



White Bear Lake Conservation District

Regular Board Meeting Minutes

April 21, 2026, 7:00 p.m.,
White Bear Lake City Hall Council Chambers
(6 pm., LUC meeting)

1. **Roll Call/Quorum** – Present: Chair Bryan DeSmet, Vice Chair Meredith Walburg, Secretary Treasurer Mike Parenteau, Brian Bonin, Chris Churchill, Diane Longville, Mark Ganz, Mark Wisniewski, Shari Salzman-Hankins, Shelley Dropkin, and staff Alan Kantrud and Cheri Howe. A quorum was present.
2. **Call to Order** – Bryan DeSmet called the meeting to order at 7 pm.
3. **Approval of Agenda** – The word ‘timeline’ was added to the ‘Lake management plan draft’ item. A motion to approve the amended agenda was made by Mark Wisniewski, seconded and passed.
4. **Approval of previous Board Meeting minutes** – A motion to approve the March 17, 2026 meeting minutes was made by Mark Ganz, seconded and passed.
5. **Public Comments** - none
6. **New Business**
 - Board Term reappointments – The following Board members were reappointed for another term: Bryan DeSmet and Diane Longville, White Bear Township, and Mark Wisniewski, Dellwood.
 - Administrator position advertising expense approval – Bryan DeSmet explained that free sources are being used to advertise the administrator position, but that in case there was a need to widen the candidate pool, a cost ceiling should be set. A motion to spend up to \$400 for advertising costs, if necessary was made by DeSmet, seconded and passed.
 - Annual Workers Compensation insurance contract renewal – A motion to approve the regular premium option of \$200 for worker’s compensation coverage was made by DeSmet, seconded and passed.
 - Watercraft rental compliance checklist draft – Meredith Walburg reported that the trend for people to rent out their own watercraft has become more popular and a draft compliance checklist was created to help make watercraft rental on the lake safer. Walburg compiled rules and regulations from Minnesota statutes, the Department of Natural Resources (DNR), Ramsey and Washington counties, and WBLCD ordinances to will help people understand what is needed to safely rent watercraft. The goal is to publish this on the website, social media, and in *The Laker* for educational purposes for people who are interested in this. There are no plans to change WBLCD ordinances at this time. Any feedback on the checklist draft should be sent to Cheri and Meredith by April 30. The checklist will be brought back to the May Board meeting for approval.
 - Lake management plan timeline draft – Meredith Walburg worked with the Executive Committee to create a multi-year timeline for the development of a new lake management plan. It would start with a strategic planning meeting with the entire Board in August and appointing members to a steering committee to develop a scope

for the project. There would be requests for proposals, and a firm hired to do the work in 2028 with a plan finalized in 2029.

Chris Churchill asked what items would be addressed in the management plan. Bryan DeSmet said that the recent lake use studies would dovetail into the management plan but could include other issues, such as managing fish populations. Walburg stated that the scope could include anything that the District wanted, for example, improving safety on the lake, looking at impacts of wake boats, landscaping for better water quality, improving interagency cooperation and taking advantage of resources that are out there. Mark Wisniewski further clarified that the Board would share their ideas and thoughts for the management plan at the strategic planning meeting. Input from the community would be gathered through the hired firm who would also do the research needed to address the items in the lake management plan. DeSmet said the lake management plan should be updated periodically with the last one completed in 1999. Any feedback on the draft timeline should be sent to Cheri and Meredith by April 30. The previous lake management plan will be sent to Board members.

7. Unfinished Business

- Commercial Bay survey markers - draft scope and sequence – Bryan DeSmet stated that he and Chris Churchill will develop some bullet points for a scope of work, ask for a quote from the engineering firm that surveyed and placed markers in 2023, and then bring it to the Board. Some of the markers are hard to find or have disappeared, so the goal is to place more permanent/visible markers to mark the Ordinary High Water (OWH) level at marinas in Commercial Bay as it is the starting point of their ADUA.

8. Reports/Action Items

- **Executive Committee** – Bryan DeSmet reported that the the Executive Committee met and discussed the following items not covered in the Board meeting: purchasing a new computer system by the next Board meeting that includes a docking station, PC, and Bluetooth keyboard; and printing copies of the Lake Use Study reports. DeSmet explained the administrator hiring process, which includes posting the position at free employment websites, getting and reviewing applications, picking the top three-four candidates, setting up interviews, getting Board approval on candidate selection, and making a proposal to the candidate with a goal of having someone in place by July 1. DeSmet asked if anyone would be interested in joining the hiring process and Shelley Dropkin volunteered. If anyone else is interested, let DeSmet know by April 24.

A motion to approve a salary range of \$25-30/hr for the administrator position with a time commitment of 16-20 hrs a week was made by DeSmet, seconded and passed. A decision will be made at the May Board on whether the Board or the taskforce will have the authority to offer the job to a candidate.

- **Lake Quality Committee**
 - Lake level and temperature – Mike Parenteau reported that the lake level today was 923.20 ft, which is 2 inches higher than last month, and 7 inches higher than last year at this time. The average lake level established by the DNR is 923.42 ft. The lake temperature is 52 °F and last year at this time, it was 45 °F.
 - WBL ice out – Ice out on White Bear Lake occurred at 7 pm on March 31 in front of Chris Churchill's house.
 - 2026 Blue Water Science Eurasian Watermilfoil (EWM)/Starry Stonewort (SSW) survey quote – The cost for a EWM survey and report is \$3,800 and a SSW search is \$1,850. A motion to approve both services for a total of \$5,650 was made by Parenteau, seconded and passed.
 - Parenteau reported that the District did not get a DNR grant for Aquatic Invasive Species (AIS) treatment this year.

- o **Lake Utilization Committee**

- o East Shore Dock Assn (ESDA) permit application (revised from last year) – Mark Ganz explained that the ESDA is asking to extend its dock 20 ft longer into the water, where it is still within their ADUA, as the water is consistently very shallow. The association’s dock has been 150 ft for 19 years, except last year when they filed a variance for the extra 20 feet. A letter opposing the longer dock was received this morning. A motion to approve the permit application was made by Chris Churchill, seconded and passed, with Ganz abstaining from the vote.

- o **Lake Education Committee**

- o Educational outreach update – Meredith Walburg stated that she has been working on the first edition of *The Laker*, which should be out around Memorial Day. There are articles about planting for water quality, recap of the winter ice cleanup, an overview of the lake use study and water quality trends, Starry Stonewort (SSW), a reminder about our new ordinance prohibiting water appropriation from the lake and the new Minnesota boater license law requirement. We’ll be planning and writing copy for the July 4th issue, so any ideas are welcome. Items will include another article on SSW, and perhaps the watercraft rental checklist discussed earlier.

DeSmet thanked Meredith, Cheri, and Lisa Brock for their work on *The Laker*. This issue is the biggest one with four (4) pages of content.

- Winter lake cleanup recap – This was the 23rd annual ice cleanup and 11 groups had signed up. The day was challenging from the snow that fell that morning, but 66 volunteers were able to pick up 415 lbs. of trash. Over 23 years of the lake cleanup event, 1,773 volunteers have picked up 8,000 lbs. of trash.

A summer lake cleanup event is scheduled as part of Manitou Days on Sat. June 27 and everyone is welcome to participate in that.

- o Social media update – Postings to social media will include Earth Day and protecting the lake, the buoy map, something on SSW and the lake level. Let Meredith know if there is anything else that should be posted.

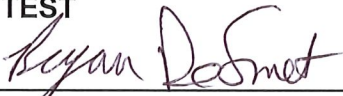
9. Treasurer Reports

- o 2026 March Treasurer’s Report – A motion to approve March expenses debit card NS2026-07 through NS2026-11 and checks #2514 through #2518 was made by Mike Parenteau, seconded and passed.
- o MN Unemployment Insurance and PFML payment approval – A motion to approve the MN UI 2026 Qtr. 1 payment of \$30 with check #2519 was made by Parenteau, seconded and passed. A motion to make a PFML payment of \$37.56 with check #2580 was made by Parenteau, seconded and passed.
- o New computer system approval – A motion to approve the purchase of a new PC, docking station, and Bluetooth keyboard up to \$1,500 was made by Mike Parenteau, seconded and passed.
- o 2027 Budget draft – Parenteau presented the first draft of the 2027 budget for the Board to review and make changes. It will be brought back to the May Board meeting for discussion and approval. Brian Bonin questioned why the amount for the Ramsey County supplemental law enforcement contract was decreased from last year to which Parenteau explained that the County has not spent the contract amount for several years in a row and would like to budget an amount that is more in line with what they are able to provide. DeSmet also pointed out that member cities can be reimbursed by the District for one swimmer’s itch treatment per year. Meredith Walburg asked if the costs for treating SSW should be preapproved as the District’s Aquatic Invasive


Species (AIS) prevention, surveillance, and treatment plan states that the District will respond immediately to any SSW detection. Bryan DeSmet said that there is enough money in reserve if expenditures needed to be made right away for treatment. Any changes to the budget should be given to Cheri by May 8.

10. **Board Counsel Report** – Alan Kantrud reported that the Ramsey County Sheriff’s office visited the owners of the property on Hwy 61 whose dock was out of compliance last year. The 2026 amended supplemental law enforcement contract was received and signed. Kantrud added that the Ramsey County contracts have come under budget the last few years due to them not having the personnel to provide the services we needed.
11. **Announcements** – The next Board meeting will be held on May 19, 2026.
12. **Adjournment** – A motion to adjourn at 8:14 pm was made by Mark Ganz, seconded and passed.

ATTEST



Bryan DeSmet, Chairperson, WBLCD



Cheri Howe, Administrator, WBLCD

5-19-2026
Date

5/19/2026
Date