

REGULAR MEETING MINUTES
November 21, 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, November 21, 2019, by Vice Chair John Fay at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Mike Hoekstra, Greenfield; Brad Spencer, Independence; Brenda Daniels, Loretto; John Fay, Maple Plain; Pat Wulff, Medina; John Tschumperlin, Minnetrista; 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; Scott Johnson, Medina; Andrew Vistad, Hakanson-Anderson, and Diane Spector, Wenck Associates.

2. AGENDA. Motion by Hoekstra, second by Wulff to approve the agenda with the following change: Move item 12.a. Adams Pest Control to 5.e. under Action Items. *Motion carried unanimously.*

3. CONSENT AGENDA. Motion by Tschumperlin, second by Daniels to approve the Consent Agenda with a correction to Cailyn Cahill's name on the minutes:

a. October Regular Meeting Minutes.*

b. November Monthly Claims/Treasurer's Report.* Claims total \$15,779.17.

Motion carried unanimously.

4. OPEN FORUM.

5. ACTION ITEMS.

a. Project Review 2019-05 Green Acres East, Greenfield.* This plan was originally approved with conditions by the Commission at the September 19, 2019 meeting. The developer submitted significant site plan changes in October, removing wetland impacts and reducing the number of lots from six to three plus an outlot. An infiltration basin will still be installed on the outlot to mitigate future impervious surface. Because the plan revision is a reduction of the previously approved plan, Staff administratively approved the project contingent on the original requirement, an O&M agreement for the infiltration basin recorded on the property deed or association documents. No wetland impacts can occur from this project and any future wetland impacts will need to be reviewed by the WCA LGU to be approved.

b. Professional Services Agreement with Hakanson-Anderson.* This is an Agreement between the Commission and Hakanson Anderson for technical services to be provided for one year at a not-to-exceed cost of \$47,000. Motion by Daniels, second by Wulff to approve the Professional Services Agreement as presented. *Motion carried unanimously.*

c. Fourth Generation Plan Work Plan and Proposal and Secondary Technical Services Agreement–Wenck Associates.* The Fourth Generation Plan Agreement has a not-to-exceed amount of \$30,000 that cannot be increased without approval of the Commission. Motion by Wulff, second by Hoekstra to approve the Fourth Generation Work Plan and Agreement with Wenck Associates. *Motion carried unanimously.*

Motion by Tschumperlin, second by Daniels to approve the Secondary Technical Services

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

Agreement with Wenck Associates to provide technical services to the Commission in the case that Hakanson Anderson has a conflict with any given project review. *Motion carried unanimously.*

d. Schedule Joint Regular and TAC Meeting. (Cities, identify your representative to the TAC.) Cities need to appoint TAC members to represent their interests, usually the person in the city who works with water resources. Medina and Independence will use their Hakanson Anderson engineer. Paul Stewart from HCEE will be added to the TAC. Juntunen will send a Doodle Poll to schedule a TAC meeting in early January, prior to the regular meeting, to review the current CIP and solicit projects for the Fourth Generation CIP from cities. The regular Commission meeting on January 16 will start at 5:30 p.m. Email reminders will be sent to Cities and Commissioners.

e. Project Review 2019-08 Adams Pest Control, Medina.** Adam's Pest Control is planning to expand their current Medina facility to a new site. This property is located on the north side of State Highway 55, just west of Willow Drive. The entire parcel is 46-acres, but only the southern portion (Lot 1-26.6 acres) is being proposed for development at this time. The proposed site plan consists of an office building and a warehouse/maintenance building with parking. This project will disturb 10.9 acres and create 4.6 acres of new impervious area. The Commission's stormwater management plan requires compliance for Stormwater Management (Rule D), Erosion Control (Rule E), Floodplain Alteration (Rule F) and Wetland Buffers (Rule I). The project will treat stormwater through three sand filtration basins meeting rate and nutrient control. Wetland buffers are 25-40 feet, meeting buffer requirements. Runoff rates and nutrients will be reduced after development. Staff recommends approval contingent on an O&M plan for the basins being recorded on the title and provided to the Commission; construction sequencing details for the filter basins meeting Commission requirements; and wetland buffer planting and maintenance plans being provided for areas not in permanent vegetative cover. Motion by Wulff, second by Hoekstra to approve project 2019-08 with the three contingencies listed. *Motion carried unanimously.*

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. January –
 - 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.

*Included in meeting packet.

9. **EDUCATION.** Earlier this year the Board of Water and Soil Resources (BWSR) was awarded \$900,000 from the Environment and Natural Resources Trust Fund (ENRTF) to fund the “**Lawns to Legumes**” program.* Lawns to Legumes is part of the State of Minnesota’s pollinator initiative, and is aimed particularly at enhancing rusty-patched bumble bees and other at-risk pollinator habitat. This program has three legs: (1) grants to individuals to assist them with planting new or enhanced plantings; (2) Demonstration Neighborhood Grants to groups to undertake larger projects; and (3) public education and outreach, including creation and dissemination of educational materials. More information can be found at <https://bwsr.state.mn.us/lawns-legumes-your-yard-can-bee-change>.

10. **GRANT OPPORTUNITIES.**

Baker Park Ravine. Wenck and TRPD met with the vendor, Minnesota Native Landscapes, twice – for the pre-construction meeting in early November and again November 19 to finalize access and tree removal plans. Construction has begun with hard-armoring the headwaters section and creating rock construction entrances. Construction meetings are held every Thursday at 9:00 a.m. on-site. Substantial project completion is expected by mid-January, depending on weather conditions.

11. **COMMUNICATIONS.**

12. **STAFF REPORT.***

a. Kujawa and Vistad will schedule a meeting at the JASS office in December to transfer files and other information, as well as discuss ongoing projects.

b. The **carp monitoring** at the pit tag reader site will continue until there is a hard freeze.

13. **COMMISSIONER REPORTS.**

a. **Minnetrista** will place an added incentive to get SWMP (Stormwater Management Programming) data scrubbed by the end of 2020 on the city’s 141 stormwater ponds, of which the city owns 8, with another 15 owned by schools or TRPD and the remainder by HOAs. There has been no record of maintenance of these ponds to date.

b. **Hoekstra** commented that Greenfield has just started cleaning stormwater ponds with costs ranging from \$5,000-\$30,000. The *StarTribune* posted an article regarding the MPCA impaired waters list which is published every two years. There were fourteen lakes de-listed including Lake Rebecca, though Lake Rebecca was not named in the article.

c. **Maple Plain** discussed the new MS4 permit at last night’s Council meeting.

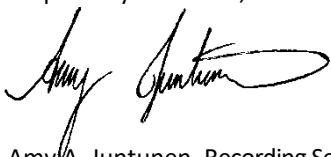
d. **Daniels** noted that the 2019 Holiday Train will be in Loretto on December 12 at 4:15 p.m.

14. **OTHER BUSINESS.**

a. The **next regular meeting** is scheduled for December 19, 2019. Motion by Spencer, second by Daniels to cancel the December meeting. *Motion carried unanimously.*

15. **ADJOURNMENT.** There being no further business, motion by Hoekstra, second by Wulff to adjourn. *Motion carried unanimously.* The meeting was adjourned at 7:11 p.m.

Respectfully submitted,



Amy A. Juntunen, Recording Secretary

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