

**MINUTES OF THE REGULAR MEETING  
OF THE  
COMFORT LAKE – FOREST LAKE  
WATERSHED DISTRICT  
Thursday, March 22, 2018**

**1. Call to Order**

President Anderson called the March 22, 2018 regular board meeting to order at 6:30 p.m. in the Council Chambers of the Forest Lake City Center, 1408 Lake Street South, Forest Lake.

Present: President Jackie Anderson, Vice President Jon Spence, Secretary Wayne Moe, Treasurer Steve Schmaltz

Absent: Assistant Treasurer Jackie McNamara

Others: Mike Kinney, Jessica Lindemyer, Mike Sorensen (CLFLWD staff); Greg Graske, Meghan Funke (Emmons & Olivier Resources); Chuck Holtman (Smith Partners); Steve McComas (Blue Water Science); Richard Berglund, Wally Ostlie, Amanda Osgood Jimenez, George Osgood, Mary Renn, Bill Keilty (Comfort Lake Association); Mark Lambert (Summit Management); Sam Husnik (Forest Lake City Council)

**2. Setting of Meeting Agenda**

The following changes to the agenda were proposed: move agenda items 6f – 2018 CWF Grant Agreement, 6h – 2018 Effectiveness Monitoring Scope of Work, 6i – 2018 Little Comfort Diagnostic Scope of Work, and 7f – Moody Lake Project Phase 2, up to directly after agenda item 6c – 2018 Blue Water Science Contract & 2017 Reports. This was due to a timing constraint from the District Engineer.

Manager Spence moved to approve the meeting agenda as revised. Seconded by Manager Schmaltz. Upon a vote, the motion carried 4-0.

**3. Consent Agenda**

- a) **Regular Board Meeting Minutes – January 11, 2018**
- b) **Regular Board Meeting Minutes – January 16, 2018**
- c) **Public Meeting Minutes – January 25, 2018**
- d) **Regular Board Meeting Minutes – January 25, 2018**

Manager Moe moved to approve the consent agenda as presented. Seconded by Manager Spence. Upon a vote, the motion carried 4-0.

**4. Public Open Forum**

President Anderson invited comments from the public. No comments were made.

## **5. Citizen Advisory Committee Update**

Program Assistant Mike Sorensen noted that the March CAC meeting was canceled due to the Chair, Jerry Grundtner, being out of town. No further updates.

## **6. New Business**

### **a) AIS Management Plan**

Mr. Sorensen gave a brief presentation on the 2018 aquatic invasive species (AIS) management plan. The total estimated program cost for 2018 is \$180,808. Activities will include: continued operation of the Moody Lake winter aerator, surveys and treatment of curly-leaf pondweed on Bone/Comfort/Forest lakes, surveys of Eurasian watermilfoil (no treatment) on Bone/Comfort/Forest lakes, continued watercraft inspections on Bone/Comfort/Forest lakes, operation of the Bone Lake fish barriers, zebra mussel sampling for either early detection or population tracking on several lakes, staff-conducted plant surveys on Little Comfort/Keewahtin lakes, retrofit project of the fish barrier located between Shields Lake and Forest Lake, and surveys and treatment of flowering rush on Forest Lake.

Presentation slides available at: [www.cflwd.org/3-22-18BoardMeetingPacket.php](http://www.cflwd.org/3-22-18BoardMeetingPacket.php).

President Anderson asked Mr. Sorensen to recap for the audience why the District did not budget for Eurasian watermilfoil treatment in 2018. Mr. Sorensen explained that there is a limitation in the management techniques available to the District, and long-term control is unlikely. The plant will likely keep spreading regardless of how aggressive the treatments are. Furthermore, Eurasian watermilfoil is not directly tied to water quality like curly-leaf pondweed is. While curly-leaf pondweed dies back mid-summer and releases phosphorus which promotes algae growth, Eurasian watermilfoil grows later in the year and doesn't die back like this. He recapped that the Board had previously discussed wanting to prioritize funding for water quality improvement activities, and Eurasian watermilfoil treatment does not fit that description. Administrator Kinney added that observations of new infestations in other Minnesota lakes showed that, while there was an initial heavy growth, long-term growth trends are usually at lower densities due to the plant using up the available nitrogen in the water column.

### **b) 2018 Aquatic Invasive Species Program Additions**

Mr. Sorensen explained that staff previously met with Steve McComas and Managers Anderson and Schmaltz to discuss the 2017 Blue Water Science reports, the 2018 AIS Program, and some potential additional activities. He noted that, depending on how many activities the Board wishes to incorporate into the program, funds from the District reserve may need to be used. He summarized each potential activity including: due in part to the success of the Comfort Lake Association's mechanical pulling of curly-leaf

pondweed approximately ten years ago, the District is proposing using the pilot project model from the Watershed Management Plan to document the 2018 hand-pulling as a pilot project to be used in other District Lakes, to further the science on EWM, starting a Eurasian watermilfoil nitrogen project on Comfort Lake to study how EWM growth is influenced by nitrogen availability within the lake and how limiting nitrogen sources may help decrease EWM growth in future years, Forest Lake 3<sup>rd</sup> flowering rush delineation, Forest Lake point-intercept survey, Bone Lake point intercept survey, and Eurasian watermilfoil herbicide treatments on Forest Lake, Comfort Lake, and/or Bone Lake.

Manager Schmaltz asked about the additional flowering rush survey on Forest Lake. Currently, the plan is to have two surveys – one early in the season before flowering rush starts to grow above the water (which will document native plant growth in the area) and one after both rounds of treatment have finished (which will document herbicide effectiveness and any impacts seen on native plants). With the proposed earlier treatment timeline, which is expected to yield better control, the first delineation won't be able to identify any new patches. The 2017 treatment map will be used again in 2018. Manager Schmaltz was concerned that any new patches would go untreated if the pre-treatment survey happens too soon. Administrator Kinney noted that the early-season treatment has been successful and is recommended by Pelican River Watershed District and PLM Lake and Land Management. Manager Schmaltz recommended that if the District is going to proceed with an earlier treatment, the District should identify new areas of growth outside of the proposed treatment area. There was discussion about lake vegetation management plans and the low likelihood that the District would need a variance to the DNR's treatment area limit.

Staff's recommendation is that the Board approve additional activities number one and two: Comfort Lake curly-leaf pondweed hand pulling pilot and Eurasian watermilfoil nitrogen project on Comfort Lake.

Manager Moe moved to authorize staff to complete optional 2018 AIS Program add-on #1 for the amount of \$440 from the approved 2018 budget and add-on #2 for the amount not to exceed \$3,000 from the District's reserve fund. The motion failed for lack of a second.

Administrator Kinney explained that there is potential for the District to obtain grant funding for activity #2. Manager Spence expressed concern about only performing two flowering rush surveys on Forest Lake. He expressed that the cost seemed worth the valuable information being gathered by the third survey (optional add-on #3). Manager Schmaltz noted that he supported add-on #1 if it were accompanied by a small herbicide treatment in order to compare effectiveness. Mr. Sorensen noted that the acreage may be too small to delineate a patch for herbicide treatment, but that will be determined. Manager Schmaltz suggested that the District partner with an academic institution to perform add-on #2; the cost for a proper effort is greater than what the District can spend, the District is not a research organization and some additional funding may be leveraged through a partnership. Mr. Sorensen noted that Blue Water Science has

experience performing this type of project on other lakes. There was further discussion about the potential add-ons.

President Anderson added that the District's Watershed Management Plan addresses invasive species and includes pilot projects and research to stay on the cutting edge of this topic. She explained that, from her conversations with the DNR, it seems that organizations aren't going far enough to treat Eurasian watermilfoil; they treat for about 3 years and then they run out of money and stop. She recommended that the District follow what is written in the Watershed Management Plan and proceed with the Eurasian watermilfoil nitrogen project while partnering with Blue Water Science and universities to utilize their expertise.

President Anderson moved to follow staff recommendation and authorize staff to complete optional 2018 AIS Program add-on #1 for the amount of \$440 from the approved 2018 budget and add-on #2 for the amount not to exceed \$3,000 from the District's reserve fund as needed, and to postpone discussion on items #3-8 until the May board meeting so that the Board has more time to consider the information and talk to local stakeholders about the program. Motion seconded by Manager Moe. By unanimous consent, the motion was amended to also direct a transfer –if needed -of up to \$3,000 from reserve funds to the program fund for the indicated expenditures.

Discussion: Manager Moe noted that staff will take a boat around Forest Lake and manually remove the flowers from flowering rush plants. They would be able to observe any new patches during this process, so it seems that a full third delineation survey isn't necessary. Mr. Sorensen noted that the curly-leaf pondweed treatments should occur before the May board meeting, which may be a big deciding factor in remaining budget dollars to perform extra tasks.

Wally Ostlie noted that there has been a lot of research done on Eurasian watermilfoil because it is such a widespread problem. He urged the District to review the published findings of this research before beginning its own research project. Steve McComas explained that Blue Water Science has done extensive research into the literature and concluded that this type of project is the next step. At the request of President Anderson, Mr. McComas explained the difference in nitrogen uptake between native and invasive plants. Invasive species, such as Eurasian watermilfoil, are high-nitrogen users, meaning they need a lot of nitrogen to thrive and grow to nuisances conditions. Native plants, such as northern milfoil or native pondweeds, are low-nitrogen users, meaning they can thrive under low nitrogen conditions. Nitrogen management may be used to control invasive species, but this is a relatively new idea and needs to be researched and documented further.

Upon a vote, the motion carried 3-1 with Manager Schmaltz opposed.

### **c) 2018 Blue Water Science Contract & 2017 Reports**

Mr. Sorensen explained that Mr. McComas has revised the 2017 AIS reports using feedback received from managers. He recommended that the Board accept the final reports. He explained that this agenda item also includes the 2018 service contract with Blue Water Science, which includes optional add-on activities #1 and #2, as well as a standard hourly rate to be used for additional activities as necessary and as directed by the District.

Manager Spence moved to accept the 2017 Blue Water Science reports as presented. Seconded by Manager Moe. Upon a vote, the motion carried 4-0.

Manager Schmaltz moved to authorize the Administrator, on advice of counsel, to enter into an agreement with Blue Water Science in accordance with the January 9, 2018 services agreement and in an amount not to exceed \$22,940; and authorize the Administrator to request the additional services from Blue Water Science identified as “Additional Line Items” 1 and 2 in Attachment A to the January 9, 2018 services agreement. Seconded by Manager Anderson. Upon a vote, the motion carried 4-0.

**c.(a) 2018 Clean Water Fund Agreement and Moody Lake Project – Phase 2**

Mr. Kinney recapped the grant award of \$135,000 for the Moody Lake Alum Treatment project. He recommended that the Board adopt the resolution authorizing execution of the grant agreement with the Board of Water and Soil Resources (BWSR).

Manager Moe moved to adopt resolution 18-03-01, as presented, approving the grant agreement and authorizing the Board President to execute it on behalf of the District. Seconded by Manager Moe. Upon a roll call vote, the motion carried 4-0.

<b>Manager</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>
Jackie Anderson	X		
Jackie McNamara			X
Wayne Moe	X		
Stephen Schmaltz	X		
Jon Spence	X		

Dr. Meghan Funke summarized the Moody Lake project’s multi-phase, adaptive management approach which entails alternating phases of project implementation and effectiveness monitoring to guide next steps of implementation. Effectiveness monitoring results from 2017 showed that a significant portion of the phosphorus reduction was achieved by Phase 1 of the project which was completed in early 2017. Phase 2 of project implementation will occur in 2018 and will entail alum spot treatments in Wetlands A/B, Wetland C enhancement via installation of an outlet control structure, and cleanout of the pond directly downstream of Wetland C – “Peterson Pond” and outlet stabilization. Dr. Funke explained that with these additional elements, she expects project effectiveness monitoring at the end of 2018 to show that the project has reached its reduction goal (phosphorus concentration at the outlet of Wetland C of 0.2 micrograms per liter; current concentration is 0.26 micrograms per liter).

President Anderson asked for a cost-benefit estimate for this second phase of the project. Dr. Funke explained that this phase is still part of the initial FY17 Clean Water Fund grant for the Moody Lake Wetland Rehabilitation project and that the cost per pound of phosphorus removed is quite low. Engineer Graske explained that over the course of the project lifespan of about 20 years, the estimated total phosphorus reduction is around 1,200 pounds; \$20,000 divided by 1,200 pounds is a cost of about \$16 per pound removed, which is quite favorable.

It was clarified that two separate projects and associated grants are being discussed here: the Moody Lake Wetland Rehabilitation Project (FY17 CWF grant), phase two of which includes the Wetland A/B alum spot treatment and other elements; and Moody Lake Alum Treatment Project (FY18 CWF grant) which entails the in-lake alum treatment. The first project addresses external loading to Moody Lake, and the alum treatment will address the internal loading.

Manager Schmaltz moved to authorize the administrator to task the District engineer to provide engineering services for the Moody Lake Alum Treatment project, not to exceed \$19,668. Seconded by Manager Moe. Upon a vote, the motion carried 4-0.

#### **c.b) 2018 Effectiveness Monitoring Scope of Work**

Dr. Funke explained that this effort is included in the 2018 budget under the water monitoring program. The scope of work includes effectiveness monitoring for District capital projects that don't have monitoring built into a grant work plan specifically: Bixby Park Water Quality Improvement, 3<sup>rd</sup> Lake Pond Wetland Treatment Basin, and Hilo Lane Stormwater Retrofit. An optional additional task in the scope of work includes Heims Lake drainage area monitoring to better target where previously identified high phosphorus loads are coming from. This additional task would be funded with available dollars remaining in the monitoring budget. She presented additional detail on the proposed work including specific monitoring sites, monitored parameters, and deliverables.

There was discussion about the monitoring program budget and allocated dollars for project effectiveness monitoring. President Anderson supported the work, including the Heims Lake tributary monitoring. Manager Spence expressed concern about using excess budget dollars for the additional Heims Lake drainage area task. Considering the previous discussion about having limited budget dollars for other programmatic activities, is this the best option for the funds? There was discussion about MnDOT's current highway I-35 project and impacts on drainage in that area. Manager Schmaltz proposed that the District shouldn't monitor all of its best management practices (BMPs) because it doesn't have the budget to do that, but instead should focus on the projects with the biggest impacts. Smaller projects would only be monitored if there is a particular justification to do so, such as the high homeowner interest in the 3<sup>rd</sup> Lake Pond project for example. There was discussion about monitoring the Hilo Lane project.

Even though this project provides a more limited phosphorus removal, some amount of monitoring would allow the District to ensure that this recently constructed project is indeed functioning as-designed. Responding to President Anderson's question, Dr. Funke advised that the Hilo Lane monitoring element would be about \$2,000 of the total cost.

Manager Spence moved to authorize completion of tasks 1 and 2 in the March 16, 2018 scope of work, in an amount not to exceed \$20,469, to postpone a decision on task 3, and to direct staff to review other uses of the proposed task 3 funds to develop a recommendation as to the most effective use of the monitoring program budget. Seconded by Manager Moe.

Discussion: Manager Schmaltz requested that staff compile a list of secondary uses that are not currently in the District's budget, but could be brought into the budget if excess funding is available. Manager Moe and President Anderson agreed that monitoring in the Heims Lake drainage area seems prudent given the upcoming construction activity associated with the MnDOT I-35 project. Mr. Kinney explained that the District already has some information on drainage in this area, but needs additional monitoring data to further target phosphorus loading sources and subsequently cost-effective projects. Mr. Graske clarified that there is no overlap between the I-35 exit ramp project and the area proposed for monitoring.

Upon a vote, the motion carried 4-0.

### **c.c) 2018 Little Comfort Lake Diagnostic Scope of Work**

Dr. Funke summarized past monitoring that occurred in 2016 and 2017. This project is another multi-phase adaptive management approach, similar to the Moody Lake project. She described past monitoring locations and results which showed where high phosphorus concentrations were coming from. There was discussion about agricultural land use within the subwatershed and potential agricultural BMPs. Manager Schmaltz expressed concern about only monitoring concentration and not collecting flow data at all sites; without flow data the District can't quantify phosphorus loading at each monitoring point. Dr. Funke agreed that less recorded flow data means less quantitative results, but flow data from other points combined with concentration data can be used to make estimates about loading at certain points in the subwatershed. There was further discussion about monitoring methods. Dr. Funke described the 2018 monitoring plan which will include continued stage and flow monitoring as well as collection of up to 8 water quality grab samples. The 2018 monitoring plan includes additional focus on the Highway 8 and Heath Avenue pipe which will involve placement of a flow gauge, development of a rating curve, and estimation of the phosphorus load at that site. Data analysis is also included in the scope of work.

Manager Spence moved to authorize the administrator, on advice of counsel, to enter into an agreement with Emmons and Olivier Resources in accordance with the March

16, 2018 scope of work and in an amount not to exceed \$7,318. Seconded by Manager Schmaltz. Upon a vote, the motion carried 4-0.

**d) Permit 18-002 Safe Route to Schools**

Engineer Graske described the project location and purpose. The City of Forest Lake is proposing to add trail segments around 3<sup>rd</sup> Avenue and some of the surrounding streets in order to provide pedestrian paths to the schools from the residential areas. Stormwater management features will include two biofiltration basins which meet the District's standards as described in the recently revised District Rules. The submitted erosion control plan meets the District's requirements as well.

Manager Schmaltz moved to approve permit application 18-002 subject to the Recommendations listed in the March 16, 2018 engineer's review memo. Seconded by Manager Spence. Upon a vote the motion carried 4-0.

**e) 2017 Draft Monitoring Report**

Mr. Kinney noted that the District has received the draft monitoring report from Washington Conservation District and requested that the Board provide any feedback on the report to staff by April 13<sup>th</sup>. The final report will be brought to the April 19<sup>th</sup> regular board meeting for Board consideration of acceptance.

**f) FY 2018 CWF Grant Agreement [moved to agenda item c.a]**

**g) Carnelian-Marine-St. Croix Watershed District Partnership**

Mr. Kinney provided a summary of current coordination efforts and past communications with Carnelian-Marine-St. Croix Watershed District (CMSCWD) about staff sharing for certain programs. Programs include inspections of work under permit, watershed management plan update, and education and outreach. Considering the One Watershed-One Plan effort that is currently underway, it would be advantageous to both organizations to coordinate more.

It was clarified that three current CLFLWD staff members would be involved in the staff sharing effort: Permitting Coordinator/Watershed Technician Erin Edison (permitting inspections), Watershed Technician Emily Heinz (watershed management plan update), and Watershed Assistant Jessica Lindemyer (education and outreach). Additionally, a seasonal summer intern will be hired to assist with permitting inspections for both CLFLWD and CMSCWD, as well as watercraft inspections for CLFLWD.

President Anderson described her concerns with the agreement including issues with the contract language including liability protection, waiver, and reimbursement for costs including cell phone use. Additionally: spring/summer is a busy time for both districts, so a method of staff prioritization should be established. She expressed that the

CLFLWD shouldn't become under-staffed because of its obligation to provide services for another district. Mr. Kinney described how staff created a detailed 2018 work plan which identifies staff capacity and allocated work load for the year. The activities outlined in this agreement are in alignment with the work plan, so the issue of understaffing for the CLFLWD is not likely. There are always more activities and initiatives that staff could be doing for the CLFLWD, which is why prioritization is necessary. Manager Schmaltz asked if CMSCWD would be wholly reliant on this agreement for staff support to the administrator. Mr. Kinney replied that it obtains services from the soil and water conservation district, and from Emmons & Olivier as its engineer.

Legal Counsel Holtman explained that the contract language was developed from the CLFLWD standard services template. There was discussion about timing constraints for executing the agreement and beginning work with CMSCWD.

Manager Spence moved to approve the technical services agreement between the Carnelian-Marine-St. Croix Watershed District and the Comfort Lake-Forest Lake Watershed District for technical assistance with watershed administration and programming, and authorize execution by the CLFLWD Administrator, upon final review by counsel and concurrence by the Board President. Seconded by Manager Moe. Upon a vote, the motion carried 3-1 with President Anderson opposed.

**h) 2018 Effectiveness Monitoring Scope of Work** [moved to agenda item c.b]

**i) 2018 Little Comfort Diagnostic Scope of Work** [moved to agenda item c.c]

**j) LCCMR Grant Proposal Resolution**

Mr. Kinney explained that staff has been exploring new grant program opportunities. The Legislative-Citizen Commission on Minnesota Resources (LCCMR) has a grant program for its Environment and Natural Resources Trust Fund (ENRTF). There are two steps in the grant application process: submittal and feedback on a draft proposal then submittal of a final proposal. Staff has already submitted a draft proposal and is awaiting feedback. A board-adopted resolution or letter is a necessary component of the final proposal submittal. The draft proposal involves implementation and effectiveness monitoring of the Sunrise River Streambank Restoration Project. Mr. Kinney explained further details of the project components and how staff has been in communication with the City of Wyoming regarding land rights for the proposed project.

Manager Spence moved to adopt resolution 18-03-02 authorizing submittal of the final grant proposal for the ENRTF grant program. Seconded by Manager Moe. Upon a roll call vote, the motion carried 4-0.

<b>Manager</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>
----------------	------------	------------	---------------

Jackie Anderson	X		
Jackie McNamara			X
Wayne Moe	X		
Stephen Schmaltz	X		
Jon Spence	X		

**k) 2017 East Metro Water Resource Education Program Report**

Mr. Kinney noted that East Metro Water Resource Education Program (EMWREP) educator, Angie Hong, will be available to attend the April 19<sup>th</sup> meeting and give a presentation on the materials that were distributed in this month’s board packet. President Anderson expressed interest in the Shoreline Workshop for Realtors being held in Stillwater this year, and asked if EMWREP could hold another such workshop in Forest Lake.

**7. Old Business**

**a) Clean Water Partnership Loan Program Update**

Mr. Kinney explained that several components are included in this agenda item: review of the loan application, action on the resolution authorizing submittal of the application, and actions associated with securing bond counsel as required. There was discussion about the projects included in the loan application and their relationship to the 2018 budget. It was clarified that the majority of the loan application is for projects, with a small portion (\$40,000) being dedicated to education program activities.

Manager Spence moved to adopt resolution 18-03-03 authorizing submittal of the Clean Water Partnership loan application as presented. Seconded by Manager Schmaltz. Upon a roll call vote, the motion carried 4-0.

<b>Manager</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>
Jackie Anderson	X		
Jackie McNamara			X
Wayne Moe	X		
Stephen Schmaltz	X		
Jon Spence	X		

Manager Schmaltz asked about the need to retain separate bond counsel. Mr. Holtman explained that bond counsel is recognized as a specialized field of legal practice. Smith Partners LLP does not practice in this field. Among other roles, an opinion of recognized bond counsel is required and relied on by bond purchasers to confirm the validity and tax treatment of public bonds. Those who issue debt to public bodies also may require an opinion of bond counsel, such as the MPCA under the Clean Water Partnership program.

Manager Moe moved to transfer \$7,000 from the current unreserved fund balance 000-2900-01 into fund 1-004-4410, and to authorize the Administrator, on advice of counsel, to retain Kutak Rock LLP as bond counsel, and to incur fees not to exceed \$7,000 for the purpose of securing an MPCA Clean Water Partnership Loan. Seconded by Manager Spence. Upon a vote, the motion carried 4-0.

**b) LSC 1W1P Policy Committee Appointment**

Mr. Kinney explained that the Lower St. Croix (LSC) One Watershed-One Plan (1W1P) planning team has completed the majority of the work plan as required by the Board of Water and Soil Resources (BWSR). The work plan has now been approved by BWSR. In addition to the planning committee that staff has taken part in, there will be a policy committee which will be made up of one board member from each entity participating in the LSC 1W1P planning effort.

Manager Schmaltz volunteered to serve and asked about the level of commitment associated with serving on the committee. Mr. Kinney estimated that there would be approximately 8-10 policy committee meetings throughout the entire 18-month process.

Manager Moe moved to appoint Manager Schmaltz to serve on the Lower St. Croix One Watershed-One Plan Policy Committee on behalf of the CLFLWD. Seconded by Manager Spence. Upon a vote, the motion carried 4-0.

**c) Metro Area Watershed Based Funding**

Mr. Kinney noted that what was previously being referred to as “performance-based funding” is now called “watershed-based funding.” He further summarized the metro area watershed-based funding process as outlined in the BWSR documents.

President Anderson moved to accept the recommendations from the Washington County Workgroup for equal distribution as it relates to the Metro Area Watershed-Based Funding of \$787,600 and for staff to proceed with working with BWSR and local partners to finalize the requirements needed for this pilot. Seconded by Manager Spence.

Discussion: Manager Spence recalled the Board’s previous stance that a performance-based system should be used instead of an acreage-based system for allocating funds. President Anderson explained that at a previous meeting, at which Manager Spence was not present, the Board agreed to the acreage-based system in order to keep the program moving forward consistently. It was clarified that this funding pool is separate from the competitive grant program with which the District has had past success in obtaining grants. Under this system, the CLFLWD would receive \$78,760 from BWSR and enter into an agreement with BWSR in a similar way as it has with other grant funding. Mr. Kinney noted that, at several related inter-agency meetings, he has continued to voice the opinion that performance-based funding is preferable.

Upon a vote, the motion carried 4-0.

**d) District Awards Program**

Mr. Sorensen recapped that the draft awards program structure was brought to the February 22<sup>nd</sup> board meeting. Input was also solicited from EMWREP's educator, Angie Hong, and Keystone Waters communication consultant, Laura Jester. Staff put together an outreach plan that would spread the word about this program. An updated framework for the program is being brought to this meeting for the Board's consideration. It recommends that two award categories be included in the program: Watershed Legacy Award and Junior Watershed Legacy Award (for ages 19 and lower).

President Anderson explained how the purpose of the award program is to encourage personal responsibility for keeping our public waters clean and healthy, as well as to inform the public of the District's activities and future plans, and encouraged keeping the BMP focused awards as well. She recommended that the Junior award not be included as we don't have enough history working with youth groups to date and because the overall award program will recognize either an individual or an *entity* that has done a superior job at helping the District achieve goals. She recalled that, at a past board meeting, Manager McNamara expressed interest in being more involved with this program. President Anderson recommended appointing Manager McNamara as the Board liaison for this program.

Manager Schmaltz expressed that including two award categories for the program makes sense, as opposed to trying to include five or six at this point; start out simply and add more categories later if desired.

President Anderson moved to appoint Manager McNamara as the Board liaison to fine-tune this program, and to bring back a final recommendation at the June 28<sup>th</sup> regular board meeting. Seconded by Manager Moe. Upon a vote, the motion carried 4-0.

**e) 3<sup>rd</sup> Lake Pond Project Restoration & Closeout**

Mr. Kinney explained that there are two proposed actions for this agenda item: approval of final project closeout and payment of Peterson companies, and decision on proposals from two additional contractors for the final remaining site restoration work. Mr. Graske further explained the project closeout and final payment recommendation.

Manager Spence moved to approve the project closeout based on the March 2, 2018 EOR Project Closeout memo and pay the final payment to Peterson Companies. Seconded by Manager Schmaltz. Upon a vote, the motion carried 4-0.

Mr. Kinney explained that the two contractors being considered for the final restoration work are Prairie Restorations Inc. and Shoreline Landscaping. He further described the locations and scope of the restoration work including additional soil restoration and native landscaping in several areas, and outlet streambed stabilization. He noted that the

project has already been proved to be successful in achieving its water quality improvement goal for Forest Lake. This was documented by the District's project effectiveness monitoring in 2017, as well as anecdotally by several nearby residents. Mr. Kinney recommended that the Board approve the scope of work from Prairie Restorations Inc. and two of the three scopes from Shoreline Landscaping: "Gully/Streambed Stabilization" and "Shannon Peterson Property." President Anderson recapped that the cumulative total of the two Shoreline Landscaping scopes is \$11,695, and the District currently has a \$5,000 credit from the previous contract with Peterson Companies, therefore the District would essentially incur a new cost of \$6,695.

Manager Anderson moved to authorize the District Administrator to enter into agreements, upon review of legal counsel, with Prairie Restoration, Inc. for the amount not to exceed \$6,255 and Shoreline Landscaping for the amount not to exceed \$6,695 (taking into consideration the \$5,000 credit from the Peterson Companies contract) to complete project restoration efforts as part of the 3rd Lake Pond project. Seconded by Manager Moe. Upon a vote, the motion carried 4-0.

**f) Moody Lake Project – Phase 2** [moved to agenda item c.a]

## **8. Report of Staff**

### **a) Administrator**

Administrator Kinney noted that the office visit for the District audit occurred today, and to his understanding there were no issues or findings from the audit. President Anderson noted that she had a few questions regarding the Administrator's Report, and she would talk to Mr. Kinney about these after the meeting. She asked if the article about the Moody Lake Wetland Rehabilitation project has been published, to which Ms. Lindemyer responded that it has been sent out but not yet published.

### **b) Emmons & Olivier Resources**

Nothing to report.

### **c) Smith Partners**

Nothing to report.

## **9. Report of Treasurer**

### **a) Approval of Bills and Treasurer's Report**

Treasurer Schmaltz reported income for the period of \$5,673.11 and expenses in the amount of \$84,213.73.

Manager Moe moved to accept the Treasurer's Report and pay the bills in the amount of \$84,213.73. Seconded by Manager Spence. Upon vote, the motion carried 4-0.

## **10. Report of Officers and Managers**

President Anderson noted that Mark Lambert, President of Summit Management, for which the Board recently approved a permit, was in the audience and invited him to address the Board since he arrived after the public open forum; to which he declined.

## **11. Adjourn**

### **a) Next regular board meeting – April 19, 2018**

It was noted that the Board will begin meeting twice per month starting in May so that the meetings don't run quite so long during the summertime busy season.

Manager Spence moved to adjourn the meeting at 9:43 p.m. Seconded by Manager Moe. Upon vote, the motion carried 4-0.

Wayne S. Moe, Secretary \_\_\_\_\_