Memorandum

To: Town Board

Stillwater Township

Copies To: Kathy Schmoeckel, Clerk

Soren Mattick, Attorney

Paul Pearson, Engineer

From: Sherri Buss, Planner

Date: January 2, 2014

Reference: January 9 Board Meeting

Project No.: 15484.000

Routing: 

The following is a summary of the planning items for the January 9th Board meeting agenda:

**Memorandum of Understanding with Carnelian-Marine-St. Croix Watershed District (CMSCWD)**

The Carnelian-Marine-St. Croix Watershed District has requested that each of the communities within the District create a Memorandum of Understanding (MOU) with the District to identify and commit to mutual roles and responsibilities for project review and water management activities. Jim Shaver, the District Administrator, indicated that this has not been a problem in Stillwater Township to date, but that some communities do a poor job of coordinating land use applications and enforcement issues with the District, so they are requesting agreements with each community. The Township agreed to create an MOU with the District in our Local Water Management Plan that was approved early in 2013.

The Planner created a draft MOU, based on a similar document created for the City of Scandia and approved this year. She provided it to Soren Mattick, Paul Pearson and Jim Shaver for comments, and incorporated comments received before this mailing in the document. A copy is attached for Board review at the January 9 meeting.

**Mailing List**

I received the mailing list for residents in the Transition Zone from Kathy Schmoeckel shortly after the December Board meeting. TKDA created a set of mailing labels from the Excel spreadsheet, and provided them to Kathy, along with a copy of the label sheets so she can make copies for any future mailings.