

REGULAR MEETING MINUTES

July 8, 2021

(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 virtual 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 12:47 p.m. on Thursday, July 8, 2021.

Present for Shingle Creek were: David Vlasin, Brooklyn Center; Alex Prasch, Brooklyn Park; Burton Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Bob Grant, New Hope; Harold Johnson, Osseo; Andy Polzin, Plymouth; Wayne Sicora, Robbinsdale; Ed Matthiesen and Diane Spector, Wenck/Stantec; Troy Gilchrist, Kennedy & Graven; and Judie Anderson and Amy Juntunen, JASS.

Not represented: Minneapolis.

Present for West Mississippi were: David Vlasin, Brooklyn Center; Alex Prasch, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; Harold Johnson, Osseo; Ed Matthiesen and Diane Spector, Wenck/Stantec; Troy Gilchrist, Kennedy & Graven; and Judie Anderson and Amy Juntunen, JASS.

Also present were: Andrew Hogg, Brooklyn Center; Derek Asche, Maple Grove; Megan Hedstrom, New Hope; Ben Scharenbroich and Amy Riegel, Plymouth; Marta Roser, Robbinsdale; and Steve Christopher, Board of Water and Soil Resources (BWSR).

II. Agendas and Minutes.

Motion by Jaeger, second by Prasch to approve the **Shingle Creek agenda*** as amended. *Motion carried unanimously.*

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

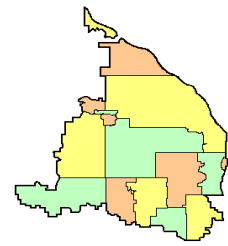
Motion by Jaeger, second by Orred to approve the **minutes of the June 10, 2021, regular meeting.*** *Motion carried unanimously.*

Motion by Johnson, second by Butcher to approve the **minutes of the June 10, 2021, regular meeting.*** *Motion carried unanimously.*

III. Finances and Reports.

A. Motion by Orred, second by Grant to approve the Shingle Creek **July Treasurer's Report* and claims** totaling \$42,473.40. Voting aye: Vlasin, Prasch, Orred, Jaeger, Grant, Johnson, Polzin, and Sicora; voting nay – none; absent – Minneapolis.

B. Motion by Johnson, second by Butcher to approve the **West Mississippi July Treasurer's Report* and claims** totaling \$9,960.60. Voting aye: Vlasin, Prasch, Butcher, Jaeger, and Johnson; voting nay – none.



IV. Open Forum.

Prasch advised the Commissions that she has been appointed as the Commissioner for Brooklyn Park to Shingle Creek, effective June 28, 2021. She will also continue to serve as the Commissioner to West Mississippi.

V. Project Review.

Project Review WM 2021-010 Xylon Avenue Extension, Brooklyn Park.* Construction of Xylon Avenue extension between the Xylon Avenue cul-de-sac and 101st Avenue, including curb, gutter, pedestrian underpass, storm sewer, trail and sidewalks on 7.12 acres. Following development, the site will be 28.2 percent impervious with 2.0 acres of impervious surface, an increase of 2.0 acres. A complete project review application was received on June 28, 2021.

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 - 85% TSS removal and 60% TP removal. Infiltrating 1.3-inches of runoff, for example, is considered sufficient to provide a similar level of treatment. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture.

Runoff from the site is proposed to be routed to two stormwater ponds as well as an infiltration basin. The applicant meets Commission water quality treatment requirements. Commission rules require that site runoff is limited to predevelopment rates for the 2-, 10-, and 100-year storm events. The applicant meets Commission rate control requirements.

Commission rules require the site to infiltrate 1.0 inch of runoff from new impervious area within 48 hours. The new impervious area on this site is 2.01 acres, requiring infiltration of 0.8 in/hr acre-feet within 48 hours. The applicant proposes one stormwater pond and two infiltration basins that have the capacity to infiltrate the required volume within 48 hours. The applicant meets Commission volume control requirements.

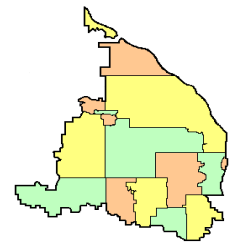
The erosion control plan includes a rock construction entrance, perimeter silt fence/biolog, silt fence surrounding detention ponds/infiltration basins, inlet protection, rip rap at inlets, and native seed specified on the pond slopes and hydromulch. The erosion control plan meets Commission requirements.

The National Wetlands Inventory does not identify any wetlands on site. The applicant meets Commission wetland requirements. There are no Public Waters on this site. The applicant meets Commission Public Waters requirements. There is no FEMA-regulated floodplain on this site. The applicant meets Commission floodplain requirements.

The site is located in a Drinking Water Management Area but is outside of the Emergency Response Area. Therefore, infiltration is permitted but infiltrated water must first filter through 1 foot of soil, the top four inches of which are amended topsoil, and the bottom 8 inches of which are tilled. The applicant proposes an infiltration rate of less than .8 inches/hour. The applicant meets Commission drinking water protection requirements.

A public hearing on the project will not be held as the entire project area is on land owned by the City of Brooklyn Park and there are no residents within 300 feet. According to City Engineer Jesse Struve the bid documents will be posted to the City webpage for public viewing.

A draft Operations & Maintenance (O&M) agreement is not needed as the City will own and operate the stormwater features.



Motion by Butcher, second by Prasch to advise the City of Brooklyn Park that project review WM2021-010 is approved with one condition: Demonstrate by double ring infiltrometer or witness test that the site can meet the design infiltration rate of 0.8 inches/hour. *Motion carried unanimously.*

VI. Watershed Management Plan.

A. Technical Advisory Committee Report.

The July 8 TAC meeting was cancelled. The next TAC meeting is scheduled for 11:30 a.m., prior to the Commissions' August 12, 2021, regular meeting.

B. Fourth Generation Watershed Management Plan.*

1. The Commissions' Third Generation Plan was approved by the Board of Water and Soil Resources (BWSR) March 2013 and adopted in April 2013. Since the Plan covers the period 2013-2022, the Commissions should plan on achieving a BWSR-approved plan by the end of 2022 so it can be in place to cover the period 2023-2032. To allow six months for the review and approval process, a draft Fourth Generation Plan should be completed by mid-2022.

State Statutes and Minnesota Rules 8410 govern what must be included in the watershed management plan. Much of the background information was developed over the course of the first three plans does not need to be repeated except to reflect any changed conditions. Most of the focus will be on updating goals and policies and the Implementation Plan. As long as the Commissioners meet the regulatory minimums for what must be in the Plan, the remaining content is up to them.

Last month the Commissioners reviewed a list of questions developed by Staff regarding content/focus of the Plan in order for Staff to achieve a better understanding of the level of effort that will be needed to address the responses and complete the Plan update.

2. Included in the meeting packet is Wenck/Stantec's July 2, 2021 letter* listing a scope of services, outlining the plan review process, showing the estimated time schedule to complete the plan, and identifying the members of the Wenck/Stantec team who will do the work. It also estimates the cost to complete the Plan to be \$74,706.

Motion by Jaeger, second by Orred to approve the Scope of Services on behalf of the Shingle Creek Commission. *Motion carried unanimously.*

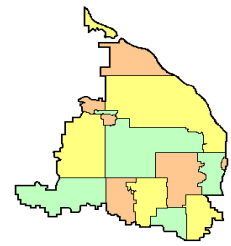
Motion by Butcher, second by Jaeger to approve the Scope of Services on behalf of the West Mississippi Commission. *Motion carried unanimously.*

3. Also included in the meeting packet is a draft letter* advising the various planning partners of the Commissions' intent to begin the process of updating the Plan and requesting their input as it pertains to local water management goals and priorities. This information will be used to guide the Commissions' planning process and align their efforts with those of their local partners.

Motion by Orred, second by Jaeger to authorize Staff to transmit this letter. *Motion carried unanimously.*

Motion by Prasch, second by Johnson to authorize Staff to transmit this letter. *Motion carried unanimously.*

4. Motion by Grant, second by Prasch to set the date of the kickoff meeting as September 9, 2021, concurrent with the Commission's regular meeting. *Motion carried unanimously.*



Motion by Jaeger, second by Johnson to set the date of the **kickoff meeting** as September 9, 2021, concurrent with the Commission's regular meeting. *Motion carried unanimously.*

VII. Water Quality.

A. New Hope Cost Share Reimbursement.*

In 2019 the Commission approved a cost share request from the City of New Hope for \$50,000 to help fund an underground stormwater retention and treatment tank on the west side of Civic Center Park, which was undergoing a complete renovation at the time. This would take advantage of the grading and other work being completed in the park to add stormwater treatment for a 7.4-acre adjacent area comprised of Zealand Avenue and surrounding residential areas that drained to the project site untreated. It was estimated the project would remove 4.7 pounds of TP and 1,106 pounds of TSS annually and remove 8.309 acre-ft of runoff in an average year.

The work has been completed and the City has submitted the required documentation. They are requesting \$49,066.50, or 50% of the total project cost. Staff recommends approval of this request for reimbursement with \$25,000 from the Watershed Based Implementation Funding grant dedicated to cost share projects and \$24,066.50 from the Cost Share Account.

Motion by Grant, second by Johnson to approve this request. *Motion carried unanimously.*

B. Gaulke Pond and Crystal Lake Pump Operating Plan.*

Motion by Prasch, second by Sicora to accept the report, which was presented at the June meeting. *Motion carried unanimously.*

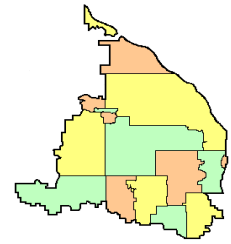
VIII. Grant Opportunities.

Clean Water Fund Grant Applications. The Board of Water and Soil Resources (BWSR) has opened the annual Clean Water Fund (CWF) application period, which runs from June 30 to August 17, 2021 (<http://www.bwsr.state.mn.us/apply>). The CWF is comprised of several pots of money that are available to fund state priorities. The largest pot is the Projects and Practices grant program, this year funded at \$12 million. Grant funding will be released to successful applicants in about April 2022 and funds must be expended by December 31, 2024. The grants require a 25% non-state match.

According to Staff's July 2, 2021, memo,* eligible projects must be identified in an approved watershed plan or a TMDL or WRAPS. The following three high-level state priorities have been established for Clean Water Fund nonpoint implementation:

1. Restore those waters that are closest to meeting state water quality standards
2. Protect those high-quality unimpaired waters at greatest risk of becoming impaired
3. Restore and protect water resources for public use and public health, including drinking water.

At this time the only project on either CIP that would be a good candidate for a CWF grant is the upcoming Palmer Lake Estates Bass Creek Restoration. The City of Plymouth is currently working on a feasibility study to refine the design concepts and cost estimate which should be complete by the time the CWF applications are due. Under the Commission's CIP cost share policy, the stabilization, water quality, and habitat enhancement portions of this project are eligible for 100% Commission funding, so obtaining a grant would reduce the cost to the Commission.



If the Commission so desires, Staff will work with the City of Plymouth to put together a grant application and bring it back at the August meeting for review and approval. The Commission does budget funds in the operating budget for grant preparation, which is estimated to be \$2,000.

Motion by Grant, second by Orred to authorize Staff to prepare the application and bring it back to the Commission at its August 12 meeting. *Motion carried unanimously.*

IX. Education and Public Outreach.

A. At recent meetings of the **West Metro Water Alliance (WMWA)** members have been concentrating on education and outreach items in the new NPDES General Permit, focusing on chloride and pet waste. Subcommittees are completing this assessment to determine additional needs and required resources (e.g., design assistance, fabrication, printing) as well as a plan for disseminating the materials. It is anticipated this work can be completed using the WMWA Special Projects budget, which had a balance of \$10,700 at the end of 2020. The agreement between the four WMOs in WMWA (Bassett Creek, Elm Creek, Shingle Creek and West Mississippi) requires that Special Projects be approved by the four WMOs before expenditures can be made. The goal is to have all the work completed by the end of 2021.

Motion by Vlasin, second by Grant to approve an expenditure of \$1,000 as the Shingle Creek Commission's share of the costs of a WMWA Special Project to create/update/develop educational materials related to chloride and pet waste. *Motion carried unanimously.*

Motion by Jaeger, second by Butcher to approve an expenditure of \$1,000 as the West Mississippi Commission's share of the costs of a WMWA Special Project to create/update/develop educational materials related to chloride and pet waste. *Motion carried unanimously.*

B. WMWA is seeking to hire an educator and to begin preparing for in-person Watershed PREP classes in the fall.

C. The **next WMWA meeting**, is scheduled for 8:30 a.m., Tuesday, August 10, 2021, at Plymouth City Hall. This will be an in-person meeting.

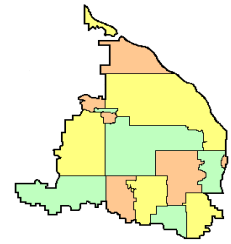
X. Communications.

A. June Communications Log.* No items required action.

B. Staff Report.* Updates were provided on the ribbon-cutting for the (1) new children's playground at Crescent Cove in Brooklyn Center;* (2) July 31 grand re-opening of River Park in Brooklyn Park;* (3) minimalized alum application on Crystal Lake; (4) continuing monitoring of Bass and Pomerleau Lakes; (5) restarting of work on the draw down permit for Meadow Lake; and (6) the beginning of design work on the Connections II and Bass Creek restoration projects.

C. Hennepin County is in the process of updating its **Natural Resources Strategic Plan,*** which will define their natural resources goals and strategies for the next ten years. They are seeking input from the community by taking a survey by August 1, 2021, to help shape priorities and how citizens would like to be engaged in the update of the plan. <https://www.surveymonkey.com/r/L2QRWFS>.

D. Shingle Creek on TV.* The Crystal Lake carp removal was featured on KARE 11 and in a *Sun Post* news article.* 2,361 carp were removed on the first attempt, around 200 on the second attempt. Ideally, Staff would like to remove a total of 6-8,000 carp.



E. On July 1, 2021, Matthiesen received an email* announcing that two of the five post-doctoral **MnDrives research grant applications** that were funded are projects that started with Shingle Creek Commission work. They are the biochar research projects for septic system improvements with Dr. Sara Heger and PFAS (polyfluoroalkyl substances) capture with Dr. Jiwei Zhang.

XI. Other Business.

A. In response to inquiries at the June meeting, included in the meeting packet were the various **insurance coverages*** for each Commission.

B. Also included in the packet were the results of the **in-person meeting survey.*** The following responded to four questions: six Commissioners (C), seven TAC members (T), and one staff person (S) – a total of 14 people.

1. Are you personally comfortable with returning to in-person meetings? *Responding yes: 5C (3 if vaccinated); 7T (1 if social distancing, no communal food); 0S.*

2. Do you think it is practical or prudent to start conducting meetings in person? *Responding yes: 3C; 5T; 0S.*


3. Is it important to you that efforts be made to promote social distancing in the meeting room (to the extent possible)? *Responding yes: 3C; 4T; 1S.*

4. Should the WMOs hire a company to help acquire and set up equipment in the meeting to allow hybrid meetings where members or the public can participate in meetings electronically? *Responding yes: 2C; 1T; 0S.*

Staff will continue to reach out to facilities which will best meet our needs and the members' desire for social distancing. The August meeting will be in person.

XII. Adjournment. There being no further business before the Commissions, the joint meeting was adjourned at 2:36 p.m.

Respectfully submitted,


Judie A. Anderson,
Recording Secretary
JAA:tim