

REGULAR MEETING MINUTES
October 17, 2019

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, October 17, 2019, by Secretary Brenda Daniels at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Mike Hoekstra, Greenfield; Brad Spencer, Independence; Brenda Daniels, Loretto; Caitlin Cahill, Maple Plain; Pat Wulff, Medina; John Tschumperlin, Minnetrista; Kirsten Barta, James Kujawa, and Paul Stewart, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); and Amy Juntunen, JASS.

Also Present: Mark Workcuff, Greenfield; and Shane Nelson and Andrew Vistad, Hakanson-Anderson.

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

3. CONSENT AGENDA. Motion by Tschumperlin, second by Spencer to approve the Consent Agenda:

- a. **September Regular Meeting Minutes.***
- b. **September 26 Special Meeting Minutes.***
- c. **October Monthly Claims/Treasurer's Report.*** Claims total \$3,717.12.

Motion carried unanimously.

4. OPEN FORUM.

5. ACTION ITEMS.

a. **Naming of Technical Services Provider.**** At the September 26 Special Meeting, Commissioners were unanimously in favor of Hakanson-Anderson, pending a telephone interview by Chairman Joe Baker. Baker provided a memo at the meeting stating the results of the interview and recommended Hakanson-Anderson be awarded the contract for technical services provider. Staff asked additional questions regarding Hakanson-Anderson's ability to field calls from cities, agencies and citizens, serve on the TAC, assist in potential project identification, and project management and vendor coordination tasks outside of project reviews. Hakanson Anderson answered all queries in the affirmative. Motion by Rogers, second by Spencer to award the technical services provider contract for 2020 to Hakanson-Anderson. *Motion carried unanimously.* Vistad will be the Commission's primary contact for Hakanson-Anderson.

b. **Naming of Wenck as developer of Fourth Generation Plan.** In the same memo regarding Hakanson-Anderson, Chairman Baker recommended Wenck Associates as developer of the Fourth Generation Plan. Wenck was also the developer of the Third Generation Plan. Motion by Tschumperlin, second by Wulff to name Wenck as developer of the Commission's Fourth Generation Plan. *Motion carried unanimously.* The kickoff meeting for the Plan development will be held following the January regular meeting.

6. OLD BUSINESS.

7. NEW BUSINESS (also see Staff Report*).

8. WATERSHED MANAGEMENT PLAN.

- a. November 1, 2019 - 60-day notice to cities, agencies, other stakeholders.
- b. November –
 - 1) Draft work plan and cost estimate w/Wenck. Sign contract.
- c. December –
 - 1) Assess current Plan progress and gaps – joint Commission and TAC meeting.
 - 2) Review Plan statutory requirements.
 - 3) Call TAC meeting to review existing studies and strategies.
 - 4) Use feedback from 60-day notice, TAC meeting, and Plan developer to draft outline of Plan content.
 - 5) Publish Kickoff Meeting notice.
- d. January – public input session (kickoff meeting). (Suggest regular meeting at 5:30, kickoff meeting at 7:00)
 - 1) Include special interest groups. (*Identify members of a CAC, ask for volunteers*).
 - 2) Receive additional feedback regarding content of Plan
 - 3) Create Recommended Schedule for future TACs, CACs, and interim progress meetings.
- e. January-May – draft plan, hold interim meetings to update progress.
 - 1) Update CIP.
- f. June - submit draft plan for first 60-day review.

9. EDUCATION.

10. GRANT OPPORTUNITIES.

- a. **Hennepin County Good Steward Grants.** The County will close this grant for applications on Tuesday, November 5. Grants range from \$500-\$10,000 and can be applied for by individuals and units of government.
- b. **Watershed-based Funding – Ardmore Grant.** Kujawa is working with Nelson at Hakanson-Anderson to create bid documents with the plan to bid the project this winter and begin construction in spring 2020. The wetland and channel delineations have been completed and submitted to the City of Medina today. Overall design plans for the carp barrier are in development.
- c. **Hennepin County Natural Resources Grants.*** In addition to the Opportunity Grants, the County offers Opportunity Grants. These grants are up to \$100,000 per project, but usually range from \$25,000-\$50,000 with no match required. Applications are accepted until annual funding is depleted.

11. COMMUNICATIONS.

Lake Independence Slow No-Wake.* The water level is still above the slow no-wake elevation on Lake Independence, as it has been since early spring. TRPD has expressed willingness to conduct a study to evaluate the effects of changing the no-wake elevation. TRPD will not take part in setting the trigger elevation but is willing to participate in the discussion process. The Lake Independence Citizen's Association (LICA) has contacted an engineering firm for assistance with this process. Additional regulation of wake boats maybe included in the process.

12. STAFF REPORT.*

- a. **Project Review 2019-08 Adam's Pest Control, Medina.*** The plan does not meet requirements as submitted. Staff expects to present this project at the Commission's November meeting.

b. Juntunen cover the upcoming **schedule for signing contracts**. Contracts for the technical services provider and Fourth Generation Plan development will be created by Counsel and need to be signed by the December meeting.

c. **Baker Park Ravine**. The pre-construction meeting will be held next Wednesday at 9:00 a.m. to discuss specifics on site. The campground closes on October 20 and the contractor has indicated that they can start as soon as things freeze up. The project must be completed by early April 2020.

d. TRPD conducted a **Zebra Mussel Survey** on Lake Independence. Populations seem to have dropped drastically from last year. Reasons for the population decline are unknown and may be based on several factors such as the dominance of blue-green algae or high water levels of the lake.

e. Barta noted that the County is working on a **cost-share project in Greenfield** to fence off a stream, install gutters on barns and complete pasture improvements.

13. COMMISSIONER REPORTS.

Spencer shared that Independence has received a preliminary plat for a project on the south side of the city that might have opportunities for above and beyond water quality treatment. The full project is not expected to be received by the City until at least January. The preliminary plat does incorporate regrading, water quality controls, and mitigating the inflow from a ravine on the property.

14. OTHER BUSINESS.

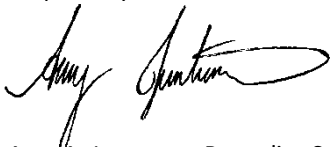
a. Staff introduced **Paul Stewart**, the new Hennepin County Rural Conservationist.

b. **Mark Workcuff**, Councilmember for Greenfield, introduced himself. He will be the next Greenfield Commissioner as Hoekstra is moving out of the City.

c. The **next regular meeting** is scheduled for November 21, 2019.

15. **ADJOURNMENT**. There being no further business, motion by Hoekstra, second by Spencer to adjourn. *Motion carried unanimously*. The meeting was adjourned at 7:00 p.m.

Respectfully submitted,



Amy A. Juntunen, Recording Secretary
AAJ:tim

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