

Middle St. Croix Watershed Management Organization
Washington Conservation District
August 11th, 2011 Meeting Minutes

Present: Nancy Anderson, St. Mary's Point; Daniel Kyлло, West Lakeland Township; Mike Polehna, Stillwater; Brian Zeller, Lakeland; Susan St. Ores, Bayport; Cindie Reiter, Lake St. Croix Beach, and Amy Carolan, Administrator.

Call to Order

The meeting was called to order at 7:03 p.m.

Approval of Minutes

Mr. Kyлло, seconded by Mr. Polehna moved to approve the July 14th, 2011 minutes. The motion was carried.

Treasurer's Report

Mr. Kyлло presented the treasurer's report. He reported that the remaining checking account balance was \$35,579.29. Mr. Kyлло reported that the ending balance in the RBC savings account was \$84,017.14. The ending 4M balance was \$31,975.73. Mr. Kyлло reported that there were three bills to be approved: Washington Conservation District in the amount of \$535.50; Washington Conservation District in the amount of \$191.00; Washington Conservation District in the amount of \$4,896.50.

Ms. St. Ores seconded by Mr. Kyлло, moved to approve the treasurer's report and pay the bills presented. The motion carried.

Public Comment

No members of the public were present at the meeting.

BWSR Performance Review and Assessment Program (PRAP)

Mr. Don Buckhout, PRAP coordinator from the BWSR presented a draft of the MSCWMO's 2011 PRAP report. Mr. Buckhout reviewed the summary of performance results on the first page of the report. According to the report, the MSCWMO has shown exemplary performance in several areas of operation including annual budgeting, water monitoring, education programs, and excellent coordination and communication with its local communities. The PRAP report did state that the MSCWMO needed to take immediate action concerning two areas of operation, those areas included a more active citizens advisory committee and posting RFPs for all professional services, including administrative services. The MSCWMO board of managers felt that citizens living in the WMO had ample opportunity to provide input on the actions of the WMO through City Council meetings as well as Planning Commission Meetings. The MSCWMO board of managers felt that the WMOs position was different than most Watershed Districts as all of the managers were elected officials from each member community and that communication with citizens was ongoing. The MSCWMO board of managers will review the draft report and submit comments to BWSR. A final report will be provided in a future meeting.

2012 Draft Budget

The 2012 draft budget was reviewed at the meeting. At the July 2011 regular meeting, a \$10,000.00 increase was proposed to provide additional cost-share dollars and complete in-lake water quality research on McKusick Lake in 2012. Mr. Polehna and Mr. Kyлло did not support the \$5,000.00 increase for McKusick Lake. Ms. Anderson was in favor of increasing the cost-share dollars. Administrator Carolan stated that additional funding for technical assistance was more necessary than additional cost-share dollars. Mr. Zeller believed technical assistance was very important. Mr. Kyлло reminded the board that townships had already set their budget for 2012 in March. Ms. St. Ores asked if there were any other areas of the budget where we could reduce the line item and add the difference to the cost-share technical assistance line item. Administrator Carolan stated that the MSCWMO did have \$6,000.00 available for development plan review and the full amount had not been spent for the last two years due to the decrease in development proposals. Ms. Carolan suggested shifting \$2,000.00 from the Development Plan Reviews line item to the Cost-Share Technical Assistance line item. Mr. Kyлло agreed. Mr. Polehna recommended that we consider increasing our development review fees to help cover the total cost of the review. Administrator Carolan stated that the 2006 Watershed Management Plan set the amount; this number could be revised during the plan update. Mr. Zeller moved to maintain the budget at \$102,500.00 for 2012, allowing for the increase in technical assistance dollars by shifting development and plan review funds. Seconded by Mr. Polehna, motion carried.

Administrator Carolan notified the board that the annual budget presentation to the County Commissioners would be held on Tuesday, November 1st, 2011. The time had not been confirmed, but Administrator Carolan would update the board when the time was determined.

2010 Draft Water Monitoring Report

Administrator Carolan presented the final draft of the 2010 Water Monitoring Report for the board to review. Mr. Zeller moved approval of the 2010 Water Monitoring Report, seconded by Mr. Polehna. Motion carried.

2012 BWSR Clean Water Fund Competitive Grants

Ms. Carolan notified the board that the BWSR's Clean Water Grants Program was accepting applications for clean water fund projects. Ms. Carolan recommended that the board submit applications for more work on Lily and McKusick Lakes. Ms. Carolan asked the board to submit their project ideas to her in order to make application. Information on the grant program was included in the board packet.

Cost Share Program

New Applications

The board reviewed one new application for Tim Jenks to install raingardens in the City of Bayport. Mr. Polehna made a motion to provide \$600.00 to Tim Jenks for raingarden installation, Ms. Reiter seconded. Motion carried.

September Board Meeting

The September 2011 regular board meeting was cancelled.

Plan Reviews and Submittals

Ms. Carolan presented the City of Stillwater's plan for pedestrian walkway improvements near Lowell Park. A staff report with comments on the project was also included in the board packet. Ms. Carolan recommended conditional approval of the project plans, indicating that the applicant must work with MSCWMO staff to address the comments in the staff report. Ms. St. Ores moved to approve the staff report and recommendations, seconded by Mr. Kylo. Motion carried.

Administrators Report

Administrator Carolan provided a written report.

Other Agenda Items

There were no other agenda items.

Adjourn

Ms. Anderson moved to adjourn the meeting at 8:12PM, seconded by Ms. Reiter. Motion carried.