

**REGULAR MEETING**  
**Minutes**  
**March 17, 2022**

**1. CALL TO ORDER.** A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order via Zoom at 6:10 p.m., Thursday, March 17, 2022, by Chair Joe Baker.

Present: Mark Workcuff, Greenfield; Joe Baker, Independence; Caitlin Cahill, Maple Plain; Joel Settles, Medina; John Tschumperlin, Minnetrista; Kris Guentzel and Paul Stewart, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); Andrew Vistad, Hakanson-Anderson; and Amy Juntunen, JASS.

Also Present: Scott Johnson, Medina.

**2. AGENDA.** Motion by Tschumperlin, second by Cahill to approve the agenda\* as presented. *Motion carried unanimously.*

**3. CONSENT AGENDA.** Motion by Tschumperlin, second by Cahill to approve the Consent Agenda as presented.

**a. February Regular Meeting Minutes.\***

**b. March Treasurer's Report/Monthly Claims \* totaling \$2,210.96**

*Motion carried unanimously.*

**4. OPEN FORUM.**

**5. ACTION ITEMS.**

**a. 2022-02 Huotari Residence, Independence.\*** This is an after-the-fact review of a residential dwelling. It was originally constructed with the driveway going through a wetland. The homeowner has been required to move the driveway north 50-75 feet to avoid the wetland, provide erosion and sediment control between the old and new driveways, and restore the wetland. Staff recommends approval. Because the work was started prior to review, this project is subject to the doubling of fees. Motion by Cahill, second by Tschumperlin to approve project 2022-02 subject to the receipt of outstanding project review fees. *Motion carried unanimously.* Vistad will check the review fee schedule to determine if the total fee should be \$550 or \$600.

**b. 2022 Work Plan.\*** Motion by Settles, second by Workcuff to approve the 2022 Work Plan as presented. *Motion carried unanimously.*

**c. Fee Schedule Revision.\*** Because the Commission has released WCA LGU responsibilities to the cities, the fee schedule has removed references to wetlands to avoid confusion for applicants. There were minor updates to add dollar signs as well. Motion by Tschumperlin, second by Cahill to approve the fee schedule revisions as presented. *Motion carried unanimously.*

**d. Rules and Standards Revision.\*** In 2021, the Minnesota Pollution Control Agency (MPCA) issued a new Municipal Separate Storm Sewer System (MS4) Phase II general permit to Minnesota cities. An individual MS4 Phase II permit requires a city to develop and implement a stormwater pollution prevention program to reduce the discharge of pollutants from their storm sewer systems. Most member communities in the Pioneer-Sarah Creek Watershed Management Commission are MS4 Phase II permit holders.

The revised MS4 Phase II permit requires:

1. For non-linear projects, treatment of the amount of 1.0-inches of runoff from new and fully reconstructed impervious surfaces.
2. For linear projects, treatment of a) 1.0-inches of runoff from the new impervious surface or b) 0.50-inches of runoff from new and fully reconstructed impervious surfaces, whichever is greater.

The current watershed rules as defined by the Pioneer-Sarah Creek Watershed 2020 Fourth Generation Watershed require applicants to provide water quality treatment for 1.1 inches of runoff from the net new impervious surfaces when disturbance is over 1 acre. The Commission will maintain this abstraction volume that is above what is required as part of the MS4 permit.

Staff propose to revise the Commission's rules to align with the MS4 Phase II permit requirements. These proposed revisions will have the greatest impact to redevelopment, including public works projects (i.e., road projects) and will have negligible impact to new construction projects on greenfield sites. It is important to the Commission's member cities that its rules be aligned with their MS4 Phase II permit requirements so as to be at least as stringent as those of its member cities and to create consistency in the project review process.

Motion by Cahill, second by Tschumperlin to approve the revisions as presented. *Motion carried unanimously.*

**e. Water Appropriations Permitting Changes.\*** A water appropriation permit application received in 2021 highlighted changes needed in the rules and the application form. Because monitoring surface water elevation for every water body in the watershed is infeasible, the rules have been changed to use the DNR draught condition stating that non-essential appropriations shall be suspended when the river gauge located at Rockford, MN drops below 42 CFS for a period of 120 Hours. The application form was updated to include the applicant's email, pump size and capacity. Motion by Settles, second by Workcuff to approve the changes as presented. *Motion carried unanimously.*

**f. Project Review Application Changes.\*** As a result of releasing LGU responsibilities for WCA, the application was revised to remove WCA references. A city review signature was also added because the cities are supposed to have received the project review prior to the Commission. The email address on the form was changed to amy@jass.biz for submissions. Motion by Tschumperlin, second by Settles to approve the project review application as presented. *Motion carried unanimously.* The website will be modified to change the email address as well.

**g. Hennepin County Cooperative Agreement.\*** The 2022 Agreement includes a not-to-exceed \$10,000 for staff time for outreach to watershed residents. The other line items include WBIF funds for projects. Motion by Settles, second by Workcuff to approve the Agreement as presented. *Motion carried unanimously.*

**h. Annual Appointments.** . Motion by Cahill, second by Baker to appoint the following for 2022: Official Newspaper, *Crow River News*; Official Depositories, US Bank and the 4M fund; Deputy Treasurer, Amy Juntunen; and Auditor, Johnson & Co., Ltd. *Motion carried unanimously.*

**6. OLD BUSINESS.**

**7. NEW BUSINESS.**

**a. CIP Review.\*** A feasibility study for the Whaletail alum treatment is planned for April 2022 with an expectation to apply for a Clean Water Fund (CWF) grant by August. Depending on alum pricing, the Commission/City share listed on the CIP could increase by about 10%.

The Lake Sarah alum treatment has been added in 2025 but a CIP application has not yet been received. The estimated costs listed on that item are likely to increase. Feasibility studies for CIP projects will solidify the amounts listed on the CIP for Commission and City consideration.

**b. Proposed Staff/TAC Meeting Frequency.** Staff requested an increase in meeting frequency from 1-2 meetings per year to 6-11 meetings. Commissioners agreed that output from the last two meetings has been impressive and agreed to allow more TAC meetings as necessary to move projects forward. City involvement on the TAC is expected.

**c. Proposed 2023 Budget.\*** Tscumperlin and Baker volunteered to work with Staff on the 2023 budget process at a separate Committee meeting, date to be determined. Other Commissioners are welcome to attend. The meeting will be virtual.

**8. WATERSHED MANAGEMENT PLAN.**

**9. EDUCATION.**

**10. GRANT UPDATES.**

**11. COMMUNICATIONS.**

**12. STAFF REPORTS.**

**a. Engineer's Report.** A few residential development project applications have been received, though incomplete. Expect a full meeting of project reviews in the near future. These developments can help to increase water quality in the watershed.

**b. HCEE Report.\*** The **Dance Hall Creek SWA** is expected to be released in mid to late April for landowner input. The **Lake Rebecca SWA** continues with the hydrology report expected to be completed in the next few weeks and priority areas for survey work identified in the next month for additional data collection. The **Spurzem SWA report** is being drafted now and hopefully will be done in April. The grant deadline for the Spurzem SWA is June 30. Staff continue to work on the Malacek project (see CIP) and McCombs projects.

**c. TRPD Report.** The fourth stream monitoring site for 2022 will be on Pioneer Creek at Pagenkopf. Equipment is currently being calibrated and should be installed next month, weather permitting. Vlach asked if the model used for the SWA would be available to TRPD for the Lake Rebecca Creek excavation project. TRPD may monitor the carp barrier this year to gauge overall effectiveness. Settles agreed that they could access the barrier on his property and use his electricity.

**13. COMMISSIONER REPORTS.**

**a. Baker.** Independence has more subdivision developments in queue. Those will be leveraged with identified BMPs in the area. LSIA is pushing for an alum treatment and Vlach is invited to the LSIA general meeting in April to give a short presentation on the steps needed to move toward alum treatment.

**b. Workcuff.** Greenfield also has more development occurring soon. The City Administrator has been doing a great job engaging those landowners to partner on projects.

**c. Tschumperlin** reported that Minnetrista has hired a new City Manager/Administrator, Jasper Kruggel, who will start on April 11. The new water tower just west of St. Bonifacius is now online; a treatment plant needs to be built. The city continues education of residents on water usage since the city was deemed an excessive user compared to neighboring cities. A Town Hall meeting is scheduled for May 3 to discuss water matters.

**d. Cahill.** No development projects in Maple Plain currently, just a mill and overlay road project.

**e. Settles** noted that Medina's developments are in other watersheds.

**14. OTHER BUSINESS.**

The **next regular meeting** is scheduled for April 21, 2022 and will be held online again via Zoom link <https://zoom.us/j/845974640>.

**15. ADJOURNMENT.** There being no further business, motion by Cahill, second by Settles to adjourn. *Motion carried unanimously.* The meeting was adjourned at 7:58 p.m.

Respectfully submitted,



Amy Juntunen  
Administrator  
AAJ:tim

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