

**MINUTES  
October 15, 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, October 15, 2015, by Chair Mike DeLuca at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Tom Cook, Greenfield; Joe Baker, Independence; Mike DeLuca, Maple Plain; Mike McLaughlin, Medina; James Kujawa, Hennepin County Environment and Energy (HCEE); Rich Brasch, Three Rivers Park District (TRPD); and Judie Anderson and Amy Juntunen, JASS.

Not represented: Loretto and Minnetrista.

Also present: Pat Wulff and Scott Johnson, Medina; and Sarah Levitt, Blake High School.

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

**3. CONSENT AGENDA.**

**a. September 17, 2015 meeting minutes.**

**b. Monthly Claims/Treasurer's Report.\***

Motion by Cook, second by McLaughlin to approve the consent agenda as presented. *Motion carried unanimously.*

**4. OPEN FORUM.** Wulff recapped the Salt Workshop hosted by NEMO. It is important to educate city staffs and citizens on reducing salt runoff through both winter deicing and water softener salt usage. Baker noted that any investment a city makes to reduce salt usage in deicing has a payback. Independence is following Medina's example and using brine. Baker brought an extra information packet from the workshop to provide to other interested cities. A survey is included in the packet to quantify where a city ranks in best practices regarding road salt. Cook stated that Greenfield has also directed its staff to minimize application of road salt.

**5. ACTION ITEMS.**

**a. 2015-10 Highway 55 Mini Storage, Medina request for fee schedule waiver.\*** The current fee schedule, which has been used since August 1, 2012, is based on parcel size. For this project, the parcel is 18 acres, but only five acres are buildable. The applicant has requested a waiver to the fee schedule to only the disturbance area of 2.17 acres. Motion by McLaughlin, second by Cook to deny the request and follow the fee schedule as published. *Motion carried unanimously.*

**b. Cooperative Agreement with Hennepin County.\*** This agreement is for 2016 technical services provided by HCEE and volunteer monitoring services for a total of \$24,500. This is not a not-to-exceed cost agreement. The 2015 agreement was for a total of \$24,000 and the first two quarters were billed for a total of \$11,000. A typo on the agreement references 2015 instead of 2016. Motion by McLaughlin, second by Cook to approve the cooperative agreement with Hennepin County with a correction to a typo on the first page to 2016 Technical Agreement. *Motion carried unanimously.*

**c. Pictometry Agreement with Hennepin County.\*** Hennepin County will make its pictometry information available to the Commission but requires an agreement naming the contact person with access. Motion by McLaughlin, second by Cook to approve the Pictometry Agreement with Hennepin County. *Motion carried unanimously.* Anderson will be the contact person.

d. **2016 CIPs.** Staff inquired for direction regarding the 2016 CIPs. The Ardmore CIP approved for funding in 2015 did not go through the TAC review process due to timing issues. Through proactive planning, this type of issue can be avoided. No member cities have submitted CIPs for funding in 2016 yet, including the CIPs detailed in the Management Plan. Commissioner direction is that the Commissioners, rather than Staff, will follow up with their cities. A TAC meeting should not be scheduled until CIPs are received. Most watershed organizations have due dates for CIP applications for funding to allow the TAC to review the proposed projects. If only one project is proposed per year, a TAC meeting may not be necessary.

Baker and Cook are working on the CIP process and will provide feedback on when TAC input is necessary once they have the process in draft form.

Baker will schedule a meeting with Brad Spencer to review the subwatershed assessment to learn if there are additional opportunities for projects that haven't been explored.

If no cities submit a CIP application by January 2016 for what is in the Management Plan for 2016, other projects, like the Maple Plain Gully Project, which isn't slated until a later year, could be applied for and moved up. Grant writing funds are included in the annual budget in 2016 and the Hennepin County grants could also be used for matching funds. The Loretto and Minnetrista Commissioners will be responsible for following up with their city staffs.

Baker noted that the process of working with Kujawa on the proposed 2015 CIP projects should be detailed in the annual report to show that the projects were deemed unfeasible or didn't have landowner participation as the reason they weren't completed. Staff requested stories from Baker and Cook on their experience in the field with each potential project.

## 6. **NEW BUSINESS.**

**Minor Plan Amendment.\*** The legal notice of public meeting for the November 19 meeting has been published. This amendment does not include any changes to the CIP, only to the Management Plan regarding the 8410 rules. With this change, the Commission will be able to make most changes to the CIP through a minor plan amendment instead of a major plan amendment.

## 7. **STAFF REPORT.\***

**2015-07w 7325 Pioneer Trail Wetland Violation, Greenfield.** The owner has finally responded. Kujawa sent some information regarding potential exemptions and will continue to follow up.

## 8. **WATERSHED-WIDE TMDL.**

**TRPD Cessation of Manure Management Cooperative Agreement.\*** TRPD had committed \$50,000 to PSCWMC in 2006 to support the Clean Water Legacy Act grant awarded by BWSR for nutrient management. The unused funds have been reassigned within TRPD due to the slow draw-down rate.

**Sediment cores** will be pulled from Peter Lake next week to estimate internal loading.

Brasch attended a **meeting with Wenck and PCA staff** to discuss allocation methodology. PCA will provide written guidance for allocations on the streams and lakes.

[Cook departed 6:58 p.m. A quorum was no longer present.]

9. **OLD BUSINESS.** A subcommittee meeting for the **WRAPS Second Community Conversation** was met on October 5. The Community Conversation was rescheduled to Monday, November 16 at 7:00 p.m. and will take place at the Independence City Hall. A draft agenda\* was discussed and provided in the meeting packet. Commissioners and Staff may be used as table facilitators to keep the small group discussion on topic. Commissioners will be free to stroll about and answer questions at other tables if they wish. Juntunen will provide a copy of the RSVP list via Email to Commissioners.

## 10. **COMMUNICATIONS.**

a. **Letter to City of Greenfield – intent to recover costs on project 2015-07W.\***

b. **Guidelines and Applications – Hennepin County Good Steward Grants.\*** Staff was requested to

Greenfield • Independence • Loretto • Maple Plain • Medina • Minnetrista

\*Included in meeting packet.

send this information to all cities again.

- c. **Women Caring for the Land Workshop, October 22.\***
- d. **Minnesota Association of Watershed Districts annual meeting, December 3-5.** More information is available at [www.mnwatershed.org](http://www.mnwatershed.org).
- e. **Hennepin County Natural Resource Grants.\***

**11. COMMISSIONER REPORTS.** DeLuca requested that Commissioners be copied on all communications to the cities.

a. **Baker** is planning to talk to land owners over the next month to determine interest in potential projects. Independence may partner with Greenfield or Medina to source funds for these projects as a three-city area serving Lakes Independence and Sarah. Intercity cooperation is also a perk when pursuing grants. Independence is working on creating a stock of ten shovel-ready projects to make the most of grant and other funding opportunities. The weir on the Lake Independence outlet was replaced with volunteer labor and locally sourced materials for a less than anticipated total cost. The new weir should last longer and be more environmentally friendly than the previous creosote board weir. Staff was requested to draft a letter of appreciation to Brad Spencer and Larry Ende for their leadership on this project.

b. **McLaughlin** noted that Medina needs to complete its subwatershed assessment to be ready for the partnership opportunities with Independence. The contractor looked at tilting the street and adding/subtracting curbing to redirect the water and limit the runoff from the Ardmore project. The infiltration basin is complete and plants are growing in it. The project should result in a reduction of nine pounds of phosphorus per year.

c. On **Cook's** behalf, Baker reported that there are some engineering drafts completed for the Lake Sarah outlet which include floating dock structures to redirect the bogs that plug the weir. There may be more cost-effective ways to accomplish this task.

d. **DeLuca** attended the Northwest League meeting last night. The League consists of mayors from northwest Hennepin County including Minnetrista up through Champlin and Dayton. The League may be interested in having someone speak regarding water quality issues. Speaker presentations are usually 15-20 minutes. Mayor Lisa Whalen from Minnetrista was supportive.

e. **Wulff** noted that the University of Minnesota's theme for 2016 is water.

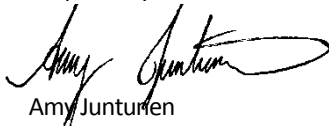
**12. OTHER BUSINESS.**

a. **2015-2017 CIPs.**

b. The **next meeting** is November 19 in Maple Plain.

**13. ADJOURNMENT.** There being no further business, motion by McLaughlin, second by Baker to adjourn. *Motion carried unanimously.* The meeting was adjourned at 7:46 p.m.

Respectfully submitted,



Amy Juntunen  
Recording Secretary  
AAJ:tim

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