrator Shaver noted that the District is blessed with 100s of groundwater outputs and suggested tying monitoring to sensitive areas and the District Cost Share Program. Mr. Almer also reported that the City of Scandia offered to survey culverts within its city, reducing EOR survey costs.

Manager Kronmiller moved to delay the Goose Lake update until after the public hearing and Annual Meeting. Second by Manager Tuenge. Motion carried 5-0.

6. Public Comments

a. Public Hearing—Budget Proposal

Manager Kronmiller opened the public hearing at 7:17 p.m. Mr. Kennedy requested that the budget be reviewed line-by-line. Manager Kronmiller reported that the Managers met on July 23 for a budget workshop. Administrator Shaver reviewed the budget noting the following:

- Over the last few years the District has used reserve funds to keep the tax levy from

- increasing. Reserve funds are budgeted again in 2013 to keep the levy flat.
- The end-of-year reserve is projected to be about \$120,000-\$130,000.
- If grants of \$75,000 are not received, projects will need to be cut.
- Employee health insurance will increase by \$12-\$13/month. Other benefits will remain the same.
- Manager compensation is recommended to stay the same.
- The assessment tool will be completed by the end of the year.
- Jay Riggs is exploring a county-wide BMP maintenance program.

There was discussion about:

- Professional fees. Administrator Shaver stated that he can monitor the agenda for items needing legal input, though Manager Lennes stated that it is helpful to have someone catch you before you fall.
- Education Program. Is EMWREP providing benefits to the District? The EMWREP contribution was used as a match for some grants. Administrator Shaver will work with Jay Riggs to ensure there is strong EMWREP staff support for the TMDL Plan. Manager Kronmiller stated that although there have been good changes to the website, he would like even more improvements.
- Monitoring. Levels of monitoring—especially for streams—was discussed. Administrator Shaver will add a separate line item for Square Lake monitoring.
- BMPs are now aligned with the Management Plan.

Manager Kronmiller stated that the legal basis for this meeting is to adopt a preliminary levy and budget that must be submitted to Washington County by September 12. Administrator Shaver added that County staff requested an earlier submission—at least of the budget for projects. Based on the above discussion he will increase the budget slightly, though it will still be a decrease from the 2012 budget.

Manager Kronmiller moved to close the public hearing. Second by Manager Dupre. Motion carried 5-0.

7. Annual Meeting

Manager Kronmiller opened the Annual Meeting at 8:05 pm.

i. Approve Agenda

Manager Lennes moved to approve the Annual Meeting agenda. Second by Manager Tuenge. Motion carried 5-0.

ii. Approve Sub-Contractor/Consultant Appointments

Manager Lennes moved to approve the slate of existing contractors of Emmons & Olivier Resources, Inc. for engineering; Dave S. McCord for accounting; Lawson, Marshall, McDonald & Galowitz for legal, MMC Associates for communications and Valley Press as the District's legal newspaper with the stipulation that these appointments are not exclusive. Second by Manager

Tuenge. Motion carried 5-0.

Mr. Fabian reported that he will be on a seven-month sabbatical studying sustainable agriculture in Fergus Falls.

iii. Nominating Committee Report- Election of Officers

Manager Caldecott moved the current slate of officers of Steve Kronmiller for President and Kristin Tuenge for Secretary/Treasurer. Second by Manager Lennes. Motion carried 5-0.

iv. Adjourn

Manager Lennes moved to adjourn the Annual Meeting. Second by Manager Tuenge. Motion carried 5-0.

8. Project Status Goose Lake Review

Mr. Almer reported that a public meeting and hearing is scheduled in two weeks and notices were sent to Goose Lake residents. Mr. Marshall will complete easements including a narrowing of the easement as requested by Mr. Chesnut. Kevin Biehn will be finishing out the project for Mr. Fabian.

9. Cost Share Program Update

a. Cost Share Reimbursements— Board Action

Manager Kronmiller moved to approve cost share reimbursements of \$1,500 to Mike Clark, \$604 to Kevin and Lori Schleicher and \$1,050 to Mary Trost. Second by Manager Tuenge. Motion carried 5-0.

b. Buffer Grant Signatures — Board Action

Manager Kronmiller moved to authorize signing the buffer grant. Second by Manager Tuenge. Motion carried 5-0.

10. New Business

a. Budget —Board Action

Discussion included keeping the levy flat by using reserve funds and making changes in the overall budget to reflect the recommendations made during the budget hearing. Mr. Marshall cautioned about using the reserve stating that some auditors recommend having a year's budget in reserve.

Manager Tuenge moved to keep a zero increase in the tax levy and make budget changes as recommended in the public hearing. Second by Manager Kronmiller. Motion carried 5-0.

b. Approval of Scandia Water Management Plan— Board Action

Administrator Shaver reported that he received some comments and incorporated them

into the final draft.

Manager Lennes moved to approve the Scandia Water Management Plan. Second by Manager Dupre. Motion carried 5-0.

c. Big Marine Lake Owners Request -- Board Action

Administrator Shaver presented the request from the Big Marine Lake Association of \$500 per year for six years for EWM treatment on Big Marine Lake. Discussion included: approve \$500 for 2012 with a memorandum of understanding for the remaining years; approve this as a pilot program while a policy is developed; use District funds for treatment because the problem was caused by the DNR; clarify what amounts other landowners are contributing; review the Board's previous commitment; use this as a model to support work by proactive residents. Before a final decision is made Administrator Shaver will review past minutes to determine what commitment(s) the Board has made and find out how much the County, residents and other organizations are contributing.

11. Old/Other Business

a. Square Lake Follow-up and MOU with DNR—Board Action

Administrator Shaver presented the memorandum of understanding between the District and DNR and the proposal for water clarity monitoring on Square Lake to assess the effectiveness of the trout-stocking moratorium. Mr. Almer clarified that Hamline University is doing all the monitoring and will provide an undergraduate research assistant as an in-kind contribution. Discussion included: adding a proviso for cancellation of the monitoring contract, clarifying oversight of the contract, providing payment on a reimbursement basis, clarifying monitoring criteria from the DNR and clarifying District and DNR roles and responsibilities. Mr. Almer stated that the DNR would like a public comment period before the stocking moratorium is approved and stocking is done the first part of October. Administrator Shaver will revise the MOU based on comments and send it to the DNR.

12. Administrator's Report

Administrator Shaver reported the following:

a. Employee Insurance

Manager Kronmiller moved to approve an increase in insurance payments by \$12-\$13 per month. Second by Manager Tuenge. Motion carried 5-0.

b. WCD Update

Pete Young took a position with the City of Prior Lake. Judd Chesnut is replacing Jyneen Thatcher.

c. Goose Lake Public Hearing

The hearing is set for Monday, August 27th at 6:30 p.m. in Scandia.

13. Next Meeting, Adjourn

The location and date of the meetings was discussed. Mr. Marshall stated that because there were no bylaw changes, the meeting location and date can be changed. **Manager Caldecott moved that the meeting be moved back to Scandia at the most auspicious time as possible. Second by Manager Lennes. Motion carried 3-2.** Administrator Shaver will provide notification about the next meeting date in September.

Manager Tuenge moved to adjourn. Second by Manager Dupre. Motion carried 5-0.
The meeting was adjourned at 9:03 p.m.

Submitted by
Debbie Meister, MMC Associates, LLP