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**MINUTES**  
**Regular Meeting**  
**June 11, 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, June 11, 2015, at 12:45 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; 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 Mulla, 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: David Vlasin and Andrew Hogg, Brooklyn Center; John Roach and Jesse Struve, Brooklyn Park; Todd Tuominen, Champlin; Mark Ray, Crystal; Rick Lestina, Maple Grove; Bob Paschke, New Hope; Daniel Spanier, Osseo; Ben Scharenbroich, Plymouth; and Richard McCoy, Robbinsdale.

II. **Agendas and Minutes.**

Motion by Moore, second by Polzin to approve the **Shingle Creek agenda\*** as revised. *Motion carried unanimously.*

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

Motion by Moore, second by Polzin to approve the **minutes of the May 14, 2015, Shingle Creek regular and public meetings.\*** *Motion carried unanimously.*

Motion by Stelmach, second by Jaeger to approve the **minutes of the May 14, 2015, West Mississippi regular and public meetings.\*** *Motion carried unanimously.*

III. **Finances and Reports.\***

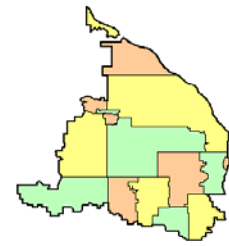
A. Motion by Jaeger, second by Wills to approve the **Shingle Creek Treasurer's Report.\*** *Motion carried unanimously.*

Motion by Moore, second by Polzin to approve the **Shingle Creek June claims.\*** Claims totaling \$39,711.48 were *approved by roll call vote*: ayes – Mulla, Carstens, Moore, Jaeger, Wills, Stelmach, and Polzin; nays – none; absent Minneapolis and Robbinsdale.

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

Motion by Jaeger, second by Butcher to approve the **West Mississippi June claims.\*** Claims totaling \$16,598.64 were *approved by roll call vote*: ayes – Mulla, Carstens, Butcher, Jaeger and Stelmach; nays - none.

\*items are included in meeting packet



**IV. Open Forum.**

**A.** Moore had questions regarding the clean-out of grit chambers. She also noted that Crystal Shopping Center is incorporating rain gardens into their redevelopment project. Moore also informed the Commissioners of an upcoming Freshwater Society presentation on capturing rainwater.

**B.** Jaeger inquired about the harm to the environment relating to chemicals used for fracking.

**C.** LeFevere has announced his retirement. A reception in his honor will be held at the Earle Brown Heritage Center on June 18.

**V. Project Reviews.**

Matthiesen provided an update on the **Blue Line Light Rail Transit** project. The Commissions will likely be involved in three reviews along the way. Because Staff will spend considerable time reviewing this project, Matthiesen will contact the project manager to determine whether the Commissions can be reimbursed for Staff time.

**VI. Water Quality.**

Randy Anhorn, Supervisor of the Land and Water Unit, Hennepin County Environment and Energy Department, will be at the June 25 TAC and July 9 regular meetings to present the County's **Natural Resources Strategic Plan 2015-2020**.\*

**VII. Third Generation Watershed Management Plan.**

On April 20, 2015 the Commissions received the 60-day review copy of **Osseo's Third Generation Stormwater Management Plan** for review and consideration of approval. The 60-day review window expires June 9, 2015. The City also provided the draft Plan to the Met Council for 45-day review as required by statute. The comments from the Met Council\* were included in the meeting packet. In particular, the Met Council pointed out the need to add a CIP and to provide more detail regarding the schedule of proposed improvements.

Included in the packet were Staff's comments\* on the Osseo Plan. While the stormwater management problems and issues are updated and solutions identified, the Plan lacks some significant information required to be in local plans by the Commissions. For example, the Plan lacks detail regarding how the City is implementing its TMDL responsibilities, and does not include a review of the adequacy of existing ordinances, some of which are inconsistent with the Commissions' current Rules and Standards. Staff have provided their comments to the City and the City has agreed to extend the review period so that revisions reflecting the Commissions' comments can be made. The City submitted a revised version of the Plan on June 8, 2015. It will be reviewed for consideration at the July 9, 2015 meeting.

**VIII. Education and Public Outreach - West Metro Water Alliance.**

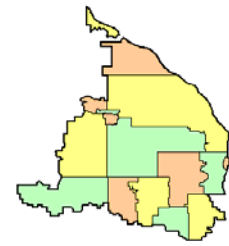
**A. WMWA Special Project ("10,000 Acres for 10,000 Lakes").** A copy of the **Professional Services Agreement**\* between the Shingle Creek Commission, as fiscal agent for WMWA, and Metro Blooms, contractor for the special project, a campaign to establish native vegetation, was included in the meeting packet. The agreement is in the amount of \$12,000, payable half upon execution of the Agreement and half upon satisfactory completion of all services outlined under the Agreement. Motion by Jaeger, second by Moore to approve the Agreement. *Motion carried unanimously.*

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

**IX. Grant Opportunities and Updates.**

**A.** At the May meeting Staff announced that both 319 Grant Applications - the **Twin Lake Carp Management Project** and the **Shingle Creek Biochar/Iron Sand Bacteria Filters Project** - were funded. Included in the meeting packet were the work plans, budgets, and Gantt charts for these two projects. They have been

\*items are included in meeting packet



submitted to the MPCA, which will complete an initial review, request any modifications, and then send to the EPA for review. After comments have been received from the EPA, Staff will make final edits and then they will go to State Contracting for review and approval. The MPCA is targeting September 2015 to contract the funds, but it will likely take longer than that. Work on these projects is unlikely to begin until early 2016. The terms of both projects extend through August 2019.

1. The grant application for the **Twin Lake Carp Management project\*** was a request for \$100,000 with a match of \$100,000, for a total project cost of \$200,000. As costs were being determined in more detail, Staff increased the amount of pre- and post-fish management monitoring to be conducted and had better cost estimates for the fish barriers and aeration equipment, thus raising the project cost and the expected match to \$125,525. That match would be funded through the county levy, which will be considered in September. Prior to receiving the grant the Commission expected to levy \$200,000 for this project.

2. The specific sources of the match for the **Biochar/Iron Sand Bacteria Filters projects\*** have not yet been finalized, but are expected to be a combination of 2016 capital levy and contributions from the cities in which the projects are located. The grant amount is \$199,375, with a cash match of \$166,900.

**B. Reaeration Structures Grant.** Staff met with Jack Becker from Forecast Public Art to view the three proposed sites – Palmer Lake, behind Brooklyn Center City Hall, and in the Park Center High School area. The amount of the grant award is \$93,500.00; the Commission's share is \$76,542. The term of the grant is through August 2018.

**C. Shingle Creek Connections.** The cities of Brooklyn Park and Brooklyn Center are working on a trail project to create a connection to the regional trail system, improve conditions for pedestrians and bikers along a portion of Brooklyn Boulevard, and create outdoor learning spaces for Park Center High School and Brooklyn Junior High School students. The project will be funded in part by a \$200,000 Clean Water Fund Grant awarded to the Commission. The grant term ends in December 2016.

Matthiesen provided an overview of the progress on this project. The project is about 2,000 feet in length from Brooklyn Boulevard to Monkey Falls. The Commission's portion of this larger trail project will provide stream bank stability, increased in-stream and bank habitat, and an improved appearance. This work will occur in October. A public information meeting was held last evening regarding this project.

**X. Communications Log.\*** No action required.

**XI. Other Business.**

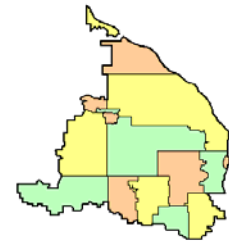
**A.** At their May meeting the Commissioners conditionally approved the proposed **2016 Operating Budget**. They noted that while revenue from project reviews was projected to increase, and project review activity was projected to increase, Staff had proposed no increase in the Engineering Project Reviews budget line item. In their June 5, 2015 memo Staff revised the proposed 2016 budget by reducing the budgets for the general education program and for management plan amendments by \$1,000 each, and increasing the budget for project reviews by \$2,000 to \$35,000. Motion by Moore, second by Polzin to approve the 2016 operating budget as revised. *Motion carried unanimously.*

**B.** Motion by Moore, second by Stelmach to approve the **non-waiver of monetary limits on the Commission's tort liability insurance.** *Motion carried unanimously.*

Motion by Butcher, second by Jaeger to approve the **non-waiver of monetary limits on the Commission's tort liability insurance.** *Motion carried unanimously.*

**C.** Staff have received **signed JPAs** from the cities of Brooklyn Center, Brooklyn Park, Champlin, Crystal, Maple Grove, New Hope, Osseo, Plymouth, and Robbinsdale.

\*items are included in meeting packet



**D. Adjournment.**

There being no further business before the Shingle Creek Commission, motion by Jaeger, second by Moore to adjourn. *Motion carried unanimously.* The meeting was adjourned at 1:53 p.m.

There being no further business before the West Mississippi Commission, motion by Butcher, second by Jaeger to adjourn. *Motion carried unanimously.* The meeting was adjourned at 1:53 p.m.

Respectfully submitted,

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

Judie A. Anderson  
Recording Secretary  
JAA:tim

Z:\Shingle Creek\Meetings\Meetings 2015\06 Regular Meeting Minutes.doc

\*items are included in meeting packet