

**REGULAR MEETING
MINUTES | March 9, 2023**

(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 12:48 p.m. on Thursday, March 9, 2023, at Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN.

Present for Shingle Creek were: David Vlasin, Brooklyn Center; Alex Prasch, Brooklyn Park; Burt Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Bob Grant, New Hope; John Roach, Osseo; Andy Polzin, Plymouth; Wayne Sicora, Robbinsdale; Ed Matthiesen and Katie Kemmitt, Stantec; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS.

Not represented: Minneapolis.

Present for West Mississippi were: David Vlasin, Brooklyn Center; Alex Prasch, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; John Roach, Osseo; Ed Matthiesen and Katie Kemmitt, Stantec; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS.

Also present were: Mitch Robinson and Greg Spoden, Brooklyn Park; Derek Asche, Maple Grove; Katie Kowalczyk, Minneapolis; James Kelly, Osseo; Amy Riegel, Plymouth; and Wendy Scherer, Richard McCoy and Mike Sorensen, Robbinsdale.

II. **Agendas and Minutes.**

Motion by Roach, second by Orred to approve the **Shingle Creek agenda**. * Motion carried unanimously.

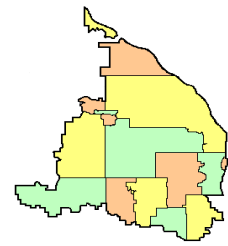
Motion by Butcher, second by Prasch to approve the **West Mississippi agenda**. * Motion carried unanimously.

Motion by Roach, second by Orred to approve the **minutes of the February 9, 2023, regular meeting and public hearing**. * Motion carried unanimously.

Motion by Prasch, second by Jaeger to approve the **minutes of the February 9, 2023, regular meeting and public hearing**. * Motion carried unanimously.

III. **Finances and Reports.**

A. Motion by Orred, second by Grant to approve the Shingle Creek **March Treasurer's Report* and claims** totaling \$45,062.91. Voting aye: Vlasin, Prasch, Orred, Jaeger, Grant, Roach, Polzin, and Sicora; voting nay: none; absent: Minneapolis.



B. Motion by Butcher, second by Roach to approve the West Mississippi March Treasurer's Report* and claims totaling \$20,617.65. Voting aye: Vlasin, Prasch, Butcher, Jaeger, and Roach; voting nay: none.

A show of hands indicated that the Commissioners did not receive copies of the Treasurer's Reports, which were emailed on March 8. Staff will re-email them following this meeting.

IV. Open Forum.

A. One of the major items on the Commission's 2023 work plan is creation of a Chloride Management Plan – as well as the development and implementation of additional education and outreach actions regarding the proper use of chloride in the watershed. While this is a very wide-ranging topic, the Hennepin County Chloride Initiative (HCCI) recently rolled out its **LOW SALT NO SALT campaign**, including some education and outreach programming specific to homeowner's associations and faith-based communities.

Riegel, who helped to develop the LOW SALT NO SALT programming, provided an overview of the program and answered Commissioner/TAC member questions. She also distributed sample handouts developed for the program. More information about the program and access to other materials can be found at the new LOW SALT NO SALT website [Low Salt No Salt Minnesota \(rpbcwd.org\)](http://Low Salt No Salt Minnesota (rpbcwd.org)).

B. Roach, in response to the City of Osseo's query, asked how the city's levy will be affected by the proposed boundary changes. Staff responded that the boundary change would likely have minimal impact on the city's levy. Individual watersheds will both gain and lose parcels, and the net impact on area or net tax capacity will probably be close to a wash. We won't know for sure until the process is completed and the County recalculates the new net tax capacities based on the revised boundaries.

V. Project Reviews.

A. The Shingle Creek and West Mississippi "Project Review Application" form includes an **authorization section** that states the application "must be completed by City before review can proceed." This requirement stems from the Commission's *Rules and Standards* Rule B.1 and B.2, which state:

Rule B.1: "...All project review applications must be authorized by the municipality where the proposed project is located."

Rule B.2: "Project review applications shall be submitted on forms provided by the Commission."

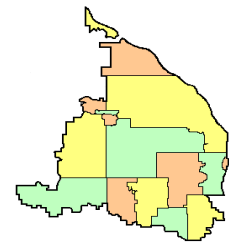
The purposes of these requirements are twofold:

1. The Commissions are not entities with permitting authority. They are simply conducting a review on behalf of and at the request of the cities. A City authorization initiates that request.

2. Site plans often go through several iterations as a development evolves and as the applicant gets feedback from various city departments and the Planning Commission. This requirement ensures the city has checked the submittal to ensure it reflects all those City comments and is, in essence, "final."

A recent applicant asserted that the Commission does not have jurisdiction to require that the applicant obtain City authorization because the applicant is a public entity. Therefore, Staff requests direction from the Commission on how this requirement may apply to public entities like the Metropolitan Airports Commission (MAC), Hennepin County, MnDOT, Metropolitan Council, and Three Rivers Park District.

Following discussion among Commissioners, TAC members present, the Commissions' attorney, and technical Staff, it was a consensus that the existing approach should be maintained.



Motion by Roach, second by Grant to maintain the current requirements. *Motion carried unanimously.*

Motion by Butcher, second by Jaeger to maintain the current requirements. *Motion carried unanimously.*

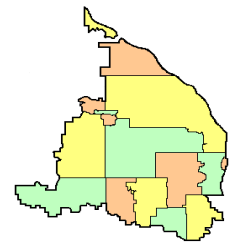
B. Chloride Management Plan. Despite the existing chloride TMDL and improvements in watershed stakeholder understanding of chloride pollution, the Shingle Creek and West Mississippi Commissions continue to have issues with chloride pollution. The Commissioners have expressed concern over chloride use at new developments and have been increasingly recommending Chloride Management Plans with watershed approval of project reviews; however, they acknowledge that there is often a disconnect between project applicants, project owners, and building maintenance staff and this may not be the most effective way to get people to use less salt. There is concern that a property chloride management plan will not actually get implemented if written and submitted through this process, as the project submitter and the property maintenance staff are often a few degrees removed. Following discussion at the Commissions’ November 2022 meeting, consensus was reached that the Commissions should focus on salt use education and outreach instead. The 2023 Work Plan contains an activity to develop a chloride management plan for the watershed that includes an education and outreach component.

Goal 3. Educate and engage all stakeholders in the watersheds on surface water issues and opportunities.

- a. Participate in the West Metro Water Alliance joint education and outreach group.
- b. Partner with Hennepin County and other local watersheds to fund a shared Education and Outreach Coordinator.
- c. Develop a Chloride Management Plan for the watershed.

The purpose of Staff’s March 2, 2023, memo* is to initiate a discussion among the Commissioners on what a chloride management plan for the Commissions should look like. Included in the memo is a draft matrix to start the discussion of how the Commissions want to approach a chloride management plan, including what messages should be conveyed to various stakeholders, who is responsible for relaying those messages, and what existing resources can be used. Ahead of this meeting, Commissioners were asked to review the draft matrix and come ready to discuss. The matrix was filled out interactively at the meeting. Using a comprehensive set of potential messages and actions, in April the Commissioners will refine the matrix actions that are measurable and achievable in the next few years.

Stakeholder	Message	Responsible Communicator	Resources for Communicator/Stakeholder
General public		Watershed E&O Coordinator, City staff	
Property Owners (single-family homes, HOAs, etc.)		City staff	Low Salt No Salt website Train the Trainer workshops
Property Managers		City staff	Low Salt No Salt website Train the Trainer workshops
City Maintenance Staff		City staff	Smart Salting Training
Developers/Redevelopers	Optimize site design for low salt use	Project review staff (Stantec); Commissions	??
Architects, Designers			
TRPD, Universities			
End-Users			Training, free and convenient



Concurrently, the Hennepin County Chloride Initiative has been working on a campaign called Low Salt No Salt for local government unit (LGU) staff to communicate chloride issues and management strategies to the community. The campaign targets property managers, communities of faith, and homeowners associations. The Low Salt No Salt campaign is now live and resources are available on the website at <https://rpbcwd.org/low-salt-no-salt>. (Also see item IV.A., above.)

The website hosts a toolbox for LGUs to use to start conversations about chloride use with the community, including videos, presentations, conversation starter ideas, pledge forms, and more. The website also has model winter maintenance contracts for properties and links to other resources such as Smart Salting Training and water quality data.

VI. Water Quality.

2023 Maintenance Fund Activities.* In 2022 the Commission approved a new Maintenance Fund intended to maintain, repair, or replace Commission-led projects to continue providing water quality benefits. Projects considered for Commission funding under the Maintenance Fund are described in the Commission's Maintenance Funding Guidelines, evaluated by the TAC, and recommended to the Commission for approval. The proposed activities and their costs are described below and in the table on page 5.

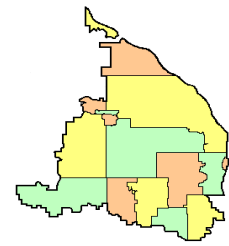
A. Crystal Lake Carp Management. The Crystal Lake Management Plan is ongoing, and the federal 319 grant that funded the project ends in August 2023. WSB completed two summers of carp removals in 2021 and 2022. An updated population estimate at the end of 2022 estimates 5,666 additional carp need to be removed from the lake to meet water quality goals. The Commission has exhausted carp management funds from the 319 grant but there is value in additional carp removals to bring the lake closer to a healthy amount of carp to support the longevity of water quality improvements made from past carp removals and alum treatments. The additional carp management proposed for Maintenance Fund funding includes:

1. Planning and project management
2. Daily (5x/week) carp baiting for the duration of removals
3. Assistance with 3-4 removal events
4. Contract with WSB for carp removal permitting, equipment installation, removals, and disposal (Scope of Work and contract below)

B. Bass Lake Curly-leaf Pondweed (CLP) Management. Bass Lake has been treated with diquat herbicide for three consecutive years for a curly-leaf pondweed (CLP) infestation. CLP is persistent and often requires up to 7 years of treatment per DNR recommendation. Bass Lake requires additional CLP management in 2023. This additional year of Bass Lake CLP management includes:

1. Curly-leaf pondweed delineation and mapping
2. Herbicide treatment permitting and coordination
3. Contract with herbicide applicator and application oversight.

The cost of the herbicide treatment will depend on the applicator, the delineated area of CLP growth, and the unit price of diquat herbicide, which is market-dependent. The expected cost of the herbicide application including applicator fees and materials is \$10,000. Stantec will coordinate a request for quote following the delineation. This applicator cost estimate of \$10,000 is Staff's best estimate based on past experience and estimated 2023 herbicide unit prices. The window between when the delineation area is approved by the DNR and when the optimal treatment window occurs is narrow, thus Stantec recommends the Commission provides authorization for application to proceed immediately after obtaining the quote. The



contract will be reviewed by the Commission’s attorney before application and brought to the following meeting for ratification. If the applicator fees are substantially more than estimated, Stantec will contact the Chair and get his decision and approval to proceed.

Staff recommends proceeding as follows:

1. Approve activities for a third year of carp removals in Crystal Lake, including the third contract with WSB consultants.
2. Approve activities for treatment of CLP in Bass Lake. Authorize applicator to proceed immediately following receipt of the quote, pending any unexpected costs and contract review by the Commission’s attorney.

Proposed 2023 Maintenance Fund Activities.

Activity	Labor Hrs.	Labor \$	Expenses	TOTAL
<i>Crystal Lake Carp Management</i>				
Planning & Project Management	8	\$1,136	--	\$1,136
Baiting	40	\$4,160	\$393	\$4,553
Assistance with Removal Events	24	\$2,496	--	\$2,574
Contract with WSB	--	--	\$17,084	\$17,084
	75	\$7,792	\$17,556	\$25,347
<i>Bass Lake CLP Management</i>				
Delineation and Mapping	22	\$2,622	\$110	\$2,732
Permitting and Oversight	8	\$940	\$10	\$950
Contract with applicator	--	--	\$10,000*	\$10,000
	60	\$3,562	\$10,120	\$13,682
TOTAL				\$39,029

*This is an estimate based on previous year’s treatments and the predicted unit cost of herbicide.

Motion by Roach, second by Orred to approve the Crystal Lake and Bass Lake maintenance activities, including the WSB Professional Services Agreement,* as proposed. *Motion carried unanimously.*

VII. Grant Opportunities.

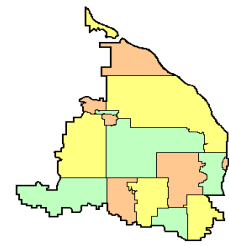
Kemmitt reported that the Commission has not been informed of the status of its application for a **MPCA Planning Grant for Stormwater, Wastewater, and Community Resilience.**

[The Commission received word on March 15, 2023, that its application was not funded. The MPCA reported that this was an extremely competitive pool of high-quality proposals. They received 28 applications asking for approximately \$1.3 million, more than three times the amount available for funding projects.]

VIII. Education and Public Outreach.

A. Smart Salting Legislation.* Included in the meeting packet was a letter from various watershed organizations addressed to members of the Minnesota House and Senate urging their support of the Smart Salting Bill so that it can become law in the 2023 legislative session. The Commissions are signatories to the letter.

B. Hennepin County has completed its internal personnel work to finalize a job description for the **Education and Outreach Coordinator** that will be shared by Hennepin County and the West Metro Water Alliance (WMWA). They expect to have that position posted and recruitment to occur in the first few weeks of April with a goal of having someone on board perhaps in time for Earth Day on April 22.



The Shingle Creek Commission is the Fiscal Agent for WMWA, collecting and disbursing funds and paying consultants and contractors such as the classroom educator. In the development of the plan for the shared coordinator, in addition to dedicating a portion of the Watershed-Based Implementation Funding (WBIF) grant from the Board of Water and Soil Resources (BWSR) to fund this position and activities, the four WMOs that are formally part of WMWA agreed to reallocate their annual Special Project funds to support this new position. Included in the meeting packet is the **Cooperative Agreement*** between the County and the Commission.

Motion by Orred, second by Prasch to approve the agreement and authorize the Chair to sign it on behalf of the Commission pending any revisions made by the Commission's attorney. *Motion carried unanimously.*

- C. The **West Metro Water Alliance (WMWA)** will meet via Zoom at 8:30 a.m., March 14, 2023.

IX. Communications.

A. March Staff Report.*

1. Fourth Generation Management Plan. The Fourth Generation Management Plan Final Draft has been submitted to the Board of Soil and Water Resources for approval. The Plan will go to the Central Region Committee on April 6 and then to full Board for approval on April 26. The Commissions should plan to adopt the plan at their May meeting.

2. 252/94 project. Per Commission direction at the February meeting, Staff facilitated formation of a subgroup to track and review the Highway 252/I-94 EIS progress. The SC/WM 252/94 EIS Review Subgroup held virtual meetings on February 21 and 28, 2023. Invitees included David Vlasin, David Mulla, Ray Schoch, Alex Prasch, Mitch Robinson, Liz Stout, Liz Heyman, and Stantec staff. Future meetings will be scheduled on an as-needed basis.

MnDOT hosted Cooperating and Participating Agency Meeting #8 on February 23, 2023. Project updates included:

- a. MnDOT discussed the draft scoping document informal agency review process
- b. Comments received from approximately 2/3 of invited agencies
- c. Cataloging comments and preparing responses
- d. Responses to be distributed prior to public comment period
- e. Likely to provide all comments and responses to all agencies

MnDOT available to meet 1:1 after issuing responses

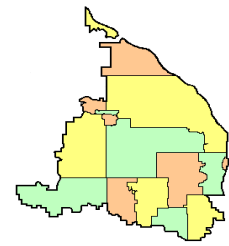
Equity and Health Assessment:

- f. Report 1: baseline conditions completed spring 2022
- g. Report 2: priorities completed summer 2022
- h. Report 3: in progress; health and equity review of the draft scoping document

project alternatives

Next steps:

- i. Public comment period: March 21 – May 18, 2023



- j. Present to City Council
 - a. Brooklyn Park: March 27
 - b. Brooklyn Center: April 10
- k. Policy Advisory Committee: March 23 (virtual)
- l. Pop-ups: March 27, April 3, April 10
- m. Open house: April 18 (in-person), April 27 (virtual)
- n. Meeting #9: summer 2023

Next subgroup meeting:

- o. March: review of MnDOT responses, potential 1:1 meeting with MnDOT Tuesday, March 28, 2 p.m.

3. Project Updates.

a. **Legal Boundary Update.** The boundary update has already received concurrence from the three neighboring watersheds. We are now asking for approval of the boundary change from all member cities with a goal of concurrence received by the end of March. The following cities provided specifics on their schedules so far:

- 1) Brooklyn Center added the boundary update to their Feb 27th agenda.
- 2) [Plymouth added the boundary update to their March 14th agenda.](#)
- 3) Osseo added the boundary update to their March 13th agenda.

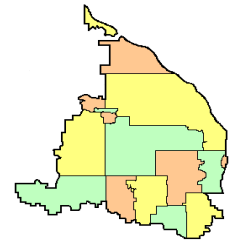
After Staff receive concurrence from all municipalities, they will notify BWSR and file the new boundary with Hennepin County. Hennepin County requires notification of boundary changes for special taxing districts by July 1st.

4. **Bass Lake Alum Treatment U of M Study.** Several faculty at the U of M led by Ray Newman are collaborating on a study through the USGS to evaluate the impact of lake alum treatments on aquatic vegetation. One of their study lakes is Bass Lake, and we have been providing them with our data pre- and post-alum treatment. We recently met with their team to coordinate monitoring and modeling activities for 2023. There is a social science component to this as well, so some team members may be reaching out to Plymouth City staff and Bass Lake Association members to collect their observations. [The United States Geological Survey Water Resources Research Act Program: Grant Details for Project 2021MN003AIS \(usgs.gov\)](#)

B. **February Communications Log.*** No items required action.

C. Included in the meeting packet was information regarding the reauthorization of the **Minnesota Lottery dedication to the Environment and Natural Resources Trust Fund.*** The ENRTF is requesting the Commission's support in asking the State Legislature to put this funding source back on the ballot as a constitutional amendment in 2024 which, in part, would reauthorize the use of net lottery funds for the ENRTF until the year 2050. Since its first appropriation in 1991, the ENRTF has provided over \$900 million in stable long-term funding for innovative projects in natural resource management.

[Motion by Orred, second by Roach to authorize Staff to draft a letter of support for the chair's signature. Motion carried, Prasch abstaining.](#)



Motion by Roach, second by Jaeger to authorize Staff to draft a letter of support for the chair's signature. *Motion carried, Prash abstaining.*

X. Other Business.

A. Pollution of Surface Waters from Chloride to Groundwater. The University of Minnesota is proposing to study how chloride from street salting ends up polluting our lakes and streams all year around. John Gulliver is the project manager. Funding is being requested from the Legislative-Citizen Commission on Minnesota Resources (LCCMR) and the project will extend from 2024-2027. Motion by Grant, second by Vlasin to write a letter in support of this project. *Motion carried unanimously.* Polzin volunteered to write the letter.

B. Adjournment. There being no further business before the Commissions, the joint meeting was adjourned at 2:17 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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