

REGULAR MEETING

Minutes

May 18, 2023

1. **CALL TO ORDER.** A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order by Chair Joe Baker at 6:07 p.m., Thursday, May 18, 2023, at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Mark Workcuff, Greenfield; Joe Baker, Independence; Brenda Daniels, Loretto; Andrew Burak, Maple Plain; Pat Wulff, Medina; Peter Vickery, Minnetrista; Roz Davis, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); Andrew Vistad, Hakanson-Anderson; and Amy Juntunen, JASS.

2. **AGENDA.** Motion by Daniels, second Vickery by to approve the agenda* with the addition of item 6.a. 2024 Proposed Budget. *Motion carried unanimously.*

3. **CONSENT AGENDA.** Motion by Wulff, second by Daniels to approve the Consent Agenda as presented. *Motion carried unanimously.*

a. **April Regular Meeting Minutes.***

b. **May Treasurer's Report/Monthly Claims *** totaling \$5,478.94

4. **OPEN FORUM.**

5. **ACTION ITEMS.**

a. **2022-017 Kettering Creek, Greenfield.*** This is a 32-lot residential subdivision on 9.29 acres. Stormwater discharge from the site flows to the northwest, northeast, and southeast. Overall, stormwater discharge flows to the Crow River. This project meets Commission standards for rate and water quality, as well as erosion and sediment control. Staff recommends approval contingent on receipt of 1) an O&M agreement with the city; and 2) a buffer establishment plan to reseed wetland buffers impacted by grading.

Motion by Daniels, second by Burak to approve project 2022-017 with the two contingencies noted. *Motion carried unanimously.*

b. **2023-02 Rockvam Boatyards, Independence.*** This is a single-lot commercial redevelopment to create a boat storage facility. Stormwater discharge from the site flows east to wetlands surrounding Pioneer Creek. The site plan includes biofiltration on-site. The applicant does have a SWPPP as required due to Pioneer Creek's impairment for construction activities. This project meets Commission standards. Staff recommends approval contingent on receipt of 1) an O&M agreement with the city for the BMPs on site; and 2) a buffer establishment plan in case wetland buffers are impacted during construction.

Motion by Daniels, second by Workcuff to approve project 2023-02 with the two contingencies noted. *Motion carried unanimously.*

c. **Whaletail Lake Alum Treatment Agreement.*** This project received a BWSR Clean Water Fund (CWF) grant of \$405,000. The grant requires a 25% match. The Cooperative Agreement details each

partner's contribution to make that match. The grant received is more than the project is likely to cost due to the inclusion of pH buffer costs in the grant application. Since the application, it has been determined that a pH buffer application will not be necessary. The Agreement states that the Commission share is not-to-exceed \$60,000, with the TRPD share not-to-exceed \$30,000 and the City of Minnetrista share not-to-exceed \$15,000. A Hennepin County Opportunity Grant could be applied for this project in fall 2023, which would lower the partner contribution amounts as well as the lower-than-anticipated project cost. The Cooperative Agreement has already been signed by TRPD and Minnetrista. The DNR and MPCA have issued permits for the project. The first treatment of 100 acres at a depth of nine feet is scheduled for next week. The second treatment will occur in 2024.

The City sent a letter to homeowners on the lake to notify them of the project and to attend a council meeting or contact Vlach directly with questions. Vlach provided a short presentation to the Commission describing the properties of alum, how and why it is used in lake management, and the benefits to the plant and fish communities.

Motion by Wulff, second by Vickery to approve the Cooperative Agreement as presented and authorize the Chair to sign the agreement. *Motion carried unanimously.*

d. Stabilization Project Letter of Assurance.* The Board of Water and Soil Resources (BWSR) now requires assurances from LGUs using grant funds for bank stabilization projects. The letter of assurance is to state that the Commission will have the funds to correct any failures to the stabilization project within a reasonable timeframe (12-18 months). Example assurance letters from other watershed organizations were included in the packet. This letter of assurance is required from the Commission for the CIP GS68 (Gully Stabilization 68) project and from TRPD for the Lake Rebecca Channel Stabilization project, both on the CIP for 2023 using WBIF grant funds.

Motion by Vickery, second by Burak to approve Staff to draft a letter of assurance for review and approval at the June meeting. *Motion carried unanimously.*

6. OLD BUSINESS.

2022-18 Windsong Golf Club, Independence.* Contingencies for this project approval included updated calculations for stormwater rate. The applicant has submitted new information and are now meeting the 100-year volume reduction and a 30% reduction in TP. This item is informational and requires no action.

7. NEW BUSINESS.

2024 Proposed Budget and Member Assessments.* According to the Joint Powers Agreement, the Commission must on or before June 21 of each year adopt a budget for the coming year. The budget must be transmitted along with notice of the apportionment of costs to each city by July 1. Member cities then have until August 15 to comment on or raise objections to the budget. If no objections are submitted, the budget proceeds as adopted. If objections are submitted in writing, the Commission must hold a public hearing to consider modifying the budget or proceeding with no change.

The proposed budget has been reformatted from what has been presented previously in that it separates out the operating expenses from the capital and other non-operating expenses and revenues. This

allows the reader to more clearly determine if the assessments and project review fees are adequately funding operating expenses, or whether the Commission is operating a deficit or surplus. It is analogous to a General Fund budget rather than an all-funds style presented in previous years.

The 2024 budget as proposed is a continuation of the programs and activities undertaken in 2022, with some slight modifications. The proposed operating budget is about a \$5,000 decrease over the 2023 budget. The budget does not include updated amounts for 2024 monitoring costs or County Outreach. Overall, there is no proposed increase in member assessments which have remained flat at \$131,800 since 2020. There are some minor changes to the 2023 approved budget, with an overall projected operating deficit of approximately \$2,500 to be paid from reserves. Staff will break out engineering expenses in 2023 and 2024 between general engineering, project reviews, and project engineering for CIPs to provide better clarity on those expenses.

A budget subcommittee meeting was scheduled for Friday, June 2 at 4:30 p.m. via Zoom. Juntunen will send an invitation to all Commissioners and create a public notice of the meeting.

8. EDUCATION.

Watershed Flow / Hydrology Presentation.** Staff provided copies of the watershed map noting the flow of all streams to Commissioners for inclusion in the Commissioner Handbook. Vlach used a poster-sized version of the map to illustrate and describe the location and flow of the creeks in the watershed, as well as identified impairments. The map includes the area of Carver County that is within the hydrological boundary of the Pioneer-Sarah Creek Watershed but outside of the jurisdictional boundary, which is the county boundary in that area. Vlach also detailed the lakes in the watershed and their impairments, if any.

9. STAFF REPORTS.

a. Engineer's Report.* The staff report details ongoing project reviews and was included in the meeting packet for review. Vistad commented that he had received a call from a local landscape company that had recently purchased a hydraulic dredge barge and asked to test it on open water surrounded by wetlands on private property just north of Lake Ardmore. The company purchased the equipment due to multiple requests to clean stormwater ponds. Staff will retain their information for the pond scraping portion of the GS68 project.

b. HCEE Report.* The County sent a postcard to homeowners on Lakes Sarah and Independence in 2022. County staff are following up on that mailing now and have two site visits scheduled so far. County staff are also focused on re-engaging with landowners from the Dance Hall Creek SWA and have performed two site visits and one virtual visit in that area. Three other landowners are also looking for County engagement. There is one large wetland that could be restored if the four to five landowners agree and sign a letter of support prior to CWF grant application deadlines

c. TRPD Report. The 2023 monitoring stations have been set up. TRPD is planning to complete several vegetation surveys this spring. The Whaletail alum treatment is scheduled for next week.

10. COMMISSIONER REPORTS.

Baker shared that the Lake Sarah visual CLP survey only identified about nine acres for treatment. A post-treatment survey will also be completed. LSIA received a \$10,000 grant this year so the application cost may be fully covered. For the past several years the Commission has provided 25% of the funding necessary for the CLP and EWM herbicide treatments.

11. OTHER BUSINESS.

The **next regular meeting** is scheduled for June 15, 2023 at Maple Plain City Hall.

12. ADJOURNMENT. There being no further business, motion by Daniels, second by Baker to adjourn. The meeting was adjourned at 8:30 p.m.

Respectfully submitted,



Amy Juntunen
Administrator
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