

REGULAR MEETING MINUTES
September 15, 2016

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, September 15, 2016, by Chair Mike DeLuca at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Tom Cook, Greenfield; Joe Baker, Independence; Brenda Daniels, Loretto; Mike DeLuca, Maple Plain; Pat Wulff, Medina; Lisa Whalen, Minnetrista; Randy Anhorn and 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, Medina; Steve Christopher, Board of Water and Soil Resources (BWSR); Rachel Olmanson, MPCA; and Brad Pfeifer, Project 2016-05.

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

3. CONSENT AGENDA. Motion by Daniels, second by Wulff to approve the consent agenda. *Motion carried unanimously.*

a. July 21, 2016 Meeting Minutes.*

b. Monthly Claims/Treasurer's Report.* Monthly claims total \$1,709.62.

4. ACTION ITEMS.

a. 2016-04 Pheasant Meadows Site Plan, Greenfield.* This site is an 80-acre parcel located on the west side of Greenfield Road about 0.5 miles north of CSAH 50. The applicant is proposing 16 single-family lots on the property. Each lot averages about three acres of buildable area. The project was reviewed for conformance with the Commission's Third Generation Management Plan. Stormwater will be collected and treated by three ponds. The ponds reduce current runoff rates and nutrients and TSS are treated to NURP standards resulting in a total reduction of 33.7 lbs of phosphorus per year. Abstraction is achieved through BMP credits for disconnected surfaces and expanded wetland buffers. Staff recommends approval contingent on receipt of a vegetation management plan for the buffer and preservation areas, receipt of buffer and preservation easement documentation, additional buffer/conservation easement signage, pond outlet pipes and riprap extended to the edge of the NWL of the wetlands, and operations and maintenance plan for the native seeding. A FEMA map amendment is also recommended to avoid future issues with mortgages.

Motion by Cook, second by Baker to approve project 2016-04 with the conditions listed above.
Motion carried unanimously.

b. 2016-05 Proto Labs Parking Lot Expansion, Maple Plain.* Proto Labs is expanding their parking area into two vacant lots just east of their existing facility in the Maple Plain Industrial Park located just north of Highway 12. The project will create 2.79 acres of new impervious areas with this expansion. Based on the Commission's stormwater management plan, this site will be reviewed for compliance to its stormwater management, grading and erosion control standards. No wetlands or floodplains are located in the expansion lots. All stormwater will be routed through a new bio-filtration basin to meet filtration/abstraction requirements with SAFL baffles to treat sedimentation. Total phosphorus runoff from the site will be reduced by 4.8 lbs/year and total suspended solids will be reduced by 1,952 lbs/yr. Peak flows are also reduced, meeting Commission requirements. The regional pond to which this site drains was sized to meet water quality treatment standards for this project. Staff recommends approval with the following contingencies: An Operations and Maintenance Plan for the pond and SAFL baffles if the City does not agree to

maintain those items, a vegetation establishment and maintenance plan for the bio-filtration basin, and an erosion control sequencing plan for the bio-filtration basin.

Motion by Whalen, second by Baker to approve the project with the contingencies noted above.
Motion carried unanimously.

5. OPEN FORUM.

a. State Buffer Initiative. Christopher and Anhorn discussed the new State Buffer Laws. The compliance date for all public waters is November 1, 2017 and November 1, 2018 is the compliance date for public ditches. The law does allow BMPs to meet the same treatment as buffers where buffers are not feasible. The County will identify and notify landowners of non-compliance and work with landowners to bring them into compliance through technical assistance and funding. The County recently hired a land and water conservationist to provide assistance to rural land owners. Enforcement of the law will be done by BWSR. A map of identified public waters was provided. This map can be voluntarily updated to include additional water courses through July 2017.

The law states that the buffer area must consist of perennial vegetation. Buffers may be hayed, but that is not a requirement. There are no regulations for grazing in buffers.

b. North Fork Crow River One Watershed, One Plan. This new type of planning is available for larger watersheds that span several counties. Each LGU adopts the Plan, meeting the state statute 103D requirements without each having to create its own plan. Metro area Plans must meet different requirements of state statute 103B. Clean Water Legacy funds may be distributed differently for these large watershed areas for project implementation. Because less than 10% of the Pioneer-Sarah Creek watershed area drains to the Crow River, it does not make sense for the two entities to merge, especially since the Commission must meet the more stringent 103B statute requirements, but there may be opportunities for shared services with the CROW. Staff is directed to cross-check projects on the CIP in the Commission area draining to the Crow River to see if they should be included on the CROW CIP.

6. OLD BUSINESS.

a. Third Community Conversation. The date selected for the event is Wednesday, November 2, 2016. Pie and coffee will be served as in past community conversations. The event will start at 6:00 with registration and open networking. The formal event will begin at 6:30 p.m. and end by 8:30 p.m. Whalen felt that may be too long, but Staff pointed out that the event is not a lecture and most of the time is spent in engaged small-group discussions among the attendees.

Staff will create a press release for the local papers, as well as asking City Administrators to post the event details to their websites, social media and newsletters. Anhorn will also Email a press release regarding the buffer laws to Anderson. The County's Rural Conservationist will attend to provide information on the buffer laws. Commissioners were asked to promote the event at Council meetings.

Staff will include the event agenda in the October meeting packet for review. Commissioners requested that 15-20 minutes be added to discuss the new buffer laws. This may be done during the open networking portion and a table may be set up for attendees to ask more questions of the Conservationist since the event is to be focused on the WRAPS.

b. CIP review.* Brasch and Kujawa met with Johnson at Medina to review the Ardmore SWA and identify potential projects for inclusion in the CIP. No other cities proposed additional CIP projects. A Minor Plan Amendment will be required to increase the current CIP cost from \$80,000 to \$193,000. The City will work with Staff to move these projects forward for inclusion on the CIP and grant funding opportunities.

c. Livestock Management Ordinance. This item will be considered for approval at the October meeting.

d. CIP Process.* The process was approved at the July meeting with changes. The final CIP Process

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*Included in meeting packet.

document is a guidance document for how Cities and the Commission will bring projects forward in the future.

- e. **Chuck Alcon Email Chain.*** No action necessary.
7. **NEW BUSINESS.**
 8. **STAFF REPORT.***
 - a. **WRAPS.** Brasch submitted a review draft of the TMDL portion of the WRAPS to MPCA and has made changes based on their comments. The next step is to send the report to EPA for preliminary review, which usually takes 90-120 days. Changes will then be made as necessary based on EPA comments before public notice is made. The WRAPS report is being written and should be ready for informal review by mid-November.
 - b. **Ravine Stabilization Project.** Medina, Independence, TRPD and the Commission split the cost of the feasibility study to reduce pollutant loading from the ravine running through Baker Park. There is potential to reduce phosphorus loading to Lake Independence by 320 lb/yr by stabilizing the ravine and the tributary leading to it. The dollar per pound reduction cost is less than \$50 lb/yr for a 20-year cycle. This project should be eligible for grant funding through the Clean Water Fund and Hennepin County's Opportunity Grant, which can be used for matching dollars for the Clean Water Fund grant.
 9. **EDUCATION.**
 10. **COMMUNICATIONS.**
 11. **COMMISSIONER REPORTS.**
 - a. **DeLuca, Daniels and Whalen** had nothing to report.
 - b. **Cook** reported that the Met Council Environmental Committee approved grant funds for the pond project in Greenfield. The full Council will likely approve the funding at its next meeting. The City will close the public access on Lake Sarah while cement railroad ties are installed to stabilize the launch which has eroded due to power loading of boats.
 - c. **Baker** expressed appreciation to the City of Greenfield for the outlet maintenance project on Lake Sarah. Cook led the cooperative effort which was cost-effective, showed clear accountability, and brought in additional partnership from TRPD, landowners, and the City of Independence. A resident drained a pond tributary to Lake Independence. The City notified the owner that draining the pond was a violation and Brad Spencer worked with the owner to achieve restoration. As of last week the site has been fully restored.
 - d. **Wulff** noted that the outlet at Lake Independence has already been blocked by cattails again and the water levels have been high, requiring the entire lake to be a slow/no-wake zone for the past three weeks. Maintenance of the outlet needs to be done at least once per year to keep it clear. The rainy weather is also a factor in the high water levels.
 12. **OTHER BUSINESS.**
 - a. **2015-2017 CIPs.***
 - b. **Commission Rules.*** The notice/agenda still list the meeting location as Independence City Hall because the Commission Rules list the location. In order to change the location, the Commission Rules must also be changed. Commissioners are requested to review all of the Rules for any additional recommended changes. The Rules will be reviewed and changes may be voted on at the October meeting.
 - c. The **next meeting** is scheduled for October 20, 2016.
 13. **ADJOURNMENT.** There being no further business, motion by Cook, second by Baker to adjourn. *Motion carried unanimously.* The meeting was adjourned at 8:04 p.m.

Respectfully submitted,



Amy Juntunen
Recording Secretary
AAJ:tim

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