



Steering Committee Meeting
Zoom
Wednesday, February 22nd, 2023
1:00PM

Attending: Tom Dietrich – Washington County, Alicia Cosgrove – Washington County, Barbara Heitkamp – EMWREP/LSC, Emily Heinz – CLFLWD, Jennifer Hahn – MN Extension/LSC, Jamie Schurbon – Anoka SWCD, Paul Swanson – Pine SWCD, Caleb Anderson – Pine County, Karen Kill – BCWD, Michelle Jordan and Barb Peichel – BWSR, Susanna Wilson Witkowski – Chisago County, Mike Isensee – CMSCWD, John Hanson – VBWD, Jay Riggs – WCD, Matt Downing – MSCWMO, Craig Mell – Chisago SWCD, Matt Moore – SWWD, Laura Jester – Keystone Waters LLC, Angela Defenbaugh – WCD, Talisha Zimmerman – Isanti County, Angie Hong – EMWREP/WCD, Becca Oldenburg – WCD

Call to Order – 1:00PM

Becca Oldenburg started the meeting at 1:04PM. Craig Mell suggested the order the project proposals be heard be in the following order: Lower St. Croix Partnership Ordinance Update Program, Oak Street Bioretention Basins, Trout Brook, and then 16630 154th St N Engineering and LSCP A7 Engineering/Technical Request in order to consider the last two projects at the same time as they are same activity for funding purposes.

Approval of Minutes

No changes were made to the January 10th, 2023 minutes.

Administrative updates

Emily Heinz gave a reminder that it is the end of the year for eLINK and that she has wrapped her reporting. Craig Mell stated that all funds have been encumbered.

FY21 WBIF Review

Updates were given for all FY21 WBIF activities. Jennifer Hahn gave the update for A1 stating that there are enough funds for work through August-September. Caleb Anderson stated Pine Soil and Water Conservation District (SWCD) is waiting for spring to come for their A2 project. Barbara Heitkamp gave the update for A3 that there are funds through this quarter. A4 projects including Chisago SWCD which is on track with their cover crops, Isanti SWCD which is slated to finish their project with \$200 remaining, and the Washington Conservation District (WCD) has spent their original project funding but there is money remaining from the amendment that shifted \$30,000 to the WCD. CMSCWD has draft agreements in place and will be out to bid for the boat launch construction in April for A5. A6 for CMSCWD is complete and reimbursed, for CLFLWD the project is underway and with the frozen conditions they are on track. A7 is complete. A8 updates covered several projects. The WCD is almost done with their street sweeping and is working on the assessment protocol comments. CMSCWD is

[Anoka Soil and Water Conservation District - Brown's Creek Watershed District - Chisago County](#)
[Carnelian-Marine-St. Croix Watershed District - Chisago Soil and Water Conservation District](#)
[Comfort Lake-Forest Lake Watershed District - Isanti County - Isanti Soil and Water Conservation District](#)
[Middle St. Croix Watershed Management Organization - Pine County - Pine Soil and Water Conservation District](#)
[South Washington Watershed District - Sunrise River Watershed Management Organization](#)
[Valley Branch Watershed District - Washington County - Washington Conservation District](#)

nearly complete with their subwatershed assessment (SWA) with a field investigation planned for a potential best management practice in April. Pine County's SWA is underway. CLFLWD is finishing their street sweep with plans to submit the results for the next meeting. ACD is done with their street sweeping and will also be presenting the results at the next meeting. EOR is working on the preliminary layer for the Sunrise River PDA. A9 is completed. A10 updates include Chisago SWCD having funds into Q2. CLFLWD is addressing year end reports and will be moving \$1,500 around to tie things up. Keystone Waters LLC has a signed contract and will have a report for the next Policy Committee meeting. Barr Engineering is continuing their work.

FY23 WBIF Review

Jay Riggs gave an overview of the work WCD is doing, including A5, A6, and A10. Craig Mell gave an update the work CSWCD will continue to do for A10.

Project Proposals – <\$50K

Mike Isensee presented information on the proposed project Lower St. Croix Partnership Ordinance Update Program. Barbara Heitkamp stated that this includes six communities. Emily Heinz asked if this project needed a project request form and the Steering Committee concluded it was okay without. Craig Mell asked who the contract for this work would be with, the WCD or the contractor itself. Mike Isensee said the work would be with the contractor. Craig Mell motioned to approve funding this project at \$17,340, and Karen Kill seconded. The motion carried with all present voting in approval.

Mike Isensee presented information on the Oak Street Bioretention Basins. Craig Mell shared that there is a pool of \$140,000 available for activities like this one available. Emily Heinz asked if any other funding sources had been explored. Jamie Schurbon asked if the 319 grants count for WBIF. Mike Isensee responded that other sources had not been extensively explored and that do 319 grant funds do count. Michelle Jordan inquired about what plan goal this project addresses and requested that this information be included in the application. Mike Isensee stated that this project will reduce loading to the St. Croix River. Matt Moore motioned to approve funding this project for \$45,000, and Matt Downing seconded. The motion carried with all present voting in approval.

Mike Isensee presented information on the 16630 154th St N Engineering and LSCP A7 Engineering/Technical Request. Stating that this restoration work might help move Spring Creek from a C grade to an A or B. Craig Mell asked if there is runoff contributing to the spring and if this work would become a permeant easement. Mike Isensee shared there is runoff from coming agricultural and large lot resident sources, as well as Highway 95. This work will possibly become an easement or likely be renewed on a 25-year cycle. Emily Heinz asked if this was a priority area draining to the St. Croix. Mike Isensee stated that it was and would lead to 6-9 lbs. reduction in phosphorus loading. John Hanson inquired if infiltration is prohibited due the area being karst and Mike Isensee said he would investigate. Matt Downing motioned to approve \$10,000 for this project, Craig Mell seconded. The motion carried with all present voting in approval.

Matt Moore presented information on the Trout Brook project. Karen Kill asked if this was the same amount that was asked for during the FY21 WBIF cycle and Jamie Schurbon inquired if this was in phase three and if it was above and beyond what is in the workplan. Craig Mell stated that the technical engineer was in the workplan and that \$350,000 had been awarded towards this project in the FY21 WBIF cycle. Matt Moore shared that there are other funds going towards this project including from Great River Greening and Lazard Funds. Emily Heinz mentioned this project request exceeding the amount available and the Policy Committee had expressed concerns with this happening. Jamie

Schurbon shared that concern. Craig Mell stated the limited funds for this activity, \$40,000 for the FY23 WBIF cycle. The 16630 154th St N Engineering and LSCP A7 Engineering/Technical project will use \$10,000, leaving \$30,000 available. If this request was approved it would use the remaining funds. Jay Riggs brought forward concern for no funding remaining for northern partners was brought forward as well. Caleb Anderson and Paul Swanson stated they didn't have any current plans for projects to use the funds. Craig Mell said it would be likely that there would be a project at some point during the cycle that CSWCD would have the would be eligible for the funds. Jamie Schurbon asked if this project needs to go before the Policy Committee and Karen Kill asked if a workplan amendment was needed. After all the discussion Matt Moore tabled the request for this project for now.

Old Business

Tom Dietrich presented the latest version of the Project Evaluation and Approval Process Document. He covered the fast-track process and that project requests should be submitted to Becca Oldenburg. There are two primary categories for deadlines, project requests under \$50,000 and projects greater than or equal to \$50,000. The category should be based on the requested amount, not the total project cost. Jamie Schurbon asked if the calendar could be appended into the document. Craig Mell stated that the calendar can be attached. Jamie also asked about clarifying a third category for projects that aren't subject to the deadline. Craig stated that nonstructural projects requests aren't subject to the calendar and deadlines. Jamie asked about the language in the document about urban projects and Craig clarified that the goal is to make the language clear that nonstructural projects are exempt.

New Business

The demonstration on how to fill out project request form and invoices by Emily Heinz was tabled.

Angie Hong brought forth the topic of subcommittees, specifically the LSC Education Program subcommittee and how often subcommittees should be meet, once a year or every two years, and what other subcommittees should be formed.

The request for feedback on the agenda and meeting structure by Becca Oldenburg was put forth. Becca made a statement that she'd add project request amounts and activity type to the agenda for clarity. Craig Mell stated that he would send Becca the amount available for each activity type.

Other

Craig Mell reminded everyone of the one document for statement of works. Michelle Jordan and Barb Peichel requested that project requests also include the plan activity, as called out in the table. Emily Heinz stated that she would add the amendments to the project request form submittal document.

Adjourn

Becca Oldenburg called to adjourn at 2:40PM.