

**MINUTES
June 18, 2015**

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, June 18, 2015, by Chair Michael DeLuca at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Mark Holten, Greenfield; Joe Baker, Independence; Brenda Daniels, Loretto; Michael DeLuca, Maple Plain; Mike McLaughlin, Medina; Lisa Whalen, Minnetrista; James Kujawa, Hennepin County Environment and Energy (HCEE); Rich Brasch, Three Rivers Park District (TRPD); and Judie Anderson and Amy Juntunen, JASS.

Also present: Scott Johnson and Pat Wulff, Medina; Rachel Olmanson, MPCA; and Katie Morford, *The Laker/Pioneer*.

2. AGENDA.* The Commission will wait to discuss item 5.a. until Baker arrives. Motion by Whalen, second by McLaughlin to approve the agenda with the condition listed. *Motion carried unanimously.*

3. CONSENT AGENDA.

Item a., **May 21, 2015 meeting minutes**, was removed from the consent agenda.

b. Monthly Claims/Treasurer's Report.*

c. Non-waiver of liability insurance.*

Motion by Holten, second by McLaughlin to approve consent agenda items b. and c. *Motion carried unanimously.*

a. May 21, 2015 meeting minutes.* Motion by Daniels, second by Whalen to approve the minutes with the following correction:

4. Open Forum. ...If the Commission does not become a District the City [of Minnetrista] will look at other options ~~petition for annexation into the Minnehaha Creek Watershed District.~~ *Motion carried unanimously.*

4. OPEN FORUM.

5. STAFF REPORT.*

a. WRAPS. There have been a few minor adjustments to the work plan based on feedback from PCA due to sediment chemistry. TRPD is in the process of signing the agreement with UW Stout for the additional sediment core analysis for Peter and Robina Lakes, which were added to the WRAPS for Phase 2. Field data collection continues for the wetland complexes to understand their influence on the lakes they feed to.

b. A wetland violation was reported in Greenfield and the site was visited this week. Greenfield Public Works alerted Kujawa. Staff will follow up until this issue is resolved.

[Baker arrived 6:09 p.m.]

c. 2015-04W Day Distribution, Wetland Exemption, Maple Plain. Day Distribution is repaving their loading area on the east side of their building. No new impervious area is being added, but a storm sewer will be extended into an adjoining wetland area. The flared end section will encroach into the wetland, impacting 150 SF. They have requested an exemption certificate per MN WCA rule 8420.0420 Subp. 8. The de minimis exemption allows for up to 1000 SF of wetland fill of type 1, 2 or 6 wetlands. Staff will issue the exemption per the WCA rule.

d. Staff continues to work on the **Ed Egan parcel** to determine the feasibility of a wetland restoration project. Hakanson-Anderson provided survey information on two pipes $\frac{3}{4}$ of a mile apart that control a portion of the watershed draining into the restoration area. A grab sample of the water flowing into this site was analyzed for total phosphorus. Approximately half of the phosphorus inflow is dissolved and the other half is particulate. The project may consist of an excavated ponding area including a small berm to back up water to remove particulate phosphorus, as well as an iron-enhanced filter bench to remove dissolved phosphorus. Modeling is necessary to determine the total amount of phosphorus load reduction resulting from this project, but Staff estimates 40-50 lbs will be removed. This project will not increase the northward flow to Dance Hall Creek.

6. NEW BUSINESS.

a. **2016 Operating Budget.*** The budget subcommittee of Baker, Cook and Girk met with Staff to create the proposed 2016 budget. The budget is a 3.45% increase over 2015, but the 2015 budget did not increase by 2% per the Third Generation Plan. Some operating expenses, most notably Administration, have decreased with those savings put toward the CIP budget to fund projects. DeLuca questioned the decrease in Medina's market value. Staff will confirm the market value amounts provided by the County. The 2016 member assessment spreadsheet contains an error in the increase over previous year. Juntunen recited the correct amounts and will send a corrected member assessment spreadsheet by Email tomorrow.

Motion by Holten, second by Daniels to approve the budget as presented with member dues totaling \$131,090. *Motion carried, McLaughlin and Whalen abstaining.*

1) **CIPs.*** The budget subcommittee discussed making a transfer of \$9,000 from the General Fund to the CIP fund. Whalen expressed concern regarding reducing the General Fund due to possible cash flow issues. The transfer can be made at any time. The consensus was to wait until a future date to transfer funds.

b. **Cost-Share Policy.*** The JPA and Third Generation Plan state that the Commission will fund up to 25% of a project, but current practice and the CIP in the Plan include a 10% cost-share. The 10%-25% allows for more flexibility and the ability to fund more projects; however, there is currently no criteria for qualifications at either percentage and the CIP in the Plan is budgeted and funded for a 10% match. A proposal was made to begin budgeting to increase the cost-share incrementally in 2017.

Motion by Baker, second by McLaughlin to change the policy to cost-share 25% of the net (after-grant) project cost. *Voting aye-Baker, McLaughlin, and Whalen; voting nay-Daniels, Holten, and DeLuca. Motion failed.*

After discussion, the consensus was to assign the Technical Advisory Committee (TAC) the task of developing quantifiable criteria for rating projects to determine what the cost-share percentage will be, between 10%-25%. The cost per pound of removal will figure into the criteria.

7. COMMISSIONER REPORTS.

a. **Daniels** reported that the City is working on ponds and trains.

b. **Whalen** reported that Minnetrista is working on their water treatment plant. They have toured the Maple Plain, Medina, and Watertown plants. The City is completing over \$200,000 in stormwater projects this year.

c. **Baker** reported that the resident approached regarding a city culvert directing water through their pasture was no longer interested because the project would require the pasture fence to be moved and the owner felt the pasture area was already too small for the three horses. The fence is in the City right-of-way, but the City chose not to pursue the issue. Independence does not have animal or manure ordinances. The City declined to install drain tile around the fence. Baker offered free drain tile for the owner to install.

A new cluster development, Shefer/Serenity Hills, has been approved by Independence. The City is requiring the developer to incorporate several previously identified BMPs from the recent Independence SRA (Wetland Restoration #97 and Filter Strips #89) into the proposed plat along with inclusion of a provision for the City to implement future BMPs in the outlot areas, especially the area immediately adjacent to Koch's Creek.

Another landowner is willing to have easements and BMPs installed, but expects financial assistance since he no longer farms. A grant will be pursued for this potential project identified in the Independence

SRA. Becky Wozney, Hakanson-Anderson, will write the grants.

Independence will install a few raingardens in the City. It is hoped that other landowners will then install raingardens on their own.

Brasch was requested to give input on the Kuka property Conditional Use Permit since the operation was expanded and horses appear to be boarded on the property. Apparently, horses are not being boarded on the property; it has only been expanded for shows. Brasch will contact Brad Spencer to clarify.

d. **McLaughlin** reported that the roads in the Independence Beach neighborhood will be repaved with the tilt of the road changed to hold water back rather than speed it to the lake. LICA has installed 12 zebra mussel samplers around the lake.

e. **Holten** reported that the City and TRPD are discussing alternatives and working together to address the issue of the cattail bogs that clog the Lake Sarah drain weir.

f. **DeLuca** reminded Commissioners to report projects and installations being completed to Staff, even if they are completed without Commission funding, for inclusion in the Commission's annual report.

8. OTHER BUSINESS.

a. **Hennepin County Natural Resources Strategic Plan 2015-2020.*** Randy Anhorn from Hennepin County will present the Plan at the July 16 Commission meeting.

b. Baker encouraged Commissioners and City officials to attend the **NEMO Workshop on the Water** on Thursday, July 23. It is hoped that at least one Commissioner or Councilmember from each city will attend.

c. **Frequency of meetings.** The consensus was to continue with monthly meetings. If there is no necessary business, a meeting may be cancelled.

d. **WRAPS Community Conversation.** A second Community Conversation was supposed to occur prior to June 30, 2015, the end of Phase 1 of the contract. However, due to other issues, the Community Conversation was not planned. Staff, working together with TRPD and MPCA, sent out an invitation for a Community Conversation to be held June 30. Due to the lack of planning, this will be cancelled. Staff will send a notice of cancellation on Friday, June 19.

The cancellation will mean that the second Community Conversation will not be funded through the WRAPS project. If the Commission chooses to host a Community Conversation at a later date, it will have to fund the event through its education budget, which is currently unspent for 2015. A third Community Conversation is budgeted for 2016 as part of Phase 2 of the contract to educate regarding the WRAPS Implementation Plan. Staff will include this item with related information regarding program design on the July agenda. Anderson will report on future WRAPS teleconferences in future Staff Reports.

[Whalen departed 8:08 p.m.]

e. Commissioners representing cities with **2015-2016 CIP projects** should discuss those projects with their city staffs to determine their status and include updates on the projects in their monthly reports. Cities with projects listed for 2017 should be contacting and building relationships with those landowners now to determine willingness to pursue the projects and stay ahead of grant deadlines.

f. The **next meeting** is July 16 at the same location in Maple Plain.

9. **ADJOURNMENT.** There being no further business, motion by McLaughlin, second by Daniels to adjourn. *Motion carried unanimously.* The meeting was adjourned at 8:22 p.m.

Respectfully submitted,



Amy Juntunen
Recording Secretary

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