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**MINUTES
Regular Meeting
December 8, 2016**

(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 Shingle Creek Chairman Andy Polzin on Thursday, December 8, 2016, at 12:51 p.m., at the Clubhouse at Edinburgh, USA, 8700 Edinbrook Crossing, Brooklyn Park, MN.

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

Not represented: Minneapolis.

Present for West Mississippi were: David Mulla, Brooklyn Center; John Roach, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; Daniel Spanier, Osseo; Troy Gilchrist, Kennedy & Graven; Ed Matthiesen and Diane Spector, Wenck Associates, Inc.; and Judie Anderson, JASS.

Also present were: Dave Vlasin, Andrew Hogg, and Shelley Marsh, Brooklyn Center; Mitchell Robinson, Brooklyn Park; Todd Tuominen, Champlin; Mark Ray, Crystal; Rick Lestina, Maple Grove; Gary Anderson and Liz Stout, Minneapolis; Bob Grant and Shawn Markham, New Hope; Harold Johnson, Osseo; Ben Scharenbroich, Plymouth; and Richard McCoy, Robbinsdale.

II. **Agendas and Minutes.**

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

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

Motion by Sicora, second by Moore to approve the **minutes of the November regular meeting**.* *Motion carried unanimously.*

Motion by Butcher, second by Roach to approve the **minutes of the November regular meeting**.* *Motion carried unanimously.*

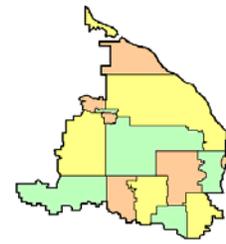
III. **Finances and Reports.**

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

Motion by Sicora, second by Wills to approve the **Shingle Creek December claims**.* Claims totaling \$36,687.76 were approved by roll call vote: ayes – Mulla, Roach, Moore, Jaeger, Wills, Spanier, Polzin, and Sicora; nays – none; absent – Minneapolis.

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

*items are included in meeting packet



Motion by Butcher, second by Jaeger to approve the **West Mississippi November claims**.^{*} Claims totaling \$8,091.23 were *approved by roll call vote*: ayes – Mulla, Roach, Butcher, Jaeger and Spanier; nays – none.

IV. Open Forum.

V. Project Reviews.

VI. Watershed Management Plan.

A. Annual review.^{*} The Third Generation Watershed Management Plan states that the Commissions will annually review progress toward their Third Generation goals, and that this evaluation will become part of their Annual Reports. Since the Third Generation Plan was adopted, BWSR adopted revised Minnesota Rules 8410 that require WMOs to review progress every two years.

The purpose of the annual review is 1) to determine progress towards the goals and 2) to be sure the Commissions stay on track to reach them. The annual review is also an opportunity to discuss whether the goals and actions in the Plan still make sense or if they should be considered for modification or enhancement, perhaps to add in new priorities. Ideally, this annual review is also an opportunity to start thinking about the following year's work plan.

B. Progress to date. Included with Staff's December 2, 2016 memo are tables showing each goal, noting progress to date and expected completion. Each of the strategic actions identified for the goal areas are also shown, noting work completed in 2016 and to date, as well as expected completion as general status. For the most part the Commissions are on track to meet goals, with the following exceptions:

1. Work has not yet begun on the **sustainable water budget** project. Staff have had some discussions with USGS staff about this, but have not yet identified a funding source for this project.

2. **TMDL Delistings.** While Lower Twin, Ryan, and Schmidt Lakes have been delisted from the draft Impaired Waters list, the Shingle Creek Commission has a stretch goal of achieving delisting for Bass, Eagle, Crystal, and Middle Twin Lakes. As Upper Twin improves, Middle Twin is likely to reach the state standard. Some BMPs have been or will be implemented for Bass and Crystal, but it is not clear yet whether that will be sufficient for delisting or if more needs to be done.

3. **P8 models** for the lakesheds are being reviewed as the commission goes through the TMDL review process. This is an ongoing task.

4. The Commissions have a goal to have completed **subwatershed assessments** for at least 25% of that part of the watersheds that developed prior to the Commissions' 1984 rules. **West Mississippi is on track to complete this goal, but only 5% of subwatershed assessments have been completed for pre-1984 development in Shingle Creek. A more achievable goal would be 10%.**

5. The Commissions have a goal of maintaining the **functions and values of priority wetlands**, but have not established a process by which that would be evaluated.

It was a consensus of the Commissioners to allow demand to determine the undertaking of subwatershed assessments.

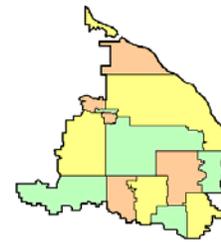
Motion by Sicora, second by Wills to accept the 2016 Annual Progress Review. *Motion carried unanimously.*

Motion by Butcher, second by Spanier to accept the 2016 Annual Progress Review. *Motion carried unanimously.*

VII. Water Quality.

The Commissioners heard a recap of the Technical Advisory Committee (TAC) meeting that preceded this meeting. Andy Erickson, from the University of Minnesota's St. Anthony Falls Laboratory, provided an overview of

^{*}items are included in meeting packet



the state of the research and practices on **iron-enhanced sand filters**. He discussed the Shingle Creek Commission's current project as well as other sites he has been studying. Many questions focused on maintaining the systems.

VII. Education.

A. Education and Outreach.* The Shingle Creek Watershed Management Commission's Facebook page has 60 Likes. The page has not been very active lately, but Staff will be sharing more content from the West Metro Water Alliance (WMWA) Facebook Page, which currently has 87 likes. Staff are always looking for content to post on the website or on social media.

B. West Metro Water Alliance (WMWA) Update.*

1. The **Planting for Clean Water and Pollinators** "Big Project" is underway. As of October 31, 2016, Blue Thumb had logged 251 pledges pledging to plant over 30 acres with natives. About 60 people did not enter an area to be planted, so the actual area pledged is likely greater than what was logged. Most of the respondents were from Minnesota, but over 20 were from Missouri-Kansas, where Blue Thumb is expanding. Other states from which pledges were made are: Arizona, California, Indiana, New Jersey, Ohio, Oklahoma, Wisconsin, and Wyoming.

To help promote the Planting for Clean Water message, WMWA is organizing opportunities for native plant sales at various city events around the watersheds. Members are compiling a master list of city festivals that might have events such as craft fairs that would be suitable for a plant booth, and other opportunities such as farmer's markets. Staff have already spoken with one native plant vendor who would be willing to sell plants, and there is likely to be interest from more. In return, WMWA would pay their vendor booth charge if there is one, handle publicity, and provide educational materials. The vendors and local staff would be available to educate and take pledges. The proposed master list is being assembled, and plans will be firmed up at WMWA's January meeting. Visit the campaign site at <http://www.bluthumb.org/pledge/>.

2. The **Educators** are winding down the fall semester classroom visits and scheduling spring visits. There is growing interest in a 6th grade follow up lesson and the three educators will be meeting over the next few months to prepare the lesson plan.

3. The **next WMWA meeting** is scheduled for 8:30 a.m., January 10, 2017, at Plymouth City Hall.

VIII Grant Opportunities and Updates.

A. Connections at Shingle Creek. Work has been completed on the Connections at Shingle Creek project located in Brooklyn Park and Brooklyn Center. Because the \$200,000 Clean Water Fund grant that is partially funding the project expires on December 31, 2016, Staff are working to close out the project and collating the final numbers. They were reviewed by the TAC at their earlier meeting.

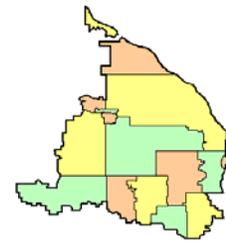
The tables in Staff's memo dated December 2, 2016,* show the project's estimated costs and revenues. The Commission's current Cost Share Policy limits the levy to 25 percent of the project's final cost. Since the final project cost is less than the cost estimated at the time of certification (the cities' share of the cost was much less than expected), only an estimated \$70,600 of the \$87,500 levy can be used for this project. The balance of the levy received from the County will go to the Closed Projects Fund for use on other projects.

The Commission must expend the \$200,000 grant by the end of 2016, so Staff recommend approval of the release of the \$200,000 upon receipt of an invoice from the City and the balance of the levy due to Brooklyn Park as project lead agency when the final costs are reconciled.

Motion by Roach, second by Moore to approve Staff's recommendation. *Motion carried unanimously.*

B. Becker Park Project.* In October 2016 the Commission approved a subgrant agreement with the City of Crystal to begin design work on the Becker Park Infiltration Project. By this agreement, the Commission agreed to reimburse the City from the Clean Water Fund grant received for the project for a series of tasks

*items are included in meeting packet



associated with preliminary design. One of the tasks was to perform a Phase 1 environmental site assessment (ESA) and immediate surroundings to assess the potential for environmental risk. A Phase 1 looks at historic and current land use, historic and current property records, environmental databases, and other data sources to identify and weigh potential environmental risks. If any potential issues are identified a Phase 2 environmental assessment should be considered to evaluate that potential risk more thoroughly.

The Phase 1 completed for the Becker Park project identified some issues that are recommended for more detailed assessment, including potential contamination from an old dry cleaner's site that was acquired by the City and demolished as part of the expansion of the park, and a spill site adjacent to the park site.

The original subgrant agreement specified that the Commission would reimburse the City for the cost of the Phase 1 ESA but did not specifically note that if a Phase 2 was required that, it too, would be eligible for reimbursement. Since a Phase 2 is necessary to complete the preliminary design and feasibility study, Staff recommend that the Commission also reimburse the City for its cost, which is estimated at \$20,000-22,000. The Commission's attorney has drafted a revised agreement* for the Commission's consideration.

Motion by Mulla, second by Moore to approve the revised agreement. *Motion carried unanimously.*

C. Iron and Bio-char Enhanced Sand Filter Project. At the Technical Advisory Committee (TAC) meeting which preceded this meeting, Andy Erickson from the U of M's St. Anthony Falls Laboratory, provided an overview of the state of the research and practices on iron-enhanced sand filters. He discussed the Shingle Creek Commission's current project as well as other sites he has been studying. Many of the TAC members' questions centered on maintaining the systems. It was noted that the Shingle Creek project seeks to achieve E. coli and other bacteria removal; heretofore unresearched in the field.

Matthiesen noted that a pre-bid meeting will be held next week for the Crystal and Minneapolis Park Board projects, with bids due at the end of the month. The Champlin and Robbinsdale projects will move forward in 2017.

D. Public Art Reaeration Project. The committee is still finalizing the elements of the floating leaves structure in the pond at Brooklyn Center City Hall. Issues of safety, theft, storage, and the budget for power are being discussed.

As a result of this discussion TAC members will consider recommending to the Commission that a line item be added to the Commission's operating budget for **M&O expenses** related to grant/CIP projects. The ramifications of the Above-the-Cap assessment provision of the JPA must be taken into account. An alternative would be to consider seeking levy authority as held by the Mississippi Watershed Management Commission. Staff will draft a policy for discussion at the January TAC meeting.

E. The Twin Lake Carp Management project* includes tracking the movement of carp both within the Twin Lake chain and any movement out of the chain downstream through Ryan Creek to Ryan Lake and Shingle Creek. Tracking within the chain is accomplished with a mobile antenna from a boat. Tracking movement out of the chain will be done using a stationary antenna placed on the shore at the outlet of Lower Twin Lake into Ryan Creek. This antenna will log any time a tagged carp swims past.

The antenna and the associated equipment box will be placed on a parcel of tax-forfeited land that is managed by the City of Robbinsdale. The City has requested that the Commission enter into a Memorandum of Understanding (MOU)* that sets forth conditions of use. The Commission's attorney has drafted an MOU which will be considered by the Robbinsdale City Council on December 6, 2016. To access the parcel Staff will need to cross private property and they have been in contact with the property owner to secure his permission.

Motion by Sicora, second by Roach to approve the Memorandum of Understanding. *Motion carried unanimously.*

*items are included in meeting packet



F. Applications are being accepted until January 20, 2017 through Hennepin County for the **AIS Prevention Grant Program**.* www.hennepin.us/aisprevention

IX. Communications.

A. The **November communications log*** was included in the meeting packet. No action required.

B. The Minnesota Erosion Control Association (MECA) **Erosion Control & Stormwater Management Conference & Trade Show*** will be held January 31 – February 2, 2017. www.meca@mnerosion.org.

X. Other Business.

XI. Adjournment.

There being no further business before the Shingle Creek Commission, motion by Moore, second by Roach to adjourn. *Motion carried unanimously.*

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 2:04 p.m.

Respectfully submitted,

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

Judie A. Anderson
Recording Secretary
JAA:tim

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*items are included in meeting packet