

**VLAWMO TECHNICAL COMMISSION MEETING**  
**8:00 AM September 14, 2022**

Vadnais Heights City Hall, Council Chambers, 800 County Road E East, Vadnais Heights, MN 55127

**Action items:** ✈

- I. **Call to Order – 8:00am –Chair Jesse Farrell**
- II. **Approval of Agenda**
- III. **Approval of Minutes (August 10, 2022) Pg. 2**
- IV. **Administration & Operations**
  - A. Financial Report for Payment – Phil ✈ Pg. 7
- V. **Programs**
  - A. Education & Outreach – Nick
    - 1. 2022 Watershed Awards: Nominations Open Pg. 15
    - 2. Community Blue, Smart Salting, and MN Water Stewards Recruitment Pg. 15
  - B. Cost Share Program
    - A. Soil Health Grant: 2022-09 WBL Area Historical Society – Lauren ✈ Pg.16 & Pg.20
- VI. **Projects**
  - A. Biochar Project Update – Brian Pg. 17 & Pg. 26
  - B. Update on Feasibility Study for Spent Lime at Oak Knoll Pond – Phil Pg. 17
  - C. Minor Watershed Management Plan Amendment Update – Dawn Pg. 17
  - D. Wilkinson BMP Project Update – Dawn Pg. 18
  - E. Cover It Up Project Update – Dawn Pg. 18
- VII. **Commissioner Reports**
- VIII. **NOHOA**
- IX. **Ramsey Soil & Water Conservation Division**
- X. **St. Paul Regional Water Services**
- XI. **Public Comment**
- XII. **Next Meetings:** TEC: October 12<sup>th</sup>, Regular Board Meeting: October 26<sup>th</sup>
- XIII. **Adjourn**

Upcoming events:

Sept 21<sup>st</sup>: Smart Salting Certification Class  
Sept 22<sup>nd</sup>: Raingarden Palooza Part 3/3  
October 4<sup>th</sup>: Raingardens 101 (online)

**Vadnais Lake Area Water Management Organization  
Technical Commission (TEC) Minutes  
August 10, 2022  
Vadnais Heights City Hall, Council Chambers  
800 County Road E East, Vadnais Heights, MN 55127**

**Commission Members Present:**

Jesse Farrell	Chair, Vadnais Heights (VH)
Gloria Tessier	Vice Chair, Gem Lake (GL)
Bob Larson	Treasurer, North Oaks (NO)
Paul Duxbury	White Bear Township (WBT)
Andy Nelson	Lino Lakes (LL)
Terry Huntrods	White Bear Lake (WBL)

**Absent:** None

**Others in attendance:** Phil Belfiori, Dawn Tanner, Brian Corcoran, Lauren Sampedro, Nick Voss (VLAWMO staff), Patricia Orud (NOHOA), Jeremy Erickson (SPRWS), Ed Shapland (CAC).

**I. Call to Order**

Chair Jesse Farrell called the meeting to order at 8:00 am.

**II. Approval of Agenda**

Administer Belfiori stated staff requests agenda item 5.B. be moved to 5.A.

It was moved by Commissioner Huntrods and seconded by Commissioner Larson to approve the August 10, 2022 TEC agenda with the adjustment of 5.B. switched to 5.A. Vote: all aye. Motion passed.

**III. Approval of Minutes (July 13, 2022)**

It was moved by Commissioner Duxbury and seconded by Commissioner Larson to approve the July 13, 2022 meeting minutes as presented. Vote: all aye. Motion passed.

**IV. Administration & Operations**

**A. Financial Report for Payment**

Administrator Belfiori summarized the financial report as included in the TEC packet. He said revenues from the stormwater utility fee have been received. Project highlights include design work for the Wilkinson project and the creation of an aquatic plant management policy with consultants.

It was motioned by Commissioner Huntrods and seconded by Commissioner Larson to recommend approval of the August 2022 financial report for payment. Vote: all aye. Motion passed.

#### B. TEC Report to the Board

Administrator Belfiori highlighted the proposed Biochar Project efforts and the recent work on the aquatic plant management policy. He also said the public drainage policy was completed earlier this summer and staff are assembling an annual drainage report to accompany the policy.

It was motioned by Commissioner Duxbury and seconded by Commissioner Larson to recommend approval of the August 2022 TEC report to BOD. Vote: all aye. Motion passed.

### V. Programs

#### A. Watershed Plan minor amendment

Tanner presented the materials included in the TEC packet. She stated staff have worked with BWSR on the proposed plan changes, who approved the draft amendment review process can follow the minor amendment procedure in State Statutes. She noted the specifics required by BWSR that determine how draft changes must be displayed in the plan; the materials in the packet specify what has been changed. Tanner said the next steps following a recommendation from the TEC include bringing the proposed minor amendment to the August Board meeting, soliciting review comments from agencies and local partners, notifying entities for public comment, and Board consideration of the amendment per comments received if BWSR approves. Tanner recommended approval of the proposed draft watershed management plan minor amendment for soliciting for review by agencies and local partners.

It was motioned by Commissioner Duxbury and seconded by Commissioner Tessier to recommend approval of the draft proposed Watershed Management Plan minor amendment for soliciting for review by agencies and local partners.

Vote: all aye. Motion carried.

#### B. Education & Outreach

##### 1. Website update

Voss presented the current status of the proposed VLAWMO website renovation process. He highlighted the results from the 11 survey responses received, which will be used to guide website improvements going forward. He noted that staff are working on defining a

scope of work and cost estimate with the project consultant. The next steps include coordinating with staff on file management and shared file procedures based on file retention guidelines, and website redevelopment to the newest version of Concrete5 software. Voss inquired about final feedback from TEC and Chair Farrell asked about the potential for an organized photo library. Voss noted that it isn't included in the proposed website document library scope, but he will ask the web consultants about including photos in the library.

## 2. Good Neighbor Guide debut

Voss presented the Good Neighbor Guide that resulted from a 2022 Community Blue grant led by MN Water Stewards Ceci and Ed Shapland. He stated it will be dispersed to public places in communities like city halls. Voss encouraged partner Cities and Townships to help support the effort by printing additional copies and actively distributing to the public. Commissioner Nelson inquired whether the guide is applicable to requirements in the MS4 permit program and Voss confirmed. Voss thanked Ceci and Ed for their hard work and their volunteerism for this outstanding project. Chair Farrell noted that the City of Vadnais Heights is planning to have a house warming for new residents in the community and could disburse the guide there. He added the City would like to use the guide at the Vadnais Heights City Hall and would be glad to make additional copies as demand dictates.

## VI. Projects

### A. Birch Lake EWM treatment grant completed and closed out

Tanner stated the Birch Lake Eurasian watermilfoil treatment (EWM) grant went smoothly. She summarized the EWM management strategies; the EWM was more dispersed than previous years so a chemical application was not recommended by Ramsey County nor MN DNR. This meant switching contractors, with approval and permitting by MN DNR, to switch to hand pulling by a licensed contractor. The effort was completed successfully. Tanner noted survey maps included in the packet that show infested areas and a new discovery of an infestation of curly-leaf pondweed. The same grant that provided for this effort in 2022 has a 2-year duration, so curly-leaf pondweed treatment may be included in 2023.

### B. Flowering rush on Amelia/RCSWCD check year two

Tanner explained that two points of flowering rush were reported in 1968 and one in 1995 on Amelia Lake, but this species has not been detected in recent years on survey by VLAWMO and Ramsey County SWCD. It was discovered on a private property near Amelia and the property owners as well as Ramsey and Anoka Counties are all willing to

work on treating and re-seeding the area. The new flowering rush infestation was reported in EddMaps by staff and is ~0.2-0.3 acres in extent.

Commissioner Nelson asked for more detail on Anoka County's assistance with the flowering rush treatment. Tanner responded that Anoka Conservation District is less experienced with infestations of the present size so Ramsey County SWCD is leading the effort. Commissioner Nelson stated there may be an Anoka County grant available for invasive species treatment.

**C. Wilkinson BMP engineering underway**

Tanner provided an update that staff had recent meetings with Houston Engineering (HEI) and visits to the Wilkinson project site. She noted current survey work is underway by HEI to begin preliminary design work for the project.

**D. Carp project for spring/summer completed**

Tanner summarized that ~21,000 lbs and close to 1,000 individual carp were removed by Carp Solutions as part of the spring/summer 2022 effort. She said this exceeded the targets set by WSB in their recent report from the winter removal attempt. Carp Solutions is conducting a revised biomass estimate and PIT tagging effort yet this summer to document what has been accomplished so far, with respect to the 100 kg/ha management goal, to establish removal goals for 2023.

**I. Commissioner Reports**

None

**II. NOHOA**

Patricia Orud provided an update that the NOHOA front entrance project is behind schedule, hopefully to begin at the end of August. She said NOHOA is pursuing a Pleasant Lake buckthorn removal effort by Natural Shore Technologies. After Pleasant Lake the effort will continue to Deep Lake. The "Buckthorn Busters Brigade" is also active at Mary Hill Park. Tanner added that yellow irises are currently being treated at Deep Lake.

**III. Ramsey Soil & Water Conservation Division**

None

**IV. St. Paul Regional Water Services**

None

**V. Public Comment**

None

**VI. Next Meetings:**

Next TEC meeting September 14<sup>th</sup> , Next BOD meeting August 24<sup>th</sup>.

**XIII. Adjourn**

It was moved by Commissioner Tessier and seconded by Commissioner Huntrods to adjourn the meeting at 9:10 am. Vote: all aye. Motion passed.

Minutes compiled by Nick Voss.

# VLAWMO TEC: Financial Report - September 2022

Sep-22		Actual 9/1/22	Actual to Date	2022 Budget	2021 carry over/Grants	Remaining in Budget	2022 Available	Act vs. Budget
BUDGET #	<b>INCOME</b>							
5.11	Storm Water Utility	\$0	\$991,903	\$1,019,521	\$0	\$27,618	\$1,019,521	97%
5.12	Service Fees	\$0	\$100	\$200	\$0	\$100	\$200	50%
5.13	Interest + mitigation acct	\$1,273	\$3,751	\$1,500	\$0	(\$2,251)	\$1,500	250%
5.14	Misc. income - WCA admin & other	\$0	\$2,198	\$3,000	\$0	\$802	\$3,000	73%
5.15	Other Income Grants/loan	\$8,180	\$62,879	\$324,500	\$0	\$261,621	\$324,500	19%
5.16	Transfer from reserves	\$0	\$0	\$192,367	\$133,751	\$326,118	\$326,118	0%
	<b>TOTAL</b>	<b>\$9,453</b>	<b>\$1,060,831</b>	<b>\$1,541,088</b>	<b>\$133,751</b>	<b>\$614,008</b>	<b>\$1,674,839</b>	<b>69%</b>
<b>EXPENSES</b>								
3.1	<b>Operations &amp; Administration</b>							
3.110	Office - rent, copies, post tel supplies	\$2,096	\$18,922	\$27,097	\$0	\$8,175	\$27,097	70%
3.120	Information Systems	\$1,318	\$16,352	\$25,865	\$0	\$9,513	\$25,865	63%
3.130	Insurance	\$0	\$9,136	\$7,210	\$0	(\$1,926)	\$7,210	127%
3.141	Consulting - Audit	\$0	\$7,896	\$8,191	\$0	\$295	\$8,191	96%
3.142	Consulting - Bookkeeping	\$0	\$0	\$1,500	\$0	\$1,500	\$1,500	0%
3.143	Consulting - Legal	\$269	\$565	\$5,000	\$0	\$4,435	\$5,000	11%
3.144	Consulting - Eng. & Tech.	\$0	\$19,003	\$30,000	\$14,000	\$24,997	\$44,000	43%
3.150	Storm Sewer Utility	\$2,270	\$3,512	\$14,000	\$0	\$10,488	\$14,000	25%
3.160	Training (staff/board)	\$325	\$8,060	\$12,500	\$0	\$4,440	\$12,500	64%
3.170	Misc. & mileage	\$247	\$2,102	\$6,300	\$0	\$4,198	\$6,300	33%
3.191	Administration - staff	\$30,144	\$283,275	\$391,400	\$0	\$108,125	\$391,400	72%
3.192	Employer Liability	\$9,324	\$84,535	\$114,425	\$0	\$29,890	\$114,425	74%
3.2	<b>Monitoring and Studies</b>							
3.210	Lake and Creek lab analysis	\$1,038	\$5,429	\$18,000	\$0	\$12,571	\$18,000	30%
3.220	Equipment	\$0	\$533	\$3,000	\$0	\$2,467	\$3,000	18%
3.230	Wetland assessment & management	\$0	\$0	\$15,000	\$0	\$15,000	\$15,000	0%
3.240	Watershed Plan Amendment	\$0	\$0	\$15,000	\$0	\$15,000	\$15,000	0%
3.3	<b>Education and Outreach</b>							
3.310	Public Education	\$666	\$836	\$6,000	\$0	\$5,164	\$6,000	14%
3.320	Marketing	\$0	\$5,827	\$17,500	\$0	\$11,673	\$17,500	33%
3.330	Community Blue Ed Grant	\$2,225	\$2,373	\$2,000	\$0	(\$373)	\$2,000	119%
<i>Total Core functions: Ops, Monitoring, Education</i>		\$49,922	\$468,356	\$719,988	\$14,000	\$265,632	\$733,988	64%
<b>Capital Improvement Projects and Programs</b>								
3.4	<b>Subwatershed Activity</b>							
3.410	Gem Lake	\$0	\$0	\$10,000	\$0	\$10,000	\$10,000	
3.420	Lambert Creek	\$1,766	\$25,894	\$44,432	\$70,000	\$88,538	\$114,432	23%

# VLAWMO TEC: Financial Report - September 2022

3.421	Lambert Lake Loan	\$0	\$19,284	\$38,568	\$0	\$19,284	\$38,568	50%
3.425	Goose Lake	\$0	\$20,875	\$70,000	\$10,000	\$59,125	\$80,000	26%
3.430	Birch Lake	\$1,912	\$6,057	\$10,000	\$0	\$3,943	\$10,000	61%
3.440	Gilf Black Tam Wilk Amelia	\$6,744	\$39,320	\$93,500	\$12,000	\$66,180	\$105,500	37%
3.450	Pleasant Charley Deep	\$0	\$27,072	\$35,000	\$10,000	\$17,928	\$45,000	60%
3.460	Sucker Vadnais	\$0	\$5,618	\$41,500	\$0	\$35,882	\$41,500	14%
3.48	<b>Programs</b>							
3.480	Soil Health Grant	\$0	\$1,465	\$5,000	\$0	\$3,535	\$5,000	29%
3.481	Landscape 1	\$0	\$100	\$16,000	\$0	\$15,900	\$16,000	1%
3.482	Landscape 2/BWSR WBF	\$23,513	\$32,478	\$28,000	\$17,751	\$13,273	\$45,751	71%
3.483	Project Research & feasibility	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
3.485	Facilities Maintenance	\$303	\$38,833	\$102,600	\$0	\$63,767	\$102,600	38%
3.5	<b>Regulatory</b>							
3.510	Engineer Plan review	\$0	\$0	\$2,000	\$0	\$2,000	\$2,000	0%
	<i>Total CIP &amp; Program</i>	\$34,238	\$216,996	\$496,600	\$119,751	\$399,355	\$616,351	35%
	<b>Total of Core Operations &amp; CIP</b>	<b>\$84,160</b>	<b>\$685,352</b>	<b>\$1,216,588</b>	<b>\$133,751</b>	<b>\$664,987</b>	<b>\$1,350,339</b>	<b>51%</b>

Fund Balance	8/1/2022	9/1/2022
4M Account	\$863,434	\$310,491
4M Plus Savings	\$325,088	\$325,620
Total	\$1,188,522	\$636,111

Restricted funds	9/1/2022
Mitigation Savings	\$21,013
Term Series	\$500,000



**Vadnais Lake Area Water Management Organiz**  
**Profit & Loss**  
**August 11 through September 14, 2022**

9:56 AM

09/02/2022

Cash Basis

Aug 11 - Sep 14, 22

Ordinary Income/Expense	
Income	
5.1 · Income	
5.13 · Interest	1,273.28
Total 5.1 · Income	<u>1,273.28</u>
6.6.6 · Grants	<u>8,180.00</u>
Total Income	<u>9,453.28</u>
Gross Profit	9,453.28
Expense	
3.1 · Administrative/Operations	
3.110 · Office	
Copies	109.15
Phone/Internet/Machine Overhead	295.00
Postage	26.79
Rent	1,665.00
Total 3.110 · Office	<u>2,095.94</u>
3.120 · Information Systems	
Hardware	17.97
IT Support	1,300.19
Total 3.120 · Information Systems	<u>1,318.16</u>
3.143 · Legal	269.10
3.150 · Storm Sewer Utility	2,270.25
3.160 · Training (staff/board)	325.00
3.170 · Misc. & mileage	246.78
3.191 · Employee Payroll	
payroll	30,144.04
Total 3.191 · Employee Payroll	30,144.04
3.192 · Employer Liabilities	
Admin payroll processing	44.92
Administration FICA	2,186.85
Administration PERA	2,260.82
Insurance Benefit	4,831.58
Total 3.192 · Employer Liabilities	<u>9,324.17</u>
Total 3.1 · Administrative/Operations	<u>45,993.44</u>
3.2 · Monitoring and Studies	
3.210 · Lake & Creek lab analysis	1,037.83
Total 3.2 · Monitoring and Studies	<u>1,037.83</u>
3.3 · Education and Outreach	
3.310 · Public Education	666.67
3.330 · Community Blue Education Grant	2,225.29
Total 3.3 · Education and Outreach	<u>2,891.96</u>
3.4 · Capital Imp. Projects/Programs	

<b>3.420 · Lambert Creek Restoration</b>	
LL VLAWMO cash match	496.80
1 · LL grant \$302,679	1,269.73
<b>Total 3.420 · Lambert Creek Restoration</b>	<b>1,766.53</b>
<b>3.430 · Birch Lake</b>	
4th & Otter project	201.78
3.430 · Birch Lake - Other	1,710.00
<b>Total 3.430 · Birch Lake</b>	<b>1,911.78</b>
<b>3.440 · Gilfillan Black Tamarack Wilkin</b>	
Wilkinson 319 grant 320705.50	3,066.25
<b>Total 3.440 · Gilfillan Black Tamarack Wilkin</b>	<b>3,066.25</b>
<b>Total 3.4 · Capital Imp. Projects/Programs</b>	<b>6,744.56</b>
<b>3.48 · Programs</b>	
BWSR WBF grant	23,251.00
3.480 · Soil Health Grant	0.00
3.482 · Landscape 2	262.50
3.485 · Facilities & Maintenance	303.00
<b>Total 3.48 · Programs</b>	<b>23,816.50</b>
<b>Total Expense</b>	<b>80,484.29</b>
<b>Net Ordinary Income</b>	<b>-71,031.01</b>
<b>Net Income</b>	<b>-71,031.01</b>

**Vadnais Lake Area Water Management Organization**  
**Check Detail**

9:53 AM

09/02/2022

August 11 through September 14, 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	eft	08/18/2022	Reliance Standard		Checking - 1987		<b>-308.62</b>
				Insurance Benefit		-91.50	91.50
				Insurance Benefit		-217.12	217.12
TOTAL						<b>-308.62</b>	<b>308.62</b>
Check	eft	08/22/2022	further		Checking - 1987		<b>-6.00</b>
				Insurance Benefit		-6.00	6.00
TOTAL						<b>-6.00</b>	<b>6.00</b>
Check	5405	08/11/2022	Birch Lake Improvement District		Checking - 1987		<b>-1,710.00</b>
				3.430 · Birch Lake		-1,710.00	1,710.00
TOTAL						<b>-1,710.00</b>	<b>1,710.00</b>
Check	5406	09/14/2022	City of Vadnais Heights		Checking - 1987		<b>-2,095.94</b>
				Rent		-1,665.00	1,665.00
				Phone/Internet/Machine Overhead		-295.00	295.00
				Postage		-26.79	26.79
				Copies		-109.15	109.15
TOTAL						<b>-2,095.94</b>	<b>2,095.94</b>
Check	5407	09/14/2022	Jeff Nelson		Checking - 1987		<b>-550.63</b>
				3.330 · Community Blue Education Grant		-550.63	550.63
TOTAL						<b>-550.63</b>	<b>550.63</b>
Check	5408	09/14/2022	Ed Shapland		Checking - 1987		<b>-1,674.66</b>
				3.330 · Community Blue Education Grant		-1,674.66	1,674.66
TOTAL						<b>-1,674.66</b>	<b>1,674.66</b>
Check	5409	09/14/2022	Bolton & Menk		Checking - 1987		<b>-666.67</b>
				3.310 · Public Education		-666.67	666.67
TOTAL						<b>-666.67</b>	<b>666.67</b>
Check	5410	09/14/2022	Kennedy & Graven, Chartered		Checking - 1987		<b>-765.90</b>
				LL VLAWMO cash match		-496.80	496.80
				3.143 · Legal		-269.10	269.10
TOTAL						<b>-765.90</b>	<b>765.90</b>
Check	5411	09/14/2022	City of White Bear Lake		Checking - 1987		<b>-39,153.59</b>
				payroll		-30,144.04	30,144.04

	Administration FICA	-2,186.85	2,186.85
	Administration PERA	-2,260.82	2,260.82
	Insurance Benefit	-4,516.96	4,516.96
	Admin payroll processing	-44.92	44.92
TOTAL		-39,153.59	39,153.59
	<b>Check 5412 09/14/2022 RMB Environmental Laboratories, Inc.</b>		<b>Checking - 1987</b>
			<b>-1,037.83</b>
	3.210 · Lake & Creek lab analysis	-789.53	789.53
	3.210 · Lake & Creek lab analysis	-124.15	124.15
	3.210 · Lake & Creek lab analysis	-124.15	124.15
TOTAL		-1,037.83	1,037.83
	<b>Check 5413 09/14/2022 Brian Corcoran</b>		<b>Checking - 1987</b>
			<b>-170.00</b>
	3.170 · Misc. & mileage	-170.00	170.00
TOTAL		-170.00	170.00
	<b>Check 5414 09/14/2022 City Of Roseville</b>		<b>Checking - 1987</b>
			<b>-1,300.19</b>
	IT Support	-1,300.19	1,300.19
TOTAL		-1,300.19	1,300.19
	<b>Check 5415 09/14/2022 Resilience Resources LLC</b>		<b>Checking - 1987</b>
			<b>-1,100.25</b>
	3.150 · Storm Sewer Utility	-1,100.25	1,100.25
TOTAL		-1,100.25	1,100.25
	<b>Check 5416 09/14/2022 City of Vadnais Heights</b>		<b>Checking - 1987</b>
			<b>-23,513.50</b>
	3.482 · Landscape 2	-262.50	262.50
	BWSR WBF grant	-23,251.00	23,251.00
TOTAL		-23,513.50	23,513.50
	<b>Check 5417 09/14/2022 Houston Engineering, Inc</b>		<b>Checking - 1987</b>
			<b>-3,369.25</b>
	3.485 · Facilities & Maintenance	-303.00	303.00
	Wilkinson 319 grant 320705.50	-3,066.25	3,066.25
TOTAL		-3,369.25	3,369.25
	<b>Check 5418 09/14/2022 Ehlers &amp; Associates, Inc.</b>		<b>Checking - 1987</b>
			<b>-1,170.00</b>
	3.150 · Storm Sewer Utility	-1,170.00	1,170.00
TOTAL		-1,170.00	1,170.00
	<b>Check 5419 09/14/2022 SEH</b>		<b>Checking - 1987</b>
			<b>-1,269.73</b>
	1 · LL grant \$302,679	-1,269.73	1,269.73
TOTAL		-1,269.73	1,269.73
	<b>Check 5420 09/14/2022 Nicholas Voss</b>		<b>Checking - 1987</b>
			<b>-49.28</b>
	3.170 · Misc. & mileage	-49.28	49.28

TOTAL		-49.28	49.28
	<b>Check 5421 09/14/2022 Dawn Tanner</b>	<b>Checking - 1987</b>	<b>-27.50</b>
		3.170 · Misc. & mileage	-27.50      27.50
TOTAL		<u>-27.50</u>	<u>27.50</u>
	<b>Check 5422 09/14/2022 Katherine Kanne</b>	<b>Checking - 1987</b>	<b>-292.50</b>
		3.480 · Soil Health Grant	-292.50      292.50
TOTAL		<u>-292.50</u>	<u>292.50</u>

Vadnais Lake Area Water Management Organization  
**Custom Transaction Detail Report**  
 July 1 through September 1, 2022

1:39 PM

09/01/2022

Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
Jul 1 - Sep 1, 22									
Credit Card Charge	07/04/2022		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	42.00	42.00
Credit Card Charge	07/08/2022		hologram	account refill	US Bank CC	√	Software	30.00	72.00
Credit Card Charge	07/11/2022		adobe *photography plan		US Bank CC	√	Software	9.99	81.99
Credit Card Charge	07/19/2022		Vista Print	business cards	US Bank CC	√	3.310 - Public Education	36.49	118.48
Transfer	07/20/2022			Funds Transfer	US Bank CC	√	Checking - 1987	-189.14	-70.66
Credit Card Charge	07/26/2022		Adobe "Creative Cloud		US Bank CC	√	Software	32.20	-38.46
Credit Card Charge	08/01/2022		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	42.00	3.54
Credit Card Charge	08/05/2022		Prairie Moon Nursery	seed	US Bank CC	√	4th & Otter project	114.00	117.54
Credit Card Charge	08/12/2022		University of Minnesota	WRC Phil 2022	US Bank CC		3.160 - Training (staff/board)	325.00	442.54
Credit Card Charge	08/12/2022		Amazon.com	micro usb - phil	US Bank CC		Hardware	17.97	460.51
Credit Card Charge	08/12/2022		Prairie Moon Nursery	seed	US Bank CC		4th & Otter project	201.78	662.29
								<b>662.29</b>	<b>662.29</b>

Jul 1 - Sep 1, 22

## **TEC Staff Memo – September 14, 2022**

### **IV. Administration & Operations**

#### **A. Financial Report for September & Authorization for Payment**

Please find the September 2022 Finance Report attached in the ePacket for review and approval.

### **V. Programs**

#### **A. Education & Outreach – Nick**

##### **1. 2022 Watershed Awards: Nominations Open**

The nomination period for the 2022 watershed awards opens on the day of the September TEC meeting. Nomination forms (download and online) as well as examples of past recipients can be found at [vlawmo.org/get-involved](http://vlawmo.org/get-involved). The nomination period closes on November 2, 2022 at 12 pm.

There are two categories for nomination:

- Watershed Steward Award (volunteers, residents, businesses)
- Watershed Partner Award (city, township, or county/municipal partners).

Self-nominations are accepted and nominations may be made anonymously. Past year nominations that weren't selected as recipients are still valid for re-nomination in 2022.

Thank you for helping us showcase the fabulous watershed leadership we see on a regular basis in our community!

##### **2. Community Blue, Smart Salting, and MN Water Stewards Recruitment** Community Blue:

September marks the close of two Community Blue efforts that occurred in 2022. The first of these is the raingarden renovation at Saint Mary's of the Lake Catholic Church. Alex Nelson completed this effort to complete his Eagle Scout Badge and successfully coordinated his Scout troop, VLAWMO grant requirements, plant and mulch orders, and day-of renovation tasks. Saint Mary's staff expressed their appreciation for his work.

The second Community Blue effort to close is the Good Neighbor Guide. The guide has been completed, sent to City partners, and printed in an initial hardcopy printing (100 copies). The Good Neighbor Guide is also featured on the VLAWMO website blog, social media, and will be featured in upcoming monthly email newsletters. Minnesota Water Stewards Ceci and Ed Shapland coordinated this effort beginning in the Fall of 2021.

Smart Salting: September 21<sup>st</sup>

VLAWMO is partnering with Rice Creek Watershed District, Ramsey-Washington Metro Watershed District, and the MPCA to fund and host a Smart Salting online workshop. Workshop is hosted online from 8 am – 1 pm on September 21, 2022.

These workshops are important for municipal staff (maintenance and communications) to attend to help confront the threat of chloride (salt) pollution in surface and groundwater. The MPCA recommendation is to strive for broad Smart Salting certification across many staff members rather than select individuals taking the course. VLAWMO encourages its partners and affiliates to plan ahead to help schedule time for this free training.

See the workshop flyer included in this month's TEC memo for more information and how to register.

MN Water Stewards Recruitment:

VLAWMO will seek to recruit and sponsor two new Minnesota Water Stewards for the 2023 cohort in partnership with Freshwater Society. VLAWMO TEC and affiliates are invited to help staff recruit and garner interest by sharing the following info-sessions to your communication networks throughout the Fall of 2022:

- Tuesday, October 18, 2022, 12:00 pm
- Tuesday, October 18, 2022, 5:00 pm
- Tuesday, October 25, 2022, 12:00 pm
- Tuesday, November 1, 2022, 5:00 pm
- Tuesday, November 15, 2022, 12:00 pm
- Tuesday, November 29, 2022, 5:00 pm

<https://minnesotawaterstewards.org/info-sessions/>

**B. Cost Share Program-Lauren**

**1. Soil Health Grant 2022-09 WBL Area Historical Society**

The White Bear Lake Area Historical Society submitted a Soil Health Grant application for a ~470 sq ft pollinator garden at the historic White Bear Town Hall located at Polar Lakes Park in White Bear Township. The garden would be located in the front of the building near the sidewalk (location #1 in the attached materials) and will have high visibility to town hall visitors, adjacent soccer field users, and others in the community, especially during games and events. The proposed design incorporates native species consistent with the area's historic native plant community of a mesic/wet prairie. The proposed project is a first phase, with additional phases planned for the future. The project will be installed by White Bear Lake Area Historical Society volunteers. The Saint Paul Garden Club is also a partner on the project and has awarded the White Bear Lake Area Historical Society a \$400 grant, which will be used towards the Historical Society's 25%



project match. The total estimated project cost is \$1,300.00. Staff recommends approval of SHG 2022-09 in the amount of \$750.00.

## VI. Projects

### A. Biochar Project Update:

VLAWMO staff sent quote requests to six contractors for the construction of the Whitaker Biochar Project on June 29, 2022. Staff received two quotes for project construction on July 21, 2022. Quotes were received from Peterson Companies, Inc. and Davey Resource Group.

S.E.H reviewed the received quotes and issued a Recommendation of Award memorandum on August 11, 2022 for Peterson Companies, Inc. in the amount of \$132,350. S.E.H also recommended having a 15% contingency available to cover unforeseen conditions during construction in the amount of \$19,852.

The VLAWMO Board approved entering into a contract with Peterson Companies, Inc for construction of the Biochar Project as well as an amendment to the S.E.H scope of services in the amount of \$4,000 for construction observation at their August 24, 2022 Board meeting.


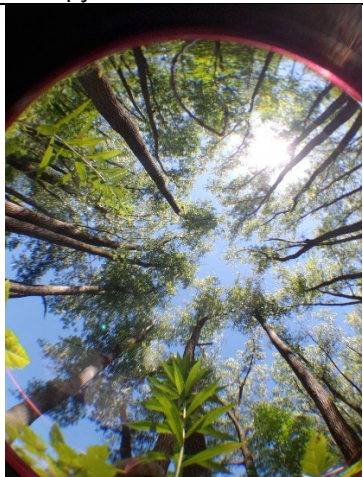
Staff is working with the Township on project communications. Project page has been developed on the VLAWMO website which has also been linked and is available on Township website. This project page will be the place for posting project updates as they occur. Postcards have been mailed to residents around project area informing them construction will begin this fall and where to find future construction updates on both the VLAWMO website and Township link.

Construction will begin fall of 2022.

**B. Feasibility Study for Spent Lime at Oak Knoll Pond:** At their August meeting, the Board of Directors approved a scope of work to conduct a spent lime demonstration project feasibility study for Oak Knoll Pond /Wood Lake in partnership with the City of White Bear Lake. This study and the possible demonstration project (pending a determination of project feasibility by the engineer) was included in the 2022 and 2023 VLAWMO annual budgets. A MOU between VLAWMO and the City of White Bear Lake to split the cost of study development was also approved at the August Board meeting. The work associated with the feasibility study includes pond sampling/chemical analysis, evaluation of technical/social feasibility and preparation of supporting information for permitting, and completion of a pond treatment feasibility technical memorandum. The ultimate outcome of the Study is to confirm that the technical, scientific and social elements of the possible spent lime demonstration project on Oak Knoll Pond are feasible before initiating project design and implementation.

**C. Minor Watershed Management Plan Amendment:** The minor amendment was authorized for approval and to open the comment period by the Board at the August regular meeting. Review authorities have been notified by email, comments have been requested, a News post was added to the VLAWMO website, and a public meeting will be noticed as required by BWSR.

- D. **Wilkinson BMP Project Update:** Houston Engineering, Inc. continues work on modeling and design for this project, following obtaining survey data in the field late this summer. Work with permitting authorities will resume during fall 2022.
  
- E. **Cover It Up Project Update:** VLAWMO staff wrapped up data collection on the experimental buckthorn Cover it Up plot at the Vadnais Heights City Hall wooded wetland in August 2022. It's been fun participating in this important, 3-year, citizen-science project being conducted by researchers at the University of Minnesota. We appreciate working with partners including the City of Vadnais Heights on this project. The overall goal of this research is to improve recommendations for longer-term buckthorn control following initial removal. To learn more: <https://coveritup.umn.edu/>

6-square experimental plot at Vadnais Heights City Hall	Fish-eye lens photo used to provide a measure of tree canopy conditions at the site
	



# MPCA Smart Salting for Parking lots & Sidewalks

This free online training helps winter maintenance professionals manage snow and ice and learn the latest in efficient parking lot and sidewalk upkeep. The training covers tips for minimizing costs, reducing time wasted, and how to account for environmental impact while maintaining safety. Winter maintenance professionals include contractors, city parks, public works staff, hospital and school staff, business staff, or volunteers who apply salt.

**Wednesday, September 21, 2022; 8:00 a.m.–1:00 p.m. Online.**

**Hosts: Rice Creek and Ramsey-Washington Metro Watershed Districts  
Vadnais Lake Area Watershed Management Organization**

Participants have the option to complete the certification test and be included on the State list of active Smart Salting professionals.

[www.pca.state.mn.us/water/smart-salting-training](http://www.pca.state.mn.us/water/smart-salting-training).

What you'll learn:

- ◆ Impacts of salt on infrastructure and the environment
- ◆ Equipment calibration
- ◆ Using weather condition info more efficiently
- ◆ Materials and application rates
- ◆ Best practices for storing materials
- ◆ De-icing and anti-icing



Registration is required - click [HERE](#) to access.  
Email host contact Nick Voss [Nick.Voss@vlawmo.org](mailto:Nick.Voss@vlawmo.org)



*Training sponsored by RCWD, RWMWD, VLAWMO and the Minnesota Pollution Control Agency (MPCA) with funding provided by Environment & Natural Resources Trust Fund and Clean Water Funds.*



# SOIL HEALTH GRANT APPLICATION

## Applicant Landowner Information

Name:
Address of property where project will be implemented:
City, State, Zip:
Phone:
Email address:

## Grant Specifics

ESTIMATED TOTAL COST OF YOUR PROJECT: \$ \_\_\_\_\_ AMOUNT OF GRANT REQUESTED: (\$750 MAXIMUM) \$ \_\_\_\_\_  
(\$1,000 Maximum if within Targeted Priority Zone)

WHEN DO YOU PLAN TO COMPLETE YOUR PROJECT? \_\_\_\_\_

### PROJECT TYPE:

Raingarden  Native Restoration/Pollinator Planting  Turf Replacement  Other

If other, please describe proposed project: \_\_\_\_\_

## Project Background

Describe your property: Does your property connect to a lake, stream, ditch, or wetland in VLAWMO? What is the purpose of your project?

Describe how your project will support the goals of the Soil Health Grant Program (see guidance page for more information). Does your proposed project directly reduce, capture, or treat stormwater?

Please briefly describe anticipated maintenance activities of your project:

### Project Specifications

In order to determine the water quality benefit of your project (amount of stormwater and pollutants captured), specific information is required for VLAWMO staff to perform the calculations. If you are working with a professional landscaper, they should be able to provide you with this information.

TOTAL PROPERTY AREA (Acres):	_____	TOTAL PROJECT SIZE (SQ.FT.):	_____
IMPERVIOUS AREA DRAINING TO PROJECT (SQ.FT.):	680	PERVIOUS AREA DRAINING TO PROJECT (SQ.FT.):	1830

IF YOUR PROJECT INCLUDES INFILTRATION, PLEASE PROVIDE THE FOLLOWING INFORMATION

SOIL INFILTRATION RATE (INCHES/HR):	_____	DEPTH OF RAINGARDEN BASIN (INCHES):	_____
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### Additional Required Attachments

To complete your application, please include:

- Detailed drawing or plan of the proposed project, drafted by either the landowner or a contractor.
- Detailed project budget estimate with clear cost and material breakouts that equate to your total project cost estimate.

**\*\*This information, along with the application, may be scanned and emailed to VLAWMO\*\***

Opting in to the education incentives would allow reapplying for Soil Health Grant funds the consecutive year after being awarded grant funding. Incentives entail committing to one of the following options for 2 years:

1. Documenting seasonal photos, organizing them, and sending them to VLAWMO via jump drive or email, to show the progress and growth of the project.
2. Provide a neighborhood spotlight article featuring a photo of participants posing in front of the project, as well as a mini-interview 1-2 years after the project was installed. Document photos of the project over time, include a posed photo of property owners/family members standing in or near the project, and complete an interview describing maintenance, any problems, surprises and things you've enjoyed, what you'd do differently next time, or other items learned along the way.

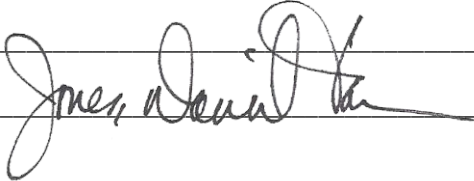
Projects must be maintained for a minimum of 5 years, and applicants must be willing to participate in VLAWMO's Education & Outreach and project sharing efforts. The applicant is responsible for Project maintenance items referenced in the Soil Health Grant Guidance document for a 5 year period, after Project completion. VLAWMO is not responsible for completing maintenance activities, but will assist with staff guidance. A project may be visited and inspected by VLAWMO staff during the 5 year maintenance period. Please inform VLAWMO if you move within the 5 years of project implementation so we may provide the new owners with information and guidance on the Project.

**Are you willing to commit to the following Soil Health Grant requirements?**

- **Maintain the project for at least 5 years after its implementation?** YES NO
- **Participate in VLAWMO's outreach and project sharing efforts?** YES NO
- **Do you understand that your Project may be visited and inspected by a VLAWMO representative during the 5 year Project maintenance period?** YES NO

Please print and sign below to indicate that the above information and attachments are accurate and complete, and constitute a complete and submitted grant application. If approved by the VLAWMO Technical Commission or Board, a VLAWMO staff signature will constitute an executed grant agreement between the grantee and the Vadnais Lake Area Water Management Organization (VLAWMO).

**APPLICANT/GRANTEE**

Print Name \_\_\_\_\_  
Signature  \_\_\_\_\_ Date \_\_\_\_\_

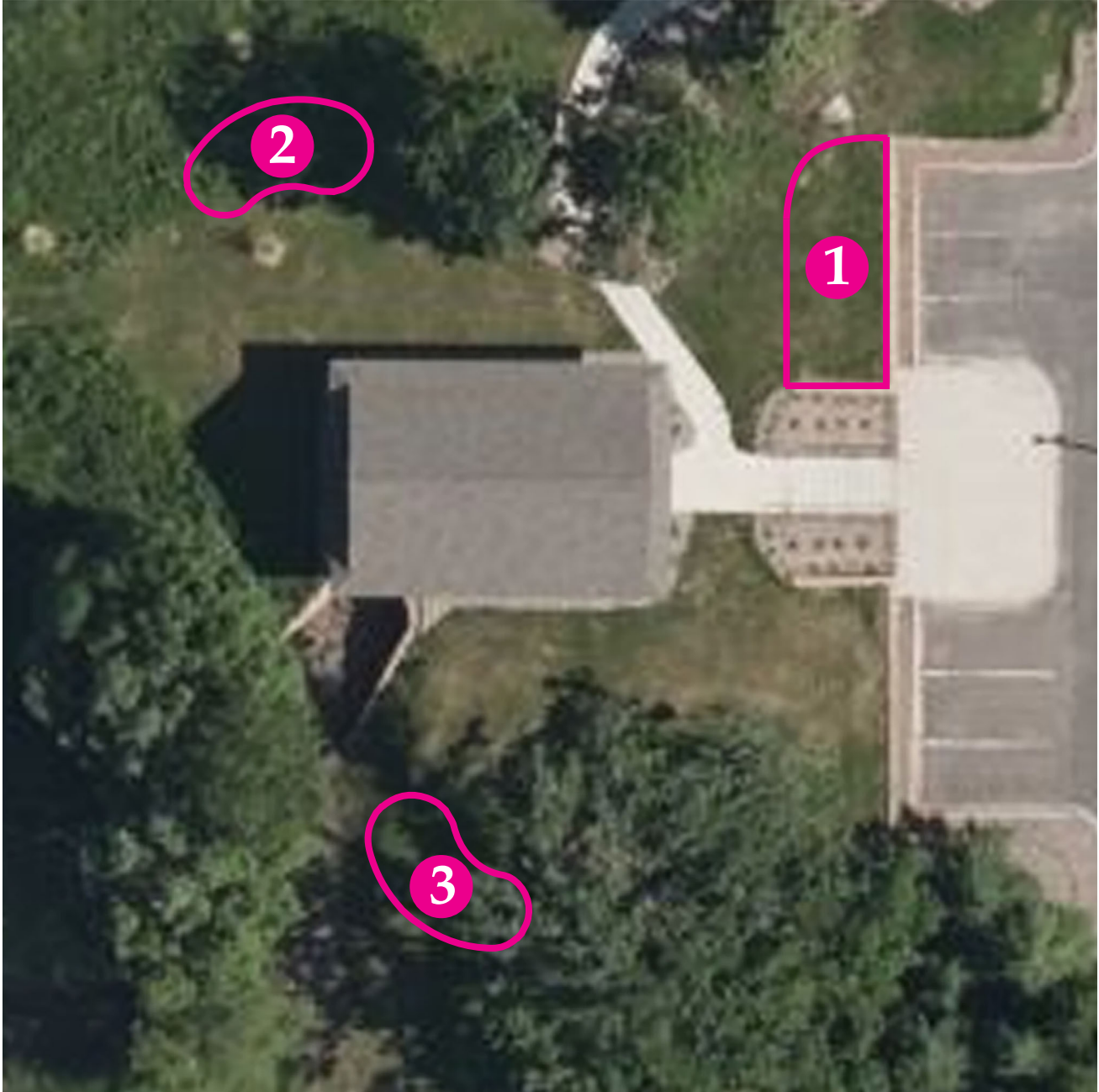
**VLAWMO STAFF**

Signature \_\_\_\_\_ Date \_\_\_\_\_



## White Bear Township Historic Townhall Pollinator Garden Project

### Location Options



### Project Partners:

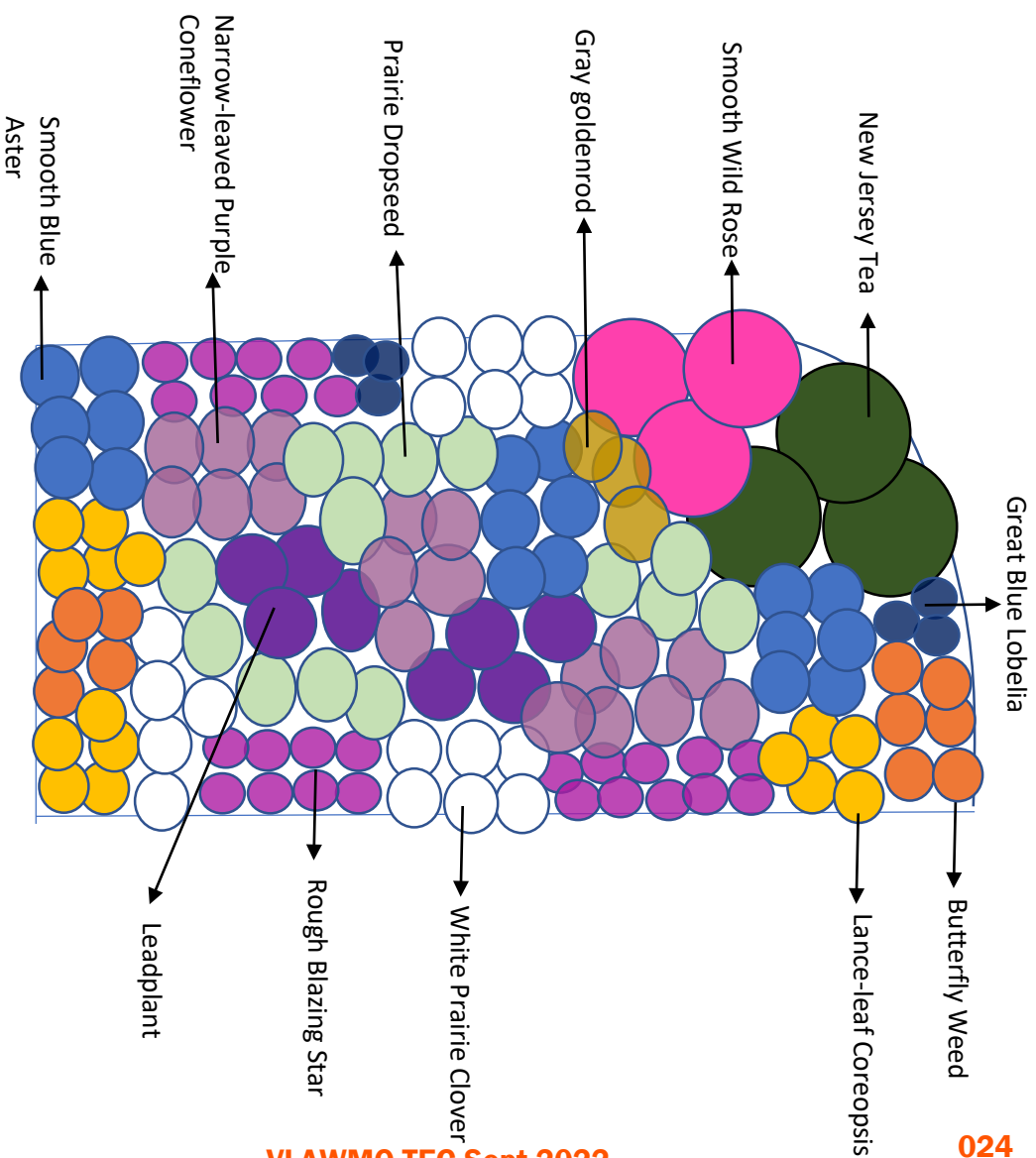


SAINT PAUL GARDEN CLUB  
FOUNDED IN 1927



WHITE BEAR  
TOWNSHIP  
1858  
RAMSEY COUNTY  
MINNESOTA

Planting Plan				
Qty	Latin Name	Common Name	Size	Spacing (ft)
11	<i>Asclepias tuberosa</i>	Butterfly Weed	2" Plug	1.5
15	<i>Coreopsis lanceolata</i>	Lance-leaf Coreopsis	2" Plug	1
26	<i>Liatris aspera</i>	Rough Blazing Star	2" Plug	1
17	<i>Dalea candida</i>	White Prairie Clover	2" Plug	1
6	<i>Lobelia siphilitica</i>	Great Blue Lobelia	2" Plug	1
8	<i>Amorpha canescens</i>	Leadplant	3.5" Pot	2
18	<i>Aster laevis</i>	Smooth Blue Aster	2" Plug	1
18	<i>Echinacea angustifolia</i>	Narrow-leaved Purple Coneflower	2" Plug	1
14	<i>Sporobolus heterolepis</i>	Prairie Dropseed	2" Plug	2
3	<i>Solidago nemoralis</i>	Gray Goldenrod	2" Plug	1
3	<i>Rosa blanda</i>	Smooth Wild Rose	#1 Cont.	2
3	<i>Ceanothus americanus</i>	New Jersey Tea	3.5" pot	3
<b>142</b>	<b>Total Plants</b>			





Historic White Bear Town Hall  
 Pollinator Garden Project  
 Budget & Design  
 (revised Sept. 7 2022)

**BUDGET**

Plants:	See chart/design below	Miscl. Garden Centers	\$750
Top Soil	216 cubic feet (6" deep)	Local Contractor	\$200
Edging (Bullet Pavers)	40 linear feet	Home Improvement Store	\$150
Mulch	108 cubic feet (3" deep)	Home Improvement Store	\$200
<b>TOTAL:</b>			<b>\$1300</b>

Planting Plan				
Qty	Latin Name	Common Name	Size	Spacing (ft)
11	<i>Asclepias tuberosa</i>	Butterfly Weed	2" Plug	1.5
15	<i>Coreopsis lanceolata</i>	Lance-leaf Coreopsis	2" Plug	1
26	<i>Liatris aspera</i>	Rough Blazing Star	2" Plug	1
17	<i>Dalea candida</i>	White Prairie Clover	2" Plug	1
6	<i>Lobelia siphilitica</i>	Great Blue Lobelia	2" Plug	1
8	<i>Amorpha canescens</i>	Leadplant	3.5" Pot	2
18	<i>Aster laevis</i>	Smooth Blue Aster	2" Plug	1
18	<i>Echinacea angustifolia</i>	Narrow-leaved Purple Coneflower	2" Plug	1
14	<i>Sporobolus heterolepis</i>	Prairie Dropseed	2" Plug	2
3	<i>Solidago nemoralis</i>	Gray Goldenrod	2" Plug	1
3	<i>Rosa blanda</i>	Smooth Wild Rose	#1 Cont.	2
3	<i>Ceanothus americanus</i>	New Jersey Tea	3.5" pot	3
<b>142</b>	<b>Total Plants</b>			

## Agenda Item VI. A.

# Update on Biochar Project at Whitaker Pond

September 14, 2022  
TEC meeting



## Background

- Six companies were solicited for quotes for construction of the Biochar project.
- Two Companies quoted on the project: Peterson Companies Inc. and Davey Resource Group

## S.E.H Recommendation

- S.E.H staff reviewed received quotes determined Peterson Companies, Inc. was the lowest responsible contractor and recommend award to Peterson Companies, Inc. in the amount of \$132,350.
- S.E.H staff also recommends having a 15% contingency available to cover unforeseen conditions that may be encountered during construction.

## The VLAWMO Board action approved at the August meeting:

1. Approved awarding of the contract for the Biochar project at Whitaker Pond to Peterson Companies Inc. for the construction price of \$132,350;
2. Authorized SEH to sign and transmit the Notice of Award, and Administrator to sign the construction contract and issue the Notice to Proceed on advice of SEH and Counsel and when prerequisites for issuance has been met by the contractor;
3. Authorized Administrator to sign change orders increasing the contract price in an aggregate net amount not exceeding 15 percent of the contract price;
4. Approved the construction and observation amendment in the amount of \$4,000

## Project Communication

1. Working with White Bear Township on implementation of project communication
2. Project page has been developed on the VLAWMO website which has also been linked and is available on Township website. This project page will be the place for posting project updates as they occur.
3. Postcards have been mailed to residents around project area informing them construction will begin this fall and where to find future construction updates on both the VLAWMO website and Township link.

## Project Informational Flyer

Coming soon:

Water Quality Filter Project at Whitaker Pond

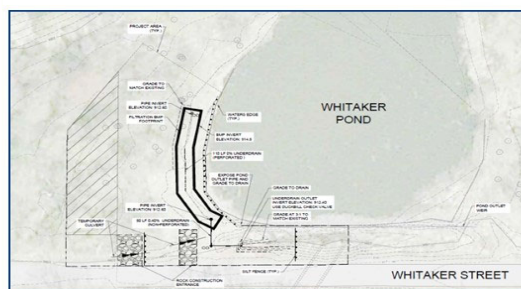
Construction Timeline:

- Anticipated between September to December 2022
- Duration is weather dependent
- Expected to last a couple of weeks
- Pond drawdown to occur during project
- Updates will be available as construction proceeds

For questions contact:

**Brian Corcoran**

brian.corcoran@vlawmo.org



More information on this project can be found at:  
[www.vlawmo.org/whitakerbiochar](http://www.vlawmo.org/whitakerbiochar)

## Next steps and anticipated schedule

- Construct Project (Fall /early Winter 2022)
- Monitor project 2023