

OFFICIAL MINUTES
Clearwater River Watershed District
Board of Managers Meeting
August 16, 2017 - 6:00PM
City Hall, Annandale, MN

Chair Schiefelbein called the meeting to order at 6:02pm. Managers Paul DeGree, Kathy Jonsrud, Robert Schiefelbein and Chris Uecker were present. Also in attendance were Jack Gleason and Joel Von Ende (left at 9:06pm), Engineer Rebecca Carlson, Advisor Merle Anderson, Assistant Administrator Dennis Loewen and Administrator Cole Loewen. The following were in attendance for the first three items under presentations: Al Sullivan, Jeremy Rosnow, Jason Buboltz, Tim Haag, Betsy Pearson, Jeff & Lori Westrum, Jeff & Teresa Hagg, Chuck & Rani Decker, Bill Donovan, Nicholle Corey, Scott Wroblewski, Travis Jenniges, Michelle Murray and Sheryl Martino. A few left during said presentations, the remainder left at 7:35pm at the conclusion of said items.

Motion #17-08-1: Uecker/DeGree moved to amend and adopt the agenda by moving item 7.3 "Potential short-term, low-cost fixes to the noted alarm issues at Clearwater Harbor/ Hidden River Sanitary Sewer System" to the third spot under "Presentations". **All Managers voted aye.**

PRESENTATION

Request from Hidden River Association to clarify terms "unanimity" and "broad consensus" in re: previous discussions on decommissioning Hidden River Sewer System

Administrator Loewen noted the request received from the Hidden River Association. Chair Schiefelbein opened the floor to public comment.

Betsy Pearson provided an overview of various research completed by herself and other lot owners in the Hidden River Development. Mrs. Pearson noted that ~26 lot owners have indicated a preference for the Hidden River Sewer System to be decommissioned. Mrs. Pearson asked the Board whether the association would have the time to try and complete the list of items provided by the Board to the Hidden River Association in June 2016 in order to determine whether the potential to decommission the Hidden River Sewer System is viable.

Multiple questions and back and forth occurred between the audience and audience/ Board. Examples are provided below:

- How the decommissioning option would affect the proposed nitrogen mitigation systems (NMS) from the perspective of property owners on the Clearwater Harbor Sewer System.
- Whether or not there is adequate time for the decommissioning option to be evaluated in light of the Point Source Implementation Grant (PSIG) program's and the NMS project's schedule.
- The work that has been completed regarding evaluating the decommissioning option.
- How would the proposed NMS be financed and what are its estimated costs.
- How would the decommissioning option be financed and its estimated costs, as well as the cost to install individual sewage treatment systems by the Hidden River lot owners.

Near the end of this discussion, the Board noted the following:

- The Board considers the option to decommission the Hidden River Sewer System to require unanimous concurrence among all lot owners in the Hidden River development.
- The Board reiterated the items that would have to be completed in order for the Board to consider the decommissioning option further were provided in June 2016.
- Given the following:
 - No significant completion of the noted list of items has occurred as of this date, and

- The Board is poised to move forward with the proposed NMS in order to meet the project timeline submitted to the State of MN for grant funding under the PSIG program, and
- To place on hold the design work of the NMS in order to allow time for said list of items to be worked on by the Hidden River development lot owners would potentially risk grant funding under the PSIG program, and
- There is a lack of unanimity among the lot owners of the Hidden River development, The Board does not consider the decommissioning of the Hidden River Sanitary Sewer System to be viable any longer.

Task order: 95% design for Clearwater Harbor and Hidden River Nitrogen Mitigation System

Engineer Carlson reviewed design costs and diagrams and fielded questions.

Motion #17-08-2: Jonsrud/Jecker moved to authorize task order #17-005 with Wenck Associates at \$105,380 for 95% design of a nitrogen mitigation system for Clearwater Harbor and Hidden River Sewer Systems, with design including control panel replacements. **All Managers voted aye.**

Motion #17-08-3: Jonsrud/Jecker moved to direct its administrator work with the Board’s attorney and engineer to complete all necessary administrative items in relation to the proposed nitrogen mitigation system, including items to complete the previously-ordered Technical & Cost Specifications Report and to prepare for the to-be-ordered public hearing on said report. **All Managers voted aye.**

Potential short term, low cost fixes to the noted alarm issues at Clearwater Harbor/ Hidden River Sanitary Sewer Facility

Engineer Carlson provided a recommendation and fielded questions.

Motion #17-08-4: DeGree/Jecker moved to authorize the Board’s engineer to work with the Board President on getting quotes from vendors to review and modify the logic program for the control panels at Hidden River and Clearwater Harbor Sewer Systems in order to address the noted alarm issues. **All Managers voted aye.**

Members of the audience present for the previous items under “Presentations” left at this time.

Proposed 2018 CRWD Budget

The Board made the following changes to the proposed budget: 1) set the proposed special assessment for fund 210- Clearwater River Chain of Lakes O&M at \$150,000, fund 216- Cedar Lake AIS O&M at \$30,000 and fund 232- Lake Augusta AIS O&M at \$7,500 and 2) set the proposed quarterly utility fee for the Rest-A-While Sewer System at \$190.00. The Board also reiterated that the budget hearing has been set for September 6, 2017 at 6:00pm at City Hall in Annandale, MN.

Discussion on current & future watershed management plan

The Board directed this item be placed at the end of the Board’s agenda on September 6, 2017.

CONSENT AGENDA

Action items included in the consent agenda were as follows: 1) Approved July 19, 2017 CRWD Board of Managers’ regular meeting minutes, 2) Authorized Board and staff attendance at upcoming events.

Motion #17-08-5: Jonsrud/DeGree, moved to adopt the consent agenda. **All Managers voted aye.**

AUGUST 16, 2017 FINANCIAL REPORT

Administrator Loewen reviewed the financial report.

Motion #17-08-6: Jonsrud/UECKER, moved to authorize payment of bills, subject to audit, sans payment to Meyer Contracting for pay app #2 under the Watkins Stormwater Project. **All Managers voted aye.**

Motion #17-08-7: UECKER/Jonsrud, moved to grant the Board's administrator the authority to transfer monies from Board investments into the Board's checking account in order to provide adequate cash flow, with said authorization to expire December 31, 2017. **All Managers voted aye.**

OLD BUSINESS

Watkins Area Stormwater Treatment Project update

Engineer Carlson provided an update on the project, including the limestone filter component and noted a change order request from contractor Meyer Contracting had been received. Both the administrator and the engineer were in the process of reviewing and will have recommendations regarding said change order for Board consideration at its September regular meeting.

Motion #17-08-8: UECKER/Jonsrud, moved to authorize payment of pay application #2 from Meyer Contracting for the Watkins Area Stormwater Treatment Project (BWSR Grant #C15-1978). **All Managers voted aye.**

Grant application for in-lake alum treatment

No discussion.

Attorney opinion on amending Clearwater Lake Eurasian Watermilfoil improvement to Clearwater River Chain of Lakes Restoration Project per request from Clearwater Lake Property Owners Association

Copies of an attorney-client privileged memo from Smith Partners, PLLP were handed to the Board by Administrator Loewen.

Motion #17-08-9: Jonsrud/DeGree, moved to waive attorney-client privilege for the memo from Smith Partners, PLLP on the Clearwater Lake Eurasian Watermilfoil improvement. **All Managers voted aye.**

The Board directed staff to 1) send the memo to the Clearwater Lake Property Owners Association and request their feedback and 2) add this matter to the Board's September regular meeting agenda.

Memo on sampling of Curly-leaf Pondweed in Lake Augusta in 2017

The Board directed this memo be shared with the Lake Augusta Association. Jack Gleason, Lake Augusta Association, reviewed mechanical harvesting of curly-leaf pondweed in Lake Augusta.

NEW BUSINESS

Agricultural BMP program enrollment: cost-share approval

Motion #17-8-10 Jonsrud/UECKER, moved to approve a cost-share contract with Ervin Hennen to construct Water and Sediment Control Basins on property located in S12-T122-R30, the amount not to exceed \$8,595.50 from the CRWD's Clearwater River Restoration & Protection Phase II Project, subject to submission of both invoices from the construction contractor and final certification from an approved technical representative. **All Managers voted aye.**

Amending grant agreement with MPCA for Alternative Tile Intake Project

Motion #17-08-11: UECKER/Jonsrud, moved to authorize staff to work with the MPCA to amend the Alternative Tile Intake Project grant agreement to allow other types of best management practices (BMPs) that reduce sediment and nutrient export to the Clearwater River. **All Managers voted aye.**

Jack Gleason and Joel Von Ende left during this item.

Administrator Loewen- Other Business

Letter request from Nathan Petron, 12990 Cattail Court, Wandering Pond Sewer System

The Board directed its administrator to respond to Mr. Petron informing him the Board took no action on his request, note the last time his septic tank was serviced and the servicing schedule. The Board also directed its administrator to contact the service provider for this sewer system to determine the specific date the tank was last serviced and what actions were performed during the last servicing.

Other

Administrator Loewen encouraged a site visit of the Watkins Area Stormwater Treatment Project.

Advisor Anderson- Other Business

Advisor Anderson reviewed efforts on upstream agricultural best management practices adoption.

Advisory Committee assignments are:

1. No-wake “flag” notices
2. Aquatic Invasive Species
3. Assist with planning January 2018 AIS event

Items noted for the September 6, 2017 special meeting are:

- Public hearing on proposed 2018 CRWD budget
- Public hearing on School Section Lake Modified Outlet Control Project #17-1
- Discussion on current & future Watershed Management Plan

Items noted for the September 20, 2017 regular meeting are:

- Election of Officers
- Update on Clearwater Harbor/ Hidden River NMAP implementation
- Update on Clearwater Harbor/ Hidden River telemetry quotes
- Clearwater Lake Eurasian Watermilfoil improvement: request from Clearwater Lake Property Owners Association
- Project/ program updates
- Watkins Area Stormwater Treatment Project Update
- Draft CRWD policy book
- Delinquent sewer utility notices, order hearing

MANAGERS’ REPORTS

Managers Jonsrud and Uecker noted the current status of the Wright County Regional AIS Inspection in Annandale.

Motion #17-08-12: DeGree/Uecker, moved to adjourn at 9:36pm. All Managers voted aye.

THESE MINUTES ARE AVAILABLE AT: www.crawd.org.

CRWD AUDIT REPORTS ARE AVAILABLE AT THE ANNANDALE PUBLIC LIBRARY

Chair, Robert Schiefelbein

Secretary, Paul DeGree