

REGULAR MEETING MINUTES

October 8, 2020

(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 12:45 p.m. on Thursday, October 8, 2020.

Present for Shingle Creek were: David Vlasin, Brooklyn Center; Burton Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Ray Schoch, Minneapolis; Bill Wills, New Hope; John Roach, Osseo; Andy Polzin, Plymouth; Wayne Sicora, Robbinsdale; Ed Matthiesen, Wenck Associates, Inc.; Troy Gilchrist, Kennedy & Graven; and Judie Anderson and Amy Juntunen, JASS.

Not represented: Brooklyn Park.

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

Also present were: Mitch Robinson, Brooklyn Park; Derek Asche, Maple Grove; Bob Grant and Megan Hedstrom, New Hope; Ben Scharenbroich and Amy Riegel, Plymouth; Richard McCoy and Marta Roser, Robbinsdale.

II. Agendas and Minutes.

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

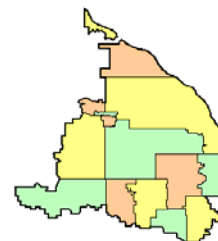
Motion by Butcher, second by Prash to approve the **West Mississippi agenda**.** Motion carried unanimously.*

Motion by Jaeger, second by Schoch to approve the **minutes of the September 10, 2020 regular meeting and public hearing**.** Motion carried unanimously.*

Motion by Johnson, second by Jaeger to approve the **minutes of the September 10, 2020 regular meeting and public hearing**.** Motion carried unanimously.*

III. Finances and Reports.

A. Motion by Schoch, second by Orred to approve the Shingle Creek **October Treasurer's Report* and claims** totaling \$79,957.07. Voting aye: Vlasin, Orred, Jaeger, Schoch, Wills, Roach, Polzin, and Sicora; voting nay – none; absent: Brooklyn Park.



B. Motion by Butcher, second by Jaeger to approve the **West Mississippi October Treasurer's Report* and claims** totaling \$11,612.35. Voting aye: Vlasin, Prasch, Butcher, Jaeger, and Johnson; voting nay – none.

IV. Open Forum.

Orred inquired about the status of the MAC Boardwalk expansion (Project Review SC2020-008, approved last month). Three Rivers Park District stated they were uncertain when the next phase of this project will occur. They reported that the lumber bids came in over budget and with a long lead time. The District is planning to rebid the project in late winter/early spring when, hopefully, lumber prices have come back down. This will give the contractors enough lead time to order the materials and allow for the opportunity of a January/February 2022 installation.

V. Project Reviews.

A. SC2020-009 Bass Lake Shoreline Restoration, Plymouth. The proposed project is the shoreline restoration of a private property on Bass Lake. Existing shoreline boulders will be moved and lined underneath with MnDOT 3733 fabric liner. A buffer with landscaped wetland vegetation is proposed on the west side of the property. No increase in impervious surface is proposed. The complete project review application was received on September 21, 2020.

The erosion control plan includes a silt fence along the lake shoreline and construction limits. The erosion control plan meets Commission requirements.

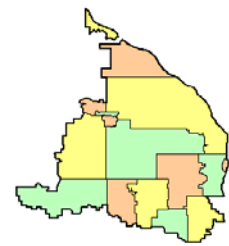
The site is located on the shoreline of Bass Lake, a DNR Public Water. Bass Lake is impaired for nutrients. The proposed project is not anticipated to negatively impact the lake's impairment status. The applicant meets Commission Public Waters requirements.

There is a FEMA-regulated floodplain on this site; however, no floodplain fill is proposed. The applicant meets Commission floodplain requirements.

Motion by Schoch, second by Orred to advise the City of Plymouth that project SC2020-009 is approved with no conditions. *Motion carried unanimously.*

B. Revised Project Review Fee Schedule.* As part of the 2021 budget process Staff looked at the project review fees to see if they are adequately covering costs. The fee structure is intended to *on average* recapture the costs of undertaking the reviews, which may include meetings with agency or applicant representatives and special analyses such as hydrologic and hydraulic modeling or floodplain calculations. The intent is to limit both undercharging and overcharging individual projects. (The project review fees were last revised effective October 2014.)

The Technical Advisory Committee (TAC) has discussed the project review fee structure, looking at the schedules for Bassett Creek and Elm Creek for comparison. Staff also looked more closely at the effort to complete the last few years of reviews where the cost exceeded the fee received or where the fee greatly exceeded the cost to review. There was no one reason why, but projects with floodplain impacts, stream crossings, or complicated, lengthy highway projects generally required more effort to review. In addition, there are some projects that require the applicant to rework and resubmit details, quickly increasing the time required to review. And many of the largest projects at the top tier were in the Arbor Lakes or the Highway 610 corridor, where regional stormwater management simplifies the analysis required for the project review.



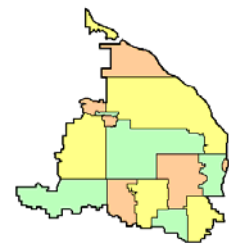
The TAC previously discussed two options: (1) a structure that charges a base fee and adds additional fees for specialized reviews such as Bassett; and (2) an escrow structure where the applicant pays the actual cost to complete the review such as Elm Creek. The TAC leaned toward the first option.

1. Condense the top two tiers for both residential and commercial sites to a single tier.
2. Separate city street and county/state linear projects into separate tiers. County and state projects often require one or more meeting with those agencies at various design stages, requiring more work than city projects.
3. Linear projects impacting multiple jurisdictions such as light rail or major highway projects should be determined by negotiation.
4. Add separate add-on fees for projects needing analysis of manufactured treatment devices, floodplain impacts or crossings that may require H & H modeling and verification.

The following table shows the current fee structure and Staff/TAC recommendations.

Project Fees	Current	Suggested
Single Family Lot	\$300	\$300
Single Family Residential Development, density less than 3 units per acre		
Total Site <15 acres	1,500	1,800
Total Site 15+ acres	1,800	2,000
All Other Development		
Total Site <5 acres	1,700	1,800
Total Site 5-9.99 acres	2,200	2,200
Total Site 10+ acres	2,200	2,500
Variance Escrow	2,000	2,000
City street or utility project	1,100	1,100
County or state highway project		2,000
Linear project impacting multiple jurisdictions		Negotiated fee
<i>Additions to Base Fee</i>		
Projects using Manufactured Treatment Devices (fee per type of device)		500
Projects with floodplain impacts		300
Projects with stream crossings		1,000
<i>Wetlands:</i>		
Wetland delineation review	300	300
Wetland replacement plan escrow	1,500	1,500
Monitoring and reporting deposit	1,500	1,500
Wetland replacement escrow	varies	varies

[Motion by Schoch, second by Orred to approve the Shingle Creek project review schedule as revised, effective January 1, 2021. Motion carried unanimously.](#)



Motion by Butcher, second by Jaeger to approve the West Mississippi project review schedule as revised, effective January 1, 2021. *Motion carried unanimously.*

VI. Watershed Management Plan.

VII. Water Quality.

VIII. Grant Opportunities - BWSR Watershed Based Implementation Funding (WBIF).

Included in the meeting packet are the notes* from Meeting #4 held on September 23, 2020. The purpose of the meeting was to review the projects submitted and ranked by the partnership. Diane Spector, Wenck Associates, represented the SC/WM Commissions.

The Shingle Creek Commission submitted the Meadow Lake Management Plan (\$40,000) and the Connections II (\$70,000) projects. Since both projects were also submitted to the BWSR Clean Water Fund grant program, Staff submitted as the WBIF grant request the Commission match portion of the projects' costs. Should both the CWF and WBIF grants be approved, the Commission would be able to fully fund those projects from grants. The Commission has also certified a levy for both projects. Levy funds received that are not necessary to fund the projects will be transferred to the Closed Projects Account and become available to fund other projects. **No projects from West Mississippi were submitted for WBIF funding.**

The available WBIF grant funds total \$874,153.

The partnership developed a scoring process. Each of the twelve partners scored each project from 1 (low) to 5 (high) for its water quality benefits and secondary benefits. The water quality score was weighed at 70% of the total score for the project, and the secondary benefits score was weighed at 30%. The scores were averaged across the twelve partners and the projects ranked by total average score.

The Meadow Lake project earned the highest total score (4.43); the Connections II project ranked fifth, earning a total score of 3.73. The funding recommendations for both projects were the total amounts requested.

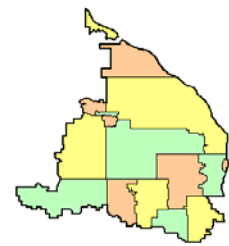
Also included in the meeting packet was Staff's memo* recommending acceptance of the grants and authorization to submit works plans for the two projects. Motion by Schoch, second by Wills to approve Staff's recommendation to accept the grants and authorize them to submit the work plans for these two projects. *Motion carried unanimously.*

IX. Education and Public Outreach.

The **West Metro Water Alliance (WMWA)** will meet on Tuesday, October 13, 2020. The WMWA Zoom number is <https://us02web.zoom.us/j/922390839> or call in at any of these numbers using **meeting ID: 922 390 839**: (1) +1 301 715 8592 US (Germantown); (2) +1 312 626 6799 US (Chicago); (3) +1 929 205 6099 US (New York); or (4) +1 253 215 8782 US (Tacoma) The WMWA meeting **passcode is 545059.**

X. Staff Report.*

A. Lake and Stream Monitoring. The final lake monitoring for the year has been completed. Stream monitoring will continue biweekly through the end October. Stream chloride sampling will continue monthly through the winter. Two DO longitudinal studies have been completed on Bass and Shingle Creeks, one in late July and one in late August. The goal of a longitudinal study is to assess the DO conditions across the entire stream in rapid succession. At 6 a.m. the field technician starts at the most upstream site, in this case Bass Creek just west of I-494, and takes a DO reading, then moves downstream to the next site and takes a reading, and so on until she reaches the confluence with the Mississippi River just after 9 am. These readings are early in the day, after DO has been depleted overnight and the values



are at their lowest. She returns at 3 p.m. and repeats the process after photosynthesis in the stream has raised DO and the values are at their highest. This provides both a snapshot of overall conditions as well as an understanding of the daily range of DO concentrations. The state standard for streams such as Shingle Creek is to maintain a minimum concentration of 5 mg/L of D. Except for a few locations, most of the 22 sites tested fell below 5 mg/L in the early morning, with the lowest concentration 0.4 mg/L of DO. All the sites were above 5.0 mg/L by midafternoon. Staff will be working on the Shingle and Bass Creeks DO and Biotic TMDL 5 Year Review this winter.

B. SRP Reduction Project. The conditions have been dry these days so not much water sampling has occurred. Samples of the media were collected and sent to a lab for P-saturation analysis to determine whether the media can still adsorb P. The results show none of the media are fully saturated yet.

C. Crystal Lake Management Plan. In the past few weeks Staff undertook a Crystal Lake carp population assessment This is done using a standardized method to sample the population and an equation to convert the results of the survey into an estimate of population and total biomass. While those final calculations haven't been completed yet, Staff caught between 20-40 carp on each transect totaling about 60-80 carp in one hour. Most of the fish were 1-4 pounds and appear to be from a similar recruitment year. To refine the estimate and age distribution, 50 of the fish were euthanized and had their otoliths (inner ear structures) extracted for aging analysis. These samples were preserved and have been sent to a subcontractor for an aging analysis. Once the results come back, the Commission will have an estimate of the biomass, population, and age structure for the carp in Crystal Lake.

D. Bass and Pomerleau Lakes. The second alum treatment will occur the week of October 12 and will be completed by the end of the week. Next spring, Staff will take final sediment cores to determine if the sediment release has been successfully reduced to the goal rate. Staff will also survey the curly-leaf pondweed and complete a third treatment.

E. Meadow Lake Drawdown. Wenck conducted a fisheries and turtle survey, collected zooplankton and phytoplankton samples, and completed the fall SAV (submersed aquatic vegetation) survey. The fisheries survey found over 30,000 fathead minnows and no other fish species. Also captured were a few invasive rusty crayfish and a handful of painted turtles. The SAV survey was encouraging. Elodea (Canadian waterweed) dominated the biomass and was found throughout the lake. Staff also observed narrowleaf pondweed, coontail, multiple duckweed species, and arrowhead growing along the shore. Staff completed the feasibility report that will be submitted to the DNR with the water appropriation permit and it is currently being reviewed by the city and the lake association.

XI. Communications.

September Communications Log.* No items required action.

XII. Other Business.

XIII. Adjournment. There being no further business before the Commissions, the joint meeting was adjourned at 1:46 p.m.

Respectfully submitted,

Judie A. Anderson, Recording Secretary

JAA:tim

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