

**REGULAR MEETING MINUTES
January 19, 2017**

1. CALL TO ORDER. A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order at 6:00 p.m., Thursday, January 19, 2017, by Vice Chair Joe Baker at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Tom Cook, Greenfield; Joe Baker, Independence; Brenda Daniels, Loretto; John Fay, Maple Plain; Mike McLaughlin, Medina; Shannon Bruce, Minnetrista; James Kujawa and Kirsten Barta, Hennepin County Environment and Energy (HCEE); Rich Brasch and Brian Vlach, Three Rivers Park District (TRPD); and Judie Anderson and Amy Juntunen, JASS.

Also present: Scott Johnson and Pat Wulff, Medina; and Dominic Broda, Maple Plain.

2. AGENDA.* Motion by Cook, second by McLaughlin to approve the revised agenda as presented. *Motion carried unanimously.*

3. CONSENT AGENDA. Motion by Cook, second by Daniels to approve the consent agenda with the additional claim to Auto-Owners Insurance. *Motion carried unanimously.*

a. November 17, 2016 Meeting Minutes.*

b. Monthly Claims/Treasurer's Report.* Monthly claims total \$10,095.83 including the additional claim listed below.

1) Auto-Owners Insurance Officer Bond \$257.00

4. ACTION ITEMS.

5. OPEN FORUM. Barta met with four County Board Commissioners this morning. The Board is supportive of deferring any issues with properties non-compliant with the **buffer law** back to the state for enforcement. The Board is also supportive of not adding any further waters to the DNR list. Letters have been sent to questionable and non-compliant owners and site visits are planned for late winter to avoid disturbing planting or other operations. The Board of Soil and Water Resources (BWSR) will be responsible for instituting fines for non-compliant properties.

Cook requested a map of all non-compliant properties in Greenfield, particularly the Dance Hall Creek subwatershed since there may be opportunities to incorporate BMPs to alleviate phosphorus loading and flooding issues while working towards compliance. The City would like to address those owners where possible.

6. OLD BUSINESS.

7. NEW BUSINESS.

a. Annual Work Plan. As a requirement of Rule 8410, the Commission must create an annual work plan describing planned activities to comply with the Watershed Management Plan. The Commission must also review their work plan at the conclusion of each year to assess work completed and include the review in the Annual Report.

1. 2016 in Review.* The review is a brief overview and information on some programs is not available yet. More detail will be provided in the Annual Report. Commissioners were requested to review the 2016 work plan provided and submit comments prior to February 5. An updated document will be included in the February meeting packet.

b. Greenfield Membership in PSC.* Cook provided history for new members. Greenfield is the

Greenfield • Independence • Loretto • Maple Plain • Medina • Minnetrista

*Included in meeting packet.

second largest member, regarding dues, of the Commission. The Commission dues are 2.8% of the City's annual budget and the City is located in three separate watersheds, though it is not a member of any other watershed organization. There is a vocal group in the City upset with the high fees and perceived lack of action for the cost. The document included in the meeting packet outlines options for the City if the Council chooses to leave Pioneer-Sarah Creek. The Council has not made any recommendations other than cutting costs and exploring options.

Cook presented different membership dues options, including creating a flat rate for all cities to contribute for operating costs. This would reduce Greenfield's cost, but substantially raise costs for other members. Another option is to request being combined with the Elm Creek Commission which would reduce costs for all Pioneer-Sarah Creek members, but would require acceptance by Elm Creek. Any changes to the structure of membership dues would require re-writing the JPA.

Commissioners from Medina, Loretto, and Minnetrista stated that their city would not be interested in pursuing a merger with Elm Creek, changes to the member dues structure of the Commission, or re-writing the JPA at this time. Greenfield has the best opportunity to use project dollars and the best potential phosphorus reductions of the member cities. This is also an opportunity for the City to bring projects to the Commission for a match of up to 25%. This is an incentive for the City to submit projects and recoup some of the membership dues.

Cook requested a work session prior to the regular February meeting for further discussion. Staff is not required to attend the work session. Daniels, Baker and Bruce noted their willingness to participate in the work session. Anderson will provide some topics for Cook to research for the work session.

c. Call for CIPs. Staff will contact member cities to solicit revisions and additions to the Commission CIP for consideration at the March meeting of the TAC. Submissions are due by March 6. The CIP list incorporated in the Watershed Management Plan will be reviewed for projects that were to be completed in or before 2017. The list will be updated to include actual spending on projects. Most projects that were listed for completion in prior years that have not been acted upon were discovered to have issues that can be detailed to explain why the project had not moved forward. That information will also be updated.

The TAC has received five projects from Medina resulting from the Ardmore SWA. All cities need to review their projects and submit new projects through the documented CIP process for consideration. Commissioners are requested to speak with their Councils and City Staff to determine priorities and commitments for projects in 2017 and also future years. No City is exempt from this process. After the TAC review, the CIP will be submitted for Commission approval and Council review. Anderson will send the CIP process documentation to Fay. If no projects are submitted, other than those already received from Medina, the TAC will not meet. If more projects are submitted than funding allows, the TAC will prioritize the projects for funding.

The TAC consists of Brasch, Kujawa, and Ed Matthiesen of Wenck Associates. Cities are encouraged to have their City Engineer or Public Works Director attend the TAC meeting and provide input/feedback on projects and priorities. A notice of the TAC meeting will be sent to City Administrators with a request that each City name a TAC member. Commissioners are encouraged to speak with their Administrators and Clerks to ensure the correct person is identified to serve on the TAC.

Projects completed that were not on the CIP will be included in the Annual Activity Report to ensure recognition for completing all qualifying projects and studies.

8. STAFF REPORT.*

a. MS4 Reports are due in March. Staff will work with member cities to provide information needed by the City to complete the report.

b. A memo on a **Commission Facebook page** was included in the meeting packet. Motion by McLaughlin, second by Daniels to budget \$1,000 from the Education and Outreach budget to create and maintain a Commission Facebook page for 2017. *Motion carried, Baker abstaining.*

c. TMDL/WRAPS Update. The TMDL and WRAPS reports have passed the informal review by BWSR.

Brasch will work with Staff to ensure the reports are posted and accessible on the website.

d. **Baker Park Ravine Project.** A meeting should be scheduled to discuss the next steps for this project. Attendees should include Baker, McLaughlin, Kujawa, Brasch, Ed Matthiesen, and the new manager at Baker Park. The discussion would focus on scheduling, how the \$500,000 project will be financed, and review results of the sediment cores to determine internal loading compared to the original TMDL to determine reductions from the project. Brasch will send out a notice and the meeting will likely be held in the second week of February.

e. The **Carp project** on Spurzem and Ardmore is through the initial assessment phase. Next steps are determining how to reduce the carp populations. Brasch may submit a CIP request for that portion of the project.

f. Kujawa met with County Commissioners regarding the **buffer law** going into effect November 1, 2017 and with Ed Matthiesen regarding the **Koch property**. Ownership of the parcel is unknown. Staff is looking for landowner information around that drainage area. Kujawa met with Windsong Golf regarding their expansion plans. No formal plan has been submitted for review yet.

Hennepin County has not officially approved the **Greenfield Park project**, and may be interested in expanding the scope of the project to include native/pollinator plantings in the park with educational signage. The County Commission will review the grant application next week. The County funded five Opportunity grants out of five applications. Opportunity grants can be used as a match for Clean Water Partnership and other grants.

9. EDUCATION.

10. COMMUNICATIONS.

a. **Steinke Dairy Water Quality Improvement Project.*** Karl Hakanson worked with the landowner to create the project, which gave the ability to scrape the feedlot daily to clean up manure, preventing 750 lbs/year of phosphorus reaching into a wetland adjacent to the feedlot. The next process may be manure storage, though it is a difficulty since the barn is next to the wetland. This is a good example of a project with low cost and high reductions.

b. **USDA Regional Conservation Partnership Program.*** Informational item.

11. COMMISSIONER REPORTS.

a. **Fay** shared his background and experience in a large lake association in Douglas County.

b. **Baker** will remain focused on the Baker Park Ravine and Koch property projects.

c. **Bruce** shared her background and experience with the Colorado Water Congress. Minnetrista may have a project to submit to the CIP.

d. **Cook, Daniels and McLaughlin** had nothing additional to report.

12. OTHER BUSINESS.

a. All **2017 Commissioner Appointments** have been received.

b. **Annual appointments** of the bank, newspaper, etc, will be made at the February meeting.

c. **Election of Officers** will occur at the February meeting. Officers will take their positions at the March meeting.

d. **Solicitation of Interest proposals** for technical, wetland, legal and administrative consultants was published in the January 17 edition of the *State Register*. Responses are requested by February 8, 2017.

e. The **next meeting** is scheduled for February 16, 2017.

13. **ADJOURNMENT.** There being no further business, motion by McLaughlin, second by Daniels to adjourn. *Motion carried unanimously.* The meeting was adjourned at 8:59 p.m.

Respectfully submitted,



Amy Juntunen
Recording Secretary
AAJ:tim

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