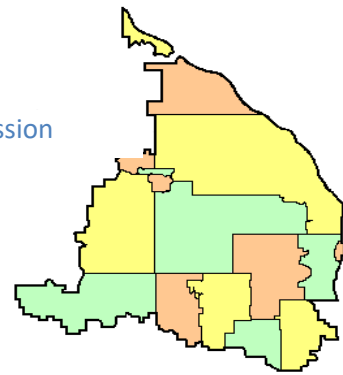




Watershed Management Commission



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MINUTES Regular Meeting and Public Hearing September 12, 2019

(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 12:45 p.m. on Thursday, September 12, 2019, at Edinburgh, USA, 8700 Edinbrook Crossing, Brooklyn Park, MN.

Present for Shingle Creek were: David Vlasin, Brooklyn Center; Steven Chesney, Brooklyn Park; Burton Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Bill Wills, New Hope; Harold E. Johnson, Osseo; Andy Polzin, Plymouth; Wayne Sicora, Robbinsdale; Ed Matthiesen and Diane Spector, Wenck Associates, Inc.; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS.

Not represented: Minneapolis.

Present for West Mississippi were: David Vlasin, Brooklyn Center; Steven Chesney, Brooklyn Park; Karen Jaeger, Maple Grove; Harold E. Johnson, Osseo; Ed Matthiesen and Diane Spector, Wenck Associates, Inc.; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS.

Not represented: Champlin.

Also present were: Andrew Hogg, Brooklyn Center; Mitch Robinson and Alex Prasch, Brooklyn Park; Todd Tuominen, Champlin; Mark Ray, Crystal; Derek Asche, Maple Grove; Liz Stout and Shahram Missaghi, Minneapolis; Bob Grant and Megan Hedstrom, New Hope; Ben Scharenbroich and Leah Gifford, Plymouth; Steve Christopher, Board of Water and Soil Resources (BWSR); and Randy Nelson, Margaret Milner and Vicki Herald, residents, Brooklyn Center.

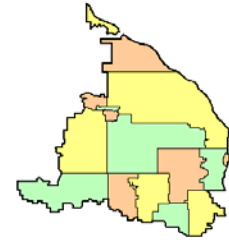
II. Agendas and Minutes.

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

Motion by Johnson, second by Vlasin to approve the **West Mississippi agenda**.* *Motion carried unanimously.*

Motion by Jaeger, second by Chesney to approve the **minutes of the August regular and public meetings**.* *Motion carried unanimously.*

Motion by Johnson, second by Vlasin to approve the **minutes of the August regular and public meetings**.* *Motion carried unanimously.*



III. Finances and Reports.

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

Motion by Vlasin, second by Johnson to approve the **Shingle Creek September claims.*** Claims totaling \$61,436.17 were *approved by roll call vote: ayes – Vlasin, Chesney, Orred, Jaeger, Wills, Johnson, Polzin, and Sicora; nays – none; absent – Minneapolis.*

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

Motion by Johnson, second by Jaeger to approve the **West Mississippi September claims.*** Claims totaling \$9,832.08 were *approved by roll call vote: ayes – Vlasin, Chesney, Jaeger, and Johnson; nays – none; absent - Champlin.*

[The regular meeting was suspended at 12:49 p.m. in order to conduct a public hearing.]

IV. Public Hearing.*

A. At the August 8, 2019 meeting the Commissions called for a public hearing for today to consider the Crystal Lake Management Plan and the annual City Cost Share and Partnership Cost Share projects for certification to the County for ad valorem levy. 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 projects and proposed financing and to take comment from the member cities and the public.

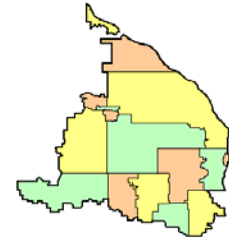
B. Shingle Creek Projects.

1. Commission Fund for Retrofit Cost Share (City Projects). This annual project provides cost sharing to retrofit smaller BMPs. The TAC developed policies and procedures to administer these funds, and makes recommendations to the Commissions on which projects should be funded. Brooklyn Park, Brooklyn Center, Minneapolis, Crystal, Robbinsdale, and New Hope have all received matching funds for small voluntary BMP projects. 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. Potential cost-share projects for 2020 will be solicited in November-December 2019. The program is open until all funds have been used.

Shingle Creek 2019 CIP Projects (2020 levy).

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)	\$100,000	\$50,000	0	\$50,000	\$53,025
Crystal Lake Management Plan	\$370,506	\$0	0*	\$370,506	\$392,915
Subtotal	\$670,506	\$150,000	\$ 0	\$520,500	
5% additional for legal/admin costs				26,025	
Subtotal				546,525	
TOTAL LEVY (101% for uncollectable)				\$551,990	

2. Priority BMP Retrofits (Private Partnership Projects). Two projects have been funded, Phases 1 and 2 of Autumn Ridge). The annual levy is \$50,000 and funding does not require a match. Potential cost-share projects are open year-round until the funds are depleted.



3. Crystal Lake Management Plan. This project is rough fish and aquatic vegetation management, alum treatments applied over two years, and lake monitoring. The Shingle Creek Commission received a Feasibility Study for this project at the time the Section 319 grant application was approved in April 2019. Robbinsdale is the lead city on this project. The MPCA has confirmed that the EPA has since approved this application and that the MPCA is awaiting receipt of funds so a contract can be developed.

C. West Mississippi Projects.

Commission Fund for Retrofit Cost Share (City Projects). Similar to Shingle Creek, this annual project provides cost sharing to retrofit smaller BMPs. No project applications have been received to date.

West Mississippi 2019 CIP Projects (2020 levy).

Project	Total Estimated	City/Private	Grant	Commission Share	Total Levy
Cost share (city projects)	\$100,000	\$50,000	0	\$50,000	\$53,025
Subtotal	\$100,000	\$50,000	\$ 0	\$50,000	
5% additional for legal/admin costs				2,500	
Subtotal				52,500	
TOTAL LEVY (101% for uncollectable)				\$53,025	

D. Open public hearing. The public hearing was opened at 12:54 p.m.

1. No comments on the proposed amendment were received from either the member cities or the public. No one was present from the general public for this hearing.

2. The public hearing was closed at 12:57 p.m.

E. Commission Discussion.

Motion by Wills, second by Chesney to adopt **Resolution 2019-03** Ordering 2019 Improvements ... and Certifying Costs to Hennepin County * *Motion carried unanimously.*

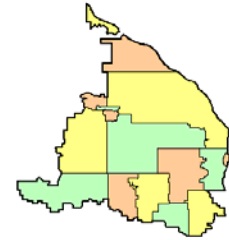
Motion by Johnson, second by Jaeger to adopt **Resolution 2019-03** Ordering 2019 Improvements ... and Certifying Costs to Hennepin County * *Motion carried unanimously.*

[The regular meeting resumed at 12:58 p.m.]

V. Open Forum.

VI. Project Reviews.

WM2019-007: Brooklyn Park-Champlin Interceptor Renewal Phase II.* The proposed project is the rehabilitation of sanitary sewer through lining, replacement, and construction of sanitary sewer pipe, and the construction of a city submersible pump station. The site is 14.2 acres. Following development, there will be a negligible increase in impervious surface (i.e., 189 SF of additional impervious surface). The site will have 7.0 acres of impervious surface and will, therefore, be 49.2 percent impervious. A complete project review application was received August 1, 2019.



This is an approximately 17,318-foot linear project located at two sites: Site 2 along West River Road and Riverview Lane N between 83rd and 89th Avenues North and Site 3 along Riverview Lane North and 81st Avenue North. The improvements will include Cured in Place Pipe (CIPP) lining of 5,208 LF of existing 48"-66" diameter sewer pipe, construction of approximately 4,025 LF of 72" Reinforced Plastic Mortar Pipe (RPMP), construction of approximately 8,085 LF of 8" PVC city sanitary sewer, replacement of sewer and watermain in construction areas, temporary conveyance and pumps, and construction of a city submersible pump station. The project will disturb approximately 14.2 acres.

Typically, 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. However, the increase of impervious surface at this site is negligible, so 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. Because the increase in impervious surface at this site is negligible, 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, but, because the increase in impervious area is negligible, the applicant meets Commission volume requirements.

The erosion control plan includes perimeter silt fence, double-row silt fence surrounding wetlands, inlet protection, and native seed specified on pond slopes. The erosion control plan meets Commission requirements.

Wetlands are absent from most of the study area. However, the National Wetlands Inventory identifies three potential and/or probable wetlands in the project area, all of which are in Brooklyn Park. The applicant has submitted a memo to the WCA LGU for Brooklyn Park, i.e., West Mississippi WMC. The applicant believes this information will lead to the conclusion that none of these sites are wetlands. This memo has not yet been reviewed, so it is unknown if the applicant meets Commission wetland requirements.

There are no Public Waters on this site. The applicant meets Commission Public Waters requirements.

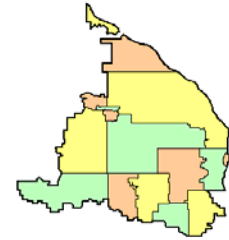
There is FEMA 100-year floodplain in two areas within the project boundaries. The FEMA floodplain on the portion of the site adjacent to County Ditch No. 5 (Mattson Brook) will not be affected by the proposed work. The second FEMA floodplain is at the site of the proposed lift station, adjacent to 8030 Mississippi Lane N. Here, FEMA floodplain elevation of the Mississippi River is 822 ft. and grading associated with the lift station proposes to fill this floodplain with 734 CF. The applicant proposes to provide 766 CF of compensatory storage adjacent to the lift station. The applicant meets Commission floodplain requirements.

There have been several public meetings about this project, including a presentation at National Night Out on August 6, 2019. A neighborhood meeting will be held as construction gets closer. The applicant meets Commission public notice requirements.

Motion by Vlasin, second by Johnson to advise the cities of Brooklyn Park and Champlin that Project WM2019-007 is approved contingent upon resolution of WCA issues at the three potential/probable wetland sites. *Motion carried unanimously.*

VII. Watershed Management Plan.

A proposed Minor Plan Amendment would add two projects to the Capital Improvement Program (CIP). The first is Brooklyn Park's River Park Stormwater Improvements project requested to be added to



the West Mississippi CIP The Technical Advisory Committee reviewed this project at the TAC meeting held just prior to this meeting and recommended to the Commission that this project be added to the CIP. The second is Plymouth’s Enhanced Street Sweeper proposed to be added to the Shingle Creek CIP, in accordance with the newly revised and adopted Cost Share Policy.

The Commissions must send a copy of the proposed minor plan amendment to the member cities, Hennepin County, the Met Council, and the state review agencies for review and comment, and must hold a public meeting to explain the amendment. This meeting must be public noticed twice, at least seven and 14 days prior to the meeting. The Minor Plan amendment would then be forwarded to Hennepin County for consideration by the Hennepin County Board. Because it is a joint Management Plan both Commissions must authorize proceeding with the Minor Plan Amendment.

The proposed minor plan revision is shown below as additions (underlined) or deletions (~~strike outs~~).

Table 4.5. Shingle Creek WMC Third Generation Plan Implementation Plan is hereby revised to add as follows:

Action	2018	2019	2020	2021	2022
<u>Plymouth Enhanced Street Sweeper</u>			<u>350,000</u>		
<u>-Commission Contribution</u>			<u>75,000</u>		
<u>-Local Contribution</u>			<u>275,000</u>		

Table 4.6. West Mississippi WMC Third Generation Plan Implementation Plan is hereby revised as follows:

Action	2018	2019	2020	2021	2022
<u>River Park Stormwater Improvements</u>			<u>485,000</u>		
<u>-Commission Contribution</u>			<u>121,250</u>		
<u>-Local Contribution</u>			<u>363,750</u>		

Appendix F, CIP Descriptions is hereby revised to add as follows:

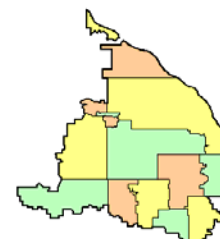
Plymouth Enhanced Street Sweeper

Plymouth will purchase and operate a regenerative air street sweeper to enhance its street sweeping program to four full city sweeps per year. Enhanced street sweeping has been identified in the Bass, Schmidt & Pomerleau TMDL, the Cedar Island, Pike and Eagle Lake TMDL and the Pike Lake Subwatershed Assessment as a cost-effective BMP for nutrient reductions.

River Park Stormwater Improvements

Brooklyn Park’s River Park Master Plan includes stormwater improvements that will provide water quality treatment for 250 acres of mixed use lands that currently discharge into the Mississippi River with no treatment. The stormwater improvements are also intended to provide an improved habitat for animals and insects and an educational space for the residents of the community to learn about water quality.

Motion by Chesney, second by Wills to add these projects to the CIP and proceed with the proposed Minor Plan Amendment to a public meeting on October 10, 2019. *Motion carried unanimously.*



Motion by Jaeger, second by Chesney to add these projects to the CIP and proceed with the proposed Minor Plan Amendment to a public meeting on October 10, 2019. *Motion carried unanimously.*

VIII. Water Quality.

The next **Technical Advisory Committee (TAC) meeting** is scheduled for 11:30 a.m., Thursday, October 10, 2019, prior to the regular meetings.

IX. Education and Public Outreach.*

A. At recent WMWA and Commission meetings members have discussed contracting for a part-time project coordinator for WMWA. Given limited staff and volunteer time availability, WMWA has not been able to make meaningful progress towards achieving the goals of this consortium. A coordinator would be able to take on the routine tasks of implementation as well as special projects, allowing WMWA to serve primarily as an oversight and advisory group.

The Steering Committee has drafted a Project Coordinator job description* for consideration by the member commissions. It identifies primary job duties and tasks as well as some additional job duties that are now part of the administrative budget that could be considered for this position in the future. It is estimated that initially the contractor would work 8-10 hours per week or about 30 hours per month on average, at \$40/hour, similar to the educators. For the balance of 2019 it is suggested that WMWA and the member Commissions fund the contract coordinator through the Special Projects budget. The four partners each budgeted \$2,000 for 2019 for Special Projects, but since there was carryover funding from 2018 sufficient to cover existing 2019 activities, that \$8,000 has not yet been invoiced and received. Billing that amount now and adding the \$8,000 budgeted in 2020 would cover most of the position for 2019 and 2020.

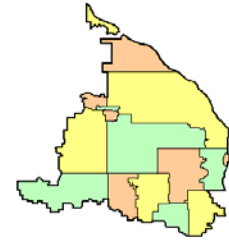
Proposed Project Coordinator funding.

2019 Special Projects unbilled balance	\$8,000
3 months * 30 hours * \$40	\$3,600
Expected special projects carryover to 2020 + 2020 budget	\$4,400 + \$8,000 = \$12,400
12 months * 30 hours * \$40 (360 hours)	\$14,400
Deficit	\$2,000

As part of the 2021 budget process next spring, WMWA and the Commissions can evaluate progress and consider modifying the WMWA budget to fully fund 2020 and beyond, as the existing annual Special Projects budget would be inadequate to fund this contract on an ongoing basis.

The WMWA partner agreement states that uses of the Special Projects funds are required to be reviewed and approved by the four Commissions. The WMWA Steering Committee recommends approval. There is an individual, Catherine Cesnik, who is interested in this position. She currently is the alternate Plymouth Commissioner to both Bassett Creek WMC and Elm Creek WMC and has been actively involved in the WMWA Steering Committee. If the Commissions are in agreement, the Steering Committee will work with the Shingle Creek attorney to draft a contract for services similar to the contract used with the WMWA Educators or WMWA Social Media/Outreach Consultant.

Motion by Jaeger, second by Sicora to approve the WMWA Project Coordinator position description, authorize the Shingle Creek Commission, acting as fiscal agent, to contract with a part-time Project Coordinator to be funded from the WMWA Special Projects 2019 and 2020 budgets, and authorize the Commission's attorney to prepare the contract. *Motion carried unanimously.*



Motion by Johnson, second by Chesney to approve the actions cited above. *Motion carried unanimously.*

B. The next WMWA meeting is scheduled for 8:30 a.m., Tuesday, October 8, 2019, at Plymouth City Hall.

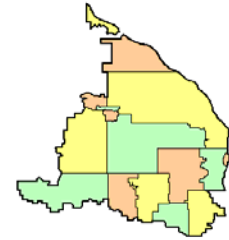
X. Grant Opportunities and Updates.

A. Meadow Lake Management Plan. (Staff memo dated August 7, 2019* and Project Summary dated September 6, 2019*) Meadow Lake is a shallow eutrophic lake located in New Hope that discharges through storm sewer to Bass Creek, a tributary of Shingle Creek. In 2002 the Minnesota Pollution Control Agency (MPCA) listed the lake as impaired for excess nutrients. In 2010, Wenck completed a TMDL and Implementation Plan to assess nutrient loading concerns and provide strategies to reduce excess nutrient loading.

In 2019 the Commission completed a TMDL Five-Year Review, summarizing progress to date and updating the nutrient budgets and targets using more recent and complete monitoring data. The 5-Year Review concluded with updated Implementation Plan activities for the coming 5-10 years to reduce both watershed and internal loading to Meadow Lake. Those activities are identified in Staff's memo.

Since significant progress has been made in reducing watershed load, it is appropriate at this time to start to manage the internal load. The Meadow Lake Management Plan would be completed in two phases: Phase 1 would be completed over 3-5 years and would focus on reestablishing a balanced biology by removing the fathead minnow population and limiting recolonization, reducing curly-leaf pondweed to non-nuisance levels, and restoring a healthy native aquatic vegetation community through a series of temporary drawdowns. Completed over 2-3 years, Phase 2 would focus on reducing phosphorus loading from the sediments. Annual monitoring would be conducted and would guide adaptive management until the desired outcome is achieved.

Task #	Task	Total Hrs.	Staff Costs	Const. Costs	Lab Costs	Expense	TOTAL Cost
1	Project Coordination	64	\$12,360	\$0	\$0	\$0	\$12,360
2	Construction						
	Drawdown	40	\$8,160	\$50,000	\$0	\$0	\$58,160
	SAV Treatment	24	\$4,896	\$6,000	\$0	\$500	\$11,396
	Alum Treatment	36	\$7,560	\$70,000	\$0	\$500	\$78,060
	Fish Barriers	12	\$2,448	\$15,000	\$0	\$0	\$17,448
	Fish Treatment	24	\$3,076	\$5,000	\$0	\$500	\$8,576
3	Monitoring						
	Water Quality	258	\$30,897	\$0	\$16,740	\$6,300	\$53,937
	Fish Surveys and Permits	172	\$20,806	\$0	\$0	\$1,500	\$22,306
	SAV Surveys and Permits	216	\$13,500	\$0	\$0	\$5,700	\$19,200
	Sediment Coring	76	\$8,805	\$0	\$10,000	\$1,500	\$20,305
4	Report	66	\$8,124	\$0	\$0	\$0	\$8,124
5	Meetings	96	\$16,688	\$0	\$0	\$0	\$16,688
6	Grant Reporting	12	\$1,728	\$0	\$0	\$0	\$1,728
					Subtotal		\$328,288
					Contingency 10%		\$32,830
					TOTAL		\$361,118



During Year 1 (spring 2020 to spring 2021, if a grant is awarded) a fall-winter drawdown will be conducted to consolidate sediments, eliminate fathead minnows and prevent recolonization, and reduce curly-leaf pondweed growth. During Years 2-3-4 (beginning spring 2021) the impact of the drawdown will be evaluated and chemical treatment of curly-leaf pondweed and/or fish done as necessary. During Years 4-5-6, alum will be applied in two doses one or two years apart. Between the doses sediment cores will be taken to verify second dose application rates. Total estimated costs are shown in the table above. The cost of undertaking the proposed actions, excluding monitoring and administration, equals approximately \$1,318/lb. TP.

At the August meeting the Commission approved a BWSR Clean Water Fund Competitive Grant application be submitted for Phase I of this project using Closed Project funds as the Commission's match. With a project cost of \$190,000, the grant request is \$152,000 and the Commission's match is \$38,000.

B. Shingle Creek Connections II. (Project Summary dated September 4, 2019*) Restoration of the reach of Shingle Creek from Regent/73rd Avenue to Brooklyn Boulevard is on the Commission's CIP for 2020. This is the segment between the restoration project done in conjunction with the Village Creek North development and the more recent Connections project on the east side of Brooklyn Boulevard and is the last significant non-wetland reach of Shingle Creek to be completed outside of the MPRB segments in Minneapolis.

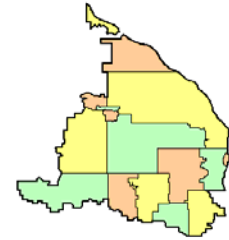
Shingle Creek is an impaired water for excess chloride and *E. coli*, low DO, and biotic integrity (macroinvertebrates). The primary aquatic life stressors are altered habitat, altered flow, low DO, loss of connectedness, and chloride. Contributors to the low DO impairment include the over-widened, flat-bottomed channel that reduces natural reaeration and results in excess sediment oxygen demand. The origin of that sediment oxygen demand is the sediment and nutrients transported to the stream from the watershed and from erosion of the streambanks. These restoration projects are identified in the TMDL Implementation Plan and focus on stabilizing streambanks, adding some roughness and aeration to the streambed, enhancing habitat, and adding or enhancing native buffers in the stream corridor.

In consultation with the cities of Brooklyn Center and Brooklyn Park, Staff developed 30% conceptual plans for the restoration of this segment. They anticipate that the nature of the work will be very similar to the other reaches that have been completed; however, some segments of the reach are experiencing severe erosion that will require more stabilization. Three concepts were considered, including lining the stream with boulder toe; using native vegetation to restore and stabilize the streambanks; and using some riprap and root wads to slightly re-meander the stream within its existing valley. Because these improvements address impairments to the stream, this project would fall under the Commission's revised cost share policy whereby the Commission would fund the cost of Load Allocation reduction projects 100%. This project is currently on the CIP in 2020 for \$400,000.

At the August meeting the Commission approved a Clean Water Fund grant application be submitted for this project. With an updated project cost of \$410,000, the grant request is \$328,000 and the Commission's match is \$82,000.

C. Bass and Pomerleau Lakes Alum Treatment. Good responses from the May alum treatments have been reported.

D. Final reports for the **Twin Lake Carp Management** and **Biochar and Iron-Enhanced Sand Filter** projects will be available at the October meeting.



E. Staff reported that the **Crystal Lake Management Plan** has received EPA approval.

XI. Communications.

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

B. **Letter of support** from the West Mississippi Commission to the City of Brooklyn Park for the River Park project.

XII. Other Business.

The terms of representatives from **Champlin** and **Minneapolis** expired January 31, 2019. Staff have not received updated appointments as of this date. **The Commissioner positions from the City of Brooklyn Park and Minneapolis have become vacant and new representatives must be appointed by those cities.**

XIII. Adjournment. There being no further business before the Commissions, the joint meeting was adjourned at 1:40 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Judie A. Anderson". The signature is written in a cursive style.

Judie A. Anderson
Recording Secretary
JAA:tim

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