

**REGULAR MEETING MINUTES**

**AMENDED, See Item VI.B.**

**October 12, 2023**

(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 12:46 p.m. on Thursday, October 12, 2023, at Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN.

Present for Shingle Creek: David Mulla, Brooklyn Center; Greg Spoden, Brooklyn Park; Burt Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Ray Schoch, Minneapolis; Bill Wills, New Hope; John Roach, Osseo; Andy Polzin, Plymouth; and Wayne Sicora, Robbinsdale.

Present for West Mississippi: David Mulla, Brooklyn Center; Melissa Collins, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; and John Roach, Osseo.

Also present were: Mitch Robinson, Brooklyn Park; Randy Bergstrom and Mark Ray, Crystal; Derek Asche, Maple Grove; Bob Grant and Nick Macklem, New Hope; James Kelly, Osseo; Amy Riegel, Plymouth; Wendy Scherer, Robbinsdale; Todd Shoemaker and Katie Kemmitt, Stantec; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS.

**II. AGENDAS AND MINUTES.**

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

Motion by Jaeger, second by Collins to approve the **West Mississippi agenda**. \* Motion carried unanimously.

Motion by Schoch, second by Spoden to approve the **minutes\* of the September 14, 2023, regular meeting and public hearing**. Motion carried unanimously.

Motion by Roach, second by Jaeger to approve the **minutes\* of the September 14, 2023, regular meeting and public hearing**. Motion carried unanimously.

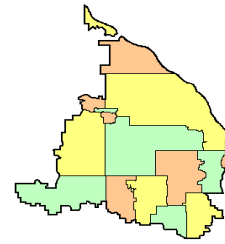
**III. FINANCES AND REPORTS.**

A. Motion by Schoch, second by Spoden to approve the Shingle Creek **October Treasurer's Report\* and claims** totaling \$73,890.38. Voting aye: Mulla, Spoden, Orred, Jaeger, Schoch, Wills, Roach, Polzin, and Sicora; voting nay: none.

B. Motion by Jaeger, second by Butcher to approve the **West Mississippi October Treasurer's Report\* and claims** totaling \$15,167.56. Voting aye: Mulla, Collins, Butcher, Jaeger, and Roach; voting nay: none.

**IV. OPEN FORUM.**

**V. OLD BUSINESS.**



**VI. NEW BUSINESS.**

**A. Highway 252/94 EIS Process.\*** During 2023, the cost to review and participate in the Highway 252/94 EIS process has cost both the [Shingle Creek Watershed Management Commission \(SCWMC\)](#) and the [West Mississippi Watershed Management Commission \(WMWMC\)](#) approximately \$12,000 each. These expenditures were not planned for in their 2023 budgets, so the “Project Review” line-item amounts of [\\$30,000](#) and [\\$25,000](#), respectively, have now been exceeded. Staff recommends increasing those line-item amounts to [\\$45,000](#) and [\\$40,000](#), respectively, to account for previous and upcoming costs to review the Highway 252/94 EIS.

As directed by the Commissions, Staff have led and coordinated review of the Minnesota Department of Transportation (MnDOT) Environmental Impact Statement (EIS) process for the proposed project. This long and linear project requires a more extensive project review than most conducted by the Commissions; therefore, they have directed Staff to be very involved in the EIS review process, especially given the magnitude and the potential environmental impacts of the project.

To date, Staff have led five Commission Subgroup meetings to discuss the Highway 252/I-94 project purpose and need, the Commissions’ role and authority, project updates and concerns, and selection criteria used to evaluate the project build alternatives. They have reviewed the EIS Scoping Document (SD) and Draft Scoping Decision Document (DSDD); attended virtual public meetings hosted by MnDOT; researched and recommended an approach to evaluate impacts on groundwater resources; and drafted two rounds of comments on behalf of the Commissions.

At the May joint Commission meeting, Staff noted the total review cost at that time and indicated that an increase to the Project Review budget may be necessary. Also at the May meeting, both Commissions directed Staff to continue their involvement through the EIS process.

The Final Scoping Decision Document (SDD) was released to Participating Agencies on October 2, 2023. For each Commission, the \$3,000 difference between costs incurred to date (\$12,000) and the requested budget increase (\$15,000) will be used to review the Final SDD and coordinate one or two meetings with the Commissions’ Subgroup.

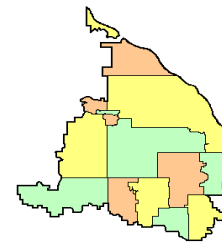
If approved, Staff suggest funding the \$15,000 Project Review increases using the Commissions’ unrestricted reserve accounts. At the end of 2022, the accounts had balances of [\\$69,260 \(Shingle Creek\)](#) and [\\$120,902 \(West Mississippi\)](#).

*Motion by Schoch, second by Mulla to approve the Shingle Creek transfer of funds as described above. Motion carried unanimously.*

*Motion by Butcher, second by Collins to approve the West Mississippi reallocation of funds as described above. Motion carried unanimously.*

**B. Project Review WM2023-04 Riverway Church, Champlin.\*** Construction of a church and parking lot on a 7.46-acre site located north of 117th Avenue North, east of Champlin Drive, and west of Highway-169. Following development, the site will be 39 percent impervious with 2.88 acres of impervious surface, an increase of 2.88 acres. The 2.88 acres of impervious includes 0.70 acres for building expansion and is accounted for in the stormwater management calculations. The complete project application was received on August 30, 2023.

Commission rules require the site to abstract 1.1 inches of runoff from new and reconstructed impervious area within 48 hours. The site is in the Drinking Water Supply Management (DWSMA) Emergency Response Area, which prohibits infiltration of stormwater runoff. The new, future, and reconstructed impervious



area on this site is 2.88 acres, which requires filtration of 20,932 cubic feet within 48 hours. The applicant proposes to construct a filtration basin and underground storage with a manufactured treatment device (MTD) at the outlet. A breakdown of the filtration volume requirements for the practices is provided below. The applicant meets Commission volume control requirements.

The amount of proposed impervious is 125,469 ft<sup>2</sup>.

Volume retention required for infiltration:

$$125,469 \text{ ft}^2 \times 1.1 \text{ inches} \times 1 \text{ ft}/12 \text{ inches} = 11,501 \text{ ft}^3$$

Volume retention required for filtration:

$$11,501 \text{ ft}^3 \times 1.82 \text{ credit factor} = 20,932 \text{ ft}^3$$

To comply with the Commission's water quality treatment requirement, the site must provide treatment so there is no net increase in TP or TSS from pre- to post-development land cover. Meeting the filtration requirement is considered sufficient to provide a similar level of treatment.

The applicant has provided sufficient information to show the filtration volume requirement is met. 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, 24-hour, and 100-year, 10-day critical storm event. A majority of the runoff from the site is routed to a filtration basin with the remaining to an underground system. The two systems outlet to an existing wetland that discharges northeast on Champlin Drive. The applicant meets Commission rate control requirements.

The erosion control plan includes a rock construction entrance, perimeter silt fence, silt fence surrounding filtration basin, inlet protection, rip rap at inlets, slope checks, and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.

The National Wetlands Inventory identifies two probable wetlands in the northeast half of the site. The onsite wetland delineation approved by the LGU (City of Champlin) identified one jurisdictional wetland. The applicant does not propose any impacts to the wetland. Wetland buffers a minimum of 20 feet in width and averaging 30 feet in width are provided. The applicant meets Commission wetland requirements.

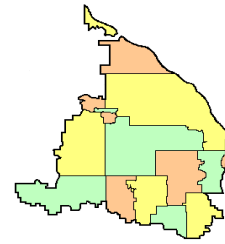
There are no Public Waters on this site. The applicant meets Commission Public Waters requirements. There is no FEMA-regulated floodplain on this site. The low floor elevations of the buildings are at least two feet higher than the high water elevation of the filtration basin according to Atlas 14 precipitation. The applicant meets Commission floodplain requirements.

The site is located in a Drinking Water Management Area and within the Emergency Response Area. Therefore, infiltration is not permitted. The applicant proposes alternative compliance under rule D.3(g)(2)(i). The applicant meets Commission drinking water protection requirements.

A public hearing on the project was conducted on August 16, 2021, as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

A draft Operations & Maintenance (O&M) agreement between the applicant and the City of Champlin was not provided.

Motion by Butcher, second by Collins to advise the City of Champlin that project WM2023-04 is approved with the following conditions:



1. Demonstrate by double ring infiltrometer or witness test that the filtration basin can meet the design filtration rate of 0.8 inches/hour.
2. Provide a complete O&M agreement between the applicant and the City of Champlin for all stormwater facilities on the project site. Consistent with the *MN Stormwater Manual*, operation and maintenance actions for the JellyFish unit shall satisfy Tier 2 requirements outlined in the Manual:
  - a. Evidence of a contract with a qualified vendor to conduct maintenance.
  - b. Expected maintenance intervals based on annual runoff volume and sediment loading to each device with a maximum maintenance interval of one year.
  - c. Expected filter media replacement interval.
  - d. Cost estimate for maintenance and replacement of the filter media.
3. Provide project-specific details for the JellyFish unit to verify HydroCAD calculations. The “site specific data requirements” are blank on the “Jellyfish JPPD0806 Standard Detail” exhibit.
4. Add a fourth access port to the north corner (near OCS-2) of the 48” underground system. An access port here provides easier access to the system outlet pipe.
5. Further, during their review, the Commissioners noted the site’s proximity to the Elm Creek Park Reserve and encourages City staff to work with the applicant to ensure that Minnesota's Endangered and Threatened Species law is followed. ~~other natural resources/endangered species approvals/protections (i.e., northern long eared bat, Blandings turtle, rusty patch bumblebee) are in place.~~

*Motion carried unanimously.*

## VII. WATER QUALITY.

Kemmitt provided an update\* and short presentation on 2023 activities for three grant-funded lake management projects: the Crystal Lake Management Plan (319 grant), Meadow Lake Drawdown and Management Plan (WBIF and CWF grant) , and the Bass Lake Vegetation Improvements (CPL grant).

**Crystal Lake Management Plan.** Water quality and carp reduction numbers were presented, as well as options for future management. Crystal Lake intensive monitoring and management began in 2020. Three years of carp removals and two alum treatments have occurred. Sampling to evaluate project success included vegetation surveys, sediment coring, and water quality monitoring.

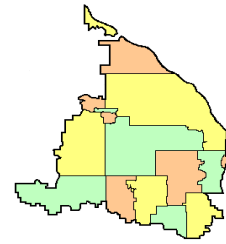
**Meadow Lake Drawdown and Management Plan.** Summer 2023 activities were summarized. Water quality and vegetation data following the spring alum and herbicide treatments were also presented. Meadow Lake underwent a full lake drawdown in 2021-2022. The lake has since received an alum treatment to reduce nutrients and an herbicide treatment to treat the aquatic invasive species curly-leaf pondweed.

**Bass Lake Vegetation Improvements.** A summary of the project and final vegetation survey data was presented. In 2022, staff and volunteers harvested and transplanted desirable vegetation species to Bass Lake to improve diversity of the aquatic plant community. They monitored the transplants and completed a lake-wide vegetation survey in 2023.

The presentation will be posted to the Shingle Creek website for future viewing.

## VIII. GRANT OPPORTUNITITES.

Applications are being accepted through November 14, 2023, for Hennepin County **Good Steward Grants**.\* Good Steward Grants are primarily for smaller projects that improve water quality, enhance natural areas and



promote environmental stewardship to the community. A typical grant amount is \$10,000 to \$20,000, with a maximum amount of \$25,000. All landowners are eligible to apply, including individuals, nonprofit and non-governmental organizations, local government agencies, and businesses.

**IX. EDUCATION AND PUBLIC OUTREACH.**

**A.** WMWA met on October 10, 2023, to discuss ongoing initiatives:

**1. Joint Education and Outreach Coordinator** Grace Barcelow presented work plans for two initiatives of focus over the coming year. The first is outreach and site improvements at Southgate Apartments in Bloomington adjacent to Smith Park and Smith Pond, contracting with Metro Blooms. This will be similar to the Partnership Grant projects in Shingle Creek at multi-family developments in Brooklyn Park spearheaded by Metro Blooms.

The second initiative is a focused outreach effort with faith-based communities on proper chloride management. This is part of the Low Salt No Salt strategy of building a grass-roots campaign to educate people where they worship and live so they can build demand for similar actions where they work and shop. Phase 1 of this campaign is to develop and implement chloride management plans at ten houses of worship in the five watersheds. Barcelow is currently accepting referrals to congregations that may want to participate and developing initial materials. She is especially looking for congregations with a strong sustainability or environmental mission. On-site consultations with congregation representatives and city staff will be scheduled for next spring. Following successful completion of Phase 1 by fall 2024, this program will be expanded to other strategic locations with a second round of congregations.

Staff and TAC members continue to discuss options for workshops or other projects within Shingle Creek/West Mississippi.

**2. Watershed Prep.** WMWA educator Jessica Sahu-Teli is continuing to provide classroom lessons this fall, which is usually not as busy as the spring. The number of students served is approaching pre-pandemic levels. As this program is growing in popularity and expanding beyond the 4<sup>th</sup>/5<sup>th</sup> grade into work with middle schools and sometimes high schools, WMWA may propose a budget increase for 2025. The program is currently funded at \$16,000 shared among four WMOs. As a side note, Sahu-Teli recently took on the challenge of working as a part-time education and outreach contractor with Freshwater Society focused on recruiting more K-12 students into water resources and watershed-related careers.

**B.** The **West Metro Water Alliance (WMWA)** will meet via Zoom at 8:30 a.m., November 14, 2023.

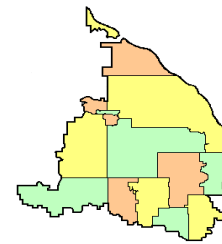
**X. COMMUNICATIONS.**

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

**B. October Staff Report.\***

**1. Highways 252/94 EIS Review.** The Federal Highway Administration (FHWA) and Minnesota Department of Transportation (MnDOT) released the Final Scoping Decision Document (SDD) to Participating Agencies on October 2, 2023. The Final SDD includes responses to public and agency comments received during the scoping comment period and identifies alternatives to be studied in the EIS. HDR, on behalf of FHWA and MnDOT will be hosting a virtual meeting on October 12, 2023, to provide an overview of the responses prepared as part of the Scoping Decision Document. Staff will attend that meeting, review the Final SDD, and then coordinate a meeting of the Commission subgroup to discuss the document and next steps.

**2. Meadow Lake.** Staff have worked with the Board of Water and Soil Resources (BWSR)



to extend the Meadow Lake Clean Water Fund Projects and Practices grant through the end of 2024, one year longer than originally planned. The grant extension will allow the Commission to spend more grant funds on monitoring and adaptive management. Staff collected post-alum treatment sediment cores on October 4th, 2023, to evaluate the impact of the alum treatment on sediment phosphorus release rate. Staff have also been collecting water quality data in September to supplement CAMP volunteer water quality monitoring.

**3. Eagle Lake Subwatershed Assessment.** The City of Maple Grove is working on a concurrent study of Cedar Island Lake. When completed, and with the Eagle Lake Subwatershed Assessment, Staff will have a better picture of inputs and impact of upstream lakes on Eagle Lake. They have prioritized potential projects based on water quality impact and cost and will be coordinating further with the City of Maple Grove to determine which project is recommended for 30% design.

**4. Gaulke Pond Subwatershed Assessment.** Stantec is evaluating the selected BMP location relative to the adjacent City drinking water reservoir. Following these efforts, an update will be provided to the TAC and final plans will be developed for acceptance by the Commission.

**5. Shingle Creek Brookdale Park Remeander.** Stantec and the City of Brooklyn Park are exploring a modified concept alternative based on community input received to-date. Stantec is compiling water quality/monitoring data, wetland permitting considerations, and access implications for MCES's sanitary sewer interceptor in consideration of a modified concept. The City will discuss this along with resident input at their November City Council meeting. Stantec and the City anticipate presenting a modified concept alternative to the community prior to progressing the project's preliminary design plans. The date of the next public meeting will be determined in November.

**6. Shingle Creek Trail Bank Stabilization and Fish Access Improvements.** Stantec and the City of Brooklyn Park are exploring a modified concept alternative based on community input received to-date. Stantec is compiling water quality/monitoring data, wetland permitting considerations, and access implications for MCES's sanitary sewer interceptor in consideration of a modified concept. The City will discuss this along with resident input at their November City Council meeting. Stantec and the City anticipate presenting a modified concept alternative to the community prior to progressing the project's preliminary design plans. The date of the next public meeting will be determined in November.

**7. Mississippi Riverbank Stabilization Feasibility Study.** City of Brooklyn Park and Hennepin County staff are contacting residents to gauge interest in additional study. From those who are interested, Staff will then select 5-6 properties to visit and evaluate erosion and potential solutions.

**8.** An addendum to the Staff Report includes the financial status of the grant and cost-share projects currently in progress.

**XI. OTHER BUSINESS.**

There being no further business before the Commissions, the joint meeting was adjourned at 2:21 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Judie A. Anderson".

Judie A. Anderson

Recording Secretary

JAA:tim

Z:\Shingle Creek\Meetings\Meetings 2023\October 12, 2023 Meeting\_Minutes.docx