

**REGULAR MEETING MINUTES**  
**November 15, 2018**

**1. CALL TO ORDER.** A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order at 6:10 p.m., Thursday, November 15, 2018, by Vice Chair John Fay at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Brad Spencer, Independence; John Fay, Maple Plain; Mike McLaughlin, Medina; John Tschumperlin, Minnetrista; James Kujawa, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); and Amy Juntunen, JASS.

Also present: Scott Johnson, Medina.

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

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

a. **October Regular Meeting Minutes.\***

b. **November Monthly Claims/Treasurer's Report.\*** Claims total \$10,345.84.

*Motion carried unanimously.*

**4. ACTION ITEMS.**

a. **Hennepin County Pictometry Agreement.\*** In 2015 the Commission authorized entering into a contract with Hennepin County to obtain access to detailed aerial imagery and pictometry resources. The County makes these available to local governments and their staff at no cost. Third parties performing services to the local government such as consulting engineers may, with authorization, also obtain access, but only for the performance of those services. These high-quality images are valuable in supplementing or even replacing some types of field work or site visits. Included in the meeting packet are a letter and information about the resources as well as the Agreement provided by Hennepin County. Staff recommends that the Commission authorize execution of the Agreement. Motion by McLaughlin, second by Tschumperlin to approve the Hennepin County pictometry agreement. *Motion carried unanimously.*

b. **BWSR Watershed Based Funding Grant Agreement.\*** It was noted that the agreement states that the BWSR logo be predominantly displayed on the Commission's website. Staff will update the website to include the logo. Motion by McLaughlin, second by Tschumperlin to approve the BWSR Watershed based funding grant agreement. *Motion carried unanimously.*

**5. OPEN FORUM.**

**6. OLD BUSINESS.**

**7. NEW BUSINESS.**

**8. WATERSHED MANAGEMENT PLAN.** Plans for Maple Plain and Independence have not yet been approved. Both plans are expected to be submitted by the end of December.

**9. STAFF REPORT.\***

a. Kujawa requested approval to deny the **Crow River Overlook** project (2018-017) in Greenfield. Grading has already started on the project, but the project review is currently incomplete and the deadline for Commission review and approval is December 15. If the Commission does not make a decision within that time,

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

\*Included in meeting packet.

the project is automatically approved. Motion by McLaughlin, second by Spencer to grant authority to Kujawa to administratively deny the project if necessary. *Motion carried unanimously.*

**b.** The **Buffer Law** requirements going forward require staff to check each parcel in the county at least once every three years and spot check up to 15% of parcels. Hennepin has opted to section the County into thirds and check 1/3 each year. This will begin in 2019. Those residents chosen to have a spot check done will be notified by letter.

**c.** Staff gave **administrative approval** for two projects that only required review for erosion and sediment control.

**d.** A **county-wide chloride meeting** is scheduled for 8:30 a.m. December 6, 2018 at Riley-Purgatory-Bluff Creek Watershed District.

#### 10. EDUCATION.

**11. GRANT OPPORTUNITIES.** The BWSR Watershed-based funding project will include the Lake Ardmore BMP project. The Watershed-based funding grant will cover \$58,317 of the total project cost of \$74,062. The Commission's CIP fund and Hennepin County grants total \$13,745 and the City of Medina's cost-share is \$2,000.

#### 12. COMMUNICATIONS.

**a. BWSR Level II Performance Review PRAP – final report.\*** The City of Maple Plain will need to draft a resolution designating the Pioneer-Sarah Creek Commission as LGU for WCA through January 1, 2020. After that time, Hennepin County will no longer provide those services for the Commission. Administrative staff was commended for participating in the process and the favorable assessment.

**b. Baker Ravine weekly updates.\*** The project is still waiting for the Army Corps of Engineers permit, which is a lengthy process. The permit is expected to be received in January or February 2019. Due to this delay, the start of construction was postponed to October 2019. This project was reviewed by the Commission, but project review fees have not yet been received from TRPD.

**c. Independence Draft Manure Management Policy.\*** This policy will be part of the Local Water Management Plan adopted at the first Council meeting in December. Kujawa will review the policy and submit comments on behalf of Pioneer-Sarah Creek.

#### 13. COMMISSIONER REPORTS.

**a. Spencer** noted that there was no change in City leadership as 2018 was not an election year in Independence.

**b. Tschumperlin** expects to serve a four-year term on the Commission since he won a City Council seat in the Minnetrista elections this year.

#### 14. OTHER BUSINESS.

The **next regular meeting** is scheduled for December 20, 2018. Fay stated that he was unable to attend and suggested that if there is no pressing business, the December meeting be canceled.

**15. ADJOURNMENT.** There being no further business, motion by McLaughlin, second by Tschumperlin to adjourn. *Motion carried unanimously.* The meeting was adjourned at 6:44 p.m.

Respectfully submitted,



Amy A. Juntunen, Recording Secretary

AAJ:tim

Z:\Pioneer-SarahCreek\Meetings\Meetings 2018\11 Minutes.docx