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**MINUTES  
Regular Meeting  
March 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 12:49 p.m. on Thursday, March 9, 2017, 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; Gary Anderson, Minneapolis; Bill Wills, New Hope; Harold E. Johnson, Osseo; Andy Polzin, Plymouth; Wayne Sicora, Robbinsdale; Troy Gilchrist, Kennedy & Graven; Ed Matthiesen, Wenck Associates, Inc.; and Judie Anderson, JASS.

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

Also present were: Dave Vlasin and Shelley Marsh, Brooklyn Center; Mitch Robinson and Steve Chesney, Brooklyn Park; Burt Orred and Mark Ray, Crystal; Rick Lestina, Maple Grove; Darrell Gerber and Liz Stout, Minneapolis; Bob Grant, New Hope; Ben Scharenbroich, Plymouth; Richard McCoy, Robbinsdale; and Joey Abramson, WSB Associates, for Project WM2017-001.

II. **Agendas and Minutes.**

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

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

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

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

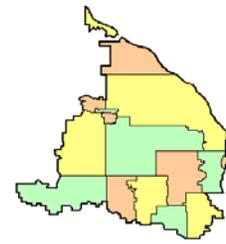
III. **Finances and Reports.**

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

Motion by Sicora, second by Jaeger to approve the **Shingle Creek March claims**.\* Claims totaling \$43,209.90 were *approved by roll call vote*: ayes – Mulla, Roach, Moore, Jaeger, G. Anderson, Wills, Johnson, Polzin, and Sicora; nays – none.

Motion by G. Anderson, second by Sicora to encumber the year-end 2016 Subwatershed Assessment account balance. *Motion carried unanimously.*

\*items are included in meeting packet



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

Motion by Jaeger, second by Butcher to approve the **West Mississippi March claims.\*** Claims totaling \$12,375.97 were *approved by roll call vote: ayes – Mulla, Roach, Butcher, Jaeger, and Johnson; nays – none.*

Motion by Jaeger, second by Butcher to encumber the year-end 2016 Subwatershed Assessment account balance. *Motion carried unanimously.*

**IV. Open Forum.**

Moore expressed concerns regarding **road salt going into the bodies of water.** Matthiesen will follow up with Hennepin County and Minnesota DOTs.

**V. Project Reviews.**

**A. WM2017-001 Trunk Highway 169 Reconstruction, Champlin.** Reconstruction of Trunk Highway 169 between Hayden Lake Road and West River Parkway in order to improve mobility and safety on the highway and at intersection roadways while supporting planned redevelopment. Following construction, the 34.54 acre site will be 46 percent impervious, a net reduction of 0.47 acres of impervious surface. A complete project review application was received on February 21, 2017.

The majority of the project is within the West Mississippi watershed with a small portion in the Elm Creek watershed. For efficiency of review, the West Mississippi Watershed Management Commission (Commission) did the stormwater management plan review for both watersheds.

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.

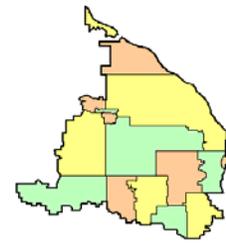
Runoff from the site will be routed to the storm utility system and ultimately discharged to the Champlin Mill Pond, Elm Creek and the Mississippi River. Sump manholes will be included upstream of outlets to the Mississippi River, Elm Creek, and the Mill Pond. According to SHSAM calculations, the sumps remove between 10.1% and 61.5% TSS with an average of 30.1% removal, compared to the 80-85% standards. However, the proposed project results in a net reduction of impervious surface and is, therefore, not required to meet TSS removal standards. The Commission does recommend that the project be designed according to SHSAM and MPCA guidelines. Including SAFL Baffle or Preserver in sump design could improve removal efficiency. The applicant meets Commission and the Elm Creek Watershed Management Commission (ECWMC) water quality treatment requirements.

Commission rules require that site runoff be limited to existing rates for the 2-, 10- and 100-year storm events. The proposed project results in a net reduction of impervious surface, meeting Commission and ECWMC rate control requirements.

Commission rules require the site to infiltrate 1.0" of runoff from new impervious area within 48 hours. The proposed project results in a net reduction of impervious surface and, therefore, meets Commission and ECWMC volume management requirements.

In addition to fulfilling permit requirements, the applicant intends to incorporate several infiltration BMPs at this site in the future, and thus proposes to put stubs in several storm sewer structures. BMPs include: approximately 1,000 feet of infiltration trench in the median south of West River Road; rain gardens adjacent to the pedestrian underpass and Miles Road; tree trenches on Dayton and Miller Roads; landscaping in the median and adjacent to the curb south of Dayton Road; and native vegetation adjacent to the entire corridor of trail system.

\*items are included in meeting packet



The NWI identifies wetlands on site. Wetland delineation was conducted within the project area on October 7, 2015 by MnDOT and on September 12, 2016 by WSB & Associates, Inc. ECWMC is the LGU for WCA administration in the Elm Creek watershed. The wetland on site is in the Elm Creek watershed, so Jim Kujawa of the Hennepin County, Dept. of Environment and Energy, Technical Advisors for the ECWMC, reviewed the wetland delineation. Kujawa confirmed that no WCA regulated wetland impacts are planned to occur as a part of this project. Therefore, the proposed project meets Commission and ECWMC wetland requirements.

Elm Creek and the Mill Pond are DNR Public Waters in the project area. A replacement bridge is proposed as part of the project and is currently being reviewed by the DNR. WSB's HEC-RAS model indicates that the replacement bridge is of sufficient hydraulic capacity and there are no proposed changes to the water surface elevation. The proposed bridge replacement meets the Commission's requirements. The proposed project also meets Commission and ECWMC's Bridge and Culvert Crossings requirements.

There is floodplain on this site according to FEMA. The applicant proposes 2,144 CY of floodplain fill and to replace it with 2,758 CY of compensating storage within the project location. The floodplain elevations used in the calculations are based on the FEMA approved CLOMR for Elm Creek, dated November 2016. The proposed project meets Commission and ECWMC floodplain alteration requirements.

An erosion control plan was submitted with the project review and includes rock construction entrance(s), perimeter silt fence, and slope checks. Native seed mix is not specified on the pond slopes. When using Stabilization Methods 3 and 4 on pond slopes, the 22-111 seed mix should be replaced with 33-262 seed mix or another native seed mix. Additionally, silt fence is not specified in several locations that are vulnerable to erosion. Silt fence should be placed along the perimeter of the disturbed area where slope is greater than 0.5%. The erosion control plan does not meet Commission or ECWMC requirements.

It should be noted that, in addition to fulfilling permit requirements, in the future the applicant intends to replace existing outfall to the Mississippi River at this site, stabilizing slopes and providing a headwall to reduce future erosion.

A public hearing on the project was conducted on January 17, 2017 as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

Motion by Butcher, second by Jaeger to advise the City of Champlin that approval of WM2017-001 is hereby granted subject to the following conditions:

1. Substitute native seed mix 33-262 for non-native seed mix 22-111 on pond slopes.
2. Place silt fence around disturbed areas where the slope is greater than 0.5 %.
3. Consider SAFL Baffle or Preserver for added treatment at sumps.

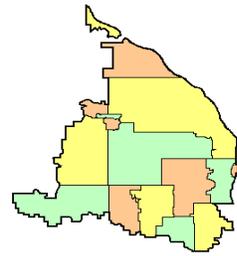
*Motion carried unanimously.*

**B. WM2017-002 610 Commerce Center, Brooklyn Park.** Phase II of a commercial development consisting of three office/warehouse buildings, associated parking and stormwater infiltration basins on 11.2 acres of a 31.4 acre site located at 7300 93rd Avenue North. Following development, the site will be 70 percent impervious, an increase of 7.8 acres. A complete project review application was received on February 24, 2017.

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.

Stormwater runoff from the site will be routed to existing and proposed stormwater infiltration basins, which infiltrate all site runoff generated from the 1.3 inch rainfall event. The applicant meets Commission water quality treatment requirements.

\*items are included in meeting packet



Commission rules require that site runoff be limited to predevelopment rates for the 2-, 10-, and 100-year storm events. The project will use existing and proposed stormwater infiltration basins to manage runoff. The drainage area for subwatershed 4S is larger than shown in the plans resulting in an oversizing of the basin. The applicant is using the Type-11 rainfall distribution when they should be using the NRCS derived MSE-3 hyetograph or the NOAA derived hyetograph for this location. It is recommended the applicant rerun the model with these two changes for accuracy but by observation the project will meet the Commission rate control rules.

Commission rules require the site to infiltrate 1.0" of runoff from new impervious area within 48 hours. The new impervious area on this site is 7.8 acres, requiring that 28,350 cubic feet be infiltrated within 48 hours. The applicant proposes to use several infiltration basins to meet this requirement. The site meets the Commission's infiltration requirements.

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 a 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 March 8, 2017 as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

Motion by Butcher, second by Jaeger to advise the City of Brooklyn Park that approval of WM2017-002 is hereby granted subject to the following conditions:

1. Provide HydroCAD model accuracy:
  - a. Rerun with correct surface areas for Drainage area 4S and Basin 2P-B.
  - b. Rerun with rainfall distribution MSE-3 or the NOAA derived hyetograph.
2. Add a 4-foot sump to the structure that discharges to Basin 4P. If the applicant wishes, the sump providing pretreatment to Basin 2P-B can be removed, since rip rap and rock weeper are proposed for the inlet.

*Motion carried unanimously.*

#### **VI. Watershed Management Plan - City Cost-Share Projects.\***

The cities of Crystal and Robbinsdale have submitted applications for 2017 cost share funds for small projects under \$100,000. Both projects are located in the Shingle Creek watershed. Projects must be for water quality improvement and must be for improvement above and beyond what would be required to meet Commission rules. Priority is given to projects identified in a subwatershed assessment or TMDL. The maximum cost share is \$50,000 per project, and the city must at least match that share. The projects are summarized below.

**A. City of Crystal Phase 16 Street Reconstruction.\*** In 2017 the City will be reconstructing streets in the Skyway Neighborhood adjacent to Crystal Airport. Approximately nine infiltration sump manholes and infiltration swales are proposed to be installed to reduce runoff and alleviate some drainage issues. Much of the neighborhood surface flows to the Airport and then to Upper Twin Lake, an impaired water. Request is for \$50,000. Motion by Moore, second by Jaeger to approve this project for funding at \$50,000. *Motion carried unanimously.*

**B. City of Robbinsdale 37th Avenue Infiltration Chambers.\*** In 2017 the City will be reconstructing Noble Avenue in a subwatershed draining to Crystal Lake, an impaired water. The City proposes to install two infiltration chambers designed for Atlas 14 10-year storm events. The reduction in annual TP load to Crystal Lake is estimated at 15 lbs/year. A subwatershed assessment was completed for the Crystal Lake drainage area in Robbinsdale, and increased infiltration was recommended in this catchment. Request is for \$50,000. Motion by Sicora, second by Moore to approve this project for funding at \$50,000. *Motion carried unanimously.*



Shingle Creek had an estimated encumbered balance of \$36,540 at the end of 2016 and has levied \$101,000 for collection in 2017, for an estimated year-end balance of \$137,540 before expenses. Earlier this year the Shingle Creek Commission adopted a policy revision setting a maximum balance for the partnership cost share account, with any balance in excess of that ceiling to be transferred into the city cost-share account.

No projects have been submitted for cost share in West Mississippi. West Mississippi will have an estimated 2017 year-end balance of \$149,506 before expenses.

**C.** Matthesen described future work associated with the **Highway 169 Reconstruction Project** in Champlin (Project Review WM2017-001). The City is proposing to install BMPs along the 169 corridor after the design work is completed. BMPs could include such things as tree trenches, infiltration benches, enhanced roadside benches, etc. and would exceed \$300,000 in cost. The TAC members approved the following recommendation to the Commission: approve cost-sharing up to \$100,000, or one-third of the project cost, spread over two years, subject to receipt of final design approval, BMPs costing more than \$300,000, and consideration of other subsequent project submittals. Motion by Butcher, second by Jaeger to approve this recommendation. *Motion carried unanimously.*

#### **VII. Water Quality.**

The **2016 Water Quality Monitoring Report** will be presented at the April meeting.

#### **VIII. Education.**

**A. 2016 NPDES Activity Report.\*** Since creation of their joint Second and Third Generation Watershed Management Plans the Commissions have continued to provide education and outreach programming to meet the Commissions' objectives and to help member cities satisfy their education and outreach goals under their National Pollution Discharge Elimination System (NPDES) MS4 permits. This Annual 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. Motion by Jaeger, second by Wills to accept this joint report. *Motion carried unanimously.*

**B.** Included in the meeting packet was a copy of a **Professional Services Agreement\*** between Dawn Pape, Lawn Chair Gardener, and the Shingle Creek Commission as fiscal agent for the West Metro Water Alliance (WMWA). The agreement is for the year 2017 and is in an amount not to exceed \$3,000 for services and \$1,000 for reimbursable expenses. Motion by G. Anderson, second by Wills to authorize the Chair to sign this agreement on behalf of the Commission. *Motion carried unanimously.*

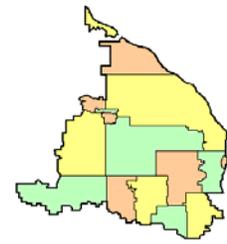
**C.** The **Plymouth Home Expo** is April 7-8, 2017. Volunteers are being sought to "man" the Commissions' booth.

**D.** The next **WMWA meetings** are scheduled for 8:30 a.m., Tuesday, March 14, and Tuesday, April 11, 2017, at Plymouth City Hall. Commissioners are encouraged to attend.

#### **IX. Grant Opportunities and Updates.**

**A. Becker Park Grant Application.\*** Last year Metropolitan Council made one-time funds available for a program to award grants to projects that use Innovative or novel methods or practices to treat or manage stormwater. At that time MCES staff were not sure if the grant program would be available in subsequent years. It was recently announced that the program is again available and applications will be taken until April 14, 2017 for projects to be completed by the end of 2019. The maximum grant is \$200,000, and a 25% match is required. While underground infiltration galleries such as the one being proposed for Becker Park are not innovative anymore, the scale of the project and the nature of the project – runoff from a large minimally treated subwatershed rather than from an individual site – is rare. Being located in a public park provides an opportunity to incorporate education. The project will compete strongly on several of the other preference points as well.

The Becker Park project is estimated at \$2.2 million; it has already been awarded a BWSR Clean Water Fund grant of \$725,000 and the Commission will levy \$250,000.



Staff recommend that the Commission prepare a grant application in the amount of \$200,000 for this project. Since the due date is April 14, the day after the Commission's April 13 meeting, they will bring the final version back for review before submittal. Motion by Moore, second by Sicora to authorize Staff to prepare the grant application. *Motion carried unanimously.*

**B. 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.

**C. Public Art Reaeration Project.** In Brooklyn Park at Park Center High School the City is in the process of authorizing the contract with Cecelia Schiller. In Brooklyn Center the City is looking for a contract arrangement to note the artist as a general contractor with Jim Brenner at the Palmer Lake outlet and Cecelia Schiller at Centennial Park. Wenck is working with Jack Becker from Forecast Public Art to find a suitable contract.

**X. Communications.**

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

**XI. Other Business.**

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. At the February meeting it was requested that Staff email the technical consultant responses to the Commissioners for their review and that selection be postponed to this meeting.

After discussion, motion by Sicora, second by Moore to retain the current consultants for 2017-2018. *Motion carried unanimously.*

Motion by Butcher, second by Jaeger to retain the current consultants for 2017-2018. *Motion carried unanimously.*

The firms selected are Wenck Associates, Inc., technical and wetland consultants; Kennedy & Graven, Chartered, legal consultants; and Judie Anderson's Secretarial Service, Inc, administrative consultants.

**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 Jaeger, second by Butcher to adjourn. *Motion carried unanimously.*

The meeting was adjourned at 1:49 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Judie A. Anderson". The signature is written in a cursive style.

Judie A. Anderson  
Recording Secretary  
JAA:tim

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