



**Pioneer-Sarah Creek  
Watershed Management Commission**

ADMINISTRATIVE OFFICE: 3235 Fernbrook Lane N • Plymouth, MN 55447  
763.553.1144 • Fax: 763.553.9326 • judie@jass.biz • www.pioneersarahcreek.org

**REGULAR and PUBLIC MEETING AGENDA**

**January 18, 2018 • 6:00 pm**

**Maple Plain City Hall @ The Discovery Center  
5050 Independence Street, Maple Plain**

*The meeting packet can be found on the Commission's website:  
<http://pioneersarahcreek.org/pages/Meetings/>*

1. Call to Order.
2. Approve Agenda.\*
3. Consent Agenda.
  - a. November regular meeting minutes.\*
  - b. December Monthly Claims/Treasurers Report.\*
  - c. January Monthly Claims/Treasurer's Report.\*
4. Action Items. (See Staff Report.\*)
  - a. **Project Review 2018-01 Salem Trail Reconstruction, Greenfield.\***
  - b. Review of 2017 Work Plan.\*
  - c. BWSR Funding.\*
  - d. **2018 Cooperative Agreement with HCEE.\* The agreement amount remains the same – Technical Services \$23,000; Volunteer monitoring, including WHEP in 2018 = \$1,500, for a not to exceed total of \$24,500. Staff hourly rate went up 2.5%. Need approval for Chair to sign.**
5. Open Forum.
6. Old Business.
  - a. Updated CIP – Baker. (placeholder, future meeting)
    - 1) Request for projects from the member cities.
    - 2) Consider plan amendment when CIP has been completely updated.
7. New Business.
8. Staff Report.\*
  - a. **Contacted by Scott Walsh. LSIA etc. will be meeting w/DNR next week to discuss CLP 5-year spot-treatment program. Looking for grant support.**
9. Education.
10. Communications.
  - a. Rockford Wellhead Protection Plan.\*
11. Commissioner Reports.
12. Other Business.
  - a. Election of Officers occurs at February meeting.
  - b. Remind cities to submit 2018 appointments.
13. Adjournment. *(Next scheduled meeting-February 15, 2017)*

\* in meeting packet  
\*\*available at meeting



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*Capital Improvement Project List*

Year	Project	Project Name	Total Cost	Commission Share	Notes	
<b>2014-2015</b>	ME-1	Lake Ardmore infiltration basin	30,000	3,000	Complete	
	IN-1	Lake Sarah curlyleaf pondweed treatment	40,000	4,000	Complete	
	IN-2	Hydrologic restorations: HR 67, 68, 29, and 33	200,000	20,000	Infeasible	
	ME-2	Lake Independence curlyleaf pondweed treatment	122,000	12,200	Dropped No state funding	
			<b>Subtotal</b>	<b>\$392,000</b>	<b>\$39,200</b>	
<b>2016</b>	GR-3	Dance Hall Creek BMPs	200,000	10,000	Ongoing/opportunistic	
	GR-4	Feedlot improvements: Dance Hall Creek	35,000	1,750	Ongoing/opportunistic	
	GR-9	Buffer strips: Dance Hall Creek	35,000	1,750	Ongoing/opportunistic	
	GR-11	Control carp population: Lake Sarah and other lakes	10,000	500	TAC: Move to 2019	
	GR-11	Control carp population: other lakes	10,000	500	TAC: Combine/2019	
	IN-3	Lake Sarah curlyleaf pondweed treatment	32,000	3,200	Complete	
	IN-4	Gully restorations: GS50 (design)	120,000	12,000	Complete/Grant Rec'd	
	ME-4	Lake Ardmore neighborhood projects	80,000	8,000	Redundant with SWA/Remove	
			<b>Subtotal</b>	<b>\$522,000</b>	<b>\$37,700</b>	
	<b>2017</b>	IN-5	Lake Sarah curlyleaf pondweed treatment	26,000	2,600	Complete
IN-7		Raingardens in targeted areas	75,000	7,500	Opportunistic	
IN-9		Shoreline restoration – Sarah and Independence	125,000	12,500	Opportunistic	
GR-4		Feedlot improvements: Dance Hall Creek	35,000	1,750	Opportunistic	
GR-9		Buffer strips: Dance Hall Creek	35,000	1,750	Opportunistic	
			<b>Subtotal</b>	<b>\$296,000</b>	<b>\$26,100</b>	
<b>2018</b>	GR-3	Hafften, Schendel, Schwauppauff BMPs	100,000	10,000	Opportunistic	
	IN-6	Lake Sarah curlyleaf pondweed treatment	20,000	2,000		
	MP-6	South Ravine cleanup	260,000	26,000	More info needed	
			<b>Subtotal</b>	<b>\$380,000</b>	<b>\$38,000</b>	



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<b>2019-2020</b>	ME-5	Sediment sampling in Lake Independence	18,500	1,850	
	IN-8	Sediment sampling in Lake Sarah	12,000	1,200	
	IN-9	Shoreline restoration – Sarah and Independence	125,000	12,500	
	GR-4	Feedlot improvements	35,000	1,750	
	IN-2	Hydrologic restorations GS50 (install)	520,000	52,000	AKA Baker Park Ravine Sabalization
	ME-6	Tomahawk Trail wetland project	230,000	23,000	
		<b>Subtotal</b>	<b>\$620,500</b>	<b>\$60,300</b>	
<b>SPECIAL STUDIES</b>					
<b>2015</b>	MP-4	Ravine study	3,000	300	Complete
<b>2015</b>	ME-3	Lake Inde Subwatershed Assessment	15,000	1,500	Complete
<b>2018</b>	GR-1	Subw Assess-Hafften, Schendel, Schwauppaufl	20,000	1,000	
		<b>Subtotal</b>	<b>\$38,000</b>	<b>\$2,800</b>	
		<b>SUBTOTAL</b>	<b>\$2,248,500</b>	<b>\$201,300</b>	
<b>No Year Assigned</b>					
	CIP-7	Lindgren Lane Pond	100,000	10,000	
	CIP-8	Koch's/Mill's Creek Inlet Ponds (now HR 97 & 29)	200,000	20,000	
	CIP-11	Manure Management Cost-Share Projects	250,000	25,000	
	LO-1	Chippewa Road Drainage	21,000	2,100	
	LO-2	Creekview Road Drainage	21,000	2,100	
	LO-3	Retention Pond mapping and cleanup	10,000	1,000	
	LO-4	Ditch Cleaning at Ballpark	10,000	1,000	
	LO-5	Sediment Pond Cleanout	25,000	2,500	
	LO-6	Sediment Pond Cleanout	80,000	8,000	
	MP-1	Drainageway Cleaning –E of Budd	55,000	5,500	
	MP-2	Rock checks, Main St Ravine	23,700	2,370	
	MP-3	Washout, Main St Ravine	8,000	800	
	MP-5	North Ravine Cleanup	286,000	28,600	
		<b>Subtotal</b>	<b>\$1,089,700</b>	<b>\$108,970</b>	
<b>Other Related Local Projects, No Commission Contribution</b>					
	GR-2	Whisper Creek WWTP	<b>\$500,000</b>	<b>\$ -</b>	
<b>Potential New Projects for Addition to CIP</b>					
<b>2018</b>	IN-?	Kazin Wetland Restoration			
<b>2018</b>	ME1-5	Fern St Gully, Fern St IESF, Aspen Ave Pond Enlargement, Medina Boat Launch, Shoreline Resto & stabilization of channel between Ardmore and Independence			
<b>2019-20</b>	MI-1	South Whaletail Lake Alum Treatment			



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**TECHNICAL OFFICE:** 701 Fourth Street South, Suite 700, Minneapolis,  
MN 55415-1600 Phone: 612.348.7338 • Fax: 612.348.7338 •  
Email: james.kujawa@co.hennepin.mn.us

## **Salem Lane Reconstruction** **Greenfield, Projects 2017-0 #2018-01**

**Project Overview:** The city will be reconstructing 900 feet of Salem Lane at its easterly boundary with Corcoran. Two applications were received one for the wetland issues and one for the project itself. The Wetland issues involve; a) the wetland delineation submittal and review and b) Application for the BWSR Local Road Replacement Program. The project issues involve the review of; a) floodplain impacts and mitigation, and b) erosion and sediment controls. Stormwater rate and volume controls are not required because it is a linear road project with less than 1.0 acres of new impervious area.

**Applicant:** City of Greenfield, Attn. Ron Wagner. 3601 Thurston Ave., Anoka, MN 55303. Phone: 763-852-0478. Email: ronw@haa-inc.com

**Agent:** Kaci Fisher, Hakanson-Anderson Inc., 3601 Thurston Ave., Anoka, MN 55303. Phone: 763-852-0496. Email: [kacif@haa-inc.com](mailto:kacif@haa-inc.com)

### **Exhibits:**

- 1) PSCWMC Request for Plan Review and associated fees, received 1/8/18 (project) and 12/8/17 (wetland).
- 2) Wetland Information;
  - a. Joint Application Form for Activities Affecting Water Resources in Minnesota and wetland delineation report by Hakanson-Anderson dated 10/27/17.
  - b. ACOE General Permit RGP-004 MN
  - c. MN WCA Wetland Conservation act Notice of Application by PSCWMC dated 11/17/17.
- 3) Salem Lane Project Plans, by Hakanson-Anderson dated 7/3/17 with latest revision date of 10/13/17.
- 4) Floodplain cut/fill estimates by Hakanson-Anderson dated 1/10/18.
- 5) PSCWMC Project file 97-32, Land Core-Five Star Wetland Banking Plan.

### **Findings:**

- 1) A complete wetland application was received 12/8/17. The 60 day decision deadline per MN Statute 15.99 expires February 6, 2018
- 2) A complete project application was received 1/10/18. The 60- day decision deadline per MN Statute 15.99 expires March 11, 2018.

### **Wetlands**

- 3) BWSR and the LGU reviewed the wetland delineation and found the boundaries to accurate.
- 4) The City requested impacts to the wetland be replaced via the BWSR local road project wetland banking program. With the BWSR program, certain local road project that meet safety and maintenance criteria are exempt from the replacement requirements of the MN

WCA. Projects that meet this requirement can have BWSR replace the wetland impacts at no cost to the local road authority.

- 5) This project will impact 10,333 sq. ft. of wetland. The Technical Evaluation Panel and Commission staff determined the project is eligible for this program and provided said documentation to BWSR.
- 6) BWSR will replace the wetland impacts at a 2:1 ratio in wetland bank account #1628 in bank service area 7
- 7) The ACOE authorized permission for the project to proceed based on their General Permit RGP-004 MN conditions and the 2:1 BWSR wetland replacement plan.

Floodplain.

- 1) This project will impact the floodplain of Rush Creek in the Elm Creek Watershed.
- 2) The Commission flood plain rule requires compensatory storage for floodplain fill.
- 3) The site is considered in a Zone A floodplain. Zone A floodplains are areas designated within the 100-year floodplain, but no base flood elevation has been established.
  - a. Hakanson-Anderson estimated the 100 year elevation at 1004.0.
  - b. The quantity of new fill below the 100 year elevation is estimated at 2,600 cubic yard.
  - c. Staff determined excess floodplain mitigation occurred in this wetland basin on the north side of the road during a wetland banking project in 1997. That project approved upland area excavations adjacent to the wetland. The increase in floodplain storage from that project was 3,001cubic yards.
  - d. Because the wetland banking area is covered by an easement, the mitigation can be used to offset the fill from the Salem Lane Project.
  - e. Based on the engineering estimates 3001 cubic yards of storage was created from the wetland banking work. 2,600 cubic yards of fill will result from the road project. This leaves a net increase in flood storage for this basin of 401 cubic yards.

Erosion and Sediment Control Plans

- 1) A site specific E&SC plan is required for review and approval.

**Recommendation: Approval pending staff review and approval of the erosion and sediment control plan.**

Hennepin County Department of Environmental Services  
Advisor to the Commission



James C. Kujawa,  
Water Quality Specialist

January 18, 2018  
Date



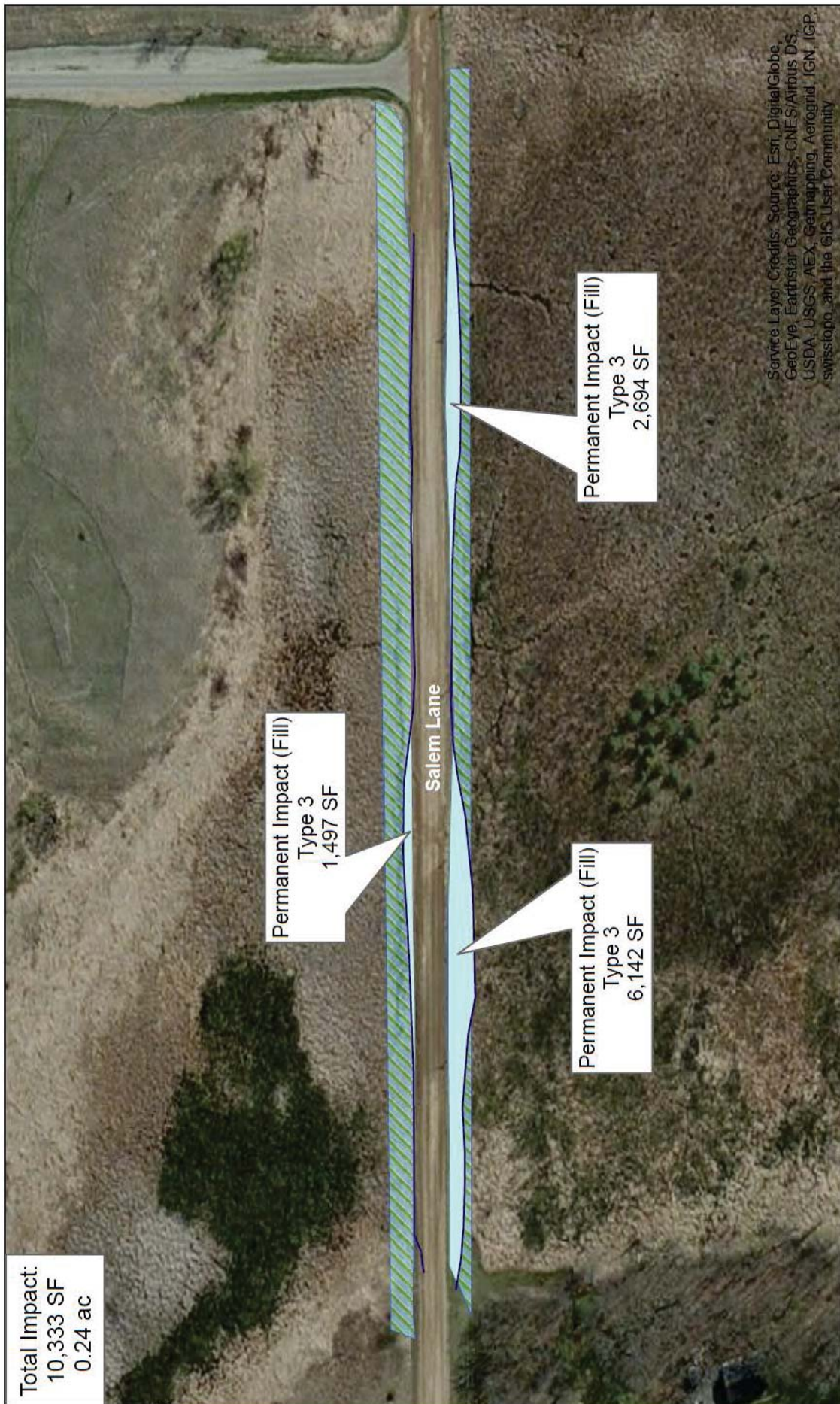
Salem Road Reconstruction (2018-01)

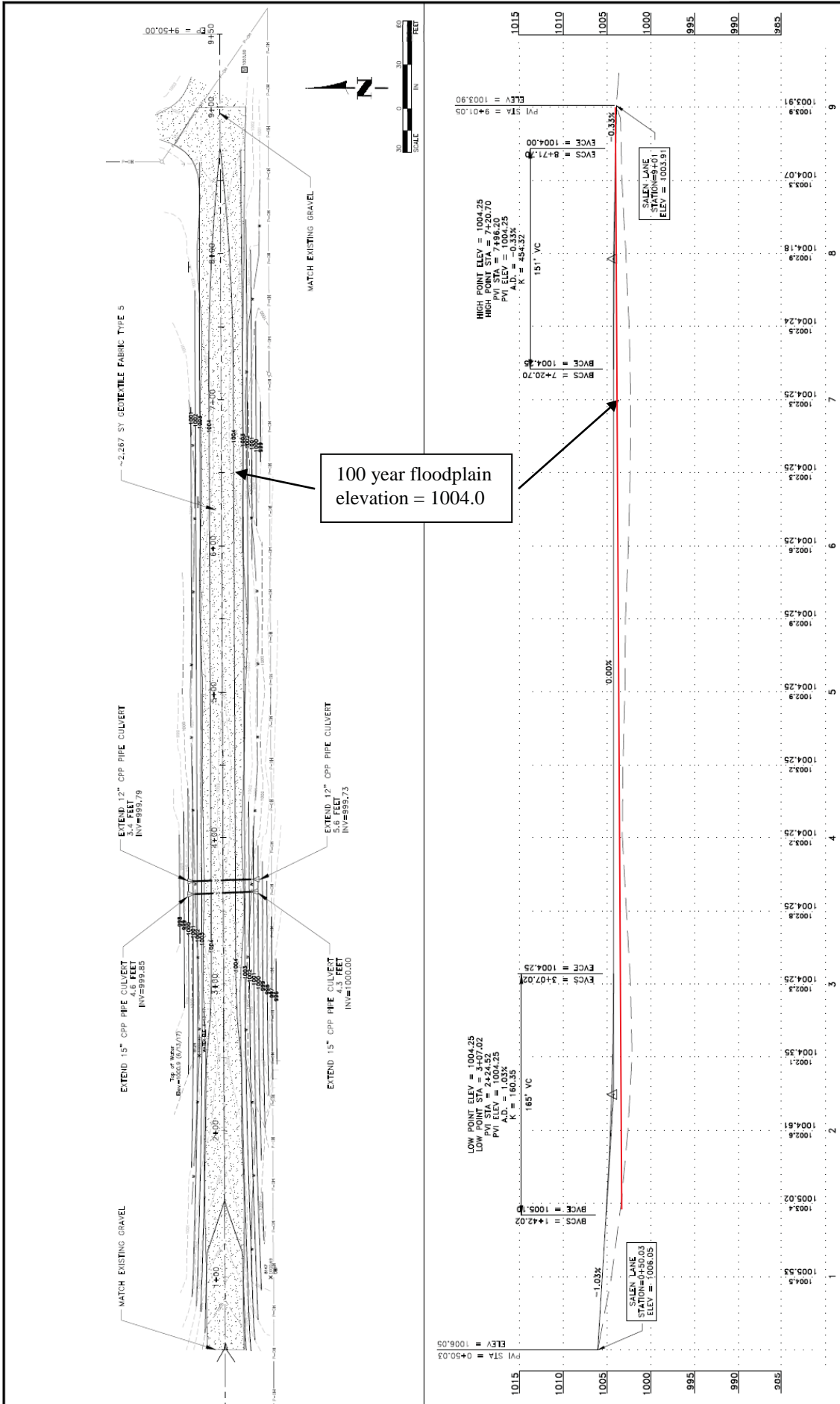
Greenfield

January 18, 2018











## COOPERATIVE AGREEMENT

THIS AGREEMENT made and entered into by and between the COUNTY OF HENNEPIN, STATE OF MINNESOTA, (COUNTY), A-2300 Government Center, Minneapolis, Minnesota 55487, on behalf of the Hennepin County Environment and Energy Department, 701 Fourth Avenue South, Suite 700, Minneapolis, Minnesota 55415-1600, (DEPARTMENT) and the Pioneer-Sarah Creek Watershed Management Commission, a joint-powers board organized under the Laws of the State of Minnesota, 3235 Fernbrook Lane, Plymouth, Minnesota, 55447, (COMMISSION).

### RECITALS:

WHEREAS, the COMMISSION and the COUNTY, wish to protect natural resources within the Pioneer-Sarah Creek watershed in Hennepin County, and

WHEREAS, the COMMISSION and the COUNTY benefit from a cooperative effort to protect these resources, and

WHEREAS, the COMMISSION wishes to retain the DEPARTMENT to provide technical services related to conservation promotion and education, technical assistance, monitoring, inventory and assessment and administrative services as set forth in the attached Exhibits, and

WHEREAS, the COMMISSION wishes to contribute to the volunteer monitoring programs and educational services performed by the DEPARTMENT in the Pioneer-Sarah Creek watershed, and

NOW, THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the COUNTY, on behalf of the DEPARTMENT, and the COMMISSION agree as follows:

#### 1. TERM AND COST OF THE AGREEMENT

The DEPARTMENT agrees to furnish technical services set forth in the attached Exhibits to the COMMISSION commencing January 1, 2018 and terminating December 31, 2018.

The DEPARTMENT, in collaboration with the COMMISSION, will designate qualified staff to serve as technical advisors to the COMMISSION. Other DEPARTMENT personnel will be called upon as appropriate to the nature of the work.

In full consideration for services under this Agreement, the DEPARTMENT shall charge the COMMISSION for actual wages and personnel costs as set forth in Section 2. Costs for services for activities detailed in the attached Exhibits include:

**Exhibit A: Technical Services: Not-to-exceed \$23,000**

**Exhibit B: Volunteer Monitoring/Educational Programs: Not-to-exceed \$1,500**

**Total 2018 Technical Service Agreement: Not-to-exceed \$24,500**

Any additional costs for extended work load after the "not-to-exceed" limit has been reached, special studies, or capital projects, must be set forth in a written amendment to this Agreement and will be billed on an hourly basis set forth in Section 2.

#### 2. BILLING RATES AND PAYMENT FOR SERVICES

- a) Services in Exhibit A are billed on an hourly basis at the rate of \$24.20 - \$71.09 per hour, based on personnel and task.

Professional Engineer, Water Resources	\$71.09 per hour
Sr. Environmentalist, Water Resources	\$62.71 per hour
Environmentalist, Information Writer & Tech. Asst.	\$57.00 per hour
Planning Analyst	\$33.32 per hour
Engineering Technician	\$24.20 per hour

b) Payment for services shall be made directly to the DEPARTMENT after completion of the services upon the presentation of a claim in the manner provided by law governing the COUNTY'S payment of claims and/or invoices. The DEPARTMENT shall submit an invoice for services provided in Exhibit A on a quarterly basis, while services in Exhibit B will be billed on an annual lump sum basis in December. Payment shall be made within thirty-five (35) days from receipt of the invoice.

i. Any capital equipment or material expenses purchased as part of this Agreement shall be pre-approved by the COMMISSION, be billed as they are accrued, and shall be the property of the COMMISSION.

3. EQUAL EMPLOYMENT OPPORTUNITY- CIVIL RIGHTS

During the performance of this Agreement, the COUNTY agrees to the following:  
 No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance, criminal record, creed or national origin, be excluded from full employment rights in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provisions of and all applicable federal and state laws against discrimination including the Civil Rights Act of 1964.

4. STANDARDS

The COUNTY shall comply with all applicable Federal and State statutes and regulations as well as local ordinances now in effect or hereafter adopted. Failure to meet the requirements of the above may be cause for cancellation of this contract effective the date of receipt of the Notice of Cancellation.

5. INDEPENDENT CONTRACTOR

It is mutually understood that the DEPARTMENT acts as an independent contractor. The DEPARTMENT shall select the means, method, and manner of performing the services herein. DEPARTMENT employees shall not be considered to be either temporary or permanent employees of the COMMISSION.

6. INDEMNIFICATION

The COUNTY and the COMMISSION mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless for any and all damages, liability or cost (including reasonable attorneys' fees and costs of defense) arising from their own negligent acts, errors or omissions in the performance of their services under this agreement, to the extent each party is responsible for such damages and losses on a comparative basis of fault. Parties agree to provide proof of contractual liability insurance upon request. This paragraph does not diminish, with respect to any third party, any defense, immunity or liability limit that the COUNTY or the COMMISSION may enjoy under law.

7. DATA PRACTICES

All data collected, created, received, maintained, or disseminated, or used for any purpose in the course of the COUNTY's performance of the Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (MGDPA) and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, which may include the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and/or the Health Information Technology for Economic and Clinical Health Act (HITECH), adopted as part of the American Recovery and Reinvestment Act of 2009. The COUNTY agrees to abide by these statutes, rules and regulations and as they may be amended.

18. MERGER AND MODIFICATION

- a) The entire Agreement between the parties is contained herein and supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.
- b) Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties. The express substantive legal terms contained in this Agreement including but not limited to the License, Payment Terms, Warranties, Indemnification and Insurance, Merger and Modification, Default and Cancellation/Termination or Minnesota Law Governs may not be altered, varied, modified or waived by any change order, implementation plan, scope or work, development specification or other development process or document.

9. DEFAULT AND CANCELLATION

Either the COUNTY or the COMMISSION may terminate this Agreement with or without cause by giving the other party forty-five (45) days written notice prior to the effective date of such termination. If the COMMISSION terminates this Agreement, it may specify work to be performed by the COUNTY before termination is effective and shall pay the COUNTY for services performed by the COUNTY up to the time specified for termination. If the COUNTY terminates the Agreement, it will not be compensated for part completion of a task except to the extent part completion has value to the COMMISSION.

10. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

All property of the COMMISSION used, acquired or created in the performance of work under this Agreement, including documents and records of any kind, shall remain the property of the COMMISSION. The COMMISSION shall have the sole right to use, sell, license, publish, or otherwise disseminate any product developed in whole or in part during the performance of work under this Agreement.

11. CONTRACT ADMINISTRATION

In order to coordinate the services of the DEPARTMENT with the activities of the COMMISSION so as to accomplish the purposes of this Agreement, Karen Galles, Supervisor, Land and Water Unit, or her/his successor, shall manage this Agreement on behalf of the Department and serve as liaison between the COUNTY and the COMMISSION. COMMISSION

will designate in writing to the DEPARTMENT the name and telephone number of the person responsible for managing this contract on behalf of the COMMISSION.

12. AMENDMENTS TO AGREEMENT

This Agreement may be amended as agreed to by the COMMISSION and COUNTY in the form of an agreement amendment executed by both parties.

13. NOTICES

Any notice or demand which must be given or made by a party hereto under the terms of this Agreement or any statute or ordinance shall be in writing, and shall be sent registered or certified mail. Notices to the COUNTY shall be sent to the County Administrator with a copy to the originating Department at the address given in the opening paragraph of the Agreement. Notice to the COMMISSION shall be sent to the address stated in the opening paragraph of the Agreement.

14. MINNESOTA LAWS GOVERN

The Laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the herein parties and their performance. The appropriate venue and jurisdiction for any litigation hereunder will be those courts located within the County of Hennepin, State of Minnesota. Litigation, however, in the federal courts involving the herein parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.



**COUNTY ADMINISTRATOR AUTHORIZATION**

Reviewed by the County Attorney's Office

COUNTY OF HENNEPIN  
STATE OF MINNESOTA

\_\_\_\_\_  
Assistant County Attorney

By: \_\_\_\_\_  
David J. Hough, County Administrator

By: \_\_\_\_\_  
Assistant County Administrator - Public Works

Date: \_\_\_\_\_

**Recommended for Approval**

By: \_\_\_\_\_  
Director, Environment and Energy Department

Date: \_\_\_\_\_

**PIONEER-SARAH CREEK WATERSHED  
MANAGEMENT COMMISSION**

The COMMISSION certifies that the person who executed this Agreement is authorized to do so on behalf of the COMMISSION as required by applicable articles, bylaws, resolutions or ordinances.\*

Printed Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

\* COMMISSION shall submit applicable documentation (articles, bylaws, resolutions or ordinances) that confirms the signatory's delegation of authority. This documentation shall be submitted at the time COMMISSION returns the Agreement to the County. Documentation is not required for a sole proprietorship.

## EXHIBIT A

### 2018 WATERSHED GENERAL TECHNICAL ASSISTANCE

#### TASKS

The Hennepin County Environment and Energy Department (DEPARTMENT) will provide Pioneer-Sarah Creek Watershed Management Commission (COMMISSION) with a variety of technical assistances in support of its Watershed Management Plan and Lake Independence and Lake Sarah TMDLs.

Services are delivered on a time and materials basis, with a not-to-exceed amount of listed in Section 1 of this Agreement, except as may be authorized via separate work order or agreement amendment approved prior by both parties.

**1. Meeting attendance**

As requested by the COMMISSION, DEPARTMENT staff will attend regular Board and technical advisory committee (TAC) meetings and advise the COMMISSION regarding other technical issues that may come before the COMMISSION.

**2. Site plan reviews**

Per the request of the COMMISSION, DEPARTMENT staff will review site development plans for compliance with Pioneer-Sarah Creek watershed, state and federal requirements for erosion and sediment control, stormwater management, wetlands and floodplain protection. Prepare and present recommendations regarding plan approvals for the COMMISSION.

**3. Respond to inquiries from the public**

The DEPARTMENT staff will provide applicants with information regarding COMMISSION requirements.

In addition, at the request of the COMMISSION, DEPARTMENT staff will assist landowners within the Pioneer-Sarah Creek watershed who contact COMMISSION for conservation program information and/or technical assistance.

**4. Design and contractor assistance**

At the request of the COMMISSION, DEPARTMENT staff will provide technical assistance regarding the design, implementation and performance of projects and practices initiated by the COMMISSION and oversee work performed by the COMMISSION engineering consultants.

## EXHIBIT B

### 2018 VOLUNTEER MONITORING PROGRAMS AND EDUCATIONAL SERVICES

#### TASKS

The Hennepin County Environment and Energy Department (DEPARTMENT) will provide Pioneer-Sarah Creek Watershed Management Commission (COMMISSION) with a variety of volunteer monitoring and environmental education and outreach oversight in support of its Watershed Management Plan and Lake Independence and Lake Sarah TMDLs.

Services are delivered on a time and materials basis, with a not-to-exceed amount listed in Section 1 of this Agreement, except as may be authorized via separate work order or agreement amendment approved prior by both parties.

**1. Coordination of volunteer monitoring programs**

The DEPARTMENT staff will coordinate the following volunteer water quality monitoring programs in the Pioneer-Sarah Creek Watershed: River Watch and/or Wetland health Evaluation.

**2. Volunteer Outreach**

The DEPARTMENT staff, in collaboration with COMMISSION, will work to find school groups and/or adult volunteers to monitor up to two (2) designated sites for the River Watch and or Wetland Health Evaluation program within the Pioneer-Sarah Creek Watershed.

**3. Volunteer monitor training and oversight**

As part of the volunteer programs, DEPARTMENT staff will coordinate and offer training for each programs' monitoring and provide continual assistance in sample collection and identification.

**4. Data quality assurance**

The DEPARTMENT staff will provide all quality assurance checks on field and invertebrate data for the River Watch and Wetland Health Evaluation programs.

**5. Reporting**

Following the year's monitoring and compilation of collected data, DEPARTMENT will prepare an annual report of monitoring results and to COMMISSION.

**6. Costs**

- a) ***River Watch Program/Wetland Health Evaluation Program:*** The COMMISSION shall pay the DEPARTMENT \$750.00 per site for monitoring up to two (2) sites as part of the 2018 monitoring programs for data and educational services. Fees will be used to cover all training, equipment and transportation for the students to and from the site, Quality Assurance/Quality Control, reporting and presentations as requested. The total amount of work authorized by this Agreement for monitoring and educational services associated with the River Watch/Wetland Health Evaluation Program shall not-exceed one thousand five hundred dollars (\$1,500.00).

In 2018 the total for providing a variety of volunteer monitoring and environmental education and outreach oversight shall not-exceed one thousand five hundred dollars (\$1,500.00).

