

**Carnelian-Marine-St. Croix Watershed District
Regular Meeting August 3, 2009**

Managers Present: Steve Kronmiller, John Bower, Richard Caldecott and Victoria Dupre.

Manager Absent: Jason Husveth, John Lennes and Thomas Polasik.

Others Present: Jim Shaver (Administrator), Ray Marshall (Attorney), Jessica Collin-Pilarski (Washington County) and Debbie Meister (MMC).

Manager Kronmiller called the meeting to order at 6:33 p.m.

1. Approve July Agenda

Manager Caldecott moved to approve the August 3, 2009 agenda as presented. Second by Manager Dupre. Motion carried 4-0.

2. Approve July 6th Minutes

Manager Dupre requested two changes. Under item 6a Permit 08-008, add: The District has until August 28, 2009 (60 days from receipt of the completed permit application) to take action. Under item 6a, correct permit numbers for Broderson #09-009 and Zilmer #09-010.

Manager Caldecott moved approval of the June 6, 2009 minutes as amended. Second by Manager Bower. Motion carried 4-0.

3. Treasure's Report

Manager Dupre moved approval of the Treasurer's Report as presented. Second by Manager Caldecott. Motion carried 4-0.

4. Bills to be Paid

Manager Dupre moved the current bills to be paid in the amount of \$33,064.09. Second by Manager Bower. Motion carried 4-0. Administrator Shaver reported that he will be working with Pete Young (WCD) on billing issues regarding permit inspections.

5. Public Comments

a. Letter from Karen Bower

Manager Kronmiller reported that Karen Bower's letter was not received last month, but the board and administrator received copies this month. The letter will be discussed under the Engineer's Report.

6. Engineer's Report, Permits / Violations

a. Current Permit Applications

i. Gruber – Board Action Required

Manager Kronmiller noted that Washington County is responsible for land use issues including septic systems and granted a variance for new home construction on the Gruber's small, steep lot. The question at hand is whether the home as designed will conform to District rules. The District Engineer recommends approval, because he believes the design conforms with District rules. Administrator Shaver and Managers expressed misgivings especially with runoff during the construction phase and ongoing maintenance. Manager Bower recused himself. **Manager Dupre moved approval of the Engineer's Report to approve the Gruber permit application**

#08-008 with recommendations 1-8. Second by Manager Kronmiller. Motion carried 3-0-1.

Jessica Collin-Pilarski added that if the District is running into issues with the County such as the siting of septic systems or wells, they should contact her, Amanda Strommer or John Freitag.

ii. Zilmer – Board Action Required

Administrator Shaver reported that according to the District Engineer the Zilmer application is complete. **Manager Caldecott moved to authorize the Engineer and Administrator to approve the Zillmer permit application #09-010 with conditions and report to the board next month. Second by Manager Dupre. Motion carried 4-0.**

7. Public Meeting 2010 Budget

Manager Kronmiller reported that this year's budget numbers look a lot different than they did at this time last year with the total expense increase being only \$1,900. He opened the meeting for public comment and hearing none, closed the public comment portion of the meeting. Administrator Shaver stated that the budget will be certified at the September 14 regular meeting and submitted to the County by September 15. Other issues discussed included the ability of the District to extend the comment period, the dues line item referring to MAWD dues, budget items that are carried over and the need for a contingency or reserve fund.

8. New Business

a. Authorize Administrator to sign IRS form 941 –Board Action Required

Manager Caldecott moved to authorize the Administrator to sign the IRS form 941. Second by Manager Kronmiller. Motion carried 4-0.

b. Health Insurance Increase 563.61-640.59 - Board Action Required

Manager Caldecott moved to increase the health care insurance monthly payment from \$563.61 to \$640.59. Second by Manager Kronmiller. Motion carried 4-0.

c. TSI Flight Proposal – Board Action Required

Administrator Shaver stated that A.W. Research Laboratories submitted a bid of \$3,199 for TSI mapping of District lakes in mid August. Manager Bower suggested comparing the TSI results with regular monitoring results with the possibility of reducing some lake monitoring. He questioned if August is the best time for this mapping. Satellite data was mentioned as another monitoring option. **Manager Caldecott moved to authorize the Administrator to proceed with the TSI mapping proposal. Second by Manager Dupre. Motion carried 4-0.**

9. Old/Other Business

a. Rules Update

Administrator Shaver reported that he will meet with Bill Voedisch (May Township) to review comments before finalizing the draft rules.

b. 2010 Plan Update

Administrator Shaver reported that he did substantial rewriting of the plan and returned it to EOR for reformatting. Final TAC and CAC meetings will be scheduled to review the updated plan.

c. Other

Manager Bower distributed two articles on invasive zebra mussels.

10. Administrator's Report

Administrator Shaver reported that he will be out of the office on August 13th and 14th. He also reported the following:

- There is no Water Consortium meeting in August.
- The District is co-sponsoring a Grazing Workshop on August 18th at Bill Voedisch's farm.
- MAWD Leadership Workshop in Alexandria on September 11th and 12th. Manager Dupre stated that this might be a repeat of a previous training for watershed districts.
- District bank accounts are insured.
- According to Steve Hobbs, all unreturned sureties belong to the state. Administrator Shaver will work with the District Engineer to contact surety holders of completed projects.
- Dave McCord suggested putting surety deposits in a savings rather than checking account. Administrator Shaver will share board input with Mr. McCord and report back next month.
- MAWD is proposing an updated dues structure based on the percentage of a district's levy with a cap at \$3,500.
- The CD for the gravity pipe expires on August 14th. The Managers directed Administrator Shaver to purchase a 12 month CD at a 1.55% interest rate.
- Administrator Shaver distributed a proposed 2009 YTD report and asked for feedback. Manager Kronmiller suggested adding a monthly target percentage.

11. Next Meeting, Adjourn

The next regular meeting and annual meeting will be held on Monday, September 14 at 6:30 p.m. at the Scandia Community Center.

Manager Bower moved to adjourn. Second by Manager Caldecott. Motion carried 4-0.

The meeting was adjourned at 8:11 p.m.

Submitted by
Debbie Meister, MMC Associates