

Black Dog Watershed Management Commission

AGENDA **Wednesday, August 20, 2025** **5:00 P.M.**

COMMISSIONERS:

Curt Enestvedt, Chair
Mike Hughes, Vice Chair
Scott Thureen, Secretary/Treasurer
Paul Below
Rollie Greeno
Ben Maas, Alternate
Greg Helms, Alternate

- I. Approval of Agenda
- II. Approval of Minutes – July 16, 2025
- III. Approval of Accounts Payable
- IV. Review Budget Performance Reports
- V. Approval of Contract for Invasive Fish Removal at Keller Lake
- VI. Miscellaneous
- VII. Adjournment

The City of Burnsville and Black Dog Watershed Management Organization do not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in the admission or access to, or treatment or employment in, its programs, activities, or services.

To obtain this information in alternative forms such as braille, large print, audiotape or qualified readers, please contact the City of Burnsville. Telephone (952) 895-4400, TDD (952) 895-4567.

Black Dog Watershed Management Commission

Agenda Background August 20, 2025

I. Approval of Agenda

Agenda enclosed.

Action Requested: A motion be considered to approve the Agenda.

II. Approval of Minutes from the July 16, 2025, Meeting

Minutes enclosed.

Action Requested: A motion be considered to approve the Minutes from the July 16, 2025, meeting.

III. Approval of Accounts Payable

Accounts payable list enclosed.

Action Requested: A motion be considered to approve the accounts payable list as submitted by staff.

IV. Review of Budget Performance Reports

Current Budget Performance Reports enclosed.

Action Requested: No formal action required.

V. Approval of Contract for Invasive Fish Removal at Keller Lake

Staff will review proposals that have been received and provide a recommendation on which firm to contract with for the invasive fish removal.

Action requested: Consider a motion approving a contract for invasive fish removal on Keller Lake

VI. Miscellaneous

VII. Adjournment

DRAFT
Meeting Minutes
July 16, 2025

MEMBERS PRESENT

Curt Enestvedt, Chair
Mike Hughes, Vice Chair
Rollie Greeno
Paul Below, Alternate

MEMBERS ABSENT

Scott Thureen, Secretary/Treasurer
Greg Helms, Alternate

OTHERS PRESENT

Greg Williams – Barr Engineering
Brian Hartman – City of Apple Valley
Ann Messerschmidt – City of Lakeville
Daryl Jacobson – BDWMO Administrator
Tammi Carte – BDWMO Secretary

Curt Enestvedt, Chair, called the July 16, 2025, meeting to order at 5:02pm.

I. Approval of Agenda

Motion by Hughes, second by Greeno, to approve the July 16, 2025, Agenda as presented.

Ayes – Enestvedt, Hughes, Greeno, Below
Nays – None

Motion Carried Unanimously

II. Approval of Minutes from the May 21, 2025, Meeting

Motion by Greeno, second by Below, to approve the May 21, 2025, Minutes as presented.

Ayes – Enestvedt, Hughes, Greeno, Below
Nays – None

Motion Carried Unanimously

III. Approval of Accounts Payable

Motion by Hughes, second by Greeno, to approve accounts payable to Barr Engineering in the amount of \$11,441.32 for services from May 3, 2025, through June 27, 2025; and, to Campbell Knutson in the amount of \$35.00 for May 2025 general services; and, to LB Carlson LLP in the amount of \$6,300.00 for audit of Black Dog WMO financial statements; and, to League of MN Cities Insurance Trust in the amount of \$2,828.00 for Property/Casualty insurance coverage 07/15/2025 – 07/15/2026.

Ayes – Enestvedt, Hughes, Greeno, Below

Nays – None

Motion Carried Unanimously

IV. Review Budget Performance Reports

Daryl Jacobson, BDWMO Administrator, shared the Black Dog audit went as expected and the results were very good. The 2026 Budget was sent to member cities. We will send invoices to member cities shortly.

No Formal Action Required

V. Review Request for Proposal to Remove Carp from Keller Lake

Staff reviewed a proposal request for carp removal on Keller Lake with the Commission. If approved the proposal would be sent out to obtain quotes from potential companies to do the work.

This is a new process for the WMO and it's unknown which methods of removal will be recommended. Homeowners have been informed we are looking into removing the goldfish and most have been supportive. We are anticipating a cost of \$10,000-\$15,000 for the removal.

Motion by Hughes, second by Greeno, to approve issuing a request for proposals to remove carp from Keller Lake.

Ayes – Enestvedt, Hughes, Greeno, Below

Nays – None

Motion Carried Unanimously

VI. Update on Crystal Lake Monitoring

Barr staff updated the Commission on the monitoring work that has been taking place at Crystal Lake.

There have been five monitoring events this season to date. Water quality looks good. Some curly leaf near the boat launch has been found. Burnsville has been doing some harvesting on the lake and may have removed it when doing that.

No Formal Action Required

VII. Miscellaneous

1. Apple Valley – Whitney Pond is still waiting on state bonding. A \$5,000,000 grant was received that will be used for storm drains at three parks starting in 2026.
2. Crystal Lake Beach – is being monitored weekly for E.coli. The readings have been high due to the amount of rain. We may need to close the beach as a protective measure. If we do that, we will test daily until results are down to safe levels before reopening the beach to the public.
3. The next meeting is scheduled for August 20, 2025.
4. Lakeville – Yellow Iris has been located and is spreading.

VIII. Adjournment

Motion by Greeno, second by Hughes, to adjourn at 5:23pm.

Ayes – Enestvedt, Hughes, Greeno, Below

Nays – None

Motion Carried Unanimously



Accounts Payable August 20, 2025 Meeting

Barr Engineering - Services from June 28, 2025 through August 1, 2025

Engineering	\$	2,388.50
Special Projects: General Fund - Water Quality Monitoring: Crystal Lake 2025	\$	3,847.86
	\$	<u>6,236.36</u>

Campbell Knutson

General Services - July 2025	\$	150.00
	\$	<u>150.00</u>

Dakota County Soil & Water Conservation District - Services for Apr 2025 - Jun 2025

Education & Assistance Outreach: Website Updates & Maintenance	\$	400.00
Education & Assistance Outreach: Landscaping for Clean Water Intro Class	\$	4,000.00
Education & Assistance Outreach: Landscaping for Clean Water Design Course	\$	8,000.00
Landscaping for Clean Water Maintenance Workshop	\$	2,000.00
	\$	<u>14,400.00</u>

Accounts Payable Total \$ 20,786.36

resourceful. naturally.
engineering and environmental consultants



Remittance address:

Lockbox 446104

PO Box 64825

St Paul, MN 55164-0825

August 11, 2025

Black Dog Watershed Management Commission
City of Burnsville
13713 Frontier Court
Burnsville, MN 55337-4720

Attn: Mr. Daryl Jacobson

RE: Engineering & Environmental Consulting Services

**Invoice of Account with
BARR ENGINEERING COMPANY**

For professional services during the period of June 28, 2025 through August 1, 2025

TOTAL PAYABLE THIS INVOICE:	\$ 6,236.36
Allocation:	
Engineering	\$ 2,388.50
Special Projects: General Fund	
• Crystal Lake 2025 WQ Monitoring	\$ 3,847.86
Public Education	
• Watershed Annual Report (Newsletter)	\$ 0.00
• Annual Activity Report (BWSR)	\$ 0.00

Barr declares under the penalties of law that
this account, claim, or demand is just and that
no part of it has been paid.

OK
A handwritten signature in black ink, appearing to read "Daryl Jacobson".
8/12/25

A handwritten signature in black ink, appearing to read "Karen L. Chandler".

Karen L. Chandler
Vice President

BUDGET SUMMARY - 2025 FY
Black Dog Watershed Management Commission
June 28, 2025 through August 1, 2025

Work Description	2025 Barr Budget	Current Invoice	Spent This Year	Balance
Engineering	34,000.00	2,388.50	14,727.50	19,272.50
Special Projects: General Fund				
<i>Reporting on Orchard Lake 2024 Water Quality Monitoring</i>	7,500.00	0.00	6,492.00	1,008.00
<i>Crystal Lake 2025 Management Level Monitoring</i>	22,300.00	3,847.86	11,218.93	11,081.07
Subtotal -- Special Projects: General Fund	29,800.00	3,847.86	17,710.93	12,089.07
Water Quality Monitoring				
<i>Update Trend Analyses</i>	2,200.00	0.00	1,530.00	670.00
Subtotal -- W.Q. Monitoring	2,200.00	0.00	1,530.00	670.00
Public Education				
<i>Watershed Annual Report</i>	5,100.00	0.00	5,446.50	(346.50)
<i>Annual Activity Report (BWSR)</i>	3,600.00	0.00	3,496.50	103.50
Subtotal -- Public Education	8,700.00	0.00	8,943.00	(243.00)
Total Services	74,700.00	6,236.36	42,911.43	31,788.57



INVOICE

Barr Engineering Co.
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Phone: 952-832-2600; Fax: 952-832-2601
FEIN #: 41-0905995 Inc: 1966

Remittance address:
Lockbox 446104
PO Box 64825
St Paul, MN 55164-0825

Mr. Daryl Jacobson
Black Dog WMO
City of Burnsville
13713 Frontier Court
Burnsville, MN 55337-4720

August 11, 2025

Invoice No: 23190374.25 - 6

Total this Invoice	\$2,388.50
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Regarding: BDWMO 2025 Engineering Services

This invoice is for professional services related to the above project.

Professional Services from June 28, 2025 to August 01, 2025

Job:	2025	Engineering Services
Task:	001	Attend BDWMO Meetings

Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist IV			
Williams, Sterling	1.70	185.00	314.50
	1.70		314.50
Subtotal Labor			314.50
Task Subtotal			\$314.50

Task:	002	Miscellaneous Consulting
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Labor Charges

	Hours	Rate	Amount
Vice President			
Chandler, Karen	1.30	225.00	292.50
Engineer / Scientist / Specialist IV			
Williams, Sterling	9.50	185.00	1,757.50
Support Personnel II			
Nypan, Nyssa	.20	120.00	24.00
	11.00		2,074.00
Subtotal Labor			2,074.00
Task Subtotal			\$2,074.00
Job Subtotal			\$2,388.50
Total this Invoice			\$2,388.50

	Current	Prior	Total	Received	AR Balance
Invoiced to Date	2,388.50	18,487.50	20,876.00	18,487.50	2,388.50

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Greg Williams, your Barr project manager, at (952) 832-2945 or email at gwilliams@barr.com.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.



INVOICE

Barr Engineering Co.
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Phone: 952-832-2600; Fax: 952-832-2601
FEIN #: 41-0905995 Inc: 1966

Remittance address:
Lockbox 446104
PO Box 64825
St Paul, MN 55164-0825

Mr. Daryl Jacobson
Black Dog WMO
City of Burnsville
13713 Frontier Court
Burnsville, MN 55337-4720

August 11, 2025
Invoice No: 23190375.25 - 7

Total this Invoice	\$3,847.86
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Regarding: Management Level Water Quality Monitoring

This invoice is for professional services related to the above project.

Professional Services from June 28, 2025 to August 01, 2025

Job:	CHR	Crystal Lake 2025 Water Qual Monitoring
Task:	100	Monitoring Data Mgmt & Proj Mgmt

Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist III			
Olson, Terri	1.20	170.00	204.00
Engineer / Scientist / Specialist II			
Menken, Kevin	1.50	145.00	217.50
Engineer / Scientist / Specialist I			
Kramarczuk, Katie	5.70	115.00	655.50
Lucas, Katherine	2.60	115.00	299.00
Technician II			
Melmer, David	4.40	115.00	506.00
Wolf, Matthias	1.60	105.00	168.00
Technician I			
Gurfinkel, Avi	2.90	75.00	217.50
Support Personnel II			
Treanor, Margaret	2.30	130.00	299.00
	22.20		2,566.50
Subtotal Labor			2,566.50

Subconsultant Charges

Subconsultants		
6/30/2025	RMB Environmental Laboratories Inc	157.08

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

7/17/2025	RMB Environmental Laboratories Inc	157.08	
	Subtotal Subconsultant		314.16

Unit Charges

Kemmerer Vertical Bottle Sampler	1.0 day @ 33.50	33.50	
Turbidimeter	0.5 days @ 40.00	20.00	
YSI ProDSS Daily Rate	0.5 days @ 185.00	92.50	
Barr Vehicle Daily Rate	1.0 day @ 115.00	115.00	
Canoe	1.0 day @ 45.00	45.00	
Ice (per bag)	1.0 ea @ 3.10	3.10	
Vehicle (Mileage)	53.0 miles @ 0.70	37.10	
Water Quality Meter (YSI 556)	0.5 days @ 90.00	45.00	
	Subtotal Units		391.20
	Task Subtotal		\$3,271.86

Task: 200 Phytoplankton Counts

Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist III				
Rattei, Margaret	3.60	160.00	576.00	
	3.60		576.00	
	Subtotal Labor			576.00
	Task Subtotal			\$576.00
	Job Subtotal			\$3,847.86
	Total this Invoice			\$3,847.86

	Current	Prior	Total	Received	AR Balance
Invoiced to Date	3,847.86	13,314.07	17,161.93	13,314.07	3,847.86

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Greg Williams, your Barr project manager, at 952.932.2945, or email gwilliams@barr.com.


CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Rd Ste 290
Eagan, Minnesota 55121
(651) 452-5000

Black Dog Watershed Management Organization
Attention: Daryl Jacobson
City of Burnsville
100 Civic Center Parkway
Burnsville MN 55337-3817

Page: 1
July 31, 2025
Account # 602-0000G
407

RE: GENERAL SERVICES
RENDERED TO DATE:

			HOURS	
07/21/2025	JMA	Draft contract for RFP.	0.80	80.00
	JDS	Email from and email to D. Jacobson; email to J. Arntzen.	0.20	35.00
07/25/2025	JDS	Review email and contract from J. Arntzen; email to D. Jacobson.	0.20	35.00
		AMOUNT DUE	1.20	150.00
		TOTAL CURRENT WORK		150.00
		PREVIOUS BALANCE		\$35.00
07/25/2025		Payment - thank you		-35.00
		TOTAL AMOUNT DUE		<u>\$150.00</u>


8-11-25

Amounts due over 30 days will be subject to a finance charge of .5% per month (or an annual rate of 6%). Minimum charge - 50 cents.



**Dakota County Soil & Water
Conservation District**

4100 220th Street West, Ste 102
Farmington, MN 55024
(651) 480-7777
DakotaSWCD.Accounting@CO.Dakota.MN.US

Invoice

DATE	INVOICE #
7/1/2025	3469

BILL TO

Black Dog WMO
Daryl Jacobson, Administrator
13713 Frontier Court
Burnsville, MN 55337

AGREEMENT

2025 Agreement

BILLING PERIOD

Apr - Jun 2025

TERMS

Net 30 Days

DESCRIPTION

HRS/COUNT

RATE

AMOUNT

EDUCATION AND ASSISTANCE OUTREACH

Website Updates and Maintenance

Fee: Website Hosting

4

100.00

400.00

0

0.00

0.00

Landscaping for Clean Water Intro Class

Landscaping for Clean Water Design Course

Landscaping for Clean Water Maintenance Workshop

1

4,000.00

4,000.00

1

8,000.00

8,000.00

1

2,000.00

2,000.00

TECHNICAL ASSISTANCE

Landscaping for Clean Water Technical Assistance

0

600.00

0.00

COST SHARE

Landscaping for Clean Water Grant:

0

250.00

0.00

OK
Dg [Signature]
7-16-25

It's been a pleasure working with you!

Total \$14,400.00

BLACK DOG WMO
CASH ACTIVITY REPORT 2025

Date		Description	Deposits	Check #	Check Amount	Monthly Cash Balance	Expenditures: General Engineering Support	Special Projects (General)	Special Projects (Capital)	Special Projects (Gen. Reserve)	Insurance	Legal & Audit	Admin Support	Public Education	Water Quality Monitoring	Conf Public	Contingency
Balance as of 12/31/24					622,861.73												
15-Jan		Barr Engineering Co (2024)		1844	2,170.00		2,053.50	116.50									
15-Jan		Campbell Knutson (2024)		1845	157.50							157.50					
15-Jan		Metropolitan Council (2024)		1846	3,040.00										3,040.00		
15-Jan		Dakota County Soil&Water Cons Dist (2024)		1847	12,025.00			11,050.00						975.00			
31-Jan		Interest Income	2,304.21														
01/31/25 Balance			2,304.21		17,392.50	607,773.44	2,053.50	11,166.50	-	-	-	157.50	-	975.00	3,040.00	-	-
19-Feb		Barr Engineering Co		1848	4,320.00		2,685.00	870.00							580.00		
19-Feb		Campbell Knutson		1849	245.00							245.00		185.00			
19-Feb		City of Burnsville (2024)		1850	24,412.80								24,412.80				
28-Feb		Interest Income	2,001.71														
02/28/25 Balance			2,001.71		28,977.80	580,797.35	2,685.00	870.00	-	-	-	245.00	24,412.80	185.00	580.00	-	-
19-Mar		Barr Engineering		1851	5,645.50		1,647.50	549.00						3,265.00	184.00		
19-Mar		Campbell Knutson		1852	35.00							35.00					
31-Mar		Interest Income	2,115.65														
03/31/25 Balance			2,115.65		5,680.50	577,232.50	1,647.50	549.00	-	-	-	35.00	-	3,265.00	184.00	-	-
16-Apr		Barr Engineering		1853	4,377.50		1,223.00	948.00						1,256.50	950.00		
16-Apr		Campbell Knutson		1854	85.00							85.00					
16-Apr		Dakota County Soil & Water		1855	1,500.00									1,500.00			
30-Apr		Interest Income	2,034.60														
04/30/25 Balance			2,034.60		5,962.50	573,304.60	1,223.00	948.00	-	-	-	85.00	-	2,756.50	950.00	-	-
21-May		Barr Engineering		1856	7,547.25		2,479.00	4,883.25						185.00			
31-May		Interest Income	2,074.00														
05/31/25 Balance			2,074.00		7,547.25	567,831.35	2,479.00	4,883.25	-	-	-	-	-	185.00	-	-	-
30-Jun		Interest Income	1,973.33														
06/30/24 Balance			1,973.33		-	569,804.68	-	-	-	-	-	-	-	-	-	-	-
16-Jul		Barr Engineering		1857	11,441.32		2,657.00	5,879.82						2,904.50	-		
16-Jul		Campbell Knutson		1858	35.00							35.00					
16-Jul		LB Carlson LLP		1859	6,300.00							6,300.00					
16-Jul		League of MN Cities Ins Trust		1860	2,828.00						2,828.00						
31-Jul		Interest Income	2,028.57														
07/31/24 Balance			2,028.57		20,604.32	551,228.93	2,657.00	5,879.82	-	-	2,828.00	6,335.00	-	2,904.50	-	-	-
Total Revenue			14,532.07	Total Expense		86,164.87	12,745.00	24,296.57	-	-	2,828.00	6,857.50	24,412.80	10,271.00	4,754.00	-	-
Less: 2024 A/R			-	Less: 2024 A/P		(41,805.30)	(2,053.50)	(11,166.50)	-	-	-	(157.50)	(24,412.80)	(975.00)	(3,040.00)	-	-
December LMC insurance reclass			-			-											
Total YTD 2025 Revenue			14,532.07	Total YTD 2025 Exp		44,359.57	10,691.50	13,130.07	-	-	2,828.00	6,700.00	-	9,296.00	1,714.00	-	-
				2025 Budget		155,100.00	34,000.00	46,000.00	-	-	2,500.00	11,000.00	25,000.00	25,700.00	5,400.00	500.00	5,000.00
				Budget Remaining		110,740.00	23,309.00	32,869.93	-	-	(328.00)	4,300.00	25,000.00	16,404.00	3,686.00	500.00	5,000.00
YTD Interest Income			14,532.07														

BLACK DOG WATER MANAGEMENT COMMISSION

Budget Performance Report July 31, 2025

	CURRENT MONTH	YEAR TO DATE			
	ACTUAL	GENERAL FUND BUDGET	CAPITAL IMPROVEMENT FUND BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
Opening Fund Balance		\$ 452,567	\$ 128,489	\$ 581,056	
REVENUES :					
Member Contributions:					
City of Apple Valley	\$ -	\$ 9,362	\$ 972	\$ -	\$ (10,334)
City of Burnsville	-	85,489	9,204	-	(94,693)
City of Eagan	-	534	-	-	(534)
City of Lakeville	-	23,615	2,324	-	(25,939)
Total Member Contributions	-	119,000	12,500	-	(131,500)
Other Revenues:					
Interest	\$ 2,029	\$ 15,000	\$ -	\$ 14,533	\$ (467)
Grant (State of MN BWSR)	-	-	-	-	-
Total Other Revenue	2,029	15,000	-	14,533	(467)
Total Revenues	\$ 2,029	\$ 134,000	\$ 12,500	\$ 14,533	\$ (131,967)
EXPENDITURES :					
General Engineering Support	\$ 2,657	\$ 34,000	\$ -	\$ 10,692	\$ 23,309
Special Projects - General Fund	5,880	46,000	-	13,130	32,870
Special Projects - Capital Improvement Fund	-	-	-	-	-
Special Projects - General Fund Reserve	-	-	-	-	-
Insurance	2,828	2,500	-	2,828	(328)
Legal and Audit	6,335	11,000	-	6,700	4,300
Administrative Support	-	25,000	-	-	25,000
Public Education	2,905	25,700	-	9,296	16,404
Water Quality Monitoring	-	5,400	-	1,714	3,686
Conference/Publications	-	500	-	-	500
Contingency	-	5,000	-	-	5,000
Total Expenditures	20,604	155,100	-	44,360	110,740
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(18,576)	(21,100)	12,500	(29,827)	
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES PLUS OPENING FUND BALANCE				551,230	
TOTAL CASH AVAILABLE 7/31/2025	551,229				
Fund Balance 7/31/2025	\$ 551,230				