

Draft
CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT
Regular Meeting Minutes September 12, 2018

Managers Present: Kristin Tuenge, Wade Johnson, Andy Weaver, Eric Lindberg & Paul Richert

Managers Absent: Thomas Polasik

Others Present: Jim Shaver (Administrator), Susannah Torseth (Galowitz • Olson Law), and Carl Almer (EOR)

Manager Johnson called the meeting to order at 6:34 p.m.

1) a) Approve Agenda

Manager Weaver moved to approve the agenda as amended. Seconded by Manager Johnson. Motion carried 5-0.

2) Minutes from August 22, 2018

Manager Tuenge moved to approve the August 22, 2018 Regular minutes and Annual Meeting Minutes as amended. Seconded by Manager Johnson. Motion carried 5-0.

3) Treasurer's Report

Manager Tuenge presented the Treasurer's Report.

Manager Johnson moved to accept the Treasurer's Report. Seconded by Manager Weaver. Motion carried 5-0.

4) Public Comments: None

5) Presentations and Agenda items subject to Public Comments: None

6) Project Updates

a) Marine Stormwater Phase 1: Administrator Shaver requested a meeting with key individuals for the Marine project and is waiting for confirmation of a meeting date and time.

a) Marine Stormwater Phase 2: Administrator Shaver and Engineer Almer are exploring accessibility of that part of the project. Arranged a meeting with contractors to assess the site and give an opinion of access to the site. Concern is getting large equipment in through Pinecone Trail. Suggested action is to fill in a small part of the ravine to create a "bridge" across the top of the ravine so that large equipment could access the project site. The fill would remain after the site was completed. Administrator Shaver plans on sending a letter to landowners outlining the plan relayed to the Managers. Administrator Shaver explained that some easements will need to be obtained for this Project. Contractor recommended that this project occur in the summer. Engineer Almer reported that there will be significant tree removal as part of this project.

- b) **Marine Stormwater Phase III:** Engineer Almer reported that funding for this project may be provided to the District this fall.
- c) **133rd Street/Panorama:** Administrator Shaver met with a neighbor to this project who is interested in granting an easement that would help the project proceed. The District has received a BWSR Watershed Based Funding Grant with ½ of the grant funds applied to this project. Administrator Shaver reported that the focus is currently to obtain easements for the project, and then design will commence.
- d) **Long/Terrapin AIS Filter:** Engineer Almer reported that he followed-up with Roger Rydeen. Materials have been ordered. The project will be completed this fall.

7. New Business

a) Permits

- i) **Return of Surety for Permit P17-001 (Rynders):** Administrator Shaver reported he had visited the site and recommended returning the surety for this permit. **Manager Tuenge moved to return a \$500.00 surety to the Contractor for the property owner. Seconded by Manager Lindberg. Motion carried 5-0.**
- ii) **Status of P17-012:** Administrator Shaver reported that the May Township Engineer is working closely with the property owner and improvements are occurring. Vegetation is growing and silt fences have been installed.
- iii) **Fill Violation at 12860 Paradise Avenue North (Wacker Property):** Administrator Shaver reported that he anticipates restoration orders to the original footprint of the property will be issued in the near future by the DNR and WCA. Administrator Shaver requested guidance from the Managers whether the District is most concerned with restoration of the lakeshore rather than engaging in legal argument to acquire necessary fees and sureties at this time. The Managers directed Administrator Shaver to notify the property owners District Rules require them to apply for an after-the-fact permit from the District and that the District is interested in working with the property owners.

Managers discussed whether there is a desire for the District to highlight the actions of these homeowners so that the public is aware of their actions and the costs it will take to mitigate and correct their actions. Additional discussion rather than highlight these owners, the lake owners in the District could benefit from explanation of legal and illegal actions they can take on their own shorelines.
- iv) **Permit P18-012: Square Lake Outlet (County Project)** Engineer Almer described the purpose of the permit and request and recommended the Managers approved the permit pending Engineer review. **Manager Tuenge moved to issue conditional approval of Permits 18-012 pending the District engineer's approval. Seconded by Manager Johnson. Motion carried 5-0.**

b) Cost Share

i) Groundwater-Lawn Sprinkler Controllers Stillwater Proposal: Administrator referred Managers to review Memorandum in the packet.

ii) Hein Raingarden Cost Share Request: Administrator Shaver reviewed the cost share request for a plant grant. **Manager Weaver moved to provide funds for cost share not to exceed \$500.00 toward the project. Seconded by Manager Richert. Motion carried 5-0.**

c) TiGavo Docking Increase: Proposal has been withdrawn by the property owner and does not need to be addressed by the Managers.

d) Goose Lake St. Sauver: Engineer Almer reviewed the Goose Lake Iron Enhanced Sand Filter packet provided by EOR. The cost estimate EOR received today with this proposed plan are higher than anticipated so the project may need to be down-sized. Estimated capture of phosphorous is 35 lbs. per year.

Administrator Shaver reported that this project is being funded by a BWSR grant that is set to expire at the end of the year. A request has been made to extend the grant for 1 year, but the maximum BWSR grant can extend to is June 1, 2019.

Manager Tuenge moved to provide authorization to Administrator Shaver to solicit bids upon final design prepared by EOR. Seconded by Manager Lindberg. Motion carried 4-1 with Manager Waver dissenting.

e) 2019 Budget and Levy Resolutions:

Manager Johnson moved to approve Resolution 9-12-18-1, which adopts the preliminary 2019 Operating and Capital Budget totaling \$848,843. Seconded by Manager Tuenge. Motion carried 5-0.

Manager Johnson moved to approve Resolution 9-12-18-2, which authorizes submission of the preliminary levy of \$590,000 for 2019 to Washington County for certification. Seconded by Manager Tuenge. Motion carried 5-0.

f) MAWD Resolutions: Administrator Shaver referred Managers to review Memorandum in the packet containing the proposed MAWD Resolutions.

g) BWSR Grant Agreement – Watershed Funding Based Funding Grant Approval

Motion by Johnson; 2nd Weaver. Approved 5-0

8. Old Business

- a) **LSCWP (One Watershed):** Brief update by Manager Johnson regarding the meeting he attended.

9. Other Reports:

- Administrator did not receive an update on water monitoring report from DNR.
- Outlet weir structure has been dammed by beavers.
- 6" of water is coming out of Little Carnelian.

10. Bills to Be Paid

Manager Johnson moved to pay the bills in the amount of \$31,068.95. Seconded by Manager Tuenge. Motion carried 5-0.

Manager Johnson suspended the Regular Meeting and opened the Closed Session Related to Personnel.

1. Administrator Shaver waived his right to a formal performance review.
2. Administrator Shaver submitted a letter stating his intention to retire effective in January after his PERA is activated.
3. **Motion by Manager Johnson to approve a retroactive 2% cost-of-living increase in Administrator salary effective January 1, 2018. Second by Manager Polasik. After discussion, Motion carried 5-0.**
4. Managers discussed that accrued and unused vacation/PTO for Administrator will be paid pursuant to the Employee Handbook and the terms of his employment agreement.
5. Managers discussed next steps for the District after Administrator Shaver retires.

Manager Johnson closed the Closed Session and reconvened the Regular Meeting.

11. Next Meeting is October 10, 2018 at 6:30 p.m. at the Scandia City Council Room, Scandia Community Center, Scandia, MN

12. Adjourn

Manager Johnson moved to adjourn at 8:47 p.m. Seconded by Manager Tuenge. Motion carried 5-0.

Submitted by: Administrator Jim Shaver