

MINUTES REGULAR MEETING |
PUBLIC HEARING | FOURTH GENERATION PLAN KICKOFF
September 9, 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 12:48 p.m. on Thursday, September 9, 2021.

Present for Shingle Creek were: David Vlasin, Brooklyn Center; Alex Prasch, Brooklyn Park; Karen Jaeger, Maple Grove; Ray Schoch, Minneapolis; Bob Grant, New Hope; John Roach, Osseo; Andy Polzin, Plymouth; Wayne Sicora, Robbinsdale; Ed Matthiesen, Diane Spector, Erik Megow, Katie Kemmitt, and Todd Shoemaker, Stantec; Troy Gilchrist, Kennedy & Graven; and Amy Juntunen and Judie Anderson, JASS.

Not represented: Crystal.

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

Also present were: Andrew Hogg, Brooklyn Center; Mitch Robinson, Brooklyn Park; Heather Nelson, Champlin; Mark Ray, Crystal; Derek Asche, Maple Grove; Liz Stout and Katie Kowalczy, Minneapolis; Dave Lemke and Ann Ackerson, New Hope; Amy Riegel and Ben Scharenbroich, Plymouth; Marta Roser, Robbinsdale; Steve Christopher, Board of Water and Soil Resources (BWSR); Joe Mulcahy, Metropolitan Council; and Kris Guentzel, Hennepin County Energy and Environmental Services (HCEE).

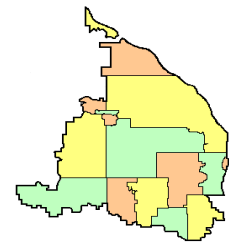
II. **Agendas and Minutes.**

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

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

Motion Jaeger, second by Schoch to approve the **minutes of the August 12, 2021, regular meeting.*** *Motion carried unanimously.*

Motion by Butcher, second by Johnson to approve the **minutes of the August 12, 2021, regular meeting.*** *Motion carried unanimously.*



III. Finances and Reports.

A. Motion by Schoch, second by Jaeger to approve the Shingle Creek **September Treasurer's Report* and claims** totaling \$62,933.49. Voting aye: Vlasin, Prasch, Jaeger, Schoch, Grant, Roach, Polzin, and Sicora; voting nay – none; absent – Crystal.

B. Motion by Butcher, second by Jaeger to approve the **West Mississippi September Treasurer's Report* and claims** totaling \$9,942.08. Voting aye: Vlasin, Collins, Butcher, Jaeger, and Johnson; voting nay – none.

[The regular meeting was suspended at 12:54 p.m. in order to conduct a public hearing.]

IV. Public Hearing.*

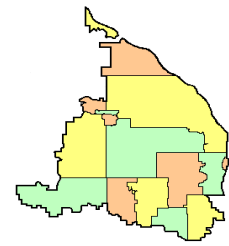
A. On August 12, 2021, the Commissions called for a public hearing for today to consider proposed projects to levy in 2021 for collection in 2022. The cities and the county have been notified and notice has been duly published. The purpose of the public hearing is to present the proposed project financing and to take comment from the member cities and the public. The proposed projects and their financing are:

1. Shingle Creek 2021 CIP Projects (2022 levy) - Table 1.

Project	Total Est Cost	City/ Private	Grant	Comm Share	Total Levy
Cost share (city projects)	\$200,000	\$100,000	0	\$100,000	\$106,050
Partnership cost share (private projects)	50,000	0	0	50,000	\$53,025
Palmer Lake Estates (Schmidt Creek) Stream Restoration	600,000	0	0	600,000	636,300
Phase 2 SRP Channel Extension	125,000	0	0	125,000	132,565
Subtotal	\$975,000	\$100,000	\$0	\$875,000	
5% additional for legal/admin costs				43,750	
Subtotal				918,750	
TOTAL LEVY (101% for uncollectable)				\$927,940	\$927,940

a. Cost Share Fund (City Projects). This annual project provides cost sharing to retrofit smaller BMPs on city property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects should be funded. The proposed levy is \$100,000, to be matched at least one-to-one by a member city or cities. Applications are open until funds are depleted. Potential cost-share projects for 2022 will be solicited in November-December 2021, but the program is open until all funds have been used.

b. Partnership Cost Share Fund (Private Projects). This annual project provides cost sharing to retrofit smaller BMPs on private property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects should be funded. The proposed levy is \$50,000, and funding does not require a match. Potential cost-share projects are open year-round until the funds are depleted.



c. **Palmer Lake Estates Stream Restoration.** This project will restore 1250 feet of streambank to improve water quality entering Bass Lake and install in-line treatment devices upstream of the channel in storm sewer on Larch Lane, remove 28 pounds of phosphorus annually, and correct erosion issues currently threatening public infrastructure and private structures.

d. **Phase 2 SRP Channel Extension.** This is the second phase of a project under construction in 2021. An additional 400 feet of the channel downstream of the 639W wetland overflow weir will be lined with iron-enhanced sand to provide treatment for soluble reactive phosphorous (SRP) that discharges from the wetland under some conditions.

2. West Mississippi 2021 CIP Projects (2022 levy) - Table 2.

Project	Total Est Cost	City/ Private	Grant	Comm Share	Total Levy
Cost share (city projects)	\$100,000	\$50,000	0	\$50,000	\$53,025
Partnership Cost Share (private projects)	100,000	0	0	100,000	106,050
Subtotal	\$200,000	\$50,000	\$ 0	\$150,000	
5% additional for legal/admin costs				7,500	
Subtotal				157,500	
TOTAL LEVY (101% for uncollectable)				\$159,075	\$159,075

a. **Commission Fund for Retrofit Cost Share (City Projects).** This annual project provides cost sharing to retrofit smaller BMPs on city property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects should be funded. The proposed levy is \$50,000, to be matched at least one-to-one by a member city or cities. Applications are open until funds are depleted. Potential cost-share projects for 2022 will be solicited in November-December 2021, but the program is open until all funds have been used.

b. **Partnership Cost Share Fund (Private Projects).** New in 2021, this annual project provides cost sharing to retrofit smaller BMPs on private property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects should be funded. The proposed levy is \$100,000, and funding does not require a match. Potential cost-share projects are open year-round until the funds are depleted.

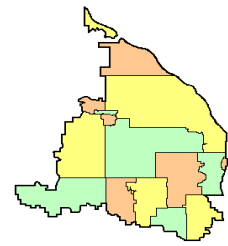
B. Open Public Hearing. The public hearing was opened at 1:03 p.m.

No comments on the proposed levy were received from either the member cities or the reviewing agencies. The public hearing was closed at 1:04 p.m.

C. Commission Discussion.

There being no further discussion, motion by Schoch, second by Sicora to approve **Resolution SC2021-03*** Ordering 2021 Improvements, Designating Member Responsible for Construction, Making Findings and Certifying Costs to Hennepin County Pursuant to Minnesota Statutes, Section 103B.251. *Motion carried unanimously.*

Motion by Butcher, second by Jaeger to approve **Resolution SC2021-03*** Ordering 2021 Improvements ... Pursuant to Minnesota Statutes, Section 103B.251. *Motion carried unanimously.*



V. Kickoff – Fourth Generation Watershed Management Plan.

Minnesota Rules 8410, which governs Metropolitan Water Management, sets forth the process for undertaking a Metro watershed management plan update and also specifies generally the minimum content of those plans. The process begins with the notification of interested planning parties and a request for information held by that party regarding water management in the watershed as well as input into priorities that should be considered during the planning process. At the July meeting the Commissions authorized that notification and, as of September 3, 2021, have received input from three interested parties: the Metropolitan Council, and the cities of Champlin and Brooklyn Park. (The Commissions subsequently received submittals from Minneapolis [after this meeting], New Hope, Hennepin County, and BWSR.).

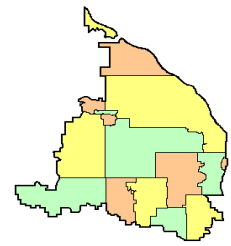
The initial three submittals* were included in the meeting packet. Representatives from the Board of Water and Soil Resources (BWSR), Metropolitan Council; and Hennepin County Energy and Environmental Services (HCEE) were also in attendance at this meeting to provide feedback and further input. When queried regarding high priority items, **Christopher** responded that Commissions should evaluate whether goals are actually achievable. He was asked whether any changes or updates to Rule 8410 are anticipated, to which he responded that any changes are likely several years away. **Mulcahy** affirmed that goals should be measurable and responded that Commissions need to determine who will fund the solutions. Local plans should be updated on the same schedule as comprehensive plans. Try to resolve the timing of Commission plan, local plans, and comp plans. Think about climate change, also flooding. **Guentzel** iterated the need to address climate change, also ditch jurisdiction.

A. After hearing from these agencies, Staff provided an overview of the components of the plan and started the self-assessment process by reviewing the Commissions' success in achieving their third-generation plan priorities.* Those priorities were:

1. Work aggressively toward achieving TMDL lake and stream goals.
- 2.. Revise Rules and Standards to achieve more load and runoff volume reduction.
3. Expand public education and outreach program to reach more stakeholders.
4. Retrofit BMPs in developed areas in the most cost-effective way.
5. Develop a whole-watershed sustainable water budget.

B. Table 1 in Staff's September 3, 2021, memo* shows the expected sequence of activities to be undertaken over the next year and a half. The actual plan development process will take about a year, with the final 6-9 months being the informal and formal review and approval process. Three Citizens Advisory Committee (CAC) meetings and topics are included in the schedule. As discussed previously, the Commissions will ask each city to designate an existing citizen advisory commission to serve as their CAC and ask a city representative and the Commissioner to meet three times with their designated CAC to facilitate discussion and obtain citizen input. Commissioners will be provided with meeting materials and discussion guides. Scharenbroich reminded the Commissioners that it is often difficult for the public to understand the really detailed nature of the work the Commissions do, so it's best to keep education at a basic level.

C. Earlier, as part of this plan update, the Commissions discussed adding some interactive maps to the Commissions' website. After further internal discussion, Staff recommend an ArcGIS Online StoryMap as a fun interactive way to present information. Some examples below show the wide array of options for presenting information to the public. At a minimum, Staff suggest the Commissions consider a point and click mapbook that shows current lake and stream water quality and trends, locations of past major projects, and future strategies for each water body.



- [Sand Creek Watershed Story Map | Scott County, MN \(scottcountymn.gov\)](#) (Scott County)
- [Nine Mile Creek Watershed District \(arcgis.com\)](#) (Nine Mile Creek WD)
- [Improving Como Lake: A Story Map \(arcgis.com\)](#) (Capitol Region WD)
- [Stormwater A-Go-Go \(arcgis.com\)](#) (City of Maple Grove)

Kemmitt will solicit what Commissioners would like to see on an interactive/story map, also the information they want the public to see about the Commission.

[The regular meeting resumed at 2:05 p.m.]

VI. Open Forum.

VII. Project Review.

SC2021-08 Arbor Lakes Business Park Building A, Maple Grove.* Construction of a commercial building on 76.4 acres located in the southeast corner of Elm Creek Boulevard and Zachary Drive. The proposed project is in the Maple Grove Gravel Mining Area. The disturbed area is 23.1 acres, and the entire parcel is 76.4 acres. Following development, the site will be 30 percent impervious with 12.3 acres of impervious surface, an increase of 12.3 acres. A complete project review application was received September 1, 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 the Gravel Mining Area ponds. 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. Runoff from the site flows to the Gravel Mining Area preapproved pond system. The applicant meets Commission rate control requirements.

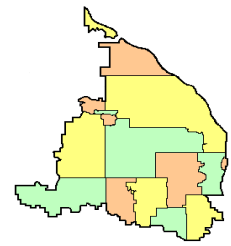
Commission rules also require the site to infiltrate 1.0 inch of runoff from new impervious area within 48 hours. The new impervious area on this site is 12.4 acres, requiring infiltration of 1.0 acre-feet within 48 hours. The applicant proposes to use the already constructed Gravel Mining Area ponds 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 and inlet protection. The erosion control plan meets Commission requirements.

The National Wetlands Inventory does not identify any wetlands on site. There are no Public Waters on this site. The applicant meets Commission Public Waters requirements. There is also no FEMA-regulated floodplain on this site. The site is not located in a Drinking Water Management Area (DWSMA).

A public hearing on the project was conducted and full Council approval was received on May 10, 2021, meeting public notice requirements.

An Operations & Maintenance (O&M) agreement between the applicant and the City is not needed as this project is in the Gravel Mining Area.



Motion by Jaeger, second by Schoch to advise the City of Maple Grove that Project Review 2021-08 is approved with no conditions. *Motion carried unanimously.*

VIII. (Third Generation) Watershed Management Plan.

The September Technical Advisory Committee (TAC) meeting preceded this meeting. The meeting consisted of presentational updates on four projects: Bass Creek Restoration, Connections II, Palmer Lake Estates Stream Restoration, and SRP Channel Extension Phase I. The next TAC meeting will be via Zoom and is scheduled for 11:00 a.m., prior to the Commissions' October 14, 2021, regular meeting.

IX. Water Quality.

A. Motion by Schoch, second by Grant to approve the annual Cooperative Agreement* with the United States Geological Survey for the water year ending September 30, 2021. The agreement is for the operation and maintenance of specific conductance and water temperature monitoring instrumentation on Shingle Creek at Queen Avenue in Minneapolis. The agreement is in the amount of \$7,253, with the Commission's share being \$3,800. *Motion carried unanimously.*

B. In Shoemaker's September 3, 2021, letter* on behalf of Stantec to the Commission he identified two next steps after completing the **Gaulke Pond and Crystal Lake Pump Operating Plan** for the Commission. The first step, submittal of the revised Shingle Creek HUC-8 model to the DNR that reflects pumping from Crystal Lake to Ryan Lake, has been completed. The second step is to amend the operating plan by identifying elevations of Ryan Lake, Gaulke Pond, and operating conditions of the Crystal Lake pump that do not cause an increase to the 1% annual chance (100-year) flood elevation of Ryan Lake. That increase would require a Letter of Map Revision (LOMR) to be issued by the Federal Emergency Management Agency (FEMA), a lengthy and not necessarily guaranteed process.

By identifying operating conditions, the Commission can amend the Operating Plan report to achieve a "no-rise" condition. This is a much quicker process and results in no change to the 1% annual chance flood elevation. Shoemaker's letter outlined the scope of work to complete this amendment, with a proposed budget of \$5,000. This amount would be invoiced in equal shares by the Commission to the cities of Crystal and Robbinsdale. Motion by Shoch, second by Jaeger to approve this project plan amendment. *Motion carried unanimously.*

X. Grant Opportunities.

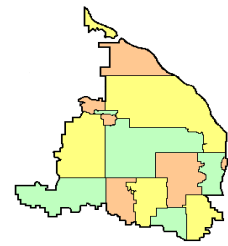
XI. Education and Public Outreach.

The West Metro Water Alliance (WMWA) met on August 9, 2021, with two primary topics of discussion: final edits to the revised Education and Outreach Plan and education and outreach items in the new NPDES General Permit.

A. **Education and Outreach Plan.** At the August meeting both Commissions adopted the revised Education and Outreach Plan.

B. **NPDES General Permit.** Each of the four member WMOs has authorized \$1,000 of their WMWA special projects budget to be allocated to updating and printing materials specifically to meet the education and outreach requirements of the new NPDES General Permit.

C. WMWA is seeking to **hire an educator** and beginning to prepare for in-person Watershed PREP classes in the fall. Four applications have been received.



D. The next WMWA meeting is scheduled for 8:30 a.m., Tuesday, September 14, 2021. This will be a Zoom meeting.

XII. Staff Report.

A. Spector is part of the “Small Group” that has been meeting to identify outreach and communication strategies for the **Hennepin County Chloride Initiative**. Currently the group is developing an RFP for a marketing consultant to help flesh out a marketing plan and develop a toolkit for targeting education to property managers such as small business owners, associations, churches, etc.

B. **Crystal Lake Management Plan.** As discussed previously, due to hot weather and an unexpected algae bloom, the alum applicator was only able to apply about ¼ of a dose to the lake before pH conditions became unsafe. pH in the lake continues to be a little high. Staff are revising the alum dosing to include an application of a buffered solution that should help prevent excessive pH swings when the remainder of the alum is applied in late September or early October. They are working with Crystal to execute a change order with the contractor.

C. **Bass and Pomerleau Lakes Management Plan.** Staff continue to monitor water quality this year and will take one final round of sediment cores later in the season to document project effectiveness. The grant expires at the end of 2021.

D. **Meadow Lake Management Plan.** The drawdown permit is in public notice and DNR review. Kemmitt has been in contact with the DNR turtle experts and they will be helping refine the wildlife protection plan.

E. **Connections II and Bass Creek Restoration Projects.** Staff are designing both of these projects, with Bass Creek ready to go to the City for review and Connections II just underway. Both were presented to the TAC at their meeting today.

F. **SRP Channel Extension.** This project is in final design and is expected to go out for bid later this month. Phases 1 and 2 are being combined into one project.

XIII. Communications.

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

B. **Return to Electronic Meetings.** A presiding officer statement* to return to meetings held via telephone or other electronic means was included in the meeting packet. For the foreseeable future, considering the Delta variant, the regular monthly meetings will be held via Zoom.

XIV. Other Business.

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

Respectfully submitted,

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

Judie A. Anderson,
Recording Secretary
JAA:tim