

**REGULAR MEETING MINUTES
April 20, 2017**

1. CALL TO ORDER. A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order at 6:02 p.m., Thursday, April 20, 2017, by Chair Joe Baker at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Tom Cook, Greenfield; Joe Baker, Independence; Brenda Daniels, Loretto; Michael DeLuca, Maple Plain; Pat Wulff, Medina; 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, Medina.

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

3. CONSENT AGENDA. Motion by Cook, second by Daniels to approve the consent agenda with the changes to the minutes listed below. *Motion carried unanimously.*

a. March 16, 2017 Meeting Minutes.* Add not-to-exceed the 2016 cost-share amount to the motion in item 4.g. and remove the last sentence of the paragraph.

b. Monthly Claims/Treasurer's Report.* Monthly claims totaling \$6,167.67.

4. ACTION ITEMS.

a. Revised Draft 2017 Annual Work Plan.* A few edits and one addition under A.6. were made based on comments received. A.6. will be edited from "relationship" to "relationships". Motion by Cook, second by Daniels to approve the 2017 Annual Work Plan with the change noted. *Motion carried unanimously.*

b. 2016 Audit Report.* The audit did not identify any issues and finds the financial statements to be a fair representation of the Commission's financial position. The State Auditor requested a different format this year to be more in line with city audit formats. The audit is not due until June 30, but is part of the Annual Activity Report due April 30. Staff will plan to have the audit completed in time for submission with the Annual Activity Report. Motion by Daniels, second by Wulff to approve the 2016 audit report as presented. *Motion carried unanimously.*

c. 2016 Annual Activity Report. The appendix reflecting the financials will be updated to represent the correct fund balances as of December 31, 2016. Staff will update the lake report cards to ensure pages are in the correct order. Motion by Cook, second by Daniels to accept the 2016 Annual Activity Report with the changes noted. *Motion carried unanimously.*

d. Approve Loretto Local Surface Water Management Plan. Staff reviewed the plan in February and March. Additional information was requested from the city regarding the planned sanitary sewer and the city did revise their plan to address technical concerns. Staff recommends approval of the Plan. Motion by Daniels, second by Wulff to approve the Loretto Local Surface Water Management Plan. *Motion carried unanimously.*

e. Consider Request for Taping of Meetings.* The City of Greenfield sent a letter to the Commission requesting that regular and special meetings be audio recorded and made available to the public. The Commission directed Staff to research costs to provide audio recordings of the meetings to the public.

5. OPEN FORUM.

No one wished to speak to items not on the agenda.

6. OLD BUSINESS.

a. Updated CIP. The new CIP form will take into account measurable results that don't include Commission dollars spent, as well as funded projects. Baker is in the process of creating a supplemental addendum to identify other measurable achievements and capture all efforts, including those not resulting in completed projects.

b. Additional Stream Bacteria Monitoring. The watershed-wide TMDL identified a few stream reaches impaired for bacteria (E.coli) that include or begin in a lake. To set defined boundaries and potentially exclude lakes as contributors to bacteria, Brasch proposed synoptic stream sampling during base flows and events on Sarah Creek below Lake Sarah and Pioneer Creek below Lake Independence. The period of impairment is April-October. Sampling would be best done early in the season with five or six sampling events. This could also be budgeted as a bacteria subwatershed assessment in 2018, combining Pioneer and Sarah Creeks. TRPD will identify locations that do not require landowner permission to access the creeks. Brasch and Kujawa will work together to write a grant application for the subwatershed assessment. Staff will report further on this item at the May meeting.

c. Cost-share for Lake Sarah CLP Treatment. The 2016 Commission share was a total of \$8,986. The 2017 cost-share will be \$8,823. Baker thanked the Commission for their support of this project. 2017 is the final year of planned whole-lake CLP treatments for Lake Sarah.

7. NEW BUSINESS.

8. STAFF REPORT.*

a. The CWL grant application cycle for the **Baker Park Ravine Project** will not begin until after Brasch retires on June 30, 2017; however, he plans to work on the grant application before then, with his successor completing the process. The project is in the City and Commission CIPs, as well as in the BBR and TMDL implementation plan, so it should score well for the grant. The grant deadline is in early August. Brasch is also working with Kujawa to obtain a Hennepin County Opportunity Grant as part of the overall funding package. The City cost-share is \$10,500. All local partners must be able to demonstrate that they can cover the local match for the CWL grant. Baker requested and the consensus was to have the Commission be the applicant for this grant.

b. Kujawa completed a site visit to **Windsong Golf Course** today. The applicant is planning to purchase wetland credits from the Murray Ball wetland banking site within the watershed if it is available in time. A project review for this site is expected to be received within the next 60 days. No other project reviews are currently in process. A letter was sent to Warren DaLuge regarding a potential wetland violation with a deadline of June 1 to respond.

c. Phosphorus reductions are being re-calculated for the **Steinke improvements**. Karl Hakanson had used the highest estimate of 750 lbs/yr but Barta thinks the actual reduction is closer to 100 lbs/yr. Baker requested that Barta provide comparative figures for her calculations vs. Hakanson's.

d. Barta has received cooperation from landowners regarding the new **buffer laws**. A summary of site visits is included in the Staff Report.

9. WATERSHED-WIDE TMD. Rachel Olmanson, MPCA, expects to publish the 30-day review period for the WRAPS and TMDL on May 1. Staff will coordinate to post the notice and links to the reports on the Commission's website. The deadline for official comment submittal is 30 days after the public review period is opened, then the reports will go through the final approval process with MPCA and US EPA.

10. EDUCATION. Social media and website metrics were provided. Currently the new Facebook page has 12 likes with a reach of up to 72 Facebook users, with 17 post engagements. From March 15-April 14, the website had 337 unique visitors and 896 total page views. Most visitors use the website address directly, but 135 were directed from Google and other search engines.

11. COMMUNICATIONS.

a. **Brasch retirement.*** Brasch is retiring effective June 30, 2017. TRPD remains committed to partnering with the Commission. Commissioners congratulated Brasch on his upcoming retirement.

b. **MEP – Vote No – SF 723 and HF888.*** These letters from Minnesota Environmental Partnership (MEP) were brought to Staff's attention by a former Commissioner from the Shingle Creek Commission. The proposed bills remove funding for surface water improvement grants and agencies. Each Commissioner can respond to their respective legislators.

12. COMMISSIONER REPORTS.

a. **Cook.** On April 12 MPCA inspected three manure sites in Greenfield as the enforcement agency. The City flew a drone over Dance Hall Creek to identify flooding areas and blockages. The City plans to clear the blockages to reduce flooding issues. The drone footage can be shared by contacting the City.

[Cook departed 7:07 p.m.]

b. **Wulff** noted that Lake Independence levels are still above the slow/no wake level. The official zero reading at the bridge is 954.22. LICA surveyed the channel last fall and did not see any obvious blockages above Pagenkopf.

c. **Baker,** Kujawa and Barta met with Kazin who is contemplating a wetland restoration on his new property. Kazin is converting the farm from corn to horse-quality hay. Discussion about the costs, timeframe, and benefits of wetland banking credits hasn't yet occurred. Kazin will be contacting Barta to schedule a walk-through of the drainage way to better understand the situation.

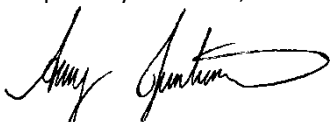
13. OTHER BUSINESS.

a. A **budget committee** meeting will be held to draft an operating budget that must be approved at the June meeting. Baker and Cook volunteered to serve on the committee. Staff will reach out to John Fay and Shannon Bruce to invite to the committee meeting.

b. The **next regular meeting** is scheduled for May 18, 2017.

14. ADJOURNMENT. There being no further business, motion by DeLuca, second by Daniels to adjourn. *Motion carried unanimously.* The meeting was adjourned at 7:23 p.m.

Respectfully submitted,



Amy A. Juntunen
Recording Secretary
JAA:tim

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