



**Pioneer-Sarah Creek
Watershed Management Commission**

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**REGULAR MEETING
Minutes
November 16, 2023**

1. CALL TO ORDER. A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order by Chair Joe Baker at 6:02 p.m., Thursday, November 16, 2023, at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Mark Workcuff, Greenfield; Joe Baker, Independence; Brenda Daniels, Loretto; Andrew Burak, Maple Plain; Pat Wulff, Medina; Peter Vickery, Minnetrista; Kris Guentzel, Hennepin County Environment and Energy (HCEE); Andrew Vistad, Hakanson-Anderson; Brian Vlach, Three Rivers Park District (TRPD); and Amy Juntunen, JASS.

Also Present: Scott Johnson, Medina.

2. AGENDA. Motion by Vickery, second by Daniels to approve the agenda* with the addition of item 5.d. Highland Project Split. *Motion carried unanimously.*

3. CONSENT AGENDA. Motion by Burak, second by Daniels to approve the Consent Agenda as presented. *Motion carried unanimously.*

a. October 19, 2023 Regular Meeting Minutes.*

b. November Treasurer's Report/Monthly Claims * totaling \$11,223.99.

4. OPEN FORUM.

5. ACTION ITEMS.

a. Adelman Project Funding Request.* This is a lakeshore restoration project covering approximately 330 linear feet of lakeshore. The Technical Advisory Committee (TAC) met last week to discuss the cost-share requests for both Adelman and Kingston projects at the Bridgevine development on Lake Independence. The TAC recommends funding these projects at 33% of cost with 24% from WBIF grant funds and 9% from the CIP fund for Lake Independence Area BMPs. The total landowner contribution is 67%. The Adelman project has been bid by a licensed contractor at a total of \$115,000.

b. Kingston Project Funding Request.* This is a lakeshore restoration project at the Bridgevine development adjacent to the Adelman property. The Kingston project has not yet been bid but is estimated at a total cost of \$68,000. However, the final plans for both Adelman and Kingston projects have yet to be finalized.

Motion by Burak, second by Daniels to support the lakeshore restoration cost-share projects on the Adelman and Kingston properties up to 33% of project cost. The final funding amount will be based on the level of water quality improvement proposed with final plans. *Motion carried unanimously.*

c. Designate Commission WBIF Representative. The 2024 WBIF convene process will require one representative from the Commission, a representative from up to two member cities, and a representative from the County. Baker volunteered to serve as the Commission's WBIF representative. Motion by Burak,

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

*Included in meeting packet.

second by Wulff to approve Baker as the Commission's WBIF convene group representative. *Motion carried unanimously.*

d. Highland Project Split. The Commission previously reviewed this project in Medina which is a four-lot development. One parcel straddles the boundaries between the Elm Creek and Pioneer-Sarah Creek Watershed Management Commissions. Two parcels drain to Elm Creek and two drain to Pioneer-Sarah Creek. The City has requested the Commission's input on the disposition of the lots within the watershed. Currently all four lots are included in the Pioneer-Sarah Creek legal boundary. Vistad recommended that the two lots draining to Elm Creek be assigned to the Elm Creek legal boundary. Motion by Vickery, second by Daniels to accept the two lots in the Pioneer-Sarah Creek watershed and assign the lots draining to the Elm Creek watershed to the Elm Creek Commission when the Elm Creek Commission adopts proposed boundary changes. *Motion carried unanimously.*

6. OLD BUSINESS.

a. BohLand Draft Cost Share Agreement.* A draft copy of the Cost-Share Agreement was included in the packet. There was no additional feedback from Commissioners or Staff. Baker signed the Agreement on behalf of the Commission to support the Bridgevine ravine stabilization project.

b. Grant Tracking Update.* Juntunen provided a new spreadsheet detailing current grants and projects assigned to each grant with grant and match costs defined. Informational only, no action.

7. NEW BUSINESS.

8. EDUCATION.

9. STAFF REPORTS.

a. TAC Minutes.* The minutes of the November 8, 2023 TAC meeting were included in the packet. Vistad noted that Hakanson Anderson no longer represents Medina. At the next TAC meeting members will discuss a rule change to allow Staff administrative approval authority over future projects being reviewed for erosion and sediment control only.

b. Engineer's Report.* Vistad contacted several vendors but was unable to locate a vendor to complete the GS68 project in 2023. The 2021 WBIF grant has been extended by one year to expire on December 31, 2024. Staff will re-bid the project next summer for late summer/early fall construction.

A project review for the CSAH 19 project is expected in December or January.

A project review has been submitted for the construction of one residential house with a long driveway in Minnetrista. This will require action in December. The Commission is unlikely to meet in December due to the holiday. Motion by Daniels, second by Burak to grant Staff authority to review and administratively approve Project 2023-06, Hedstrom House, after the Commission has had the opportunity to read the project review findings and provide feedback over a one-week period. *Motion carried unanimously.*

c. HCEE Report.* Staff are working with Stantec to complete the survey work for the **Dance**

Hall Creek project. County staff are also working with EOR to complete survey work and wetland sediment cores on the **Shrine Horsemen** property. There is not a lot of obvious erosion from the Shriners property to Lake Rebecca, but area wetlands may be exporting TP.

d. **TRPD Report.** WBIF funding has been designated for the **Lake Rebecca Channel Restoration project.** TRPD has been monitoring the channel and is working with adjacent landowners to determine access, likely from the Shriners property. Once the access route is agreed upon, Vlach will finalize design plans. TRPD is currently in the permitting process for this project. Construction should occur in 2024.

Vlach is in process of executing a **Hennepin County Opportunity Grant** in the amount of \$25,000 for the second alum treatment on Whaletail Lake. This will supplement the Clean Water Fund Grant received for this project from BWSR.

10. COMMISSIONER REPORTS.

Wulff noted that the level of Lake Independence is near the ordinary high water line and continues to increase with flow from Ardmore and Spurzem Creeks.

11. OTHER BUSINESS.

The **next regular meeting** is scheduled for December 21, 2023, at Maple Plain City Hall. [The meeting was subsequently canceled since there was no pressing business.]

12. ADJOURNMENT. There being no further business, motion by Wulff, second by Burak to adjourn. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,



Amy Juntunen
Administrator

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