

MINUTES

January 10, 2008

I. A meeting of the Shingle Creek Watershed Management Commission was called to order by Chair Tina Carstens on Thursday, January 10, 2008, at 12:48 p.m., at Lancer at Edinburgh, 8700 Edinbrook Crossing, Brooklyn Park, MN.

Present were: Kathleen Carmody, Brooklyn Center; Tina Carstens, Brooklyn Park; Brenda Asmus, Crystal; Karen Jaeger, Maple Grove; Craig Cooper, Minneapolis; Diane E. Stauner, New Hope; Ned Carroll, Plymouth; Wayne Sicora, Robbinsdale; Charles LeFevere, Kennedy & Graven; Ed Matthiesen, Wenck Associates, Inc.; and Judie Anderson, JASS.

Also present: Shelley Schwaninger, Brooklyn Center; Mark Gustafson, Champlin; Janet Moore and Tom Mathisen, Crystal; Rick Lestina, Maple Grove; Daniel W. Stauner, New Hope; Ross Beckwith, Plymouth; and Richard McCoy, Robbinsdale.

Not represented: Osseo.

II. Motion by Cooper, second by Stauner to **approve the revised agenda**. Motion carried unanimously.

III. Motion by Jaeger, second by Carmody to approve the **minutes of the December 13, 2007 meeting**. Motion carried unanimously.

IV. Motion by Jaeger, second by Stauner to approve the **Treasurer's Report**. Motion carried unanimously.

V. Motion by Stauner, second by Carroll to approve the **January claims**. Claims totaling \$16,385.86 were approved by roll call vote: ayes – Carmody, Carstens, Asmus, Jaeger, Cooper, Stauner, Carroll and Sicora; nays - none; absent – Osseo.

VI. Open Forum. No one wished to speak.

VII. Communications. The Commissioners received copies of the following:

A. December Communications Log. No action required.

B. Announcement of BWSR Performance Review and Assistance Program (PRAP).*

C. Invitation to 7th Annual Road Salt Symposium, February 5, 2008.

VIII. Water Quality.

A. The **Twin and Ryan Lakes TMDL** and ancillary **Implementation Plan** were approved in November 2007. Both documents are available on the Minnesota Pollution Control Agency (MPCA) website, <http://www.pca.state.mn.us/water/tmdl/project-twinryan.html>. The affected MS4s - Brooklyn Center, Brooklyn Park, Crystal, Minneapolis, New Hope, Robbinsdale, Hennepin County, and MnDOT - have 18 months to amend their stormwater pollution prevention plans (SWPPPs) to incorporate BMPs from the Implementation Plan. Staff will prepare standardized BMP sheets for use by the MS4s in revising their SWPPPs. This will be discussed at a future TAC meeting.

B. Crystal Lake Internal Load Reduction Feasibility Study. The City of Robbinsdale has hired Wenck Associates to complete a feasibility study to evaluate options for reducing the internal phosphorus load in Crystal Lake. Internal loading was identified as an important phosphorus source in the draft Crystal Lake TMDL. The Commission's CIP includes a project to implement the most feasible and effective solution. The feasibility study is expected to be completed in time for the Commission's consideration of this project as part of the budget and CIP process in 2009.

C. For funding purposes, the MPCA separated the **biotic integrity/dissolved oxygen TMDLs** into two phases of work. Phase I included the initial analysis and field work, and Phase II the modeling, analysis, and TMDL writing. Because of last summer's drought conditions, most of the field work was not performed and the TMDL work plan timelines have been revised. Accordingly, fieldwork will be completed this year, modeling and analysis will be completed in 2008 and 2009, with project completion in late 2009. Included in the meeting packet were the revised work plan and



timeline negotiated with the MPCA. They are being routed through the MPCA for approval. When they are approved the MPCA will prepare a contract for the Commission's review and approval, hopefully at the February meeting.

IX. Project Reviews. There are no projects.

X. Second Generation Plan.

A. As a part of the Twin Lake TMDL Implementation Plan, the Commission agreed to review its current **Rules and Standards**, which it adopted jointly with the West Mississippi Commission effective January 1, 2003. The Rules and Standards were revised in 2002 as a part of the Second Generation Management Plan process. For purposes of the total maximum daily load (TMDL), the rule review is to evaluate whether revisions could be made to reduce nutrient loading from future development or redevelopment. In addition, a number of other rules, standards, and practices have also changed. In December the Commission charged the Technical Advisory Committee (TAC) to review the rules and standards and make recommendations for their revision. The TAC will meet on January 23, 2008 to begin this process.

Motion by Carmody, second by Cooper to set a TAC meeting for 8:30 a.m., Wednesday, February 27, 2008, at Crystal City Hall. Representatives from MPCA will be present to discuss TMDL implementation in the National Pollutant Discharge Elimination System (NPDES) program. Motion carried unanimously. Judie, invite NPDES coordinators

B. The Commission has received notice that it will be receiving two Clean Water Legacy Act grants, one for Wetland 639W and the other for the Crystal Twin Oak Pond. The Crystal project came up after the CIP plan amendment process was underway last year. Adding it to the CIP will require a **Major Plan Amendment**, which there is just enough time to do prior to the project hearing and certification deadlines this fall.

Staff and members of the TAC scheduled a conference call on January 9, 2008 to discuss and make recommendations to the Commission as to how to proceed. Based on discussions with TAC members, Staff presented two plan revision options for consideration. Option 1 adds the Twin Oak Pond project to the 2008 CIP, resulting in an exceedance of the \$500,000 levy guideline of \$12,000. Option 2 adds the Twin Oak Pond project to the list in 2008, reallocates \$570,000 from the Wetland 639W project to 2009, and reallocates funds for the Creek Restoration CR 10 to I-694 and Maple Grove Pond P55 projects from 2009 to 2010. Motion by Carstens, second by Stauner to recommend Option 2 and authorize Staff to begin the plan amendment process. Motion carried, Carmody voting nay.

C. Wetland Management Plan. MN Rules Sec. 8410.0060 requires watershed management plans to include an inventory of the functional values of the wetlands in the watershed. The SC/WM Second Generation Plan requires member cities to prepare those assessments according to a plan and schedule set forth in the Water Quality Plan (WQP). The WQP, adopted May 10, 2007, established a two-phase strategy for completing the assessments. The most critical wetlands are to be evaluated in the short term, with the other wetlands evaluated as opportunities arise. To guide cities in accomplishing this task, Staff proposes that the Commissions undertake Phase I of the Wetland Management Plan in 2008:

1. Develop guidelines that specify the data that needs to be collected, the allowable standardized assessment tools, and the methods to be used.

2. Complete five to eight MnRAM evaluations on different wetlands throughout the watersheds to serve as reference or "example" evaluations.

3. Prepare a detailed outline of the Wetland Management Plan to assure the data collected by the cities provides the necessary information for the development of that Plan.

At their December 2007 meeting, the Commissions approved funding to complete the first phase of the Wetland Management Plan and directed the TAC to review and provide input to the tasks above and recommend revisions as needed to the Commission's Rules and Standards regarding pollutant load reduction requirements.

D. Matthiesen indicated a **shoreline buffer incentive program** could be considered as a capital program as long as it has a termination date. He indicated a possible expenditure of \$10-20,000/year and recommended using Plymouth's program as a template.



E. Except for those with land in the Minnehaha Creek Watershed District or the Mississippi WMO, all member cities were required to complete a **local water management plan** update by the end of 2006. Currently, Brooklyn Center and Minneapolis have completed and approved plans; Brooklyn Park, Crystal, New Hope and Robbinsdale anticipated completing their plans by the end of 2007; Maple Grove will complete their LWP in tandem with their Comprehensive Plan; and Plymouth has received an extension of time pending completion of the Minnehaha Creek plan. The status of the Osseo plan is unknown.

XI. Education and Public Outreach Program.

A. **Water Quality Education Grants.** One grant application is still pending, awaiting follow-up from Champlin Park High School. An application from an Eagle Scout for a composting project at Highway 169 and Bass Creek is also anticipated.

B. Collaborative Activities.

1. **Public Opinion Survey.** Included in the meeting packet were the preliminary results of the joint Shingle Creek-West Mississippi-Elm Creek-Bassett Creek opinion survey conducted by Decision Resources, Ltd. The Education and Public Outreach Committee (EPOC) will be working with DRL to refine and interpret the results of the survey and do some additional analysis. DRL will present the results of the survey to the members of the EPOC, member cities, and the media on Thursday, January 31, 2008, at Plymouth City Hall. Commissioners are encouraged to attend. They were also asked to review the preliminary results and to consider any additional data analysis that might be useful when developing outreach materials.

2. **Rain Garden Workshops.** Workshops A have been scheduled for Maple Grove, Plymouth and Crystal on April 19, May 15, and June 3, 2008, respectively. Workshops B are scheduled on May 3 and May 31 in Maple Grove and Plymouth.

C. The **2007 NPDES Annual Report** was sent to the member cities on December 18, 2007.

XII. Grant Opportunities.

A. The Commission submitted three grant applications for Clean Water Legacy Act (CWLA) funds -- Wetland 639W Restoration, Twin Oak Pond, and the Crystal Lake Internal Load Management project. (See. X.B., above.) [On January 25, 2008, the Commissioner received official notice that the 639W project was funded to \$60,000 and the Twin Oak Pond project was funded to \$77,500.]

B. **Salt workshops** occurred in Plymouth, Brooklyn Center, Robbinsdale and Crystal in 2007. These workshops were conducted in partnership with Fortin Consulting's 319 Grant.

XIII. Other Business.

A. **Election of officers and annual appointments** will occur at the February meeting. Motion by Carmody, second by Cooper to appoint Carroll to chair the Nominating Committee. Motion carried unanimously.

B. **Adjournment.** There being no further business before the Commission, motion by Jaeger, second by Carmody to adjourn. The meeting was adjourned at 1:34 p.m.

Respectfully submitted,

Judie A. Anderson
Recording Secretary