

**CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT**  
**Regular Minutes April 8, 2015**

**Managers Present:** Kristin Tuenge, Dave DeVault, Tom Polasik, Steven Kronmiller, Eric Lindberg and Andy Weaver

**Others Present:** Jim Shaver (administrator), Carl Almer (EOR), Jed Chesnut (WCD), Ray Marshall (Lawson Law), Jim Schoeller, Dave Massopust, Ken Merz and Dave Szuzepuuski (May Township) Bill Voedisch and John Pazlar (May Township Board), Chuck Haas (Hugo City Council), Christine Maefsky (Scandia Planning Commission) and Pamela P. Smith (Scandia), Eric Fosmo (Kimley-Horns Assoc), Jonathan Moore (National Park Service) and Debbie Meister (MMC)

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

**1. Approve Agenda—Board Action**

**Manager DeVault moved to approve the agenda as amended. Seconded by Manager Polasik. Motion carried 5-0.**

**2. Approve March 11 and 25, 2015 Minutes—Board Action**

**Manager DeVault moved to approve the March 11, 2015 minutes as amended. Seconded by Manager Lindberg. Motion carried 3-0-2, with Managers Polasik and Kronmiller abstaining.**

**Manager Tuenge moved to approve the March 25, 2015 minutes as presented. Seconded by Manager DeVault. Motion carried 4-0-1, with Manager Polasik abstaining.**

**3. Treasurer's Report—Board Action**

Administrator Shaver presented the Treasurer's Report. **Manager Kronmiller moved to accept the Treasurer's Report. Seconded by Manager Tuenge. Motion carried 5-0.**

**4. Public Comments**

**a. Tax Levy/Budget**

Hugo City Councilmember, District resident and cost-share recipient Chuck Haas spoke in agreement with the letter sent by County Commissioner Miron. Both urged the District not to increase its budget. Mr. Haas stated that the Hugo City Council has never had a tax levy increase. As property values have gone up, the city has reduced its levy and he encouraged the District to do this and to look at sharing services with other government units.

**b. Boom Site Project**

Administrator Shaver stated that last fall he attended a visioning session for a grant to redesign the Boom Site in Stillwater Township. Eric Fusmo, the lead consultant on the grant/project, asked to share some developments and discuss cost-share opportunities with the Board. He and grant coordinator Jonathan Moore of the National Parks Service (NPS) were introduced. Mr. Fusmo stated that the Boom site is looking fatigued and some elements have been removed because of deterioration. The \$500,000 grant is on a short timeline and

funds must be used by September 30, 2015. Mr. Fosmo outlined improvements within funding constraints in the three specific Boom Site sites:

- Wayside with a parking lot. In this area, plans focus on reducing pavement/parking and providing additional greenspace. A plaza area will provide interpretation with a kiosk. People want a better restroom facility. Because of maintenance costs, the plan still features portables—rather than a vaulted facility. Screening is being planned around the portables and dumpster.
- Historical marker with parking and river access. This site is the most heavily used. Because of funding and site constraints the concrete stairway to the river and the shore, which is in the floodplain, will not be improved.
- Geological marker and overlook. The circle drive is in rough shape. Plans are to rehab the pavement and maybe downsize the berms to provide better site lines.

Although the concept plan budget is probably \$500,000-\$600,000, the project only has about \$300,000. The project plans are near the threshold of disturbing more than 50 percent of the site and triggering the District stormwater rules. Another constraint is having high bedrock, which makes stormwater infiltration difficult. Mr. Fusmo asked about flexibility, if the project is close to the disturbance threshold and noted, that overall, the improvements will reduce the impervious surfaces. For a cost share, bio-filtration at the low point in the wayside parking lot is being proposed. The water quality improvements are reduction of impervious surfaces and addition of bio-filtration. Additional discussion focused on moving a sidewalk that would trigger the rules, but adding vegetation and possibly pervious pavers that would provide a stormwater BMP and still meet American with Disabilities Act standards for the sidewalk. It was agreed that Mr. Fusmo will continue to talk with Mr. Almer about meeting the District rules and offsetting impervious surfaces with BMPs and work with Administrator Shaver on the permit and cost share opportunities.

**c. Personnel**

Manager Tuenge stated that the Board has been looking at how large the work plan has gotten and how difficult it is to get everything accomplished. She noted that County Commissioner Fran Miron, sent a letter about the discussion to add more personnel. Administrator Kronmiller stated that the Board has looked at options including managers doing more, sharing a position with other watershed districts, hiring a college intern or hiring a full- or part-time employee. John Pazlar stated that he appreciates the opportunity to be here and asked the board to reconsider hiring an employee. He suggested either a volunteer initiative of lakeshore owners or managers to pick up some of the slack. Bill Voedisch stated that, as a member of the May board, he has a goal to minimize consultant, legal and administrative expenses in order to actually do something for the citizens. For the District's budget, he would like to see more work on the ground, such as cost shares, major impaired waters projects or BMPs. When you add additional personnel or office space, you will never shrink back. When someone calls the May town clerk, a board member is the first person to visit the site, unless the person just needs a building permit. For the District, it would be an opportunity for the Managers to meet the citizens.

Dave Szuzepuuski, a former District board member, stated that there are now more managers than when he was on the board. Back then, Managers went door-to-door and tried to keep

things under control. The budget gets more bloated with more projects. While Boom Site is a great project, he questioned why the District would be involved with a park site. Mr. Haas, of the Hugo City Council, stated that this is his fourth meeting this week. He also stated that if the Managers get more involved, they can keep the budget under control. Manager Tuenge thanked everyone for their comments and stated that the Board will take this all under advisement.

**d. Office Requirements**

Administrator Shaver stated that the office lease must be signed, though he could possibly delay this for another month. Manager DeVault stated that he doesn't know what is gained by delaying the decision, though space and personnel are connected. In response to questions, Administrator Shaver clarified that options are to move to a bigger space in the building, retain the current space or rent the current space on a month-to-month basis. The current space limits the ability to hire. Whether a new employee is hired or not, Administrator Shaver has talked to Jay Riggs about potential off-sets by providing District office space for Mr. Chesnut. Also the files currently in storage at \$40/month, could be moved into a bigger office. Manager Polasik stated that the space is needed because currently there is no space to spread files and review materials.

**Manager Kronmiller moved to move to the new office space. Seconded by Manager DeVault. Motion carried 5-0.**

Administrator Shaver will look at getting surplus cabinets, consolidating the files and pursuing off-sets with Mr. Riggs. The Executive Committee will talk more about personnel. It was also noted that the Comfort Lake-Forest Lake Watershed District has added an employee to do permitting and will be adding another person. Another option is to have local governments do their own permitting and administration of District rules. Manager Tuenge volunteered to talk with Scandia about this. Mr. Voedisch suggested that permittees pay more of the cost of the permit. Currently permittees pay 30-45 percent. Mr. Almer stated that watershed districts within Washington County have tried to make residential permit prices inexpensive for the landowner. Manager Lindberg added that this is a good thing, because there is an incentive for the permittee to do BMPs or cost shares. He and Manager Kronmiller also noted that watershed districts do not all account for administrative overhead in the same way. All of Administrator Shaver's time is accounted as administrative, while other districts account for permitting, cost shares, etc. as project expenses.

**d. Willowbrook Stream Restoration Update**

Mr. Almer reported that since the last meeting, survey work has been done from Hwy 95 to the St. Croix River and up to the source and a concept plan for stream restoration has been drafted. As noted last month, residents in the area report more sediment in the creek and more sediment from road reconstruction. Mr. Almer, however, stated that the sediment was in place before the mill and overlay and is due to changes in the drainage area and weather patterns. A larger drainage area to the south with storm sewers over a hydrologic divide and increased impervious surfaces, plus more intensive rains added higher flows. This caused the stream to over widened, reducing water velocity and the capacity to flush sediment. Manager Polasik and Mr. Voedisch noted other drainage issues at Croixside including a culvert that was added during road reconstruction and residents building curbs to move water coming off

Hwy 95 off their properties. Mr. Almer stated that narrowing the stream will increase water velocity and move the accumulated sediments. He presented a concept plan to narrow the stream. The estimated cost is \$20,000-\$25,000, if the project is bid out to a contractor. This is more of a landowner project, though Manager Lindberg noted that improvements help the St. Croix River. Other benefits noted are minimizing non-mineral soil, enhancing the stream and protecting the banks and habitat.

Mr. Massopust asked if the District can get the Minnesota Department of Transportation (MnDOT) to sweep Hwy 95 and cleanout the sumps to remove the sand used during the winter. Administrator Shaver agreed to contact MnDOT. Manager DeVault stated that he has sampled the area when he lived in Croixside and concurs with Mr. Almer that the major source of sand is coming from above Hwy 95 and is natural. Mr. Schoeller stated that he is a volunteer water monitor and has noticed stream deterioration over the last eight years. He thanked the District for getting some answers. Mr. Mertz stated that he is the current president of the homeowner association, but is not here in that capacity. The stream is in his backyard. He knows this is a landowner issue and, although the association is committed, not all members are on the stream. He and others are concerned with the volume of sand coming down and eroding the banks. He will contact Mr. Almer to schedule a meeting with homeowners. Additional discussion included: possible trout stream money, if there is a public access and having homeowners, with direction, volunteer for tasks. The next step is to provide details to the landowners. Manager DeVault, who is a biologist, volunteered to be the Board liaison on the project.

**e. Log House Landing (LHL)**

Christine Maefsky stated that last month during discussion of how to move forward, key issues were identified: erosion and sediment, the road surface and Scandia's Comprehensive Plan to guide the Planning Commission and City Council. In the final days of the LHL Committee, non-degradable road surfaces were looked at. An expert from South Dakota is helping citizens on the alternative road product that is used for historic sites to maintain the natural appearance, honor the history and reduce erosion. The District website indicates that there is potential for an advisory committee to work on special projects. Citizens have approached Manager Kronmiller and Administrator Shaver about a committee or working group to focus on BMPs, surface materials and grants. Scandia would like to solve the issues and that is why leadership from the District was hoped for. If the District agrees to the working committee, Ms. Maefsky will bring this to the City and serve as the liaison. Manager Kronmiller agreed to serve on this committee and provided a memo addressing issues for investigation. The Managers agreed that this is a great idea. Mr. Marshall stated that at sometime a motion will be needed to appoint Manager Kronmiller and give him specific direction. Administrator Shaver and Manager Kronmiller will draft a motion for next month.

**5. Reports**

**a. Operations**

**i. New Manager Candidates**

Administrator Shaver reported that, as far as he knows, there are three applicants to fill the two open positions. Manager Tuenge stated that she told another interested person about the process. The Citizen Advisory Committee can be reactivated.

**ii. Plan Implementation Fund Balance**

Jim provided a cash-flow sheet through the end of year, explaining monthly tracking of expenses including plan implementation funds, reserve funds if 100 percent of the adjusted budget is spent, funds carried forward and levy funds. Incoming grant funds are not shown, but can be considered as plan implementation reserve funds. The operating reserve, which should be 40 percent of the budget, will be calculated in December. But with the second half of the levy and incoming grants, the reserve looks to be on track.

**b. Permits**

Mr. Almer stated that Washington County Public Works is doing a full-scale renovation to its maintenance shed—part will be demolished and part will be refurbished. A future cold-storage and impoundment lot are being planned. About 4.5 acres of impervious surface will be added including a new road, more buildings and more parking. There is a large wetland to the north needing investigation and a wetland to the west of the site. Three stormwater features are planned, though one of the ponds does not have water quality features and, therefore, does not meet District rules. Mr. Almer noted that the Board waives road project application fees and sureties for public entities, but these projects do not usually have stormwater features. With Mr. Marshall's input, it was agreed to ask the County to name the District on its surety. Administrator will follow-up with the County before agreeing to waive the surety.

**Manager Kronmiller moved to authorize the administrator to issue Permit 15-002 contingent on the engineer's review. Seconded by Manager Weaver. Motion carried 5-0.**

**c. Projects**

**i. BWSR Grant**

Administrator Shaver reported that Board of Water and Soil Resources (BWSR) approved the work plans for the Marine stormwater and Goose Lake implementation grants today.

**ii. Sand/Long Implementation**

Administrator Shaver reported that he talked to Mr. Lindgren about his family's reaction to the sand/iron filter project on their property. The family wanted clarification on the life of the project (25 years), maintenance (either done by Scandia or the District) and the cost of the easement (not clear), but did not raise any objections.

**iii. Top 50 P Phase 2 (WCD Grant)**

Administrator Shaver reported that he wrote to the Zavorals about the potential project, but has not heard back.

**d. Water Levels**

Administrator Shaver reported that he received a call about a beaver dam nearly plugging up a four-foot culvert outletting to Little Carnelian Lake. Residents crawled in and removed the dam. The Big Marine outlet is six inches down on the downstream side, which is right where it should be.

## 6. New Business

### a. Smolinsky Shoreline Cost Share

Mr. Chesnut reported that, as requested by the board in November, Mr. Smolinsky got two bids for shoreline restoration using riprap. He is applying for a cost share and asked if a District permit is needed. Administrator Shaver stated that a District and Department of Natural Resources permit are required and the District typically waives the permit fee on cost share projects. Although the District generally does not fund riprap, Manager Kronmiller stated that riprap is probably the only solution to the erosion and Mr. Smolinsky has added plants. **Manager Kronmiller moved to accept the Smolinsky cost share of 50 percent up to \$2,500, contingent on getting a District permit for riprap under rule 5.4. Seconded by Manager Tuenge. Motion carried 5-0.**

### b. Bacterial Impairments and Assessments

Mr. Almer reported that water samples of several spring creeks and reaches of Carnelian Creek—taken for 10 consecutive weeks over a given period of time—exceed state thresholds for *E. coli*. The creeks are now considered impaired and a TMDL is being planned, though funds are not in the District budget. The source(s) of the *E. coli* is not known, but could be from birds nesting in the canyons (a natural source), to feedlots, to farms, to private septic systems, to 201 systems. To identify the sources(s), a molecular test that looks for five markers could be done at a cost of \$17,200. Mr. Almer noted that EOR has done marker tests for the Minnesota Pollution Control Agency and others. Discussion included: getting the *E. coli* levels, getting information about failing septic systems from Washington County and animal units from the WCD and asking BWSR to cost share. Administrator Shaver will provide *E. coli* levels.

## 7. Old Business

### a. Audit

**Manager DeVault moved to receive and accept the 2014 audit. Seconded by Manager Polasik. Motion carried 5-0.**

### b. 2015 Work Plan and Draft Job Description

It was noted that if managers do work, they should submit timesheets at the rate of \$10/hr. Administrator Shaver recommended scheduling a workshop about roles and responsibilities of staff and managers. **Manager Polasik moved to approve the 2015 work plan. Seconded by Manager DeVault. Motion carried 5-0.**

## 9. Bills to be Paid

**Manager Polasik moved to pay the bills in the amount of \$12,271.94. Seconded by Manager DeVault. Motion carried 5-0.**

## 10. Administrator's Report

Administrator Shaver reported:

### a. Marine Stormwater Roll-out and Rain Garden Workshop—April 14

This is a joint effort between Marine and the District.

### b. Shallow Lakes Forum—April 25

Administrator Shaver plans to attend.

**c. Monitoring Report**—a presentation on the report will be scheduled.

**d. St. Croix River Conference and Dinner**

The District will pay for staff and managers attending the conference. Managers Tuenge and Polasik plan on attending.

**e. MAWD Summer Tour —June 24-26 in Duluth**

**10. Next Meeting**

The next meeting is May 13, 2015 at 6:30 p.m. at Scandia Community Center.

**11. Adjourn**

**Manager DeVault moved to adjourn at 9:26 p.m. and continue to the Executive Session. Seconded by Manager Polasik. Motion carried 5-0.**

Submitted by

Debbie Meister, MMC Associates