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**MINUTES  
Regular Meeting  
February 9, 2017**

(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 at 12:45 p.m. on Thursday, February 9, 2017, at the Clubhouse at Edinburgh, USA, 8700 Edinbrook Crossing, Brooklyn Park, MN.

Present for Shingle Creek were: Dave Vlasin, Brooklyn Center; John Roach, Brooklyn Park; Janet Moore, Crystal; Karen Jaeger, Maple Grove; Gary Anderson, Minneapolis; Bill Wills, New Hope; Harold E. Johnson, Osseo; Andy Polzin, Plymouth; Wayne Sicora, Robbinsdale; Troy Gilchrist, Kennedy & Graven; Ed Matthiesen and Jeff Strom, Wenck Associates, Inc.; and Judie Anderson, JASS.

Present for West Mississippi were: Dave Vlasin, Brooklyn Center; John Roach, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; Harold E. Johnson, Osseo; Troy Gilchrist, Kennedy & Graven; Ed Matthiesen and Jeff Strom, Wenck Associates, Inc.; and Judie Anderson, JASS.

Also present were: Shelley Marsh, Brooklyn Center; Mitch Robinson and Steve Chesney, Brooklyn Park; Todd Tuominen, Champlin; Burt Orred and Mark Ray, Crystal; Rick Lestina, Maple Grove; Liz Stout, Minneapolis; Bob Grant and Shawn Markham, New Hope; Leah Gifford and Ben Scharenbroich, Plymouth; Richard McCoy, Robbinsdale; and Lee Gustafson and Joey Abramson, WSB Associates, for the TH169 Reconstruction project.

II. **Agendas and Minutes.**

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

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

Motion by Jaeger, second by Roach to approve the **minutes of the January regular meeting**.*\* Motion carried unanimously.*

Motion by Roach, second by Vlasin to approve the **minutes of the January regular meeting**.*\* Motion carried unanimously.*

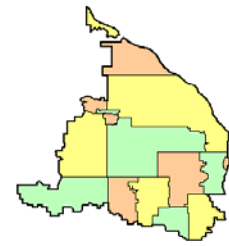
III. **Finances and Reports.**

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

Motion by Karen, second by Roach to approve the **Shingle Creek February claims**.*\* Claims totaling \$43,097.60 were approved by roll call vote: ayes – Vlasin, Roach, Moore, Jaeger, G. Anderson, Willis, Johnson, Polzin, and Sicora; nays – none.*

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

\*items are included in meeting packet



Motion by Jaeger, second by Roach to approve the **West Mississippi February claims.\*** Claims totaling \$20,677.86 were *approved by roll call vote: ayes – Vlasin, Roach, Butcher, Jaeger, and Johnson; nays – none.*

**IV. Open Forum.**

**A. TH169 Reconstruction, Champlin.** This project consists of reconstruction of approximately 4,000 feet of TH169 roadway and portions of Dayton Road, Miller Road, Dean Avenue, and West River Road. Gustafson and Abramson provided an update of the project which will be submitted for Commission review at the March meeting. Bids will be let in July, with construction beginning in September. Partnership funding for BMPs on this project may be available.

**B.** Moore expressed concerns regarding the lack of **road salt** clean-up in the cities

**V. Project Reviews.**

**VI. Watershed Management Plan.**

**A. Cost Share Policy.\*** The Third Generation Plan sets forth three potential funding sources for capital projects in the two watersheds – 100% Commission-funded; 100% City-funded; and 25% Commission/75% City-funded. The Plan also notes that the Commissions intend to operate using the latter option, but that any of these three options are open for consideration on any project.

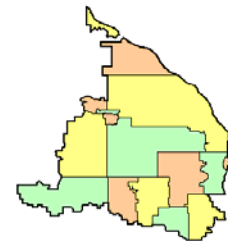
The Total Maximum Daily Load (TMDL) studies undertaken by the Shingle Creek Commission identify and quantify the types of actions necessary to improve Impaired Waters. These actions fall into three categories: actions to address 1) the Wasteload Allocation (inputs of pollutants from sources that require a permit), 2) the Load Allocation (inputs of pollutants from sources not covered under an existing permit, and 3) non-TMDL actions (not associated with a regulated pollutant). Generally, the projects proposed for 100% Commission funding are those that address the latter two categories.

The rationale for the current Cost Share Policy for large capital projects is that there is a benefit to the watershed as a whole to work toward improving its water resources, so 25% of the cost of projects is borne by all the properties in the watershed. However, the bulk of the cost should be borne by the cities contributing to or benefitting from the project. Since cities are required by their NPDES stormwater permits to work toward achieving their Wasteload Allocation reductions, projects addressing Wasteload should continue to operate under that Cost Share Policy since cities are receiving the bulk of the benefit. However, there is no regulatory requirement on the cities to undertake Load Allocation or non-TMDL improvement actions, so there is no explicit benefit to the cities. It is of watershed-wide benefit to see that those necessary actions are taken, so the Commissions should contribute 100% of the cost.

The TAC members discussed what projects would be considered *“Other Watershed-Wide Projects as Recommended by the TAC.”* Not all potential actions are driven by a TMDL. WMOs are charged by statute not only to improve water quality but also to prevent flooding and erosion, promote groundwater recharge, protect aquatic habitat and recreation, and control excessive volumes and rates of runoff. For example, where is the line between localized flooding issues, clearly a city responsibility, and regional flooding issues? How would a project with multiple benefits such as a new stormwater pond that has a clear Wasteload reduction benefit, but also reduces excess sediment to an impaired stream that would result in a habitat improvement, be handled? In the end the TAC agreed that each of these cases would be unique and cost participation would need to be discussed by the TAC as part of its usual CIP process of vetting projects and making recommendations to the Commissions. The table below summarizes the TAC’s recommendation for cost-share participation programs policy changes:

Type of Project	Current Participation	Revised Participation
TMDL pollutant wasteload reduction projects	25%	25%
Lake or stream internal load projects	25%	100%
Non-pollutant TMDL implementation projects	25%	100%
Other watershed-wide benefit projects	25%	25% or 100% based on TAC recommendation

\*items are included in meeting packet



Motion by Moore, second by Jaeger to adopt the Cost Share Policy as recommended by the TAC.  
*Motion carried unanimously.*

Motion by Vlasin, second by Butcher to adopt the Cost Share Policy as recommended by the TAC.  
*Motion carried unanimously.*

**B.** The **Partnership Cost Share Policy\*** provides for matching the cost of private investment in BMPs that go above and beyond the Commission's requirements. At this time the Partnership Cost Share applies only to Shingle Creek and not to West Mississippi. None have been awarded to date. It is likely that the requirement for 50/50 cost share is limiting interest in the program. Some other WMOs with similar programs provide 75% funding, and Ramsey-Washington provides 100% funding if projects are in a priority drainage area.

The TAC agreed that the program as currently operated is not likely to attract participants. After discussing whether to provide 75% or 100% match, the TAC recommends that the match be increased to 100%, with no change to the other guidelines. Furthermore, the TAC recommends that the maximum balance in the Partnership Cost Share Account be \$100,000, with any amount above that transferred into the Cost Share Account to be made available for public cost share projects.

Motion by Jaeger, second by G. Anderson to adopt the revised Partnership Cost Share Policy as recommended by the TAC. *Motion carried unanimously.*

## VII. Water Quality.

**A. Shingle Creek.\*** Strom presented the proposed 2017 monitoring program for the Shingle Creek watershed. The proposal is consistent with the program outlined in the Third Generation Watershed Management Plan and includes routine monitoring as well as data collection to be used to evaluate progress toward the TMDLs every five years. In 2017 five-year reviews will be completed for the Bass Lake and Eagle Lake chains.

Stream monitoring will include routine streamflow and water quality monitoring, Wetland 639W outlet sampling, monitoring at the USGS station, Hennepin County River Watch, and purchase of necessary monitoring equipment for a cost of \$41,950. Lake monitoring will be comprised of intensive lake water quality monitoring, aquatic vegetation surveys, fish surveys, and the Metropolitan Council's CAMP program and cost \$25,800. Wetland monitoring will occur under the auspices of the Hennepin County WHEP program and cost \$2,000.

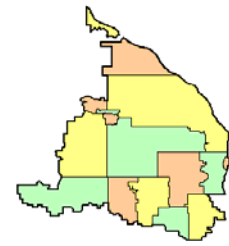
Motion by Sicora, second by Wills to approve the proposed 2017 monitoring program for Shingle Creek. *Motion carried unanimously.*

**B. West Mississippi.\*** Strom also presented the proposed 2017 monitoring program for the West Mississippi watershed. The Third Generation Plan sets out ongoing, routine monitoring that includes monitoring flow and water quality at two sites per year on a rotating basis. In 2016 the Commission monitored the outlet of the Environmental Preserve in Brooklyn Park and the 65th Avenue outfall in Brooklyn Center. In 2016, spring streamflow at the Mattson Brook and Environmental Preserve was uncharacteristically low, while summer and fall streamflow was extremely high. This is particularly unusual since the trend for metro area streams has been high streamflow in the spring and dry conditions in the summer and fall.

The 65th Avenue and Mattson Brook sites will be monitored again in 2017 for flow and water quality using automatic samplers. Continuous flow will be monitored using pressure transducers and water quality will be analyzed through field parameter measurements, periodic grab samples and storm composite sampling. One site will be monitored through River Watch. Total budget for stream monitoring is \$18,000. The budget for WHEP will be \$2,000 to monitor two wetlands in 2017.

Motion by Butcher, second by Jaeger to approve the proposed 2017 monitoring program for West Mississippi. *Motion carried unanimously.*

\*items are included in meeting packet



**VIII. Education.**

**A.** The draft **2016 NPDES Activity Report** will be available prior to the March meeting.

**B.** Three **Metro Blooms workshops\*** are scheduled in the Shingle Creek/West Mississippi watersheds in 2017 – April 6 at Champlin City Hall, April 11 at St. Barnabas Lutheran Church in Plymouth, and May 4 at Crystal Community Center. This year’s workshops are entitled, “Learn How to Create a Weather Resilient Yard.”

**C.** The City of Plymouth and Fortin Consulting are partnering to host a **“Turfgrass Maintenance and Reduced Environmental Impacts” Workshop\*** on March 2 at Plymouth City Hall.

**D.** The **next WWA meeting** is scheduled for 8:30 a.m., Tuesday, February 14, 2017, at Plymouth City Hall. Commissioners are encouraged to attend.

**IX. Grant Opportunities and Updates.**

**A. Iron and Biochar Enhanced Sand Filter Project.** Staff are awaiting state permits for the Minneapolis and Crystal projects. They are also working with Champlin on the final design for their project.

**B. Public Art Reaeration Project.\*** Final plans and specifications and design details have been worked out with the cities of Brooklyn Park and Brooklyn Center for the DO Reaeration public art installations at the Connections site in Brooklyn Park and at the Palmer Lake outlet site in Brooklyn Center. Staff continue to work with Brooklyn Center staff but have not yet obtained their approval to go ahead at the Centennial Park site.

**C. Minneapolis Subwatershed Assessment.\*** In December 2016 the Commission was awarded a \$38,000 Accelerated Implementation Clean Water Fund Grant to complete a subwatershed assessment (SWA) for that part of Minneapolis which is in the Shingle Creek watershed. This project is intended to coordinate with Minneapolis’ Pipedhed Project, which is updating data on receiving water, tributary area, population, and land use upstream of each outfall. Minneapolis is also updating its H&H XP-SWMM modeling in this quadrant of the city. The SWA assumes that data will be available to input into P8 models to evaluate the effectiveness of BMPs proposed in the SWA.

The Commission will contribute a \$9,500 match for this project from the \$20,000 budgeted annually to complete subwatershed assessments. The contract documents are now available for execution by the Commission. After the Board of Water and Soil Resources (BWSR) executes the contract it will release 50% of the grant funds (\$19,000). An additional 40% will be released when the Commission has spent 90% of the \$38,000, with the final 10% released when the project is completed.

Motion by Jaeger, second by Sicora to authorize the chair to sign the CWF contract agreement.  
*Motion carried unanimously.*

**X. Communications.**

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

**XI. Other Business.**

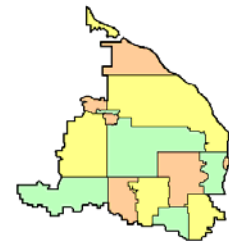
**A.** The current **officers** have agreed to serve in 2017.

Motion by Moore, second by G. Anderson to elect Polzin as Chair; Roach as Vice Chair; Jaeger as Secretary; and Moore as Treasurer for the coming year. *Motion carried unanimously.*

Motion by Jaeger, second by Vlasin to elect Butcher as Chair; David Mulla, Brooklyn Center, as Vice Chair; and Jaeger as Secretary/Treasurer for the coming year. *Motion carried unanimously.*

**B.** The biennial **Solicitation of Interest Proposals\*** was published in the January 17, 2017 edition of the *State Register*. Three firms responded to the solicitation for technical consultant; three for wetland consultant; and one each for legal and administrative consultants.

\*items are included in meeting packet



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J. Anderson will email the technical consultant responses to the Commissioners for their review. Selection of consultants will take place at the March meeting.

**XII. Adjournment.**

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

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

The meeting was adjourned at 2:12 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Judie A. Anderson".

Judie A. Anderson  
Recording Secretary

JAA:tim

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