



**Pioneer-Sarah Creek
Watershed Management Commission**

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**MINUTES
November 19, 2009**

1. CALL TO ORDER. A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order at 4:04 p.m., Thursday, November 19, 2009, by Chair Lisa Whalen at Independence City Hall, 1920 County Road 90, Independence, MN.

Present: Sylvia Walsh, Greenfield; Carole Peter, Independence; Brenda Daniels, Loretto; John Sweeney, Maple Plain; Don Johnston, Medina; Lisa Whalen, Minnetrista; James Kujawa, Hennepin County Department of Environmental Services (HCDES); and Judie Anderson and Amy LeMieux, JASS.

Also present: Brad Spencer, Independence.

2. AGENDA.* Motion by Daniels, second by Johnston to approve the Agenda. *Motion carried unanimously.*

3. CONSENT AGENDA.* Motion by Daniels, second by Johnston to approve the Consent Agenda.

a. Minutes of October meeting.*

b. Treasurer's Report and claims.*

Motion carried unanimously.

[Walsh and Sweeney arrived 4:10 p.m.]

4. OPEN/PUBLIC.

The Commission welcomed Walsh as the Greenfield Commissioner.

Whalen congratulated Spencer for winning election to the Independence City Council. Spencer expressed concern regarding the length of time taken to finish the Lake Sarah TMDL and requested the Commission's assistance in finding out where the process is with Three Rivers Park District. Whalen will contact Randy Lehr at Three Rivers Park District.

5. ACTION ITEMS.

Clean Water Legacy Grant Application for Loretto Creek Restoration Project.* The Cities of Loretto and Medina are requesting a partnership with the Commission to apply for a Board of Soil and Water Resources (BWSR) Clean Water Fund grant for the creation of a stormwater treatment wetland at the Loretto ball field. To be eligible for the grant, the Commission must be the listed applicant, administer the grant funds and complete reporting through the BWSR eLINK system. Up to five percent of the BWSR grant may be used to cover costs of administration and reporting. The cities will provide the 25% local match for the grant through cash and in-kind services. The Commission will not participate in the local match.

Motion by Johnston, second by Daniels to approve the Commission to be the applicant for this grant on the condition that an acceptable maintenance agreement for the pond/wetland is received by the Commission and that the engineering design and standards for the project meet Commission standards. *Motion carried.* Staff will send a letter to the cities and Bonestroo to inform them of the approval.

6. PROJECT REVIEWS. See Staff Report.

7. LOCAL PLANS. See Staff report.

8. EDUCATION.

a. Website Proposal. Staff met with five consultants and recommends Move One Degree,

LLC to redesign the website using a new Content Management System (CMS), LiveEdit™. The cost for redesign and moving current pages to the new website is \$1,500 plus \$33 per month for hosting and use of the CMS software. Motion by Peter, second by Johnston to approve redesign of the website through Move One Degree with \$750 paid in 2009 and \$750 paid in 2010. *Motion carried.*

[Kujawa arrived 4:25 p.m.]

b. 2010 Blue Thumb membership. Blue Thumb is an organization formed by the Rice Creek Watershed District to provide information and education about rain gardens to metro citizens. The organization includes trainers who provide workshops on the benefits of rain gardens, as well as other education resources including brochures and exhibit signage. Staff recommends membership in this program for 2010 with a donation of \$500 from the education budget to participate in the program. As a partner, the Commission's logo and website are included on the Blue Thumb website. Motion by Sweeney, second by Walsh to approve Staff's recommendation. *Motion carried.*

c. The Joint Education and Public Outreach Committee (EPOC) met on Tuesday, November 10, 2009. John Bilotta from Northland NEMO (Non-point Education for Municipal Officers) attended to discuss how NEMO might work with EPOC to educate city officials and staff.

The Joint EPOC continues to develop the West Metro Education and Outreach Plan. A final draft will be provided to the Commission for review and comment when it becomes available. When completed this plan is intended to meet the cities' NPDES and SWPPP education requirements.

The next meeting of the Joint EPOC is scheduled for 8:30 a.m., Tuesday, December 8, 2009, at Plymouth City Hall.

9. GRANT OPPORTUNITIES.

a. Pioneer-Sarah Creek SWAG Application.* If awarded, this grant would provide two years of funding for monitoring water bodies in the watershed for which little data is available. The Commission has budgeted funds for monitoring and/or TMDLs in 2010 and TRPD would also provide in-kind match for the grant. Further information will be available in January.

b. Whalen asked Staff to investigate a **DNR prevention grant** for signage re invasive species.

10. OTHER BUSINESS.

a. Correspondence.

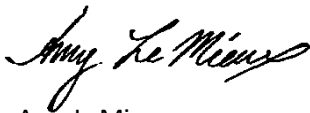
b. Staff will obtain **bond coverage** for the Commission by January 2010.

c. The Commission reviewed the **2009 Budget Projections**. Staff recommended \$7,500 to be encumbered for grant match pending results of the 2009 audit.

d. Upcoming Commission meetings. December 17 and January 21, 2010.

11. ADJOURNMENT. There being no further business, motion by Whalen, second by Daniels to adjourn. *Motion carried.* The meeting was adjourned at 5:29 p.m.

Respectfully submitted,



Amy LeMieux
Recording Secretary
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