

**MINUTES**  
**Regular Meetings**  
**August 11, 2016**

(Action by the SCWMC appears in blue, by the WMWMC in green and shared information in black.  
\*indicates items included in the meeting packet.)

I. A joint meeting of the Shingle Creek Watershed Management Commission and the West Mississippi Watershed Management Commission was called to order by Shingle Creek Chairman Andy Polzin on Thursday, August 11, 2016, at 12:46 p.m., at the Clubhouse at Edinburgh, USA, 8700 Edinbrook Crossing, Brooklyn Park, MN.

Present for Shingle Creek were: David Mulla, Brooklyn Center; John Roach, Brooklyn Park; Janet Moore, Crystal; Karen Jaeger, Maple Grove; Bill Wills, New Hope; Andy Polzin, Plymouth; Wayne Sicora, Robbinsdale; Troy Gilchrist, Kennedy & Graven; Ed Matthiesen, Wenck Associates, Inc.; and Judie Anderson, JASS. *Not represented:* Minneapolis and Osseo.

Present for West Mississippi were: David Mulla, Brooklyn Center; John Roach, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; Troy Gilchrist, Kennedy & Graven; Ed Matthiesen, Wenck Associates, Inc.; and Judie Anderson, JASS. *Not represented:* Osseo.

Also present were: Dave Vlasin, Shelley Marsh, and Andrew Hogg, Brooklyn Center; Jesse Struve and Steve Chesney, Brooklyn Park; Todd Tuominen, Champlin; Mark Ray, Crystal; Elizabeth Stout, Minneapolis; Shawn Markham, New Hope; Leah Gifford and Ben Scharenbroich, Plymouth; and Dan Parks, Westwood Professional Services, for Project SC2016-08.

II. **Agendas and Minutes.**

Motion by Jaeger, second by Sicora to approve the **Shingle Creek agenda**.\* *Motion carried unanimously.*

Motion by Roach, second by Butcher to approve the **West Mississippi agenda**.\* *Motion carried unanimously.*

Motion by Jaeger, second by Sicora to approve the **minutes of the July 14, 2016 Shingle Creek regular meeting**.\* *Motion carried unanimously.*

Motion by Roach, second by Jaeger to approve the **minutes of the July 14, 2016 West Mississippi regular meeting**.\* *Motion carried unanimously.*

III. **Finances and Reports.**

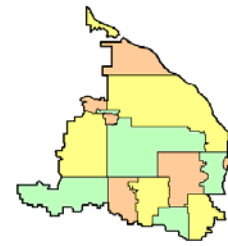
A. Motion by Sicora, second by Jaeger to approve the **Shingle Creek Treasurer's Report**.\* *Motion carried unanimously.*

Motion by Sicora, second by Wills to approve the **Shingle Creek August claims**.\* Claims totaling \$125,696.38 were *approved by roll call vote*: ayes – Mulla, Roach, Moore, Jaeger, Wills, Polzin, and Sicora; nays – none; absent – Minneapolis and Osseo.

B. Motion by Jaeger, second by Butcher to approve the **West Mississippi Treasurer's Report**.\* *Motion carried unanimously.*

Motion by Butcher, second by Jaeger to approve the **West Mississippi August claims**.\* Claims totaling \$8,139.01 were *approved by roll call vote*: ayes – Mulla, Roach, Butcher, and Jaeger; nays – none; absent – Osseo.

\*items are included in meeting packet



#### IV. Open Forum.

Moore inquired about the impacts of the recent FEMA updates. Matthiesen responded that the 1980s maps are being updated and digitized.

#### V. Project Reviews.

**A. SC2016-08 Hy-Vee, Robbinsdale.\*** Construction of grocery store and parking lot on 10 acres located at 3500 Bottineau Boulevard. Following development, the site will be 91.5% impervious, an increase of 0.3 acres on the Terrace Theatre site. A complete project review application was received on July 28, 2016.

To comply with the Commission's water quality treatment requirement, the site must provide ponding designed to NURP standards with dead storage volume equal to or greater than the volume of runoff from a 2.5" storm event, or BMPs providing a similar level of treatment - 80-85% TSS removal and 50-60% TP removal. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture.

Runoff from the parking lot is proposed to be routed to an underground filtration system. The applicant meets Commission water quality treatment requirements.

Commission rules require that site runoff be limited to predevelopment rates for the 2-, 10-, and 100-year storm events. Runoff from the site is routed to an underground filtration basin. The applicant meets the Commission's rate control requirements.

Commission rules also require the site to infiltrate 1.0" of runoff from new impervious area within 48 hours. The new impervious area on this site is 9.2 acres, requiring that 34,467 CF be infiltrated within 48 hours. Due to the high ground water and poor soils, the applicant proposes to filter the required volume within 48 hours, which meets Commission requirements. The site discharges to Crystal Lake.

The NWI does not identify any wetlands on site. There are no Public Waters or floodplain on this site. An erosion control plan was submitted with the project review and includes rock construction entrance, perimeter silt fence, slope checks, and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.

A public hearing on the project was conducted on July 20 as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

Motion by Jaeger, second by Moore to advise the City of Robbinsdale that project SC2016-08 is approved with the condition that an operation and maintenance plan for the storm sewer system agreeable to the City of Robbinsdale be provided. *Motion carried unanimously.*

**B. WM2016-06 Six Ten Crossings Retail Pad, Brooklyn Park.\*** Construction of a retail shop with parking lot on a site located at the southeast corner of Zane and 96th Avenues. Following development, the site will be 71% impervious, an increase of 2.12 acres. A complete project review application was received July 15, 2016.

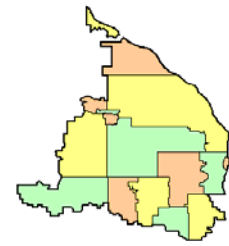
To comply with the Commission's water quality treatment requirement, the site must provide ponding designed to NURP standards with dead storage volume equal to or greater than the volume of runoff from a 2.5" storm event, or BMPs providing a similar level of treatment - 80-85% TSS removal and 50-60% TP removal.

Runoff from 93% of the site is proposed to be routed to an infiltration basin with the remaining 7% running into the storm sewer on 96th Avenue. The applicant meets Commission water quality treatment requirements.

Commission rules require that site runoff be limited to predevelopment rates for the 2-, 10-, and 100-year storm events. Runoff from the site is captured and infiltrated up to the 1.3" rain event. The applicant meets the Commission's rate control requirements.

Commission rules require the site to infiltrate 0.5" of runoff from new impervious area within 48

\*items are included in meeting packet



hours. The new impervious area on this site is 2.12 acres, requiring that 3,847 CF be infiltrated within 48 hours. The applicant proposes to infiltrate over the 1.3" rain event, a volume of 10,379 CF. The basin has the capacity to infiltrate the required volume within 48 hours, which meets Commission requirements.

The NWI does not identify any wetlands on site. There are no Public Waters or floodplain on this site. The low floor elevations of the buildings are 875.0', at least two feet higher than the high water elevation of the infiltration basins, meeting Commission requirements.

An erosion control plan was submitted with the project review, and includes rock construction entrance, perimeter silt fence, slope checks, and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.

A public hearing on the project was held on July 13 as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

Motion by Jaeger, second by Roach to advise the City of Brooklyn Park that project WM2016-06 is approved with no conditions. *Motion carried unanimously.*

**VI. Watershed Management Plan.**

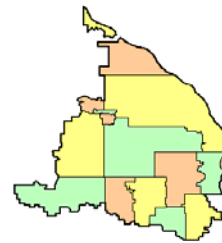
**A.** Earlier this year the Commissions undertook a Minor Plan Amendment to revise the Capital Improvement Program (CIP) for 2016. The next step in the CIP process is to receive and discuss feasibility studies for the proposed projects and call for a public hearing on those projects that the Commissions wish to move forward. The table below shows the projects under consideration, their funding, and the additional 1% levy discussed earlier this year to be added to account for uncollectable amounts.

2016 Capital Improvement Program	Total Project Cost	Commission Levy	Grant Funds	Applicant Funds
<b>Shingle Creek Projects</b>				
Cost share (city projects)	\$200,000	\$100,000		\$100,000
Iron and Biochar-Enhanced Sand Filter Retrofits	359,500	210,000	\$149,500	
Priority BMP retrofits (private projects)	100,000	50,000		50,000
<b>TOTAL</b>	<b>\$659,500</b>	<b>\$360,000</b>	<b>\$149,500</b>	<b>\$150,000</b>
1% additional for uncollectable levy		3,600		
<b>TOTAL SHINGLE CREEK LEVY</b>		<b>\$363,600</b>		
<b>West Mississippi Projects</b>				
Cost share (city projects)	\$100,000	\$50,000		\$50,000
Iron and Biochar-Enhanced Sand Filter Retrofits	129,875	80,000	\$49,875	
<b>TOTAL</b>	<b>\$229,875</b>	<b>\$130,000</b>	<b>\$49,875</b>	<b>\$50,000</b>
1% additional for uncollectable levy		1,300		
<b>TOTAL WEST MISSISSIPPI LEVY</b>		<b>\$131,300</b>		

**B. Shingle Creek Projects.**

**1. Commission Fund for Retrofit Cost-Share (City Projects).** This annual project provides cost-sharing to retrofit smaller Best Management Practices identified in Commission-prepared Intensive BMP Retrofit Studies. The TAC developed policies and procedures to administer these funds, and makes recommendations to the Commissions on which projects should be funded. In 2016 the Commission awarded cost-share funding to Brooklyn Park to install ponds and sumps in a park adjacent to Bass Creek. Another project in Minneapolis was for a "blooming alleys" project in the Cleveland Neighborhood, which drains to Crystal Lake. The annual levy is \$100,000, to be matched at least one-to-one by a member city or cities. Potential cost-share projects for 2017 will be solicited in November-December 2016.

\*items are included in meeting packet



**2. Iron and Biochar-Enhanced Sand Filter Retrofits.** Three existing stormwater ponds will be retrofit with an iron-and bio-char enhanced Minnesota Filter Bench to increase the effectiveness of the ponds in removing dissolved phosphorus and bacteria from stormwater runoff. Lions Park Pond is in the Upper Twin Lake subwatershed, 45th Avenue Pond is in the Middle Twin Lake subwatershed, and Humboldt Pond discharges directly to Shingle Creek. This project also includes installing and monitoring catch basin filter inserts at two locations and a filter bed at the Webber Park falls to treat Shingle Creek discharge. This project is funded by a Section 319 grant and Commission levy; no city match is required.

**3. Priority BMP Retrofits (Private Projects).** No applications have been received in 2016. The annual levy is \$50,000, to be matched at least one-to-one by a private party through a member city or cities. Potential cost-share projects are open year round until the fund is depleted.

**C. West Mississippi Projects.**

**1. Commission Fund for Retrofit Cost Share (City Projects).** Similar to Shingle Creek, this annual project provides cost sharing to retrofit smaller BMPs. No project applications have been received in 2015 or 2016 to date.

**2. Iron and Biochar-Enhanced Sand Filter Retrofits.** One existing stormwater pond will be retrofit with an iron-and bio-char enhanced Minnesota Filter Bench to increase the effectiveness of the pond in removing dissolved phosphorus and bacteria from stormwater runoff. The pond at the intersection of Champlin Drive and 120th Avenue discharges to the Mississippi River. This project is funded by a Section 319 grant and Commission levy; no city match is required.

**D. Call for Public Hearing.**

Motion by Moore, second by Roach to receive the feasibility studies for the proposed 2016 Shingle Creek capital projects and call for a public hearing at the Commission's September 8, 2016 meeting to consider the proposed projects and associated levies. *Motion carried unanimously.*

Motion by Jaeger, second by Mulla to receive the feasibility studies for the proposed 2016 West Mississippi capital projects and call for a public hearing at the Commission's September 8, 2016 meeting to consider the proposed projects and associated levies. *Motion carried unanimously.*

Staff were requested to bring information regarding the benefits of these projects to the hearing.

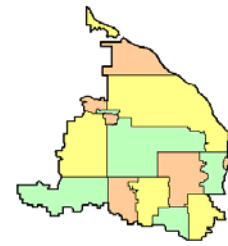
**VII. Water Quality.**

**A.** Included in the packet was the August update\* for the **state buffers program**. In the future these updates will be uploaded to the website and will not be included in the meeting packets.

**B. Model Snow and Ice Policy.\*** The Commissioners received correspondence from Steve Woods, Executive Director of the Freshwater Society, asking if the Commissions would be willing to join a consortium of other WMOs to provide a state-of-the-art model snow and ice removal policy for municipal use. A Technical Advisory Committee comprised of representatives from seven cities, three watershed districts, the Minnesota Nursery and Landscape Association, the Minnesota Pollution Control Agency, Fortin Consulting, and the Freshwater Society has been meeting and has crafted a third draft of the proposed policy. The Freshwater Society is asking the Commissions to consider a financial contribution of \$1500 to help fund their scope of work. This request will be considered at the September meeting in order to allow Commissioners time to review the draft policy with their city staffs.

**C.** Motion by Sicora, second by Roach to approve the **cooperative agreement with the USGS** for the period October 1, 2015 to September 30, 2017. The agreement provides for the operation and maintenance of specific conductance and water temperature monitoring instrumentation on Shingle Creek at Queen Avenue in Minneapolis, including field and analytical work associated with the program. The agreement is in the amount of \$14,506, with the Commission's share being \$7,600. *Motion carried unanimously.*

\*items are included in meeting packet



### VIII. Education.

**A.** The **West Metro Water Alliance (WMWA)** met on August 9 to discuss the fall **Watershed Prep** program and the newsletter. The educators will be contacting schools that had previously declined to participate to gauge their current interest.

WMWA will staff a booth at the **New Hope Farmer's Market Day** on September 17.

The next **Water Links** newsletter will be out mid-September.

Diane Spector's August 10, 2016 memo\* enumerates the Commission's **Facebook page** likes and **Website** traffic. She is continuing to update the site with new information and news. Cities are encouraged to provide fresh local news and updates for posting.

The next **WMWA meeting** is scheduled for September 13, 2016.

**B.** **Minnesota Water Resources Conference,\*** October 18-19, 2016, Saint Paul RiverCentre. Register at [wrc.umn.edu/waterconf](http://wrc.umn.edu/waterconf)

### IX. Grant Opportunities and Updates.

Matthiesen provided updates\* regarding the grant-related projects.

**A.** **Iron- and Biochar-Enhanced Sand Filter Bench Pond Retrofits.** The pond shelf projects for all four pond sites have been designed and are being sent out for quotes. Under item IX.E. below, the Commissions will be asked to authorize a Memorandum of Understanding with the Minneapolis Park and Recreation Board (MPRB) to approve retrofitting an MPRB pond at Creekview Park with a filter as well as locating the temporary filter bed in a Jobox at the Webber Park Falls. When that is executed by MPRB (expected in September) that site will be good to go. Another of the pond sites is a MnDOT pond at TH100 and Bottineau Boulevard. That is being reviewed by MnDOT staff.

The two catch basin inserts have been installed near the intersection of 51st and Winnetka in New Hope and the Robbinsdale City Hall parking lot and one sample has been collected. A 90% reduction was shown at the New Hope site, although the incoming concentration was low. The temporary filter bed in a Jobox has been designed and will be fabricated in the coming weeks.

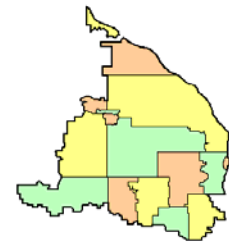
**B.** **Public Art Reaeration Structures.** The selection committee has met with the artist finalists and made a recommendation for two artists. Forecast Public Art will handle contracting the artists. When they are under contract, the final details regarding power, pumping, and footings needs will be determined. The payment to Forecast Public Art was approved as part of the claims submitted by Wenck Associates under item III.A., above.

**C.** **Twin Lake Carp Management.** The initial Mark and Recapture is tentatively scheduled for the first two weeks of September. The population estimates and tagging will likely be sometime in October as the cooler water helps the fish to heal and reduces the risk that the incisions made to insert the RTF tags will become infected. Staff will work with the cities to host a public meeting in the first few weeks of September. Dates for these events will be posted on the website.

**D.** **Connections at Shingle Creek.** The stream restoration portion of the project is essentially complete and the buffer vegetation is being established.

**E.** **Memorandum of Understanding.\*** One of the ponds proposed to be retrofit with an iron- and biochar-enhanced sand filter pond bench as part of the biochar grant project is a pond at Creekview Park in Minneapolis, just north of 49th and Humboldt Avenues North. The project also includes installing a temporary off-line filter bed at Webber Park Falls. The purpose of these installations to test the efficacy of these filters at removing *E. coli* bacteria from stormwater runoff and from direct streamflow. The Commissions' attorney has worked with the Minneapolis Park and Reaction Board (MPRB) to prepare a Memorandum of Understanding,

\*items are included in meeting packet



that authorizes the Commissions to install, construct, and maintain the improvements. Upon execution by the Commissions it will go to the MPRB for execution in September.

Motion by Jaeger, second by Sicora to authorize Chairman Polzin to execute the Memorandum of Understanding with the Minneapolis Park and Recreation Board on behalf of the Shingle Creek Commission. *Motion carried unanimously.*

Motion by Butcher, second by Roach to authorize Chairman Butcher to execute the Memorandum of Understanding with the Minneapolis Park and Recreation Board on behalf of the West Mississippi Commission. *Motion carried unanimously.*

F. On behalf of the Commission, Staff has submitted an application for a 2017 BWSR Accelerated Implementation grant to help fund the **Minneapolis subwatershed assessment**. The City has requested that the entire area of the city in the Shingle Creek watershed be assessed, the cost of which will exceed the \$20,000 annually budgeted for these studies. This action was approved at the July meeting. Awards will be announced in December.

**X. Communications.**

A. The **July communications log\*** was included in the meeting packet. No action required.

B. Matthiesen noted that the St. Anthony Falls Laboratory at the University of Minnesota has taken over monitoring at the **Paired Intersection sites** in Robbinsdale. It has been noted that the pores have become clogged. Remedial actions are being investigated.

C. The Commission had questions about the **Howe site** in regards to follow-up from the MPCA. City of Brooklyn Center staff is looking into the issue and will report back to the Commission on the status of the final closeout at the MBCII (Howe site), focusing on the final status of the environmental clean-up. The site is located at 49th Ave and Brooklyn Boulevard, near the city limits with Minneapolis.

**XI. Other Business.**

The **quasi-annual golf outing** is scheduled for after the September meeting.

**XII. Adjournment.**

There being no further business before the Shingle Creek Commission, motion by Jaeger, second by Moore to adjourn. *Motion carried unanimously.*

There being no further business before the West Mississippi Commission, motion by Butcher, second by Roach to adjourn. *Motion carried unanimously.*

The meeting was adjourned at 2:29 p.m.

Respectfully submitted,

Judie A. Anderson  
Recording Secretary  
JAA:tim

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\*items are included in meeting packet