

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

THURSDAY, JUNE 26, 2008

1) Call to Order

The President called the June 26, 2008 regular Board 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 (CLFLWD) and Lisa Tilman (EOR)

Other: Don Hult, Erik Anderson, Angie Hong, Jay Riggs, and Travis Thiel (WCD)

2) Open the Regular Meeting

The President opened the Regular Board Meeting.

3) Reading and Approval of Agenda

The President called for the reading and approval of the June 26, 2008 regular Board meeting agenda. The motion to approve the agenda with the addition of a discussion on a request to provide funds for the Chisago County Children's Water Festival under the New Business section was made by Manager Damchik and seconded by Manager Lynch. Upon vote, the motion passed unanimously.

4) Reading and Approval of Minutes

The President called for the reading and approval of the minutes of the May 6, 2008 rules workshop. Manager Damchik made motion to approve the May 6, 2008 rules workshop minutes as presented. The motion was seconded by Manager Spence. Upon vote, the motion passed unanimously.

The President called for the reading and approval of the minutes of the May 22, 2008 regular Board meeting. The motion to approve the May 22, 2008 regular Board meeting minutes with edits was made by Manager Lynch and seconded by Manager Spence. Upon vote, the motion passed unanimously.

The President called for the reading and approval of the minutes of the June 11, 2008 rules workshop. Manager Damchik made motion to approve the June 11, 2008 rules workshop minutes as presented. The motion was seconded by Manager Moe. Upon vote, the motion passed unanimously.

5) Public Open Forum

Nothing presented

6) New Business

a) BMP cost-share application(s)-Kumerow Property

Administrator Anhorn presented an application for District cost-share funds for the Kumerow property located on Forest Lake at 1189 11th Str. NE (a copy of which is incorporated by reference and annexed within). Anhorn went through a description of the property, project design, estimate costs, and resulting

project rankings from WCD staff, the District administrator, and Manager Lynch and Manager Moe. Anhorn further provided an overview of the project ranking and funding process and stated that the compiled rankings resulted in the recommendation of the ranking group to provide cost-share funds for the project, and stated that the resulting cost of the project would likely be less than presented (resulting in a reduced District contribution) due to the fact that the homeowner planned on doing much of the work themselves as opposed to contracting the work out.

After Board discussion, motion was made by Manager Moe to approve the application and provide cost-share funds not to exceed \$2,000 for the Kumerow project. The motion was seconded by Manager Damchik. Upon vote, the motion passed unanimously.

b) East Metro Water Resource Education Program

Administrator Anhorn introduced Angie Hong and Jay Riggs (WCD) to the Board and stated that as a precursor to upcoming 2009 budget discussions, he thought it would be worthwhile for WCD to present their shared water resource education program to the Board.

Mr. Riggs provided a general overview on the East Metro Water Resource Education Program (EMWREP) and how it was initiated.

Ms. Hong provided additional information about the program and what it could do for the District. Ms. Hong stated that the program started in 2009 and went through the list of current partners. Ms. Hung further highlighted the following:

- General Education
 - i. Newspaper columns
 - ii. Newsletter articles
 - iii. Events
 - iv. Partnerships
 - 1. Metro Watershed Partners
 - 2. Children's Water Festival
 - v. Washington County Parks Events
 - vi. House parties
- Blue Thumb (www.bluethumb.org)
 - i. Info Kiosks
 - ii. Workshops
 - iii. House parties
 - iv. Presentations
 - v. Website & promo materials
 - vi. Metro & statewide partnerships
- Stormwater U
 - i. Engineer's design workshops
 - ii. MECA field session
 - iii. Raingarden maintenance workshop
 - iv. Planners workshop
 - v. Public works forum
- MS4 Toolkit
- NEMO
 - i. Will work with John Bilotta to conduct NEMO workshops in EMWREP area

Ms. Hong said that there are plenty of opportunities for expanding the program to fulfill specific needs of the District such as newspaper articles and partnerships to promote the District's new BMP cost-share program, Blue Thumb workshops within the District, Stormwater U training for city staff within District communities, NEMO "view from Forest Lake" boat tour, and MS4 toolkit materials.

Manager Moe asked about the raingarden book Ms. Hong presented as well as the handout describing the program and providing the costs to the District (a copy of which is incorporated by reference and annexed within). Because the District's Total Market Value is roughly 1.8 billion, it puts it in the medium sized watershed category meaning a membership fee of \$15,000 annually. Ms. Hong also stated that if the District wanted to purchase the raingarden book in bulk, they could purchase them at a reduced (retail) price.

Manager Anderson asked if District did decide to join the program in 2009, would EMWREP do work in the portion of the watershed in Chisago County which is outside of Washington County. Mr. Riggs stated that yes; the portion of the District in Chisago County would be covered.

Manager Anderson asked if the program does any work with children audiences or if it strictly focuses on adult audiences. Ms. Hong said that other than participating in the Children's festival, the programs focus and outreach is mainly adults.

The Board thanked Ms. Hong and Mr. Riggs for presenting the program to them.

c) Chisago County Children's Water Festival

Administrator Anhorn presented a letter received from Chisago County Water Resource Manager, seeking funds for the 2008 Chisago County Children's Water Festival scheduled for Friday, September 26, 2008 at the Wild Mountain Recreation Area near Taylor's Falls. A copy of the letter is incorporated by reference and annexed within. Anhorn stated, that at the children learn that the quality of our water (including lakes, streams, and groundwater), is determined by what we do on the land.

Anhorn stated that in previous years the Festival has hosted an average of 750 fifth grade students – including all the fifth grade classrooms at Wyoming Elementary School, and expect a similar number of students this year. In addition, over 100 teachers and parent volunteers, as well as more than fifty presenters and event volunteers will assist with the event. Anhorn further mentioned that he will be volunteering this year as well, and said that if the Managers were interested in volunteering as well they can contact him for more information.

Anhorn stated that funding is needed to assist with bussing for the schools, refreshments and lunches for the festival presenters and volunteers, facility rental costs, supplies for activity stations, and a memento for the day (such as a water festival T-shirt) for the children to take home with them. By providing funding, the District will be listed as a co-sponsorship of the event in press releases and the festival program.

The Board discussed the benefits of the event and potential for providing funds. Following discussion, Manager Damchik motioned to provide \$500.00 to the 2008 Chisago County Children's Festival. The motion was seconded by Manager Lynch. Upon vote, the motion passed unanimously.

7) **Old Business**

a) Biennial RFPs for engineering, legal, and accounting services

Administrator Anhorn presented a draft of the RFP for Board review and discussion (a copy of which is incorporated by reference and annexed within). The Board discussed the RFP and timing of submittals. Following review and discussion of the presented RFP, the Board directed the Administrator to publish the RFP in the local papers.

b) Draft Rules Update

Administrator Anhorn presented the latest version of the draft rules, including the changes made as a result of the Managers' June 11, 2008 workshop as well as a checklist detailing needs to make permit applications complete. The Board reviewed the checklist and the changes made to the rules. The Board also discussed questions on sureties and variances coming out of the June 11th meeting, and comments provided by Smith Partners.

Manager Anderson stated that while she liked the checklist, it may be helpful if it included references to the exact rule and page number in the rules.

Administrator Anhorn then went through the upcoming joint meeting dates and times; Manager-public official meeting on Wednesday, July 16, 2008 at 2:30 p.m. and a Manager-TAC/CAC meeting for Wednesday, July 30, 2008 at 2:00 p.m. Both meetings are to be held at the Forest Lake City Hall, 220 North Lake Street.

8) **Report of Staff**

a) Administrator

Administrator Anhorn presented an Administrator's report memo (a copy 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. Other issues the Administrator highlighted included:

- Conducted macrophyte surveys on Birch and School lakes as part of the TMDL study.
- Published education articles on water resources in the local papers.
- Conducted two site visits for the District's BMP cost-share program. Two more visits have recently been scheduled.
- Continued to work with DNR and Great River Greening on the shoreland restoration projects on Bone Lake and three potential sites on Forest Lake.
- Completed CAMP lake sample pick-up run for the first trimester of the monitoring season- monitoring seems to be going well.
- Have been in contact with Ryan Johnson of the Forest Lake High School Biology Department about coordinating on environmental education issues.
- Have submitted MPCA grants for diagnostic/feasibility studies for unimpaired waterbodies for the FL44 fish rearing pond study and continued study of the Bone Lake to Little Comfort Lake loading.
- Received information that the District's BWSR agricultural grant proposal for the NBL 19 project was not funded.

Manager Anderson asked the Administrator about the Great River Greening (GRG) projects. The Administrator provided an update on the Bone Lake and Forest Lake dead-end street projects, and mentioned that the Comfort Lake public access project was still on GRG's radar, however to date, he hadn't seen anything from them.

i) Special Legislation Update

Administrator Anhorn provided an update on an additional piece of legislation from the 2008 session. Senate File 2651 "Conveyance of Tax-Forfeited Land Bordering Public Waters in Washington County" included language allowing the county to convey land just south of the Archie Ducharme property and just north of property the District currently owns where the abandoned ditch and Sunrise Rive connect) to the District. A copy of the legislation is incorporated by reference and annexed within. Anhorn stated that the Washington County Board of Commissioners needs only to act on the request at an upcoming meeting.

The Board discussed the importance of the property in conjunction with other District-owned property for the management of the District's water resources.

ii) Plan Amendment/Revision Update

Administrator Anhorn stated that the District has sent the revised Plan revision (following addressing comments from the initial 60-day review and Public Hearing) as part of the 45-day review agency review process. The deadline for comments is July 17, 2008. Following the receipt of agency reviews, a few edits my have to be made to address comments prior to re-submitting the Plan to BWSR for inclusion on their August meeting agenda for approval.

iii) 2008 Work Plan & Projects Update

Administrator Anhorn provided the Managers with a copy of the 2008 proposed work plan with progress updates on each of the items listed and a list of overall highlights for 2008. A copy of the update is annexed and incorporated by reference.

b) Emmons and Olivier Resources (EOR)

Lisa Tilman presented the June Engineer's Report (a copy of which is incorporated by reference and annexed within) provided the Board with an update on what the Engineer's have been working on. Ms. Tilman discussed recent work EOR has undertaken for the District including initial review of the hydrologic calculations for the recently submitted 257th street construction project in the City of Wyoming. Ms. Tilman mentioned however, that she had yet to receive the full plans to review and compare to the calculations. Ms. Tilman said the City's engineer had stated that they would be sending the plans. She stated that the calculations, while showing soil capable of generous infiltration of runoff, do not meet the District runoff volume control standard. She would like to see the plans in order to see if there are areas for additional infiltration.

Ms. Tilman then provided the Board with an update on the TMDL study, going over where they were on the load allocation process for the various MS4s and the need for an upcoming stakeholder meeting.

Manager Anderson asked about a possible presentation to give a more in depth overview of the project and progress thus far. Ms. Tilman said that EOR could put something together for the July meeting.

c) Washington Conservation District (WCD)

Travis Thiel gave the Board an update on the 2008 monitoring and mentioned that each of the tributary monitoring sites were working as expected. Mr. Thiel then told the Board that he was leaving employment with WCD for a job in Dakota County. Mr. Thiel introduced Erik Anderson who will be taking over his position. Mr. Anderson has worked with Mr. Thiel on the District's monitoring for several years.

The Board said that they were sorry to see Mr. Thiel go, that they will miss his technical knowledge, and appreciated all that he has done for the District over the years.

d) Smith Partners

Prior to the meeting, the President and Administrator determined that due to there being no issues on the meeting agenda requiring immediate legal consultation, there was no need for the District Attorney to attend the meeting.

9) Report of Treasurer

a) Approval of Bills

Manager Spence discussed the Treasurer's Report and bills for June 2008.

Motion was made by Manager Damchik to pay the bills as presented. Manager Moe seconded. Upon vote, the motion passed unanimously.

b) Approval of Treasurer's Report

Motion was made by Manager Damchik to approve the June 2008 Treasurer's Report. Manager Moe seconded. Upon vote, the motion passed unanimously.

10) Reports of Officers and Manager

Manager Anderson –

Manager Anderson informed the Board about an opening on the BWSR Board for a representative from a Watershed District. Manager Anderson stated that she will keep an eye out for the posting, which is suppose to be out in July and will pass it on when she sees it.

Manager Anderson mentioned that the debris grate on the Forest Lake Outlet was full of vegetation and asked the Administrator to contact the City to clean it. The Administrator said that he would, and as in past years, because the District owns the dam, the City will bill us back for their labor.

Manager Damchik –

Nothing to report

Manager Lynch –

Manager Lynch asked about the DNR fish barrier request and the Administrator stated that the District would likely seek their involvement as the FL44 project gets closer to implementation.

Manager Lynch also discussed his involvement in the Interstate 35 and Broadway Avenue interchange design and his concerns about a possible backing road. Manager Lynch stated that he would continue to participate in the process.

Manager Moe-

Manager Moe passed out a couple articles, one a June 26, 2008 Pioneer Press article; “Cleaner, Clearer, Cooler” highlight the effects of the late, cool spring summer and its effects on area lake water quality, and the other on home builders paying fines for not controlling site runoff.

Manager Spence –

Manager Spence present a reimbursement check from the Comfort Lake Association for hydrologic modeling the District initially paid for to determine the effects of varying outlet weir heights on lake levels.

13) Adjournment

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

John T. Lynch, Secretary