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**MINUTES CORRECTED**  
**Regular Meeting**  
**February 12, 2015**

(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 Tina Carstens, Chair, on Thursday, February 12, at 12:45 p.m., at the Clubhouse at Edinburg USA, 8700 Edinbrook Crossing, Brooklyn Park, MN.

Present for Shingle Creek were: David Vlasin, Brooklyn Center; Tina Carstens, Brooklyn Park; Janet Moore, Crystal; Karen Jaeger, Maple Grove; Bill Wills, New Hope; Larry Stelmach, Osseo; Andy Polzin, Plymouth; Charlie LeFevere, Kennedy & Graven; Ed Matthiesen, Wenck Associates, Inc.; and Judie Anderson, JASS.

Not represented: Minneapolis and Robbinsdale.

Present for West Mississippi were: David Vlasin, Brooklyn Center; Tina Carstens, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; Larry Stelmach, Osseo; Charlie LeFevere, Kennedy & Graven; Ed Matthiesen, Wenck Associates, Inc.; and Judie Anderson, JASS.

Also present were: Andrew Hogg, Brooklyn Center; John Roach and Jesse Struve, Brooklyn Park; Wayne Houle, Crystal; Rick Lestina, Maple Grove; Bob Paschke, New Hope; Ben Scharenbroich, Plymouth; Richard McCoy, Robbinsdale; and John Anderson, Conservation Minnesota.

II. **Agendas and Minutes.**

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

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

Motion by Johnson, second by Moore to approve the **minutes of the January 8, 2015 Shingle Creek regular meeting**. \* Motion carried, Stelmach abstaining.

Motion by Butcher, second by Jaeger to approve the **minutes of the January 8, 2015 West Mississippi regular meeting**. \* Motion carried, Stelmach abstaining.

III. **Finances.**

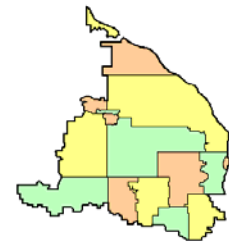
A. Motion by Jaeger, second by Vlasin to approve the **Shingle Creek Treasurer's Report**. \* Motion carried unanimously.

Motion by Jaeger, second by Wills to approve the **Shingle Creek February claims**. \* Claims totaling \$33,155.56 were approved by roll call vote: ayes – Vlasin, Carstens, Moore, Jaeger, Wills, Stelmach, and Polzin; nays – none; absent – Minneapolis and Robbinsdale.

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

Motion by Jaeger, second by Butcher to approve the **West Mississippi February claims**. \* Claims totaling \$23,860.07 were approved by roll call vote: ayes – Vlasin, Carstens, Butcher, Jaeger and Stelmach; nays – none.

\*items are included in meeting packet



**IV. Open Forum.**

**V. Project Review.**

WM2015-01 Capstone Business Center, Brooklyn Park.\* The proposed project is the development of 7.1 acres of a 19.4 acre commercial site located at 93rd and Winnetka Avenues. The proposed development will have an impervious fraction of 67.6% impervious (4.8 acres). A complete Project Review was received on January 29, 2015.

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. Filtration of the first 1.3" runoff from the site within 48 hours also meets Commission requirements for water quality. The basin is sized correctly but the drawings don't show how sediment will be captured prior to discharge into the basin. The applicant does not meet the Commission's infiltration requirements until pretreatment of sediment is shown on the drawings.

Runoff from the proposed project is to be routed to an infiltration basin on the southwestern portion of the property. The basin has a weir outlet to a MnDOT pond to the northwest of the site. The applicant is proposing to grade onto City of Brooklyn Park land for the infiltration basin. Written permission to access this land is required to show the use of this land is allowed. The applicant does not meet the Commission's 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 directed to the proposed infiltration basins. The applicant is proposing to use the infiltration basin live storage for rate control. Because the basin extends onto City property written permission from the City is required to show they have access to this property. The applicant does not meet 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 or filtration of 1.3". The new impervious area on this site is 4.8 acres, requiring that 0.52 acre-feet be infiltrated within 48 hours. The applicant proposes to direct stormwater into an infiltration basin that has the capacity to infiltrate the required volume within 48 hours, meeting Commission requirements. However, similar to the water quality and rate control requirements the infiltration pond extends onto City-owned property and written permission to use this land is required to show Commission rules are being met.

The NWI does not identify any wetlands or Public Waters on site. There is no floodplain on this site according to FEMA. The low floor elevations of the buildings are at least two feet higher than the high water elevation of the infiltration basins according to Atlas-14 precipitation, meeting Commission requirements.

There is no known contaminated soil/groundwater according to the project engineer. Infiltration will not cause detrimental effects to the groundwater. Contaminated soil will be removed from the site.

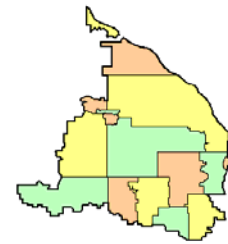
An erosion control plan was submitted with the project review, and includes rock construction entrances, perimeter silt fence, slope checks, and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.

It is unknown if a public hearing on the project has been conducted as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

Motion by Jaeger, second by Vlasin to advise the City of Brooklyn Park that approval of this project is tabled pending satisfaction of six conditions:

1. Show pretreatment for sediment control on the design drawings.
2. Provide written permission from the City of Brooklyn Park to extend the infiltration basin onto City-owned property.

\*items are included in meeting packet



3. Conduct a post construction infiltration test on the infiltration basin to verify the infiltration rates used in the design.
4. Provide an easement over the infiltration basin.
5. Provide and Operation and Maintenance Agreement for the infiltration basin and pretreatment devices acceptable to the City of Brooklyn Park.
6. Provide documentation that a public hearing has been held.

*Motion carried unanimously.*

## VI. 2015 Monitoring Plans.

**A. Shingle Creek.** Staff's February 6, 2015 memo outlines the proposed **2015 water monitoring program**.<sup>\*</sup> Water quality and quantity monitoring on Shingle Creek is performed by Wenck staff and the USGS and macroinvertebrate monitoring in Shingle Creek is performed by volunteers through the Hennepin County Environment and Energy Department's (HCEE) RiverWatch program. Lake monitoring is performed by volunteers through the Metropolitan Council's Citizen Assisted Monitoring Program (CAMP). Wetland monitoring is conducted through HCEE's Wetland Health Evaluation Program (WHEP).

The proposed 2015 monitoring program is consistent with the program set forth in the Commission's Third Generation Watershed Management Plan, which includes both routine monitoring as well as obtaining data to be used to evaluate progress toward the TMDLs every five years. In 2015 the Commission will complete 5-year reviews of progress toward the Crystal and Bass Lake chain TMDLs and will perform monitoring on Cedar Island, Pike and Eagle Lakes in advance of the 2016 review of progress toward the Eagle chain TMDL. The memo outlines the various monitoring programs and their proposed costs and funding.

**1.** The routine **stream monitoring** program includes flow and water quality at two sites and cost sharing with the USGS of continuous flow and water quality monitoring at the USGS site on Queen Avenue in Minneapolis. The stream monitoring budget for 2015 was increased to accommodate adding automated water quality sampling and continuous conductivity on Bass Creek to gain better information about water quality in Bass Creek and to obtain baseline conductivity data in advance of the Bass Creek chloride TMDL, which is being completed as part of the Metro Chloride TMDL. The monitoring budget also includes a \$2,000 line item to purchase a conductivity meter similar to the one being used to record conductivity in Shingle Creek. Stream monitoring also includes two longitudinal dissolved oxygen (DO) surveys during high and low flows on Bass and Shingle Creeks; and Wetland 639W outlet flow and water quality sampling. (Budget: \$40,500)

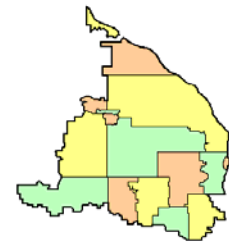
The **volunteer stream monitoring** program RiverWatch is offered through Hennepin County Environment and Energy, which solicits and trains high school science teachers and their students to conduct macroinvertebrate monitoring. The students collect and classify macroinvertebrates at three locations on Shingle Creek. (Budget: \$3,000)

**2. Lake Monitoring.** To track the effectiveness of BMP implementation in improving lake water quality, the Commission has started periodically performing **intensive lake monitoring** to supplement the volunteer surface monitoring. Because the Commission's goals include achieving delisting of lakes that meet their TMDLs and water quality, the Third Generation monitoring plan includes more rigorous lake monitoring sufficient to demonstrate to the MPCA and EPA that conditions have improved. For 2015, Eagle, Pike and Cedar Island Lakes will be monitored twice monthly, including surface water samples, deep-water samples for Eagle Lake, and water column temperature and DO profiles. (Budget: \$13,100)

A component of the intensive monitoring is to obtain or update **surveys of lake aquatic vegetation**. Aquatic vegetation plays an important role in water quality and biotic integrity and the vegetation community can change as water quality changes. For 2015 it is proposed that surveys for Eagle and Pike Lakes be updated in tandem with the intensive monitoring. (Budget: \$8,100)

**Volunteer lake monitoring** will be conducted on Bass, Schmidt, and Magda Lakes through the Citizen Assisted Monitoring Program (CAMP), offered through the Metropolitan Council. (Budget: \$3,600) The

<sup>\*</sup>items are included in meeting packet



Commission has participated in CAMP since 1993. This program trains volunteers to take surface water samples and make water quality observations from late spring to early fall, using standardized reporting techniques and forms. The CAMP program has been the Commission's primary means of obtaining ongoing lake water quality data. This program is also an NPDES Education and Outreach BMP.

Volunteers in the program monitor the lakes bi-weekly from mid April to mid October. They measure surface water temperature and Secchi depth, and collect surface water samples that are analyzed by the Met Council for total phosphorous, total Kjeldahl nitrogen, and chlorophyll-a. The volunteers also judge the appearance of the lake, its odor, and its suitability for recreation. Lakes are monitored on a rotating schedule. The larger lakes are monitored every other year while the smaller lakes are monitored every three years. It is assumed that when a lake undergoes the intensive sampling program, no CAMP monitoring will be performed that year.

**3. Wetland Monitoring.** In 2015 the Commission will continue to monitor water level in **Wetland 639W** at both the outlet and overflow weirs and collect approximately five water quality samples to estimate phosphorus loading from the wetland to Upper Twin Lake. This task is included as part of the stream monitoring task above.

In 2007 the Commission began participating in Hennepin County Environment and Energy's Wetland Health Evaluation Program (WHEP), a **volunteer wetland monitoring program**. Through this program, adult volunteers monitor vegetative diversity and macroinvertebrate communities. The budget includes \$2,000 to monitor two to four wetlands. Staff will work with the cities to identify sites for 2015.

**4. Preparation of the Annual Monitoring Report**, which is a separate line item in the Commission's Operating Budget, is budgeted at \$12,000.

Staff's memo from the January meeting dated December 30, 2014, along with the memo presented at this meeting, provide more detailed information about the proposed monitoring program.

Motion by Vlasin, second by Jaeger to approve the 2015 monitoring program as presented.  
*Motion carried unanimously.*

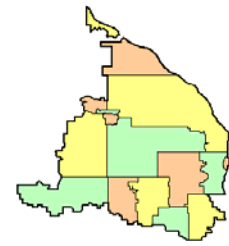
**B. West Mississippi.** For many years the Commission did not routinely monitor water quality in the few streams present in the watershed. The Commission undertook stream and outfall monitoring in 1990-1992 and found that the water quality of runoff from the watershed was generally within ecoregion norms. Since much of the watershed was poised to develop under Commission rules regulating the quality and rate of runoff, the Commission elected to discontinue further monitoring. In 2010 and 2011 the Commission authorized a repeat of the 1990-1992 monitoring, to determine current conditions and evaluate whether the development rules were protective of downstream water quality. The Third Generation Plan and subsequent budgets have incorporated ongoing, routine monitoring for West Mississippi that includes monitoring flow and water quality at two sites per year on a rotating basis. Staff's February 6, 2015 memo outlines the proposed **2015 water monitoring program**.\*

**1. Stream Monitoring.** The Oxbow Creek and 65th Avenue outfall sites will be monitored again in 2015 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 using ISCO automated samplers purchased by the Commission. (Budget: \$15,000)

**Volunteer Stream Monitoring.** In 2015 student volunteers from Minneapolis South High School will provide stream macroinvertebrate monitoring through Hennepin County Environment and Energy's RiverWatch program at one location at Mattson Brook. That site has been monitored almost every year since 1998 by students from various schools. (Budget: \$1,000)

**2. Volunteers perform wetland monitoring** through WHEP at two to four sites in the West Mississippi watershed per year on a rotating basis, depending on team leader availability. Staff will work with the cities to identify sites for 2015. (Budget: \$2,000)

\*items are included in meeting packet



3. Preparation of the **Annual Monitoring Report**, a separate line item in the Commission's Operating Budget, is budgeted at \$5,000.

Staff's memo from the January meeting dated December 30, 2014, along with the memo presented at this meeting, provide more detailed information about the proposed monitoring program.

Motion by Butcher, second by Stelmach to approve the 2015 monitoring program as presented. *Motion carried unanimously.*

## VII. Subwatershed Assessments.

A. Staff presented an overview of the **Brooklyn Center BMP Assessment**.\* The assessed subwatershed, nominally the Evergreen and Firehouse Parks area, encompasses about 680 acres in northeastern Brooklyn Center where neighborhood street reconstruction projects are expected over the next few years. A large part of the study area is residential, but it also includes an industrial park and commercial area. The study area extends to Shingle Creek on the west, and some of that area is actually in the Shingle Creek watershed.

Wenck staff worked with City staff to define the study area and understand the objectives of the study and the City's desired types of BMPs. The objectives were not only to reduce nutrient and sediment loading and runoff water volume, but also to address bacteria loading into the Mississippi River. (The 65th outfall is an MPCA E-coli study area in the Upper Mississippi Bacteria TMDL.) Many of the BMPs have multiple benefits, i.e., BMPs that reduce nutrients and sediment also reduce bacteria. Some of the BMPs that were identified are not particularly cost-effective per pound of phosphorus reduction, but are very effective at reducing bacteria loading. BMPs that are primarily of benefit to reducing bacteria load were identified separately in the report.

When completing neighborhood street reconstruction projects, Brooklyn Center routinely offers boulevard rain gardens to individual property owners, and expects to make the same offer to residents in these neighborhoods. Those rain gardens are not identified in the report, and load and volume reductions achieved by the rain gardens would be above and beyond the BMP reductions identified in the report.

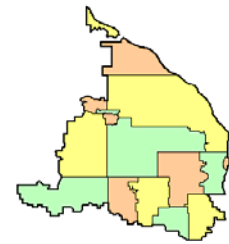
A significant part of the study area is within Brooklyn Center's Wellhead Protection Emergency Response Area (ERA). The ERA is the one year time-of-travel zone, an area where special protections from any potential groundwater contamination should be taken because groundwater can travel in less than one year to a drinking water well. This limits the types of BMPs that can be considered for that area. For example, infiltration is not advisable, although filtration systems can be considered. At their January 22, 2015 meeting the Technical Advisory Committee discussed how the competing objectives of wellhead protection and reduced runoff volume through infiltration can be reconciled. Revised groundwater modeling has shown significant expansion of wellhead protection areas. Hogg noted traces of pollution coming from Fridley. More guidance from the Minnesota Dept. of Health and the MPCA will be needed regarding the use of infiltration as a BMP in wellhead protection areas.

The TAC members also discussed innovative small BMPs – pervious pavers, tree trenches, stormwater planters, bioretention/infiltration basins, underground infiltration in parking lots and roadways, Minnesota filters, and optimizing BMP site selections.

Motion by Butcher, second by Stelmach to accept the assessment report. *Motion carried unanimously.*

B. **Crystal Commercial Node BMP Assessment**.\* The Commission's 2015 operating budget includes \$20,000 to continue a program of systematically assessing subwatersheds across the watershed to determine options for installing Best Management Practices (BMPs) to reduce sediment, nutrient, and bacteria loading. In 2012, the Commission partnered with Metro Conservation Districts and Hennepin County Environmental Services (now Hennepin County Environment and Energy) to complete an assessment in the Crystal Lake subwatershed in Robbinsdale. The Twin and Ryan Lakes TMDL identified subwatersheds in the Twin Lake drainage area as the highest priority for BMP assessment. Of specific concern is the large amount of untreated impervious surface runoff generated from the commercial properties at the commercial node at West Broadway and Bass Lake Road

\*items are included in meeting packet



in Crystal where no water quality improvements are in place. There are two water quality ponds on site. It is the TAC's and Staff's recommendation that the 2015 BMP assessment be focused on that area. Motion by Jaeger, second by Moore to authorize Staff to proceed with the assessment. *Motion carried unanimously.*

**VIII. Staff provided a brief update on the TMDL 5-Year Assessment.**

**IX. 2015 CIPs.\*** The Capital Improvement Program (CIP) for 2015 starts with an initial identification of projects for consideration through the approved CIP Process. The tables below show the current potential projects on the 2015 list and the TAC recommendation for each. No new projects have been proposed, so no major plan amendment will be required this year.

The lists also include some “generic projects” such as “Lake Internal Load Project” and “Priority BMP Retrofits” that must be further developed in a Minor Plan Amendment before proceeding. Those potential projects and the Lions Park Pond Retrofit project were part of the Twin Lake Demonstration Grant proposal and the 2014 Major Plan Amendment adding several projects to the CIP. The lake internal load project is intended to be a combination of rough fish management and aquatic vegetation management, and the Priority BMP Retrofits matching funds to construct BMPs at the Crystal commercial node. The demonstration grant was intended to provide the matching funds for those projects and the Lions Park project.

The Commission must decide whether to proceed with the CIP process to consider the projects. A final decision to pursue the projects and levy funds is not necessary until September. In the meantime the Commission could continue to pursue grant funding.

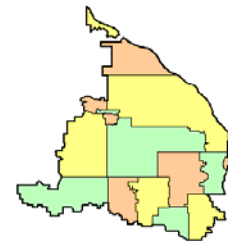
Potential 2015 CIP Projects	Total Estimated Cost	Commission Share	TAC Recommendation
<b>Shingle Creek</b>			
Commission fund for retrofit projects	\$100,000	\$50,000	Proceed in 2015
SC Reaeration Project	160,000	40,000	Proceed in 2015
Maple Grove Pond P57	648,000	142,000	Move to 2016
Maple Grove Pond P33	574,000	143,500	Move to 2016
Maple Grove Pond P55	855,000	213,800	Move to 2016
Webber Park Stream Restoration	500,000	125,000	Move to 2016
Lake Internal Load Project	200,000	50,000	Discuss
Lions Park Pond Retrofit	160,000	40,000	Discuss
Priority BMP Retrofits	100,000	50,000	Discuss
<b>TOTAL</b>	<b>\$3,297,000</b>	<b>\$854,300</b>	<b>\$230,000</b>

Potential 2015 CIP Projects	Total Estimated Cost	Commission Share	TAC Recommendation
<b>West Mississippi</b>			
Commission fund for retrofit projects	\$100,000	\$50,000	Proceed in 2015
Miss Crossings Ph A Raingardens	219,000	54,800	Move to 2016
Miss Crossings Ph B Infiltration Vault	200,000	50,000	Move to 2016
Wetland Restoration Project	250,000	62,500	Move to 2016
<b>TOTAL</b>	<b>\$769,000</b>	<b>\$217,300</b>	<b>\$50,000</b>

**X. Education and Public Outreach.**

**A.** The next meeting of the West Metro Water Alliance (WMWA) is scheduled for 8:30 a.m., Tuesday, March 10, 2015, Plymouth City Hall.

\*items are included in meeting packet



**B. Motion by Jaeger, second by Moore to approve the 2015 Administrative and Public Education Services Agreement.\*** *Motion carried unanimously.* The agreement is between the members of WMWA (the Basset Creek, Elm Creek, and West Mississippi WMOs) and the Shingle Creek Commission, which serves as the fiscal agent for WMWA. By the 2015 agreement the members agree to reimburse Shingle Creek up to \$9,750 each for administrative, technical, legal, and other reimbursable expenses.

**Motion by Butcher, second by Jaeger to approve the 2015 Administrative and Public Education Services Agreement with Shingle Creek.\*** *Motion carried unanimously.*

**C. Members of the WMWA working group recently reviewed the WMWA Education and Outreach Plan\* adopted in 2010 to bring it up to date with new or revised priorities and requirements of the reissued 2013 NPDES General Stormwater Permit for education and outreach. Several of the activities included in that 2010 Plan are lower priorities now, and some activities such as Watershed PREP are not included. Some of the more significant proposed revisions are:**

**1. Rescheduling the proposed repeat of the 2007 professional opinion survey to measure knowledge and attitudes about water resources from 2015 to 2019.**

**2. Revising Activity Three, Provide Coordinated Communication, Media Relations, and Information Sharing, to more closely parallel what the NPDES Permit education and public outreach minimum measure require. Components include identifying priority issues every year, developing a communications plan that identifies educational goals by stakeholder, establishing measurable goals, and identifying responsible parties.**

**3. Eliminating some of the more ambitious county-wide or regional activities such as a West Metro Water Festival, conferences, and workshops. They may be potential future special projects, but at this time WMWA does not have the capacity to undertake these activities. This activity does include the proposed 5,000 Acres by 2025 special project currently in development.**

**4. Adding a sixth activity, Watershed PREP. Not identified in the 2010 plan, that program has grown to be one of the more successful endeavors for WMWA, and is expected to continue to grow in scope and reach.**

A redlined copy of the plan reflecting these proposed changes was included in the meeting packet.

**Motion by Moore, second by Polzin to approve the revised plan.** *Motion carried unanimously.*

**Motion by Jaeger, second by Butcher to approve the revised plan.** *Motion carried unanimously.*

**D. 2014 NPDES Report-Education and Outreach Programs.\*** Since the Commissions' Second Generation Watershed Management Plan was approved in 2004, the Commissions have provided education and outreach programming to meet Commission objectives and to help member cities satisfy their MS4 permit education and outreach goals under their NPDES permits. This report serves both as a report to the Commissions and a report to the member cities that they can use in the preparation of their annual NPDES reports.

The State of Minnesota General Permit for Municipal Stormwater was revised in 2013, and the format and data reporting requirements for education and outreach activities changed. This report is different from previous years' reports in that it formats information about 2014 activities in a way that will help the cities meet their new reporting requirements.

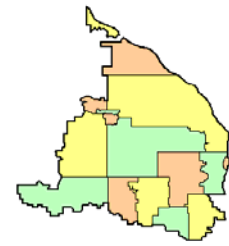
**Motion by Vlasin, second by Polzin to accept the report.** *Motion carried unanimously.*

**Motion by Butcher, second by Vlasin to accept the report.** *Motion carried unanimously.*

## **XI. Grant Opportunities and Updates.**

**A. The 319 Do Reaeration Improvement Grant will be available for Commission review and approval at the March meeting.**

\*items are included in meeting packet



- B. Staff will update the **Biochar/Iron Sand Bacteria Filters project** for an MPCA DER grant application.

**X. Communications.**

A. **January Communications Log.\*** Wills queried the lack of response regarding Information on Meadow Lake monitoring results. Diane Spector will respond to Diane Stauner. Wills was advised that contact should be made with the DNR regarding issues with cattails and other shoreline vegetation.

B. **Transformation of Freshwater Ecosystems by Bivalves,\*** *Bioscience*, January 1999.

C. **A new call to protect water and wildlife,\*** *StarTribune*, Saturday, January 17, 2015.

D. **Letter to Metropolitan Airports Commission.\*** Matthiesen sent a letter on behalf of the Commission to MAC in response to discussions between the latter and the City of Crystal regarding a proposed imposition of a fee on the City. The letter stressed the cooperative nature of the MAC/Crystal relationship in resolving water quality issues.

**XI. Other Business.**

**A. Election of Officers.**

Hearing no other nominations, motion by Polzin, second by Stelmach to **elect the current slate of officers** for the coming year: Carstens, Chair; Wayne Sicora, Robbinsdale, Vice Chair; Jaeger, Secretary; and Moore, Treasurer. *Motion carried unanimously.*

Motion by Stelmach, second by Vlasin to **elect the current slate of officers** for the coming year: Carstens, Chair; Butcher, Vice Chair; and Jaeger, Secretary-Treasurer. *Motion carried unanimously.*

B. **Interest Proposals.\*** A solicitation of interest proposals for technical, legal and administrative services was published in the January 26, 2015 issue of the *State Register*. A total of five responses were received - three technical, one legal and one administrative. Commissioners wishing to review the technical responses will email Anderson to request them. Motion by Moore, second by Stelmach to receive the proposals. *Motion carried unanimously.*

Responses to the West Mississippi Commission's solicitation will be available at the March meeting.

**C. Annual Appointments.**

Motion by Jaeger, second by Moore to approve the following annual appointments: Deputy Treasurer – Judie Anderson; auditor – Johnson & Co.; official depositories - US Bank and the 4M Fund; and official newspaper – *Sun Post*. *Motion carried unanimously.*

Motion by Jaeger, second by Stelmach to approve the annual appointments listed above. *Motion carried unanimously.*

**XII. Adjournment.**

There being no further business before the Shingle Creek Commission, motion by Moore, second by Jaeger to adjourn. *Motion carried unanimously.* The meeting was adjourned at 2:05 p.m.

There being no further business before the West Mississippi Commission, motion by Butcher, second by Vlasin to adjourn. *Motion carried unanimously.* The meeting was adjourned at 2:05 p.m.

Respectfully submitted,

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

Judie A. Anderson  
Recording Secretary  
JAA:tim