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**MINUTES
Regular Meeting
March 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, March 12, at 12:59 p.m., at the Clubhouse at Edinburgh USA, 8700 Edinbrook Crossing, Brooklyn Park, MN.

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

Not represented: Minneapolis.

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

Also present were: David Vlasin and Andrew Hogg, Brooklyn Center; John Roach and Jesse Struve, Brooklyn Park; Todd Tuominen, Champlin; Wayne Houle, Crystal; Rick Lestina, Maple Grove; Bob Paschke, New Hope; Ben Scharenbroich, Plymouth; Richard McCoy, Robbinsdale; and John Barten, Three Rivers Park District.

Prior to the meeting, at 12:20 p.m., the attendees heard John Barten, Director of Natural Resources Management at Three Rivers Park District, speak on the topic of aquatic invasive species control. His presentation was well received and is currently available on the Shingle Creek website.

II. **Agendas and Minutes.**

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

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

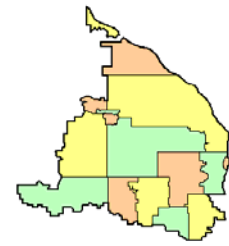
Motion by Jaeger, second by Sicora to approve the **minutes of the February 12, 2015 Shingle Creek regular meeting*** with the following correction:

VII. B. Crystal Commercial Node 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 in Crystal ~~where no water quality improvements are in place.~~ There are two water quality ponds on site.

Motion carried unanimously.

Motion by Jaeger, second by Butcher to approve the **minutes of the February 12, 2015 West Mississippi regular meeting**. * Motion carried unanimously.

*items are included in meeting packet



III. Finances.

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

Motion by Jaeger, second by Sicora to approve the **Shingle Creek March claims.*** Claims totaling \$23,477.93 were *approved by roll call vote: ayes – Mulla, Carstens, Moore, Jaeger, Wills, Spanier, Polzin and Sicora; nays – none; absent – Minneapolis.*

B. Motion by Butcher, second by Mulla 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 \$9,031.12 were *approved by roll call vote: ayes – Mulla, Carstens, Butcher, Jaeger and Spanier; nays – none.*

IV. Open Forum.

A. Roach announced the **2015 bike tour of the watershed.** Riders will bike through the lower Shingle Creek watershed, tentatively on one of the first weekends in May. Roach will organize and contact participants.

B. Discussion re the proposed Burlington Northern-Santa Fe **railroad connection** through watershed cities was held. Updates were provided by those individuals with information.

V. Project Reviews.

VI. Joint Powers Agreements.

The Joint Powers Agreements (JPAs) for both Commissions expired on January 1, 2015. Attorney LeFevere has recommended that the Commissions direct the Chair to author a letter requesting the member cities to adopt an amendment to the JPAs extending their terms for ten years. Since the JPAs have technically expired, the city councils should also be requested to ratify all acts of the Commission from January 1, 2015 until the effective date of the amendment. LeFevere will provide Staff with amended versions of the JPAs and has prepared sample resolutions* for the councils to adopt. It was also recommended that Staff prepare a report of the Commissions' accomplishments to accompany the letter and resolutions.

Motion by Sicora, second by Polzin to approve the recommended actions. Motion carried unanimously.

Motion by Mulla, second by Jaeger to approve the recommended actions. Motion carried unanimously.

VII. Water Quality.

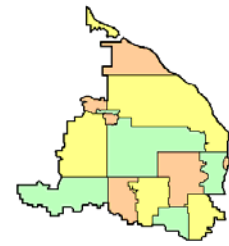
A. Crystal Commercial Area Subwatershed Assessment.* Work has begun on the subwatershed assessment for the Crystal commercial area at West Broadway and Bass Lake Road. Matthiesen met with City staff on March 10 and provided an update to the Commissioners.

B. Staff has received a preview copy of the proposed Implementation Plan for the **Upper Mississippi Bacteria TMDL** and discussed the findings and recommended implementation actions with the TAC at its February 26, 2015 meeting. The Upper Mississippi TMDL classified West Mississippi as a Protection watershed with no specific assigned load reductions. A TMDL has been established for Shingle Creek, and there are load reductions that will be required. The Implementation Plan is not yet open for formal comments. Staff's March 5, 2015 memo provides an overview of the TMDL, the required load reductions, and the implementation actions that were recommended for Shingle Creek.

1. The Implementation Plan identifies five general implementation strategies, and additional specific guidance separately for urban areas and agricultural areas:

- a. Identify, map and monitor potential high loading areas

*items are included in meeting packet



- b. Meet all federal, state, and local requirements (e.g., feedlot rules, septic system requirements)
- c. Provide outreach/education focused on how stakeholders can reduce bacteria to waters
- d. Control the sources, such as requiring better manure management
- e. Implement BMPs such as buffers, filter strips, etc.

2. The TMDL concludes that in the Upper Mississippi watershed the most likely sources of bacteria in urban subwatersheds are from pets, to a lesser extent from wildlife, and in some areas humans may be a source, such as bacteria leaching from failing subsurface sewage treatment systems (SSTS)(septic systems). The following are the types of BMPs actions that will likely be most effective at reducing bacteria input to streams in urban areas.

- a. Identify bacteria sources. Monitor outfalls to the stream to try to pinpoint higher-loading areas; Identify wildlife and pet congregation areas such as dog parks, golf courses, ponds, etc.; and Identify the locations of SSTS in the subwatershed
- b. Reduce input from pets. Enforce pet waste ordinances and educate pet owners about cleaning up after pets; install infiltration and filtration BMPs downstream of animal congregation areas
- c. Reduce input from wildlife. Enact and enforce wildlife feeding bans; control nuisance populations of ducks and geese; install infiltration and filtration BMPs downstream of animal congregation areas; and install wildlife barriers where necessary
- d. Reduce input from humans. Eliminate illicit connections, Sanitary Sewer Overflows (SSOs), Combined Sewer Overflows (CSOs); perform tests such as caffeine tests for wastewater indicators in stormwater; and properly maintain and improve sanitary sewers
- e. Reduce conditions promoting bacteria growth and survival. Reduce dry weather flows (e.g., nighttime irrigation, leaky pipes) and investigate ways to reduce biofilm in stormsewer pipes

3. The TMDL Implementation Plan concludes with specific recommendations for each TMDL watershed. For Shingle Creek, the recommended implementation actions are:

- a. The overall target reduction is 69%, with the primary sources being pet waste and noncompliant SSTS
- b. Priority Actions include:
 - 1) Map potential bacteria hotspots (high)
 - 2) Update and enforce pet waste ordinances (high)
 - 3) Inspect/monitor outfalls (high)
 - 4) Install biofiltration BMPs (medium)

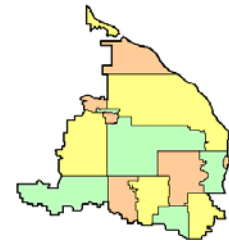
At the TAC meeting, several of the cities indicated they had none or only 1 or 2 SSTS left in their cities. They also currently have pet waste ordinances and enforce those provisions as they are able, primarily through education and signage.

[Spanier departed 1:52 p.m., Carstens departed 2:01 p.m.]

VIII. 2015 CIPs.* At its February meeting the Technical Advisory Committee (TAC) discussed the potential 2015 CIP projects .

A. Commission Cost Share for City Projects. There was some discussion whether an annual \$50,000 would be adequate. The TAC reviewed the proposed application for submitting requests for funding and suggested sending it out to the cities to see what is submitted by the March 26 TAC meeting. If there is high demand and there appears to be a need to increase the funding available for cost-share, the TAC members will discuss whether to recommend that the \$50,000 be increased for 2015.

*items are included in meeting packet



Potential 2015 CIP Projects	Total Estimated Cost	Commission Share	TAC Recommendation
Shingle Creek			
Commission fund for retrofit projects	\$100,000	\$50,000	Proceed in 2015
SC Reaeration Project	160,000	40,000	Proceed in 2015
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
TOTAL	\$720,000	\$230,000	
West Mississippi			
Commission fund for retrofit projects	\$100,000	\$50,000	Proceed in 2015
TOTAL	\$100,000	\$50,000	

B. Lake Internal Load Project. The TAC discussed the potential Twin Lake Carp Management Project as a 2015 internal load project. They also discussed whether the Shingle Creek Commission would consider cost sharing at a higher rate than 25% on internal load management projects.

Under the current CIP cost share policy, if the Commission were to secure a grant that funded 50% of the cost of the project, the Commission would contribute 25% and the city(ies) would contribute 25%. Some cities are concerned that, since internal load is Load Allocation, not Wasteload Allocation, and is not regulated under their NPDES permits, it might be difficult to get City Council approval to expend funds for something their permit does not require them to do. Under this scenario, would the Commission be willing to consider contributing the entire 50% grant match?

C. Lions Park Pond Retrofit. Staff are working with the City of Crystal to determine if the proposed BMP improvements fall into the over \$100,000 capital project category or the under \$100,000 cost share project category.

D. Priority BMP Retrofits for Private Projects. The intent of this levy is to provide a pot of funding for financial incentives to encourage private properties to incorporate BMPs. At this time the intent is to focus on the Crystal Commercial Node (see VII.A., above) that is currently a focus of a targeted subwatershed assessment. The TAC has concerns regarding the mechanics of how such funding would be administered and the BMPs on private property protected. Other WMOs currently operate similar types of programs, so if the Commission would choose to go forward with this, it can learn from their experience how best to handle the administrative details. Is the Commission willing to go forward with this CIP project?

E. West Mississippi Commission Cost Share for BMP Projects. As with Shingle Creek, the TAC will review submitted applications and make a recommendation to the Commission as to whether the proposed \$50,000 is adequate or should be increased.

IX. Education and Public Outreach.

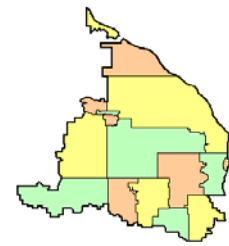
A. Included in the meeting packet was a copy of the West Metro Water Alliance (WMWA) **2014 Annual Report.***

B. The **next meeting of WMWA** is scheduled for 8:30 a.m., Tuesday, April 14, 2015, Plymouth City Hall.

X. Grant Opportunities and Updates.

A. 319 DO Reaeration Improvement Grant.* Attorney LeFevere has reviewed the contract with the Minnesota Pollution Control Agency (MPCA) and recommends the Commission authorize its execution. Also included

*items are included in meeting packet



in the meeting packet is the professional services contract* between Wenck Associates and the Commission to design the structures to hold and, if necessary, power the art prices; to work with Forecast Public Art on the design completion; design the associated stream improvements; work with the cities to administer the construction projects; perform the pre- and post-contract monitoring; and administer the grant. Forecast will be a subconsultant to Wenck. There will be three structures – one in Brooklyn Park and two in Brooklyn Center.

Motion by Mulla, second by Jaeger to approve the agreement with MPCA and the contract with Wenck pending approval by LeFevere of the insurance indemnification clauses. *Motion carried unanimously.*

B. Clean Water Partnership Application.* Since the last Commission meeting Staff have gotten word from the MPCA that carp management would be eligible for Clean Water Partnership grants. Staff discussed the possibility of going forward with a grant with the TAC at its February 26 meeting, and they recommended submitting a grant application. Included in the meeting packet is an application for the proposed **Twin Lake Carp Management project** in the amount of \$100,000, with a \$100,000 match from the Commission/member cities. Also included is a resolution authorizing submittal of the application. There is a chance that the MPCA will consider the application to be incomplete because an adopted resolution was not submitted with the application. A cover memo was attached to the application explaining that, because of meeting timing, the resolution could not be considered by the Commission in time to accompany the application. If it is rejected, there are other grant solicitations coming soon, including Section 319 and the Clean Water Fund.

Motion by Polzin, second by Wills approve **Resolution 2015-01*** authorizing submittal of the grant application. *Motion carried unanimously.*

C. Federal Clean Water Action Section 319 grant applications are due April 3, 2015. Motion by Sicora, second by Polzin to authorize Staff to submit applications for the Carp Management and Biochar/Iron Sand Bacteria Filters projects pending approval of the applications by Chair Carstens. *Motion carried unanimously.*

XI. Communications.

A. February Communications Log.* Information only. No action required.

B. EPA Climate Action Plan Toolkit.* “The new Stormwater Climate Change Tool will enable users to add climate projections based on the Intergovernmental Panel on Climate Change’s climate change scenarios to existing simulations to determine the quality of water traveling through traditional infrastructure - a system of gutters, storm drains, pipes, channels, collection tanks and storage devices. It also has the ability to model the performance of green infrastructure practices, including permeable pavement, rain gardens, and green roofs. Engineers and planners are able to accurately represent any combination of traditional and green infrastructure practices within an area to determine their effectiveness in managing stormwater and combined sewer overflows in their community.”

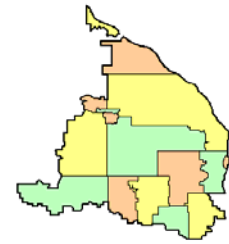
XII. Other Business.

A. Interest Proposals.*

1. At the February meeting the Commissioners received the responses to a solicitation of interest proposals for technical, legal and administrative services. A total of five responses were received - three technical, one legal and one administrative. Commissioners wishing to review the technical responses emailed Anderson to request them. Motion by Jaeger, second by Mulla to retain the current consultants – Wenck Associates, technical; Kennedy and Graven, legal; and JASS, administrative. *Motion carried unanimously.*

2. A solicitation of interest proposals for technical, legal and administrative services was published in the March 2, 2015 issue of the *State Register*. A total of six responses were received - four technical, one legal and one administrative. Motion by Butcher, second by Jaeger to retain the current consultants as named above. *Motion carried unanimously.*

*items are included in meeting packet



B. Adjournment.

There being no further business before the Shingle Creek Commission, motion by Sicora, 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,

Handwritten signature of Judie A. Anderson.

Judie A. Anderson
Recording Secretary
JAA:tim

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*items are included in meeting packet