

**MINUTES OF THE REGULAR MEETING  
OF THE  
COMFORT LAKE -FOREST LAKE  
WATERSHED DISTRICT**

**TUESDAY, MAY 24, 2007**

1) **Call to Order**

The President called the May 24, 2007 meeting to order at 6:30 p.m. at the Forest Lake City Offices, 220 North Lake Street, Forest Lake, Minnesota

Present: President Jackie Anderson, Vice President Richard Damchik, Secretary John Lynch, Treasurer Jon Spence, Manager Wayne Moe

Staff: Randy Anhorn, Dan Fabian (EOR), John Thene (Wenck & Assoc.), Travis Thiel (WCD), and Lisa Tilman (EOR)

Others: Tom Casey (Citizens for Responsible Growth in Forest Lake), Sam Hathaway, Bill House, and Don Jack

2) **Reading and Approval of Agenda**

Motion to approve the agenda with additions made to the unfinished and new business sections, was made by Manager Damchik and seconded by Manager Spence. The Motion carried unanimously.

3) **Reading and Approval of Minutes**

The President called for the reading and approval of the minutes of the regular meeting of April 24, 2007.

Motion was made to approve the April 24, 2007 regular meeting minutes with corrections by Manager Anderson and seconded by Manager Moe. Motion carried unanimously.

The President called for the reading and approval of the minutes of the Special Meeting of May 10, 2007.

Motion was made to approve the May 10, 2007 Special Meeting minutes as presented by Manager Damchik and seconded by Manager Spence. The motion carried unanimously.

4) **Matters of Public Interest**

The Chair opened the meeting for public comment.

Mr. Bill House spoke to the Board seeking approval of a requirement stated in a Township developers agreement on a lot in the Kempf's LaBelle development east of the eastern basin of Forest Lake. The Township development agreement states that in order to receive a building permit from the City the developer must submit a plan for drainage and water quality management to the watershed for review and approval.

Administrator Anhorn mentioned that he, Mr. House and the City of Forest Lake planning staff have had a meeting in order to go over the site and determine what else may be needed in order to evaluate the site. Anhorn stated that it is rare that a watershed would comment on a lot off of the lake shoreline and ultimately it is the City which will determine if the lot is buildable. For this reason Anhorn is working closely with the City to help determine drainage and water quality concerns are met by reducing impervious surfaces and incorporating BMPs such as raingardens to eliminate potential runoff from the site.

Administrator Anhorn stated that he informed Mr. House that he was going to recommend that the Managers take no action on his request tonight, and the District and City would continue its review, meet back with Mr. House and discuss the results and recommendations.

Motion was made by Manager Damchik for Administrator Anhorn to continue to work with the City of Forest Lake and jointly address Mr. House's request for approval of requirements stated in the Township developers agreement. The Motion was seconded by Manager Spence. Upon vote, Motion carried unanimously.

Mr. Tom Casey stated that he represented a group called Citizens for the Responsible Growth in Forest Lake (CRGFL) and asked to defer comments until later in the agenda when the Wal-Mart EAW request is discussed.

5) **Ongoing Projects**  
a) ***Rules, review & workshop***

Administrator Anhorn provided a copy of the draft rules and detailed areas where new language has been added to address specific areas as directed by the Board at the April 24, Board of Managers Meeting. Administrator Anhorn further provided information on goals and, policies and rule recommendations from his review of the Chisago and Washington County Groundwater Plans. Anhorn detailed specific language recommended and highlighted its inclusion in the District's draft rules. A copy of each report is annexed and incorporated by reference.

Manager Anderson said that in the review of the draft rules special attention should be given to avoid inconsistencies (i.e. pre-settlement conditions vs. pre-development conditions)

Discussion then focused on the agenda for the upcoming scheduled Rules workshop for 6:00 p.m., June 5, 2007 at the Forest Lake Council Chambers. The workshop will focus on the following:

- Lake, stream, and wetland buffer widths and vegetation requirements
- Lake and stream shoreline alteration (prioritize natural shorelines)
- Lake vegetation management standards and rules
- A review of the provided groundwater and other language recommendation reports provided by staff

***b) 2007 work plan update***

Administrator Anhorn, provided the Managers with a copy of the 2007 proposed workplan with progress updates on each of the items listed. A copy of the update is annexed and incorporated by reference. Mr. Anhorn stated that the lake and stream monitoring, water quality (load allocation) modeling and design services, and rules and regulation development projects are ongoing. Anhorn further stated that he recently submitted a draft TMDL work plan (for future submittal for Clean Water Legacy Funds) to MPCA for preliminary review. Anhorn then gave updates on ongoing educational work plan components (i.e. the development of a website) and past and future workshops and clinics the District which have been held or are planning (i.e. “Planting for Clean Water” workshop and private well nitrate testing clinic).

Administrator then updated the Managers on the continual attempt to recruit members for the District’s Citizen Advisory Committee (CAC). To date, the District has only five CAC members and one application out. In an attempt to recruit new members, the District has published multiple press releases. Anhorn stated that he will work on setting up a CAC meeting within the next few weeks to discuss and develop the committee’s scope and seek input in expanding participation.

Manager Anderson stated that she thought that the Forest Lake outlet channel had been discussed as a work plan topic at the February 2007 work plan workshop. Manager Anderson aid that she would check her past notes. Administrator Anhorn mentioned that he had n upcoming meeting with Bob Sheffler of Superior Concrete and the Forest Lake outlet channel is one of the topics of that meeting.

***c) Forest Lake outlet cleaning***

Administrator Anhorn discussed the current invoices from the City of Forest Lake for the cleaning of the Forest Lake Outlet Dam, the aerator on Shields Lake, and the potential for beaver dam removal at the culvert on Archie Ducharme place. Anhorn stated that we will have to start taking these costs into account in the 2008 budget.

Administrator will work with the City in determining what portions, if any, of the aerator maintenance he may be able to overtake in order to reduce District costs. Anhorn further discussed the beaver dam at the southern end of the culvert under Archie Ducharme’s driveway. Anhorn mentioned that he could get the city to remove the dam and have the costs billed back to the District similar to that of the Forest Lake outlet dam cleaning.

Manager Lynch asked Administrator Anhorn to first check with the MDNR to determine their responsibility of the removal. Dan Fabian (EOR) mentioned that it may be worthwhile to hire a trapper to remove the beavers as well. Travis Thiel (WCD) stated that he didn't think that there has been any beaver activity at the site in quite awhile.

Manager Anderson motioned that Administrator Anhorn check with the MDNR about the removal of the obstruction on the south end of the culvert at the Archie Ducharme place. If the MDNR will not remove the obstruction, the Administrator will contact the City of Forest Lake and seek their assistance in removing the obstruction. The Motion was seconded by Manager Moe. Upon vote, motion carried unanimously.

*d) Tax forfeited land*

Administrator Anhorn discussed the potential for the District to obtain the piece of tax forfeited property currently owned by Washington County- located just north of the District owned property and abutting the Archie Ducharme place on the Washington Chisago county line. If the District is interested, Commissioner Hegberg said that we should send him a letter.

5) **New Business**  
a) *Legal contract*

Manager Anderson stated that due to the she thought the District should re-advertise for legal

6) **Report of Administrator**

Administrator Anhorn presented an Administrator's report memo and addendum (a copy of each report is annexed and incorporated by reference). The Administrator's report detailed recent correspondence, permit and plan submittals for review, and recent meetings with local stakeholders. Specifically, Mr. Anhorn discussed:

a) *EAW response from Forest Lake*

Administrator Anhorn discussed have included a memo detailing our initial unanswered questions and where we are in receiving responses to those questions.

FLCC decided to go ahead without undertaking an EAW. I believe their Motion included language about working with the District in order to address issues.

I am encouraged by a MFRA memo stating that they are relooking at the stormwater detention system and infiltration basins in order to achieve better volume control.

***b) Reviews, meetings, updates***

Administrator Anhorn discussed

Review of Forest Lake retail center. Highlights are they show no rate or volume control, and show no avoidance in wetland impact (in fact the initial plans do not miss any wetlands). We have since had an initial meeting with the wetland TEP and told the developers that there was no way that the project would be built as shown (again no avoidance). We then spoke to them about rate and volume control (BMP and different innovative alternatives). The main reason stated for the design is the Counties future need for the widening of Everton Avenue limiting the buildable area. The TEP stated that maybe the site was too small for two buildings. A new plan will be submitted in the near future for our review. Anhorn highlighted meetings presented in the Administrator's report.

***c) Update on CTAS accounting software***

Anhorn mentioned that the District accountant had started to review the CTAS software and had questions on it being able to do everything we had hoped it would. Manager Anderson said that she had spent more time reviewing the software and was confident that it would fulfill the District's needs. Manager Anderson said that she would work with the accountant in address her questions.

***d) Correspondence***

Anhorn reviewed correspondences presented in the annexed Administrators report, including continued work with the District's web designer in obtaining a domain name, clflwd.org, and progress in the development of the District's website.

7) **Report of Engineer**

***a) Emmons and Olivier Resources (EOR):***

Dan Fabian and Lisa Tilman from EOR discussed recent meetings with Administrator Anhorn on rules development

***b) Washington Conservation District (WCD)***

Travis Thiel of WCD,

*c) Wenck & Associates*

Mr. John Thene gave an update on where Wenck & Associates was in their water quality modeling process.

8) **Report of Treasurer**

Manager Spence discussed the Treasurer's Report for April 2007.

Motion was made by Manager Anderson to approve the April Treasurer's Report. Manager Lynch seconded. Motion carried unanimously.

Manager Anderson mentioned that because of the availability governmental rates, the District has switched its coverage package to a lower rate. This has resulted in a new phone and number (651.472.4061). Because the District was starting up its office, the old phone and package was initially purchased by Manager Anderson's business, Key Medical Inc., for eventual reimbursement. While Manager Anderson will assume the cost for the old phone, she will be seeking reimbursement for the initial January 2007 through May 2007 program costs prior to enrollment in the government program.

9) **Reports of Officers and Manager**

The President called for reports.

**Manager Anderson –**

**Manager Damchik –**

Manager Damchik

**Manager Lynch –**

Manager Lynch handed out a blueprint he received from TKDA showing the Bixby Park area of Forest Lake and the connection of the ponding system to the abandoned ditch. Manager

Anderson said that when on the watershed tour the connection between the abandoned ditch and the ponds were not

**Manager Moe-**

Manager Moe discussed his observances of the numbers of horses and cattle around the watershed and their potential as a phosphorus source. Manager Moe further provided the

**Manager Spence –**

Manager Spence mentioned that he attended to the District's "Planting for Clean Water" workshop on May 8, 2007. He stated that the workshop was very educational.

10) **Adjournment**

Motion to adjourn the CLFLWD regular Board meeting was made by Manager Damchik and seconded by Manager Lynch. Motion carried unanimously.

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John T. Lynch, Secretary