

REGULAR MEETING MINUTES

August 14, 2025

(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 at 12:49 p.m. on Thursday, August 14, 2025, at Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN.

Present for Shingle Creek: David Mulla, Brooklyn Center; Steve Antolak, Brooklyn Park; Burt Orred, Jr., Crystal; Chuck Lenthe, Maple Grove; Bill Wills, New Hope; John Roach, Osseo; Andy Polzin, Plymouth; Wendy Scherer, Robbinsdale; Todd Shoemaker, Grace Neumiller, and Sylvia Doerr, Stantec; Troy Gilchrist, Town Law Center; and Judie Anderson, JASS. Not represented: Minneapolis.

Present for West Mississippi: David Mulla, Brooklyn Center; Steve Antolak, Brooklyn Park; Chuck Lenthe, Maple Grove; John Roach, Osseo; Todd Shoemaker, Grace Neumiller, and Sylvia Doerr, Stantec; Troy Gilchrist, Town Law Center; and Judie Anderson, JASS. Not represented: Champlin.

Also present were: Nate Musial, Brooklyn Park; Randy Bergstrom and Jesse Struve, Crystal; Nick Macklem, New Hope; Karen Jaeger, Derek Asche, and Shane Awalt, Maple Grove; Mike Sorensen and Carolyn Eckstein, Minneapolis Park and Rec Board; James Kell, Osseo; Ben Scharenbroich, Talori Dunsworth, and Fintan Lenahan, Plymouth; and Richard McCoy, Jenna Wolf, Anna Makousky, and Ben Surma, Robbinsdale.

Also present: Connie Fortin, Bolton & Menk.

II. AGENDAS AND MINUTES.

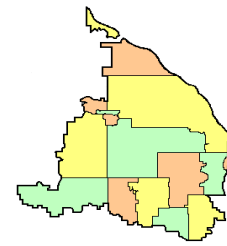
A. Motion by Antolak, second by Wills to approve the **Shingle Creek agenda** with the following revisions:

1. Add Connie Fortin, Bolton & Menk, Low Salt Design, to agenda item 3. Open Forum.
2. Delete agenda item 7.b. Work Order 25-06 38th Avenue Outfall Monitoring.*

Motion carried unanimously.

B. Motion by Roach, second by Antolak to approve the **West Mississippi agenda*** with the following revision: .

1. Add Connie Fortin, Bolton & Menk, Low Salt Design, to agenda item 3. Open Forum.



Motion carried unanimously.

C. Motion by Antolak, second by Lenthe to approve the **minutes of the July 10, 2025, regular meeting.*** *Motion carried unanimously.*

D. Motion by Roach, second by Lenthe to approve the **minutes of the July 10, 2025, regular meeting.*** *Motion carried unanimously.*

III. FINANCES AND REPORTS.

A. Motion by Wills, second by Antolak to approve the Shingle Creek **August Treasurer's Report* and claims** totaling \$87,580.26. Voting aye: Mulla, Antolak, Orred, Lenthe, Wills, Roach, Polzin, and Scherer; voting nay: none; absent – Minneapolis.

B. Motion by Lenthe, second by Roach to approve the West Mississippi **August Treasurer's Report* and claims** totaling \$17,752.74. Voting aye: Mulla, Antolak, Lenthe, and Roach; voting nay: none; absent: Champlin.

IV. OPEN FORUM.

Connie Fortin, Bolton & Menk, was present to describe a process to improve the understanding of Low Salt Design by plan review experts and to integrate winter into the concept stage so as to create the best opportunity to improve safety and reduce salt use. Fortin presented a draft Scope of Services totaling \$25,000 which included 1) creating a team of plan review and Low Salt Design (LSD) experts; 2) exploring LSD plan review struggles and improvements; 3) developing a checklist/process flow chart; 4) developing a resource list; and (5) overseeing project progress. Joey Obeidzinski from Bolton & Menk will be present at the September meeting to answer any technical questions on Low Salt Design and Scharenbroich and Asche will present the request for funding.

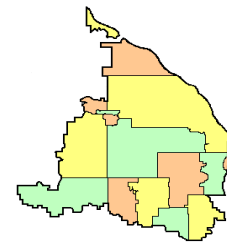
V. OLD BUSINESS.

A. MN Stormwater Research Council. Included in the meeting packet was a memo* from the City of Maple Grove seeking funding for the Council in the amount of \$25,000 from the Shingle Creek Commission and \$10,000 from the West Mississippi Commission. The request was made by Derek Asche, the City's Water Resources Engineer, who serves on the Council.

Motion by Orred, second by Lenthe to authorize funding in the amount of \$25,000 from the Shingle Creek unrestricted reserves to support cutting edge research on stormwater BMPs through the Council's work. *Motion carried unanimously.*

Motion by Lenthe, second by Antolak to authorize funding in the amount of \$10,000 from the West Mississippi unrestricted reserves to likewise support this research. *Motion carried unanimously.*

B. Website RFP. A small group of representatives from Shingle Creek, West Mississippi, Elm Creek, and Pioneer-Sarah Creek met to review a draft RFP prepared by staff for migrating and refreshing the websites for the three organizations. Included in the meeting packet is a draft* that reflects that group's comments. The group plans to meet one last time for a final review. Staff hope to finalize the RFP for distribution by the last week of August.



The recommended actions are 1) discuss and provide feedback; 2) approve the RFP subject to any additional modifications by the working group; and 3) authorize Shingle Creek, acting as the Fiscal and Contracting Agent, to proceed with distributing the RFP. In the interim, Staff will request input from the member cities about potential vendors they have worked with that they would recommend. The Commissions’ attorney will also begin drafting the Memo of Understanding between the parties.

At its meeting earlier today, the Technical Advisory Committee recommended moving forward with these actions.

Motion by Antolak, second by Roach to authorize Staff to proceed with the recommended actions. Motion carried unanimously.

Motion by Mulla, second by Lenthe to authorize Staff to proceed with the recommended actions. Motion carried unanimously.

VI. NEW BUSINESS.

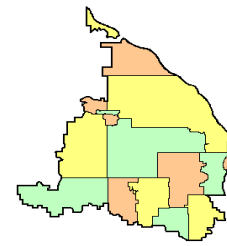
The Commissions had previously established maximum proposed levies for the 2025 Capital Improvement Program (CIP). The next step in the process is to call for a public hearing on those projects and programs that you desire to move forward. This should occur at the Commissions’ regular September 11, 2025 meeting. At that time, the Commissions will formally order the projects and certify levies to Hennepin County.

Shingle Creek 2025 CIP Projects (2026 levy).

Project	Total Estimated Cost	City/Private	Grant	Commission 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
Maintenance fund	50,000	0	0	50,000	53,025
Brookdale Park Natural Channel	200,000	0	0	200,000	212,100
Bass Creek TH 169 to 63 rd Ave	350,000	0	0	350,000	371,175
Subtotal	\$850,000	\$100,000	\$0	\$750,000	\$795,375
5% additional for legal/admin costs				37,500	
Subtotal				787,500	
TOTAL LEVY (101% for uncollectable)				\$795,375	

West Mississippi 2025 CIP Projects (2026 levy).

Project	Total Estimated Cost	City/Private	Grant	Commission Share	Total Levy
Cost share (city projects)	\$0	\$0	\$0	\$0	
Partnership Cost Share	\$100,000	0	0	100,000	106,050
Subtotal	\$100,000	\$0	\$0	\$100,000	\$106,050
5% additional for legal/admin costs				5,000	
Subtotal				105,000	
Total Levy (101% for uncollectable)				\$106,050	



Cost Share Fund. This annual project provides cost sharing to retrofit voluntary BMPs on city property. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commission on which projects should be funded. The annual 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.

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

Maintenance Fund. This program makes funds available for nonstructural practices such as, but not limited to, rough fish management; invasive aquatic vegetation control; alum treatment touch-up; native aquatic vegetation translocation; and maintenance of Commission-installed projects for which a member City is not specifically responsible.

Brookdale Park Natural Channel Phase 1. This project would remainder about 5,000 feet of Shingle Creek between a drop structure in Brookdale Park and Xerxes Avenue to improve water quality, enhance habitat, and restore natural form and function. In addition, bank stabilization improvements would be made to about 2,000 feet of Shingle Creek between Xerxes Avenue and Palmer Lake. Levy funding is being phased over multiple years; this is the third year of levying for the project.

Bass Creek TH 169 to 63rd Avenue. This project would stabilize eroded sections of Bass Creek between TH 169 and 63rd Avenue to improve water quality and enhance habitat. The previously established project cost was \$400,000, which was used to establish the maximum levy of \$424,200. Based on the feasibility report the project cost has been reduced to \$350,000, reducing the proposed levy to \$371,175. (See item VIII., below.)

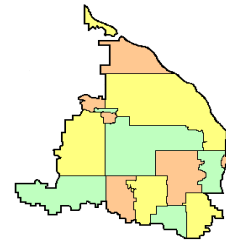
Partnership Cost Share Fund. This annual project provides cost sharing to retrofit voluntary BMPs on private property. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commission on which projects should be funded. The annual levy is \$100,000, and funding does not require a match. Applications are open year-round until the funds are depleted.

Motion by Lenthe second by Wills to call for a Public Hearing on the five Shingle Creek projects enumerated above. *Motion carried unanimously.*

Motion by Roach second by Lenthe to call for a Public Hearing on the single West Mississippi project enumerated above. *Motion carried unanimously.*

VII. PROJECT REVIEW.

MCES Interceptor Rehabilitation Project.* Metropolitan Council Environmental Services (MCES) plans to rehabilitate the interior of an existing interceptor pipe adjacent to and within the I-94 and Boone Avenue North interchange in Brooklyn Park. Wetland Conservation Act (WCA) rules apply to the project, but Commission project review thresholds are not met. Staff provided the Commission with an overview of the project, but no Commission action is required. Construction is planned for March 2026.



The Commission is the Wetland Conservation Act (WCA) Local Government Unit (LGU) for Brooklyn Park. MCES proposes temporary construction impacts for construction access, the temporary conveyance pipe, and around two manholes to facilitate rehabilitation of the manholes. The temporary impacts are allowed under the WCA no-loss exemption.

VIII. WATER QUALITY.

Bass Creek Feasibility Study.* The Shingle Creek Commission authorized the Bass Creek Feasibility Study at the April 2025 meeting. Staff have studied the section of Bass Creek from TH 169 in New Hope to 63rd Avenue in Brooklyn Park, developed preliminary stabilization plans, and estimated the project construction cost. The estimated construction cost is approximately \$285,300. The feasibility study budget is \$22,326. The TAC recommended Commission acceptance of the study at their July meeting.

The proposed Bass Creek Stabilization Project will restore approximately 2,900 feet of streambank using a combination of hard armoring along the lower banks where tree thinning is not feasible and tree removal where currently obstructing the channel. These measures aim to reduce the transport of sediment-bound phosphorus to downstream water bodies. Stantec assessed the channel conditions and identified the following stabilization strategies:

1. Installation of riprap on eroding bank slopes
2. Removal of loose, failing retaining wall blocks and stabilization of banks using riprap/ boulder wall
3. Cutting and removal of large trees obstructing stream flow
4. Removal of cattails within the stream near adjacent wetlands
5. Maintenance of a vegetated buffer along the banks by reducing the extent of mowing

Staff's July 2, 2025 memo described specific sites and remediation strategies as well as the various regulatory and permitting requirements associated with the project.

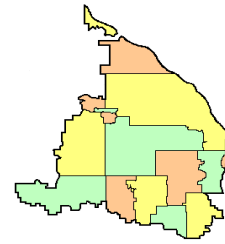
Motion by Antolak, second by Roach to accept the feasibility study and the reduced levy amount of \$350,000 for the project. *Motion carried unanimously.*

IX. GRANT OPPORTUNITIES.

X. EDUCATION AND PUBLIC OUTREACH.

A. West Metro Water Alliance (WMWA).

1. **Chloride Reduction Campaign.** Grace Barcelow, Hennepin County Environment and Energy Conservation Specialist, is currently analyzing and redesigning the chloride reduction campaign for the upcoming winter season. While last season's efforts successfully engaged faith-based facilities, the campaign proved to be highly time-intensive with limited impact on chloride pollution reduction. She has developed a new campaign proposal for the 2025–2026 season, which she presented to WMWA partners at their August meeting.



2. Youth Stormwater Education Work. Mary Karius, Hennepin County Environmental Education and Outreach, shared with the WMWA partners an overview of the Watershed Connections program and its evolution. The members will explore potential opportunities for collaboration between WMWA and Hennepin County on this initiative.

3. The [August media kit](#) “*Tips for Times of Drought: Conserving Water and Protecting Lakes, Rivers, and Streams*” has been distributed. It includes timely messaging to help residents reduce water use, plant drought-tolerant landscapes, and protect local water resources during dry conditions. A supplemental set of social media posts focused on rainwater capture is also available for use when rain is in the forecast or to expand your outreach.

4. Barcelow has drafted an article exploring **how water quality influences property values** in Minnesota. It is currently undergoing final review by county leadership and should be published in local newspapers within the next couple of weeks.

5. Parkers Lake Chloride Reduction Project. WMWA is continuing to work with Bolton & Menk to take the next steps in implementing recommended practices at the property where a consultation was completed earlier this spring. These efforts are focused on reducing chloride use and improving site management.

Barcelow and Bolton & Menk staff met with another target property where they hope to make future upgrades. A formal site visit is planned for the fall or winter to further assess opportunities and guide next steps.

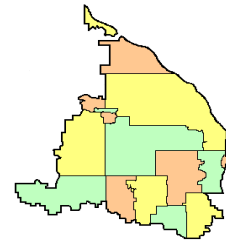
6. Eagle Lake and Fish Lake Shoreline/Yard Restoration Projects. Metro Blooms and Blue Thumb staff have completed and distributed all restoration designs to participating residents. Barcelow has shared the letter of intent with homeowners and continues to encourage them to implement these practices on their properties. For residents who participated in last year's workshops, contracts to deliver stipends are being sent out.

Fall workshops have been finalized and will be held on September 4 and September 16 from 6:00 to 8:00 in the evening. Mailers have been sent out to lakeshore residents. Barcelow is also collaborating with local lake associations to help promote the events and increase community engagement.

7. Southgate Apartment Project. After recent conversations with property management, the owners have decided to fully withdraw from the project and it will no longer be moving forward. This is a disappointing development, especially given the significant time and energy invested by partners including Metro Blooms, City of Bloomington staff, and others. Participants are still discussing the broader implications and will keep this experience in mind when we consider future work with multi-family housing sites and explore ways to strengthen project viability and partner engagement.

B. West Metro Water Alliance (WMWA) will meet via Zoom at 8:30 a.m., Tuesday, September 9, 2025. Follow this link to join:

<https://us02web.zoom.us/j/922390839?pwd=TkIBQW1ZNXVXdzdtTDBTSDZkZmZuQT09>



XI. COMMUNICATIONS.

- A. August Communications Log***
- B. August Staff Report.***

1. Joint Chloride Management Plan. Stantec staff have begun initial geospatial analysis of land use and impervious areas in the Shingle Creek, West Mississippi, and Elm Creek watersheds. They are planning for the first stakeholder meeting to occur in Fall 2025 where they will seek information from stakeholders on chloride application practices.

2. Brookdale Park Shingle Creek Natural Channel Project. An LCCMR grant was awarded to the City of Brooklyn Park. Stantec and the City are developing a workplan to be submitted to DNR as part of grant process. They are also developing a scope of work and budget for final design, permitting, project bidding, and construction oversight.

3. Twin Lakes SWA. Monitoring and data collection continues and the watershed pollutant loading model is approximately 75% complete.

4. Mississippi Riverbank Stabilization Study. The project team has collected survey data and completed 30% design stabilization plans for 5 of 9 parcels, out of a total of 59, that have responded to Staff outreach. Stantec is also completing 30% design plans for the 3 sites (5 parcels) in August and will present the initial designs and cost estimates at an upcoming TAC meeting.

Stantec is working with Solmax on finalizing design feasibility, geotechnical review and construction costs for a few areas that Staff determined require a reinforced geotechnical turf reinforcement mat for stabilization. Stantec will finalize the design and present the draft report at upcoming TAC and Commission meetings.

5. Blue Line LRT. Staff reviewed 60% stormwater plans for Brooklyn Park, Crystal and Robbinsdale and presented an overview of the stormwater plan at today's TAC meeting.

6. Crystal Lake Carp Management. The first carp pull of the 2025 season occurred on August 7. Subsequent carp pulls will occur on Thursdays throughout August.

7. An Education and Outreach Update was provided. (See item X., above.)

8. Grant, Cost-Share and Fund Balances are also summarized in the report.

XII. OTHER BUSINESS.

There being no further business, the meeting was adjourned at 2:37 p.m.

Respectfully submitted,

Judie A. Anderson
Recording Secretary
JAA:tim

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