



Pioneer-Sarah Creek Watershed Management Commission

ADMINISTRATIVE OFFICE: 3235 Fernbrook Lane N • Plymouth, MN 55447
763.553.1144 • Fax: 763.553.9326

April 15, 2022

Representatives
Pioneer-Sarah Creek Watershed
Management Commission
Hennepin County, Minnesota

*The meeting packet for this meeting
may be found on the Commission's website:
[http://www.pioneersarahcreek.org/minutes--
meeting-packets.html](http://www.pioneersarahcreek.org/minutes--meeting-packets.html)*

Dear Representatives:

A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission will be held Thursday, April 21, 2022, at 6:00 p.m. This will be a **virtual** meeting.

Until further notice, all meetings will be held online to reduce the spread of COVID-19. **To join a meeting, click <https://us02web.zoom.us/j/845974640?pwd=YTFON1hMaXdRRXdzL1lyREw1ak5rQT09>**, which takes you directly to the meeting.

OR, go to www.zoom.us and click **Join A Meeting**. Meeting ID is **845 974 640**. The passcode for this meeting is **water**.

If your computer is not equipped with audio capability, dial into one of the numbers below with **passcode 978624**.

+1 929 205 6099 US (New York)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US

+1 312 626 6799 US (Chicago)
+1 346 248 7799 US (Houston)
+1 301 715 8592 US

Meetings remain open to the public via the instructions above.

In order to ensure a quorum for the regular meeting, please telephone 763.553.1144 or email me at amy@jass.biz to indicate if you or your Alternate will be attending. It is your responsibility to ascertain that your community will be represented at the meeting

Regards,

Amy A. Juntunen, Administrator
AAJ:tim

cc: Alternates
Paul Stewart, Kris Guentzel, HCEE
Brian Vlach, TRPD
Joel Jamnik, Attorney
Diane Spector, Wenck Assocs.

Andrew Vistad, Kaci Fisher, Hakanson-Anderson
City Clerks
Met Council
official newspapers
MPCA
BWSR
DNR

Z:\Pioneer-SarahCreek\Meetings\Meetings 2022\3 notice.doc

REGULAR MEETING AGENDA

April 21, 2022 • 6:00 p.m.

The meeting packet can be found on the Commission's website:

<http://pioneersarahcreek.org/pages/Meetings/>

1. Call to Order.
2. Approve Agenda.*
3. Consent Agenda.
 - a. March meeting minutes.*
 - b. April Claims/Treasurer's Report.*
4. Open forum.
5. Action Items.
 - a. 2022-003 Hilltop Prairie, Independence.*
 - b. 2022-004 Ox Yoke Pool, Minnetrista.*
 - c. Approve 2023 Budget.*
 - d. Approve 2023 Member Assessments.*
 - e. Approve 2021 Annual Report.*
 - f. Non-Waiver of monetary limits on tort liability*
6. Old Business.
7. New Business.
 - a. Hakanson-Anderson Rates.*
8. Watershed Management Plan.
9. Education.
10. Grant Updates.
11. Communications.
12. Staff Reports.
 - a. Engineer's Report.*
 - b. HCEE Report.*
13. Commissioner Reports.
14. Other Business.
 - a. Return to In-Person Meetings.*
15. Adjournment. (Next scheduled meeting: May 19, 2022).

Z:\Pioneer-SarahCreek\Meetings\Meetings 2022\4 agenda.docx



Watershed Management Commission

ADMINISTRATIVE OFFICE: 3235 Fernbrook Lane N • Plymouth, MN 55447
763.553.1144 • Fax: 763.553.9326 • amy@jass.biz • www.pioneersarahcreek.org

REGULAR MEETING

Minutes

March 17, 2022

1. CALL TO ORDER. A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order via Zoom at 6:10 p.m., Thursday, March 17, 2022, by Chair Joe Baker.

Present: Mark Workcuff, Greenfield; Joe Baker, Independence; Caitlin Cahill, Maple Plain; Joel Settles, Medina; John Tschumperlin, Minnetrista; Kris Guentzel and Paul Stewart, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); Andrew Vistad, Hakanson-Anderson; and Amy Juntunen, JASS.

Also Present: Scott Johnson, Medina.

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

3. CONSENT AGENDA. Motion by Tschumperlin, second by Cahill to approve the Consent Agenda as presented.

a. February Regular Meeting Minutes.*

b. March Treasurer's Report/Monthly Claims * totaling \$2,210.96

Motion carried unanimously.

4. OPEN FORUM.

5. ACTION ITEMS.

a. 2022-02 Huotari Residence, Independence.* This is an after-the-fact review of a residential dwelling. It was originally constructed with the driveway going through a wetland. The homeowner has been required to move the driveway north 50-75 feet to avoid the wetland, provide erosion and sediment control between the old and new driveways, and restore the wetland. Staff recommends approval. Because the work was started prior to review, this project is subject to the doubling of fees. Motion by Cahill, second by Tschumperlin to approve project 2022-02 subject to the receipt of outstanding project review fees. *Motion carried unanimously.* Vistad will check the review fee schedule to determine if the total fee should be \$550 or \$600.

b. 2022 Work Plan.* Motion by Settles, second by Workcuff to approve the 2022 Work Plan as presented. *Motion carried unanimously.*

c. Fee Schedule Revision.* Because the Commission has released WCA LGU responsibilities to the cities, the fee schedule has removed references to wetlands to avoid confusion for applicants. There were minor updates to add dollar signs as well. Motion by Tschumperlin, second by Cahill to approve the fee schedule revisions as presented. *Motion carried unanimously.*

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

*Included in meeting packet.

d. Rules and Standards Revision.* In 2021, the Minnesota Pollution Control Agency (MPCA) issued a new Municipal Separate Storm Sewer System (MS4) Phase II general permit to Minnesota cities. An individual MS4 Phase II permit requires a city to develop and implement a stormwater pollution prevention program to reduce the discharge of pollutants from their storm sewer systems. Most member communities in the Pioneer-Sarah Creek Watershed Management Commission are MS4 Phase II permit holders.

The revised MS4 Phase II permit requires:

- 1.** For non-linear projects, treatment of the amount of 1.0-inches of runoff from new and fully reconstructed impervious surfaces.
- 2.** For linear projects, treatment of a) 1.0-inches of runoff from the new impervious surface or b) 0.50-inches of runoff from new and fully reconstructed impervious surfaces, whichever is greater.

The current watershed rules as defined by the Pioneer-Sarah Creek Watershed 2020 Fourth Generation Watershed require applicants to provide water quality treatment for 1.1 inches of runoff from the net new impervious surfaces when disturbance is over 1 acre. The Commission will maintain this abstraction volume that is above what is required as part of the MS4 permit.

Staff propose to revise the Commission's rules to align with the MS4 Phase II permit requirements. These proposed revisions will have the greatest impact to redevelopment, including public works projects (i.e., road projects) and will have negligible impact to new construction projects on greenfield sites. It is important to the Commission's member cities that its rules be aligned with their MS4 Phase II permit requirements so as to be at least as stringent as those of its member cities and to create consistency in the project review process.

Motion by Cahill, second by Tschumperlin to approve the revisions as presented. *Motion carried unanimously.*

e. Water Appropriations Permitting Changes.* A water appropriation permit application received in 2021 highlighted changes needed in the rules and the application form. Because monitoring surface water elevation for every water body in the watershed is infeasible, the rules have been changed to use the DNR draught condition stating that non-essential appropriations shall be suspended when the river gauge located at Rockford, MN drops below 42 CFS for a period of 120 Hours. The application form was updated to include the applicant's email, pump size and capacity. Motion by Settles, second by Workcuff to approve the changes as presented. *Motion carried unanimously.*

f. Project Review Application Changes.* As a result of releasing LGU responsibilities for WCA, the application was revised to remove WCA references. A city review signature was also added because the cities are supposed to have received the project review prior to the Commission. The email address on the form was changed to amy@jass.biz for submissions. Motion by Tschumperlin, second by Settles to approve the project review application as presented. *Motion carried unanimously.* The website will be modified to change the email address as well.

g. Hennepin County Cooperative Agreement.* The 2022 Agreement includes a not-to-exceed \$10,000 for staff time for outreach to watershed residents. The other line items include WBIF funds for projects. Motion by Settles, second by Workcuff to approve the Agreement as presented. *Motion carried unanimously.*

h. **Annual Appointments.** . Motion by Cahill, second by Baker to appoint the following for 2022: Official Newspaper, *Crow River News*; Official Depositories, US Bank and the 4M fund; Deputy Treasurer, Amy Juntunen; and Auditor, Johnson & Co., Ltd. *Motion carried unanimously.*

6. **OLD BUSINESS.**

7. **NEW BUSINESS.**

a. **CIP Review.*** A feasibility study for the Whaletail alum treatment is planned for April 2022 with an expectation to apply for a Clean Water Fund (CWF) grant by August. Depending on alum pricing, the Commission/City share listed on the CIP could increase by about 10%.

The Lake Sarah alum treatment has been added in 2025 but a CIP application has not yet been received. The estimated costs listed on that item are likely to increase. Feasibility studies for CIP projects will solidify the amounts listed on the CIP for Commission and City consideration.

b. **Proposed Staff/TAC Meeting Frequency.** Staff requested an increase in meeting frequency from 1-2 meetings per year to 6-11 meetings. Commissioners agreed that output from the last two meetings has been impressive and agreed to allow more TAC meetings as necessary to move projects forward. City involvement on the TAC is expected.

c. **Proposed 2023 Budget.*** Tscumperlin and Baker volunteered to work with Staff on the 2023 budget process at a separate Committee meeting, date to be determined. Other Commissioners are welcome to attend. The meeting will be virtual.

8. **WATERSHED MANAGEMENT PLAN.**

9. **EDUCATION.**

10. **GRANT UPDATES.**

11. **COMMUNICATIONS.**

12. **STAFF REPORTS.**

a. **Engineer's Report.** A few residential development project applications have been received, though incomplete. Expect a full meeting of project reviews in the near future. These developments can help to increase water quality in the watershed.

b. **HCEE Report.*** The **Dance Hall Creek SWA** is expected to be released in mid to late April for landowner input. The **Lake Rebecca SWA** continues with the hydrology report expected to be completed in the next few weeks and priority areas for survey work identified in the next month for additional data collection. The **Spurzem SWA report** is being drafted now and hopefully will be done in April. The grant deadline for the Spurzem SWA is June 30. Staff continue to work on the Malacek project (see CIP) and McCombs projects.

c. **TRPD Report.** The fourth stream monitoring site for 2022 will be on Pioneer Creek at Pagenkopf. Equipment is currently being calibrated and should be installed next month, weather permitting. Vlach asked if the model used for the SWA would be available to TRPD for the Lake Rebecca Creek excavation project. TRPD may monitor the carp barrier this year to gauge overall effectiveness. Settles agreed that they could access the barrier on his property and use his electricity.

13. COMMISSIONER REPORTS.

a. **Baker.** Independence has more subdivision developments in queue. Those will be leveraged with identified BMPs in the area. LSIA is pushing for an alum treatment and Vlach is invited to the LSIA general meeting in April to give a short presentation on the steps needed to move toward alum treatment.

b. **Workcuff.** Greenfield also has more development occurring soon. The City Administrator has been doing a great job engaging those landowners to partner on projects.

c. **Tschumperlin** reported that Minnetrista has hired a new City Manager/Administrator, Jasper Kruggel, who will start on April 11. The new water tower just west of St. Bonifacius is now online; a treatment plant needs to be built. The city continues education of residents on water usage since the city was deemed an excessive user compared to neighboring cities. A Town Hall meeting is scheduled for May 3 to discuss water matters.

d. **Cahill.** No development projects in Maple Plain currently, just a mill and overlay road project.

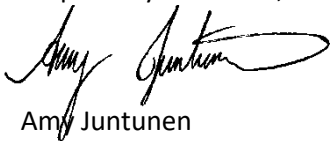
e. **Settles** noted that Medina's developments are in other watersheds.

14. OTHER BUSINESS.

The **next regular meeting** is scheduled for April 21, 2022 and will be held online again via Zoom link <https://zoom.us/j/845974640>.

15. ADJOURNMENT. There being no further business, motion by Cahill, second by Settles to adjourn. *Motion carried unanimously.* The meeting was adjourned at 7:58 p.m.

Respectfully submitted,



Amy Juntunen
Administrator
AAJ:tim

Z:\Pioneer-SarahCreek\Meetings\Meetings 2022\3 Minutes PSC.docx

Pioneer-Sarah Creek Watershed
Cash Disbursements Journal
For the Period From Apr 1, 2022 to Apr 30, 2022

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
4/21/22		50100	Engineering / Technical Consulting	180.00	
		10100	Hakanson Anderson Associates, Inc.		180.00
4/21/22		51100	Administration	1,148.88	
		51100	Meeting-related	375.41	
		51100	Bookkeeping / TR / Audit Prep	287.23	
		51100	Annual Budget	166.11	
		51400	Website	67.50	
		51120	Project Reviews	227.18	
		57000	Education	31.50	
		10100	Judie Anderson's Secretarial Service		2,303.81
Total				2,483.81	2,483.81



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

Pioneer Sarah Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

Invoice number 48092
Date 03/31/2022

Project **PSC901-2022 GENERAL ENGINEERING
FOR PIONEER SARAH WMC 2022**

Professional Services Provided Through 02/28/2022

GENERAL ENGINEERING

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>UPDATES TO FEE SCHEDULE & APPROPRIATIONS PERMIT</i>	02/07/2022	4.00	92.00	368.00
Andrew Vistad <i>TAC MEETING</i>	02/15/2022	1.50	92.00	138.00

PROFESSIONAL FEES SUBTOTAL 506.00

GENERAL ENGINEERING SUBTOTAL 506.00

Invoice subtotal 506.00

INVOICE ADJUSTMENT -326.00

AMOUNT DUE THIS INVOICE 180.00

Invoice Summary	Current Billed	Prior Billed	Total Billed
Total	180.00	438.00	618.00

April 1, 2022

Pioneer Sarah Creek Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

Re: Billing Correction

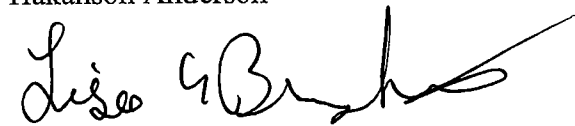
Dear Pioneer Sarah Creek Watershed Management Commission:

It has recently come to our attention that we have made a billing mistake to past invoices for the PSC901-2021 General Engineering project sent to the PSCWMC. The purpose of the letter is to provide a brief summary of the error as well as outline the proposed resolution.

As background, we generally adjust rates annually to adjust for inflation as well as to adjust for changes of employee classifications. In 2021, Hakanson Anderson adjusted our Standard Rates (that are applicable to other clients) and Andrew Vistad's rate was adjusted to \$100. Simultaneous with the rate adjustment, we updated our Billing Rate Tables in our accounting software that generates our invoices. The updated Billing Rate Tables (applicable to other clients) were mistakenly applied to some of the invoices for the General Engineering project to PSCWMC for work that Andrew Vistad completed beginning in June 2021 and extending to January 2022. These updated Billing Rate Tables should not have been applied to any PSCWMC invoices at that time as our rates were fixed by our contract through December 31, 2021. This resulted in an overcharge (and thus an overpayment) of \$326 over the six months for which this occurred.

We apologize for this mistake and have issued a credit in the same amount of \$326 on our current invoice (Invoice Number 48092) to correct this error. If you have any questions or need additional information, please feel free to contact me at 763-852-0477 or by email at LisaB@haa-inc.com.

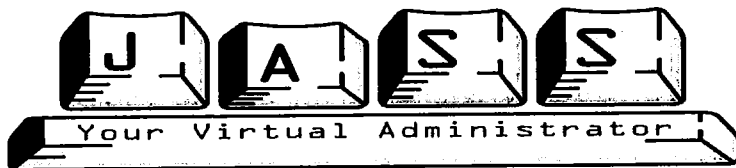
Sincerely,
Hakanson Anderson



Lisa Broughton
Finance and Administrative Manager

Attachments

Cc: Andrew Vistad, Project Manger



Pioneer-Sarah Creek Watershed Management Commission
3235 Fernbrook Lane Plymouth, MN 55447

3235 Fernbrook Lane
Plymouth MN 55447

April 15, 2022

				Total Project Area	
General Administration					
Administrative		65.00	0.000		
Administrative	6.55	70.00	458.500		
Administrative - virtual		75.00	0.000		
Office Support	7.00	70.00	490.000		
Public storage	1.00	101.08	101.080		
Data Processing/File Mgmt		65.00	0.000		
Archiving		60.00	0.000		
Reimbursable Expense	99.30	1.00	99.300	1,148.880	Administration
Meeting packets, attendance, Minutes and Meeting follow-up					
Administrative		65.00	0.000		
Administrative	2.88	70.00	201.600		
Admin - virtual	2.08	75.00	156.000		
Reimbursable Expense	17.81	1.00	17.810	375.410	Meeting-related activities
Bookkeeping					
Bookkeeping		65.00	0.000		
Bookkeeping, budget, audit requests	1.92	70.00	134.400		
Treasurer's Reports	1.17	70.00	81.900		
Audit Prep		65.00	0.000		
Audit Prep	0.75	70.00	52.500		Bookkeeping/TRs
Reimbursable Expense	18.43	1.00	18.430	287.230	Bookkeeping/TRs
Annual Budget					
Administrative		65.00	0.000		
Administrative	0.85	70.00	59.500		
Administrative - offsite	1.42	75.00	106.500		
Reimbursable Expense	0.11	1.00	0.110	166.110	Annual Budget/
Website					
Weebly hosting - 1 year	32.50	1.00	32.500		
Pages, links, uploads		70.00	0.000		
Administrative	0.50	70.00	35.000	67.500	Website
Project Reviews					
Administrative		65.00	0.000		
Administrative	3.00	70.00	210.000		
File Management/Archiving		65.00	0.000		
Reimbursable Expense	17.18	1.00	17.180	227.180	Project Reviews
Education					
Secretarial		65.00	0.000		
Administrative		70.00	0.000		
Virtual - Watershed Partners, etc.	0.42	75.00	31.500		
Reimbursable Expense		1.00	0.000	31.500	Education
			2,303.810	2,303.810	

Pioneer-Sarah Creek Watershed
Income Statement
Compared with Budget
For the Three Months Ending March 31, 2022

	Current Month Actual	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues				
Member Dues	\$ 0.00	\$ 103,800.00	\$ 103,800.00	0.00
Project Review Fees	2,400.00	2,400.00	1,500.00	900.00
CIP Income	0.00	28,000.00	28,000.00	0.00
Interest and Dividend Income	32.94	43.21	364.99	(321.78)
Total Revenues	2,432.94	134,243.21	133,664.99	578.22
Expenses				
Engineering/Consulting	438.00	438.00	8,125.00	7,687.00
Administrative Expense	1,333.71	2,965.86	9,000.00	6,034.14
Adm-Project Reviews	17.50	82.28	187.50	105.22
Adm-CIP Mgmt	0.00	0.00	250.00	250.00
Adm - Tech Support	0.00	0.00	187.50	187.50
Legal Expense	0.00	0.00	125.00	125.00
Insurance	0.00	257.00	2,800.00	2,543.00
Website	0.00	17.50	375.00	357.50
TAC Meetings	401.50	401.50	625.00	223.50
Education	20.25	20.25	0.00	(20.25)
Total Expenses	2,210.96	4,182.39	21,675.00	17,492.61
Net Income	\$ 221.98	\$ 130,060.82	\$ 111,989.99	18,070.83

Pioneer-Sarah Creek Watershed
Balance Sheet
March 31, 2022

ASSETS

Current Assets

Cash-4M Fund	\$	726,231.60
Accounts Receivable		<u>42,551.07</u>

Total Current Assets		<u>768,782.67</u>
----------------------	--	-------------------

Total Assets	\$	<u><u>768,782.67</u></u>
--------------	----	--------------------------

LIABILITIES AND CAPITAL

Total Liabilities		0.00
-------------------	--	------

Capital

Next Generation Plan Fund	\$	25,000.00
Retained Surplus		316,725.29
CIP Fund		154,404.56
Grant fund - Watershed Based		142,592.00
Net Income		<u>130,060.82</u>

Total Capital		<u>768,782.67</u>
---------------	--	-------------------

Total Liabilities & Capital	\$	<u><u>768,782.67</u></u>
-----------------------------	----	--------------------------



Hilltop Prairie **Independence, Project #2022-003**

Project Overview: Hilltop Prairie is a 13 lot 62.6-acre residential development. The residential property is located within the City of Independence. The existing site contains a mixture of woodland, meadow/wetland and row crops. The site is adjacent to and drains to an unnamed tributary of Pioneer Creek, located 1,500 feet to the west, is currently listed as an impaired water for E-coli downstream from Painter Lake, which is adjacent to the proposed development. The Commission's management plan requires compliance for Stormwater Management (Rule D), Erosion Control (Rule E), and Buffer Strips (Rule I).

Applicant: Bryant Johnson Hilltop Farm, Inc., 3968 Dakota Ave S, St. Louis Park, MN 55416. Phone: 612-875-9929. Email: Bryant.r.johnson@gmail.com

Agent/Engineer: Otto Associates, Inc. Paul Otto, 9 West Division Street, Buffalo, MN 55313. Phone: 763-682-4727. Email: paul@ottoassociates.com

Exhibits:

- 1) PSCWMC Request for Plan Review received March 15, 2022
- 2) Project review fees for project, \$2100.00
- 3) Civil Plans, dated April 4, 2022
- 4) Stormwater Management Plan, dated April 1, 2022
- 5) Wetland Delineation Report, dated December 16, 2021

Findings:

- 1) A complete application was received March 15, 2022. The initial 60-day decision period expires on May 14, 2022.
- 2) The applicant proposes to divide a 62.6-acre parcel into 13 rural type residential lots.
- 3) The City of Independence is the LGU in charge of administering the 1991 Wetland Conservation Act on this site.
 - o No wetlands are proposed to be impacted from this project.

Stormwater Management (Rule D):

- 4) The stormwater for the site generally flows from the east through the site to the west, discharging into the county road 90 right of way. Stormwater flows to the south into an unnamed tributary of the Pioneer Creek.
- 5) Stormwater is proposed to be managed by ditches, swales, and culverts. Four stormwater ponds will be constructed as part of this development. The stormwater ponds are designed to meet NURP standards. Infiltration and filtration on site is infeasible due to clay type soils and indicators for seasonally high water levels.

Drainage area = 21.49 acres to Northwest	2-yr (cfs)	10-yr (cfs)	100-yr (cfs)
Pre-Development Rates	12.14	26.16	60.92
Post-Development Rates	4.94	10.50	24.05

Drainage area = 60.68 acres to West	2-yr (cfs)	10-yr (cfs)	100-yr (cfs)
Pre-Development Rates	6.58	18.95	101.23
Post-Development Rates	6.58	15.12	78.85

Drainage area = 1.63 acres to North	2-yr (cfs)	10-yr (cfs)	100-yr (cfs)
Pre-Development Rates	1.61	3.47	8.01
Post-Development Rates	1.6	3.44	7.97

- 6) To offset the volume abstraction that is infeasible due to soils and ground water, 213,078 square feet of tree preservation and 155,691 square feet of additional wetland buffer are being provided. The tree preservation will be located on the individual lots and to ensure no impacts the preservation will be signed. One half inch of abstraction credit is obtained over the area of the additional buffer and tree preservation. This result is 15,376 cubic feet of abstraction credits.
- 7) The constructed stormwater ponds and land use change result in a reduction of 33% of total phosphorus and a 60% reduction in TSS.

Drainage area = 22.21 acres to Northwest	TP (lb/yr)	TSS (lb/yr)
Pre-Development Loading	30.96	7,372
Post-Development Loading	20.67	2,969

- 8) A operations and maintenance declaration has been provided in a recordable format. The applicant shall provide the receipt that the declaration has been recorded on the lots.

Erosion and Sediment Controls (Rule E):

- 9) Land disturbing activities of greater than 1 acre, either individual or part of a larger common plan, require a SWPPP and are required to apply for a NPDES/SDS construction permit. The proposed development will cause more than 1 acre of disturbance and a SWPP has been prepared and provided.

Buffer Strips (Rule I):

- 10) The applicant has prepared a Wetland buffer planting and maintenance plan to establish the wetland buffers within the development.

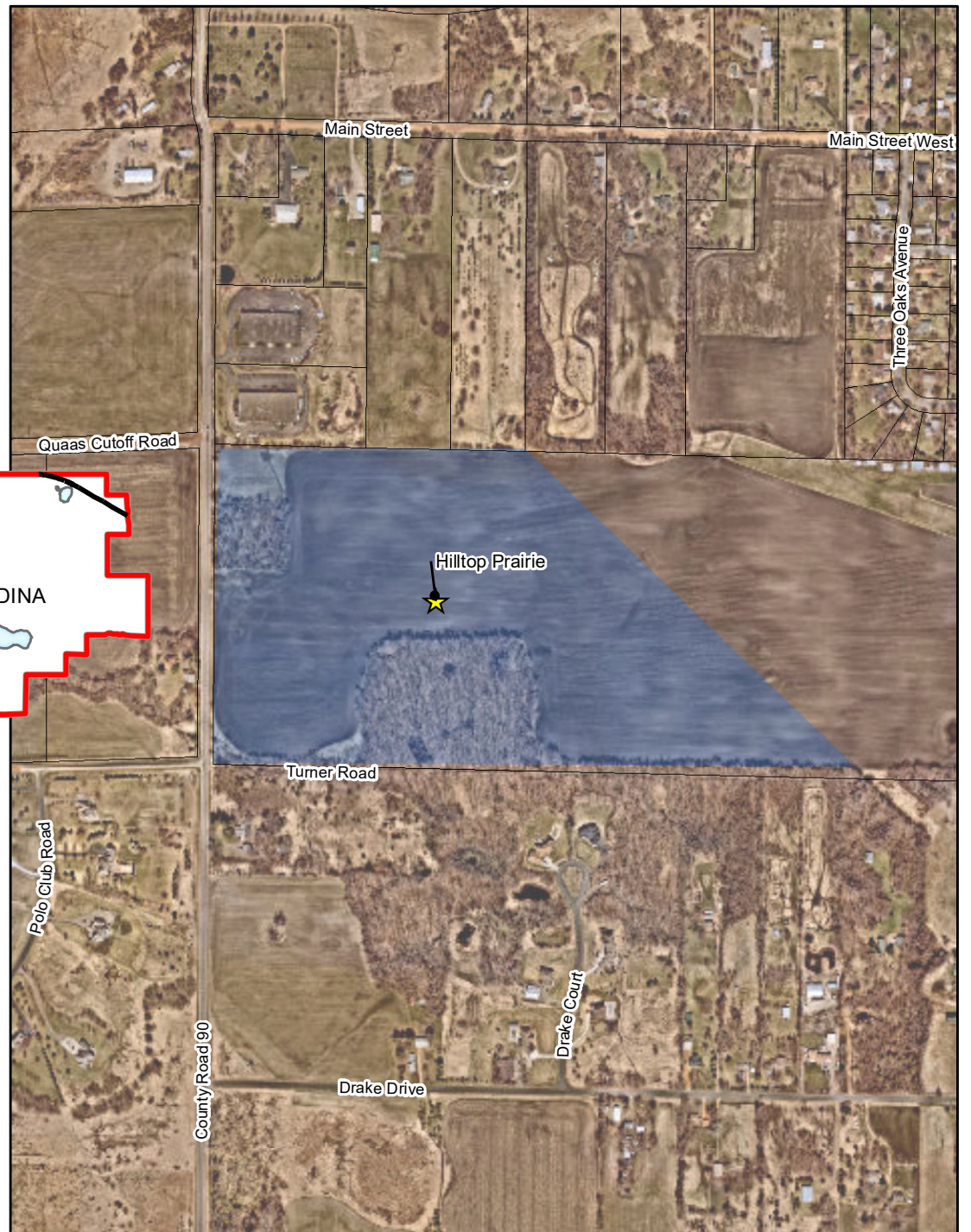
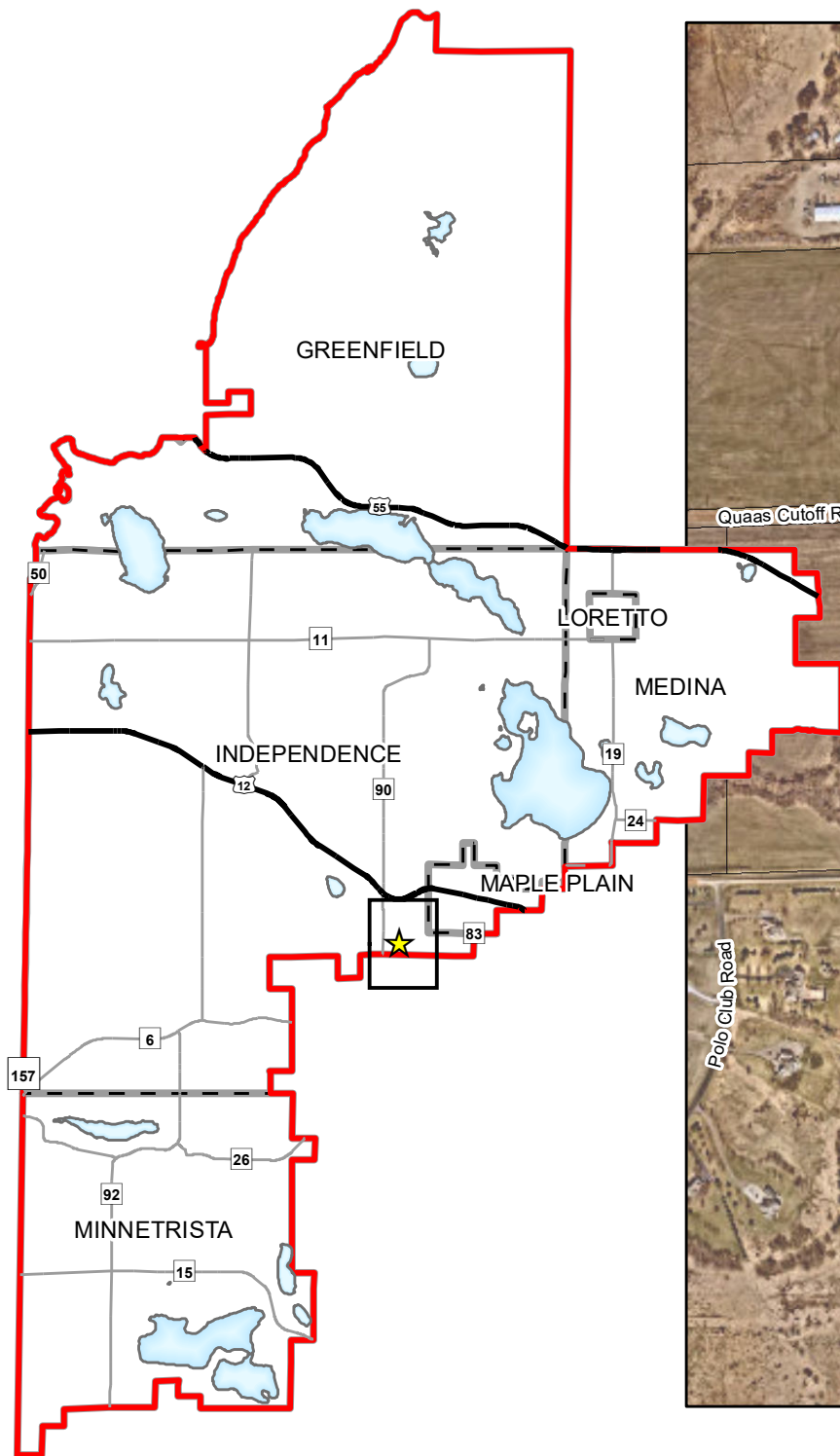
Recommendation: Approval contingent upon receipt of recording of O&M declaration.

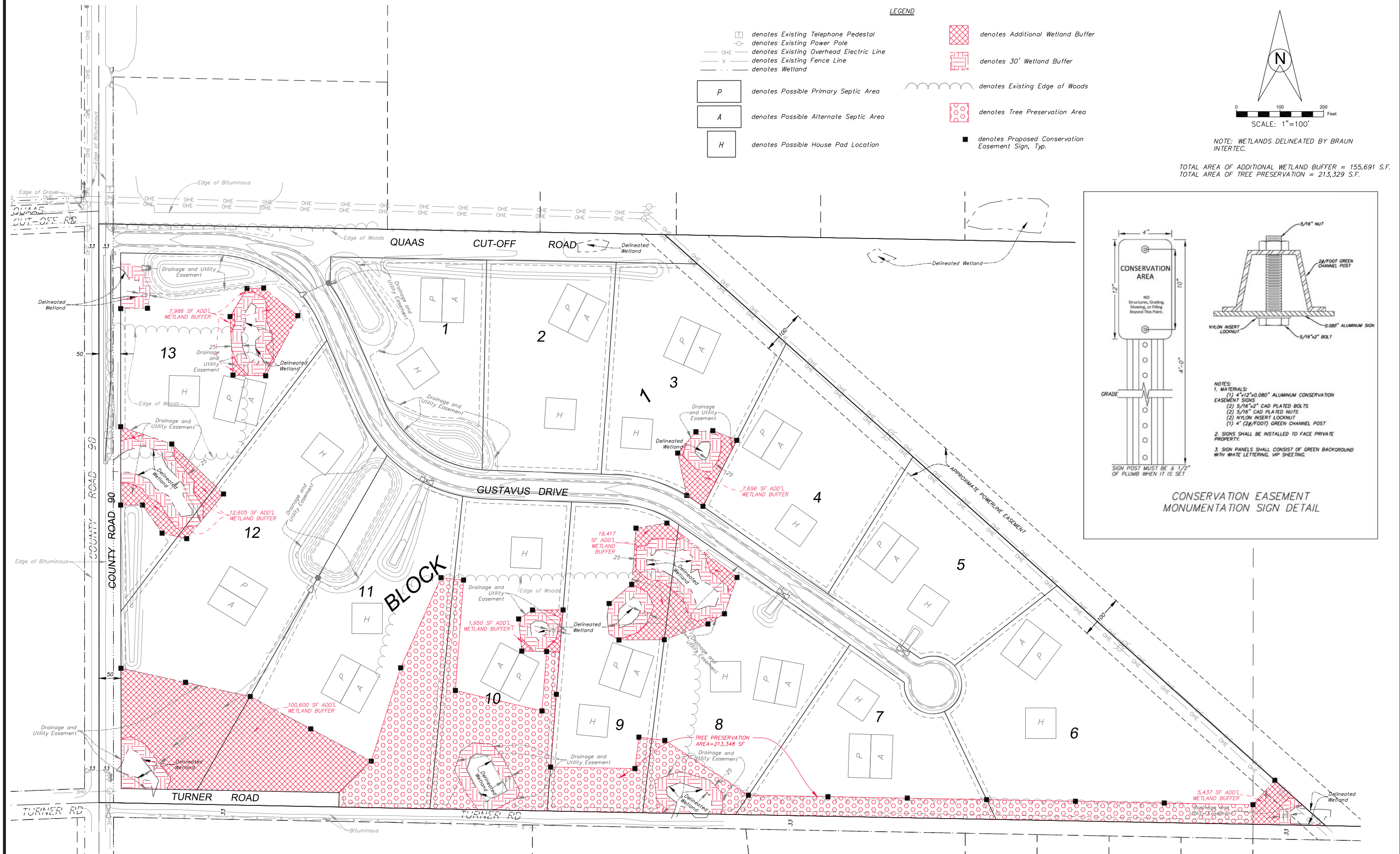
Advisor to the Commission



Andrew Vistad, PE

April 14, 2022
Date





REV. NO.	DATE	BY	DESCRIPTION	DESIGNED	DRAWN	<div>I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.</div> <div></div> <div>Paul E. Otto License #40062 Date: 4-4-22</div>	<div> www.ottoassociates.com 9 West Division Street Buffalo, MN 55313 (763)682-4727 Fax: (763)682-3522 Engineers & Land Surveyors, Inc.</div>	<div>HILLTOP PRAIRIE HILLTOP FARM, INC. INDEPENDENCE, MN</div>	<div>WETLAND BUFFER & TREE PRESERVATION PLAN</div>	PROJECT NO:
1	1-21-22	T.J.B.	ADD DRIVEWAYS	P.E.O.	T.J.B.					20-0476
2	4-4-22	T.J.B.	REVISE ADDITIONAL WETLAND BUFFER & TREE PRESERVATION AREA.	CHECKED						
				P.E.O.						
							SHEET NO. 2 OF 11 SHEETS	DATE: 12-16-21		

8395 Ox Yoke Circle Pool **Minnetrista, Project #2022-004**

Project Overview: Plan Pools has submitted a permit application for the construction of an inground pool for a private residence. The residence is located within the 100-year floodplain adjacent to Ox Yoke Lake. The Commission's management plan requires compliance for Floodplain Alteration (Rule F).

Applicant: Plan Pools, 15322 Galaxie Ave #201, Apple Valley, MN 55124. Phone: 651-334-2215. Email: kaseycdobbs@gmail.com

Agent/Engineer: Erica Nacickas, 8395 Ox Yoke Cir, Maple Plain, MN 55359. Phone:. Email: erica.navickas@gmail.com

Exhibits:

- 1) PSCWMC Request for Plan Review received April 11, 2022
- 2) Project review fees for project, \$150.00
- 3) 8395 Ox Yoke Cir Site Plan, dated March 28, 2022

Findings:

- 1) A complete application was received April 11, 2022. The initial 60-day decision period expires on June 10, 2022.
- 2) The applicant proposes to construct an inground pool located in the rear yard of the residence at 8395 Ox Yoke Circle.
- 3) The City of Independence is the LGU in charge of administering the 1991 Wetland Conservation Act on this site.
 - o The existing driveway impacted wetland and a restoration plan was developed by the landowner and TEP.

Floodplain Alteration (Rule F):

- 4) The proposed residential pool will be located in the rear yard of the residence at 8395 Ox Yoke Circle. Due to the location being within the floodplain Compensatory storage is required. The applicant is proposing to excavate a location adjacent to the accessory structure on the lot to provide the compensatory storage. The compensatory storage offsets the fill placed in the floodplain and no impacts are proposed.

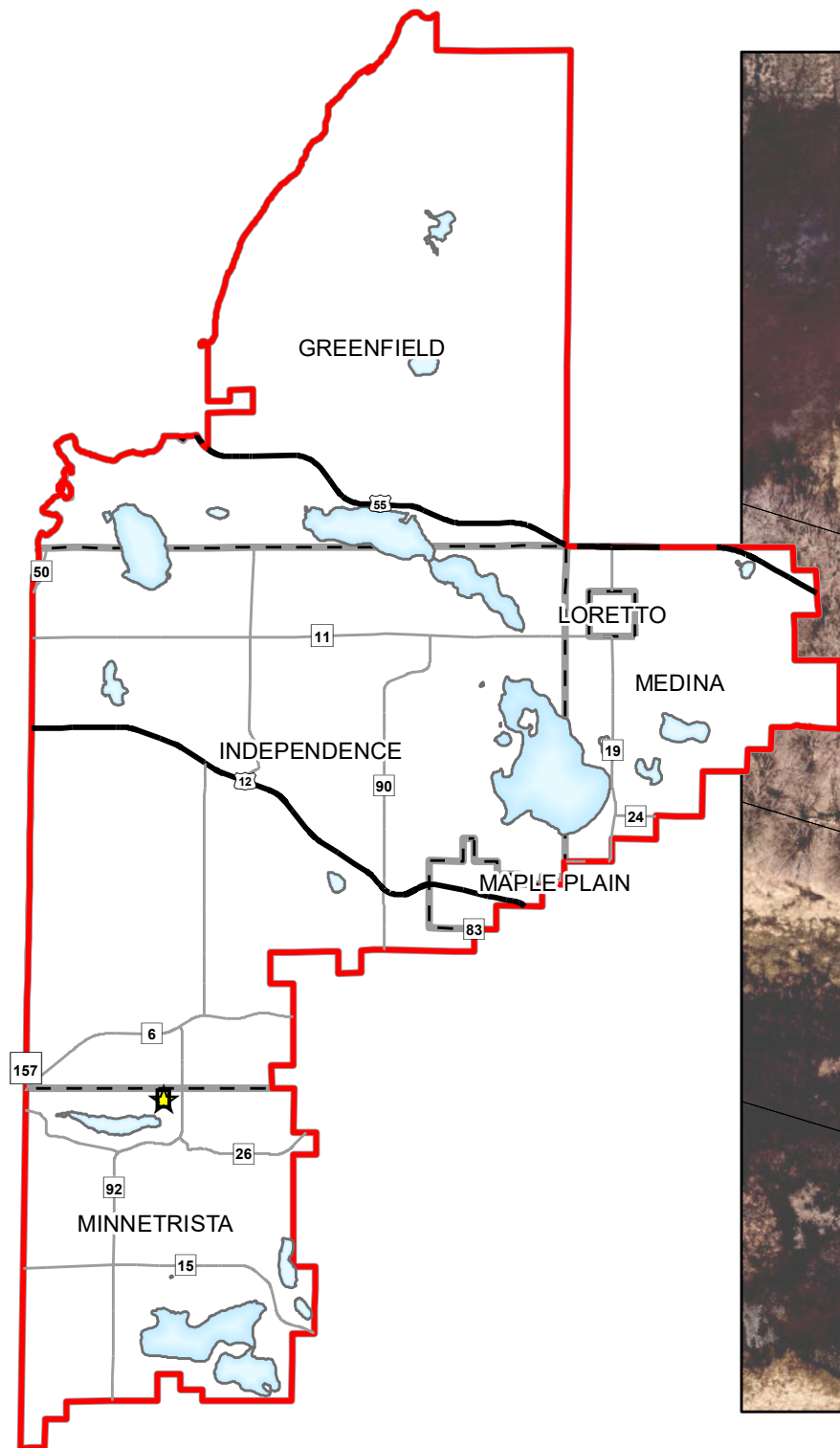
Recommendation: Approval.

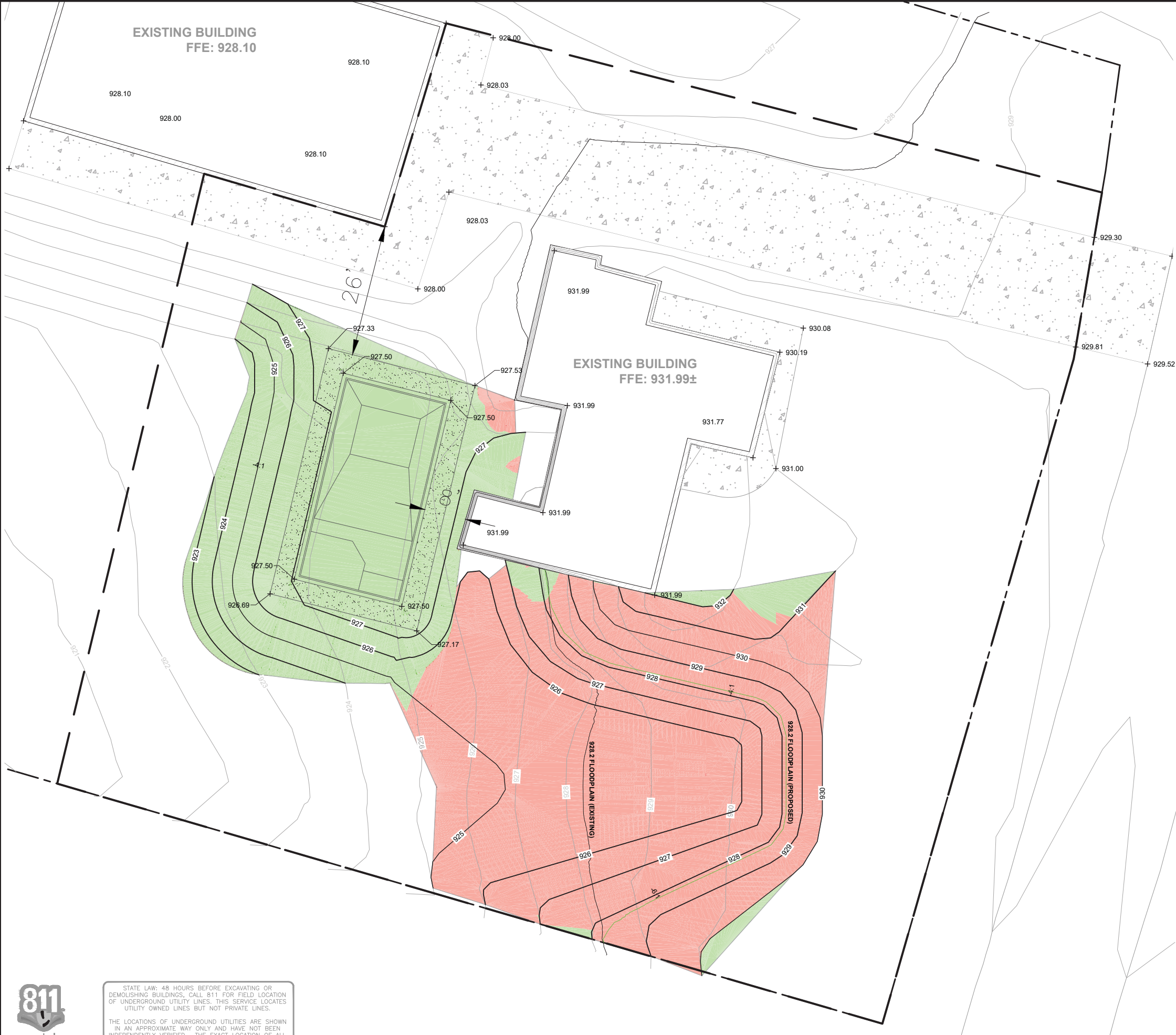
Advisor to the Commission



Andrew Vistad, PE

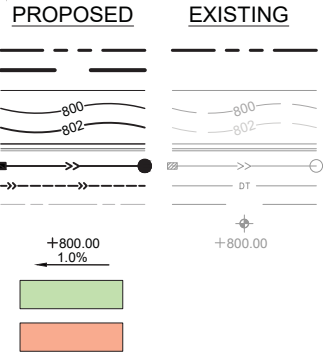
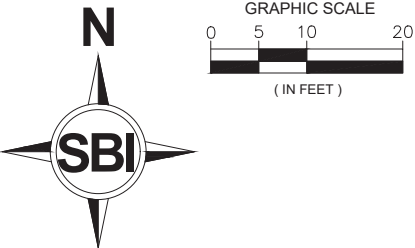
April 14, 2022
Date





LEGEND

- PROPERTY LINE
- LIMITS OF CONSTRUCTION
- BUILDING
- TOPOGRAPHIC INDEX CONTOUR
- TOPOGRAPHIC CONTOUR
- CURB & GUTTER
- STORM SEWER
- DRAINTILE
- SWALE
- SOIL BORINGS
- SPOT ELEVATION
- DRAINAGE SLOPE
- FILL BELOW FLOODPLAIN
- CUT BELOW FLOODPLAIN



GENERAL EARTHWORK NOTES:

- MN DNR FLOODPLAIN ELEVATION = 928.2.
- FILL AREA WITHIN FLOODPLAIN FOR PROPOSED POOL = 245CY.
- PROPOSED FLOODPLAIN REPLACEMENT VOLUME = 269CY.



8395 OX YOKE CIRCLE
8395 OX YOKE CIRCLE, MINNETRISTA, MN
ERICA NAVICKAS
MINNETRISTA, MN

SUMMARY

DESIGNED: RTK DRAWN: RTK
REVIEWED: BJL
PHASE: IFC INITIAL ISSUE: 03-28-22

REVISION HISTORY

#	DATE	DESCRIPTION

CERTIFICATION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Benjamin Lucas
BENJAMIN LUCAS, P.E.

DATE: 03-28-22 REG. NO. 54265

FLOODPLAIN MITIGATION PLAN

SOLUTION BLUE PROJECT NO: 220206

C401



STATE LAW: 48 HOURS BEFORE EXCAVATING OR DEMOLISHING BUILDINGS, CALL 811 FOR FIELD LOCATION OF UNDERGROUND UTILITY LINES. THIS SERVICE LOCATES UTILITY OWNED LINES BUT NOT PRIVATE LINES.

THE LOCATIONS OF UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED. THE EXACT LOCATION OF ALL UTILITIES (PUBLIC AND PRIVATE) MUST BE DETERMINED BEFORE COMMENCING WORK.

Pioneer-Sarah Creek Watershed Management Commission 2023 Proposed Budget

	2020		2021		Approved	Proposed
	Budget	2020 Actual	Budget	2021 Actual	2022 Budget	2023 Budget
Revenues						
Member Dues	\$ 103,800.00	103,800	103,800	103,800	103,800	103,800
Project Review Fees	6,000.00	12,500	6,000	3,950	6,000	6,000
CIP Income	28,000.00	28,000	28,000	28,000	28,000	28,000
CIP Partner Cost-Share		38,500				
Lake Sarah TMDL Imple	0.00	4,901	0	3,416	0	0
Grant - Baker Park Ravine	0.00	225,900	0		0	0
WBIF FY19				5,831		
WBIF FY21	0.00	23,327	0	135,585	135,584	
WBIF FY23						159,223
Grants - From Fund Balance		93,956				
Interest and Dividend Income	9,000.00	2,129	4,000	69	1,460	70
Total Revenues	146,800.00	533,013	141,800	280,651	274,844	297,093
Expenses						
Engineering/Consulting	47,000.00	11,359	35,200	15,479	32,500	25,000
Administrative Expense	36,000.00	31,855	36,000	22,939	36,000	36,000
Adm-Project Reviews	1,000.00	598	1,000	377	750	750
Adm-CIP Mgmt	2,500.00	394	2,000	126	1,000	1,000
Adm - Tech Support	800.00	0	750	249	750	750
Legal Expense	500.00	62	500		500	500
Audit Expense	4,500.00	4,500	4,500	4,500	4,500	4,500
Insurance	3,100.00	2,580	2,800	2,067	2,800	2,800
Website	1,800.00	1,015	1,800	389	1,500	1,500
TAC Meetings	3,000.00	0	2,500		2,500	5,000
Lakes Monitoring - TRPD	8,100.00	8,100	8,100	8,100	10,500	11,164
Lakes Monitoring - CAMP	1,520.00	760	760	0	760	760
Stream Monitoring	9,500.00	9,500	9,500	9,500	12,200	12,200
Education	4,000.00	1,670	4,000	1,020	2,500	2,500
Education-Events	500.00	0	500		500	500
Invertebrate Monitoring	1,000.00	0	750		0	0
Grant Writing	1,000.00	0	1,000		1,000	1,000
Third Gen Plan	10,000.00	0	0		0	0
Management Plan - Admin	1,000.00	2,467	1,000		1,000	1,000
Special Projects	2,000.00	0	0		0	0
TMDL Update						
Fourth Gen Plan	10,000.00	29,417	0		0	0
Hennepin County Outreach				8,026		12,000
Capital Improvement Project	28,000.00	11,925	29,140	5,176	28,000	28,000
WBIF FY21		49,979			135,584	159,223
Lake Sarah Implementation	0.00	4,901	0	3,416	0	0
Baker Park Ravine	0.00	342,205	0		0	0
Total Expenses	176,820.00	513,295	141,800	81,363	274,844	306,147
Net Income	(\$ 30,020.00)	19,718	0	199,287	0	-9,054
Less CIP/WBIF Revenue						

Pioneer-Sarah Creek Watershed Management Commission

Proposed 2023 Member Assessments

2022	2021 Market Value PSC Basin	Increase in MV over Prev Year	2022 Op Budget		Increase over Prev Year	
			%age	Amount	%age	Amount
Greenfield	522,787,116	6.13%	29.78	39,249.05	0.41%	159.86
Independence	634,578,595	6.06%	36.15	47,641.96	0.35%	164.59
Loretto	71,882,465	2.89%	4.09	5,396.69	-2.66%	(147.35)
Maple Plain	139,787,990	5.68%	7.96	10,494.80	-0.01%	(1.31)
Medina	183,452,639	1.84%	10.45	13,772.99	-3.65%	(521.12)
Minnetrista	203,053,025	8.15%	11.57	15,244.52	2.32%	345.33
TOTALS	1,755,541,830	5.70%	100.00	131,800.00	0.00%	(0.00)
Option 1 2023	2022 Market Value PSC Basin	Increase in MV over Prev Year	2023 Op Budget		Increase over Prev Year	
			%age	Amount	%age	Amount
Greenfield	670,597,971	28.27%	30.24	39,857.93	1.55%	608.88
Independence	807,025,180	27.17%	36.39	47,966.67	0.68%	324.70
Loretto	91,101,430	26.74%	4.11	5,414.74	0.33%	18.05
Maple Plain	171,633,500	22.78%	7.74	10,201.28	-2.80%	(293.52)
Medina	223,678,840	21.93%	10.09	13,294.66	-3.47%	(478.32)
Minnetrista	253,459,640	24.82%	11.43	15,064.73	-1.18%	(179.79)
TOTALS	2,217,496,561	26.31%	100.00	131,800.00	0.00%	0.00
Option 2 2023	2022 Market Value PSC Basin	Increase in MV over Prev Year	2023 Op Budget		Increase over Prev Year	
			%age	Amount	%age	Amount
Greenfield	670,597,971	28.27%	30.24	40,160.34	2.32%	911.29
Independence	807,025,180	27.17%	36.39	48,330.60	1.45%	688.64
Loretto	91,101,430	26.74%	4.11	5,455.82	1.10%	59.14
Maple Plain	171,633,500	22.78%	7.74	10,278.68	-2.06%	(216.12)
Medina	223,678,840	21.93%	10.09	13,395.53	-2.74%	(377.46)
Minnetrista	253,459,640	24.82%	11.43	15,179.03	-0.43%	(65.49)
TOTALS	2,217,496,561	26.31%	100.00	132,800.00	0.76%	1,000.00



Insurance | Risk Management | Consulting

Client Authorization to Bind Coverage

Effective 06/01/2022, please bind the Municipal Package and Defense Cost Reimbursement policies for Pioneer-Sarah Creek Watershed Management Commission.

We accept the League of Minnesota Cities Insurance Trust Program, subject to the changes in rates and coverage outlined by the LMCIT and according to the following exceptions and/or changes:

- a. See Online Anniversary Risk Exposure Information Application
- b. See Online Property Schedule
- c. See Online Equipment Schedule
- d. See Online Vehicle Schedule

It is understood this provides only a summary of the details; the policies will contain the actual coverages. The above coverage may not necessarily represent the entirety of available insurance products. If you are interested in pursuing additional coverages other than those reported through the LMCIT applications, please list below:

Exposures and Values

We confirm the payroll, values, schedules, and other data contained in the application, and submitted to the underwriters, are compiled from our records and we acknowledge it is our responsibility to see that they are maintained accurately.

Limitation of Liability

Gallagher's liability to Client arising from any acts or omissions of Gallagher shall not exceed \$20 million in the aggregate. Gallagher shall only be liable for actual damages incurred by Client, and shall not be liable for any indirect, consequential or punitive damages or attorneys' fees. No claim or cause of action, regardless of form (tort, contract, statutory, or otherwise), arising out of, relating to or in any way connected with this Agreement or any Services provided hereunder may be brought by either party any later than two (2) years after the accrual of such claim or cause of action.

Gallagher has established security controls to protect Client confidential information from unauthorized use or disclosure. For additional information, please review Gallagher's Privacy Policy located at <https://www.ajg.com/privacy-policy/>.

I have read, understand and agree that the above-information is correct and has been disclosed to us prior to authorizing Gallagher to bind coverage and/or provide services to us.

Client Signature
*Pioneer-Sarah Creek Watershed
Management Commission*

Dated



Insurance | Risk Management | Consulting

February 4, 2022

Pioneer-Sarah Creek Watershed Management Commission
Attn: Judie Anderson
3235 Fernbrook Ln N
Plymouth, MN 55447

RE: Insurance Provided through the League of MN Cities Insurance Trust (LMCIT)
Policies: Municipal Package and Defense Cost Reimbursement
Policies Effective: June 1, 2022 to June 1, 2023

Dear Judie:

Your insurance policies referenced above and written through the League of Minnesota Cities (LMCIT) expire on June 1, 2022.

Financial responsibility (carrier security) is an area you should consider when selecting an insurance carrier. Arthur J. Gallagher Risk Management Services, Inc. (Gallagher) does not guarantee the financial viability or claims paying ability of any insurance carrier or market. However, we do recommend that you always attempt to try to place your insurance program with a carrier rated A-VI or better, by A.M. Best.

League of Minnesota Cities Insurance Trust will provide a quotation for your renewal, and it will be included in our proposal. Because League of Minnesota Cities Insurance Trust is not rated or followed by A.M. Best, we will use them only with your approval.

If you should have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads 'Megan Rivera'.

Megan Rivera, CLCS
Client Service Manager

As a duly authorized officer or representative of the
*Pioneer-Sarah Creek Watershed Management
Commission*, I direct Gallagher to bind the coverage
outlined above.

By:

Name

Title

Print Name

Date

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to psstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____

March 11, 2022

Joe Baker, Commission Chair
Pioneer-Sarah Creek Watershed Management Commission
3235 Fernbrook Lane N
Plymouth, MN 55447

Re: 2022 Billing Rates
Pioneer-Sarah Creek Watershed Management Commission

Dear Mr. Baker:

Hakanson Anderson is committed to providing high quality cost-effective engineering and technical advisory services to the Pioneer-Sarah Creek Watershed Management Commission. Our competitive billing schedule is possible by maintaining high staff utilization and consistently managing our administrative, marketing, and other overhead costs. However, we must nominally increase our rates in order to continue to provide high quality engineering and land surveying services. Our 2022 Billing Rate Schedule is attached. The rates will be effective on April 1, 2022. Our policy matters will remain unchanged.

If you have any questions, please feel free to contact me. We value the Pioneer-Sarah Creek Watershed Management Commission as a client and look forward to a long-lasting relationship.

Sincerely,
Hakanson Anderson



Andrew Vistad, P.E., Watershed Technical Advisor

Enclosure

HAKANSON ANDERSON
2022 HOURLY BILLING RATES
Pioneer-Sarah Creek Watershed Management Commission

Watershed Engineer (Reduced Rate)	\$105.00
Principal Engineer Standard Rate	\$140.00
Senior Project Manager / Design Engineer	\$130.00
Design Engineer / Project Manager	\$80.00 - \$120.00
Civil Technician	\$80.00 - \$108.00
Principal Land Surveyor, P.L.S.	\$140.00
Survey Project Manager	\$110.00 - \$130.00
Survey Office Technician	\$85.00 - \$108.00
Senior Survey Field Technician	\$85.00 - \$108.00
Survey Field Technician	\$75.00 - \$85.00
GPS/Robotic Total Station	\$35.00
Hydrographic Survey Equipment	\$60.00
Senior Construction Observer	\$108.00
Construction Observer	\$85.00 - \$100.00
Wetland Specialist	\$100.00
Administrative Assistant	\$65.00 - \$75.00



HAKANSON ANDERSON

2020 MUNICIPAL HOURLY BILLING RATES

Watershed Engineer	\$92.00
Principal Engineer, P.E.	\$130.00
Senior Project Manager / Design Engineer	\$120.00
Design Engineer / Project Manager	\$75.00 - \$110.00
Civil Technician	\$75.00 - \$92.00
Principal Land Surveyor, P.L.S.	\$130.00
Land Surveyor P.L.S.	\$118.00
Survey Project Manager	\$100.00 - \$115.00
Survey Office Technician	\$78.00 - \$95.00
Senior Survey Field Technician	\$80.00 - \$95.00
Survey Field Technician	\$60.00 - \$78.00
GPS/Robotic Total Station	\$35.00
Hydrographic Survey Equipment	\$60.00
Senior Construction Observer	\$92.00
Construction Observer	\$75.00 - \$85.00
Wetland Specialist	\$90.00
Administrative Assistant	\$60.00
Mileage	IRS Rate

MEMORANDUM

TO: Pioneer-Sarah Creek Watershed Management Commission
FROM: Andrew Vistad, Hakanson-Anderson
DATE: April 14, 2022
SUBJECT: Staff Report

- 1. 2016-05 Proto Labs Parking Lot Expansion, Maple Plain.** The Commission approved this project contingent upon three conditions. One condition remains open - receipt of an Operation and Maintenance agreement on the biofiltration basin per Staff findings dated September 6, 2016. The agreement has been signed but remains to be recorded on the property title.
- 2. 2017-03 Equestrian Facility (Bel Farms) Independence.** This is a 16.5-acre rural residential parcel located approximately 500 feet north of the intersection of CR6 and Nelson Road. The owner is proposing to construct a new garage/apartment, horse stall barn, indoor arena, outdoor arena, six grass and four sand paddocks for horses. Because this project disturbs greater than 1.0 acre and creates 3.1 acres of additional impervious area, it triggers the Commission's review for Rules D and E. Staff provided grading and erosion control approval contingent upon (1) the applicant assuming the risk and responsibility for any changes to the site plans necessary for final Commission approval and (2) the City of Independence approving a grading permit. In September 2017 the Commission approved the Stormwater Management Plan contingent upon receipt of an approved long-term pond/basin O&M plan between the landowner and City, to be recorded on the land title. No new information has been received.
- 3. 2017-05 Ostberg Equestrian Facility, Independence.** This is a 40-acre agriculture parcel located just southwest of the intersections of CSAH 6 and Game Farm Road. The owner is proposing to construct a new home, two garages, a horse stall barn, indoor arena, outdoor ring, eight horse paddocks and an access drive off of CSAH 6. The project will disturb 7 acres during construction and create 1.69 acres of new impervious areas. Because this project disturbs more than 1.0 acre and creates 1.7 acres of additional impervious area, it triggers the Commission's review for Rules D and E. There are also two wetlands that have been delineated on this site, so the Commission wetland buffer requirements (Rule I) are triggered. The project was approved by the Commission at their November 2017 meeting contingent upon receipt of an approved long-term pond/basin O&M plan between the landowner and the City, to be recorded on the land title. This information has not yet been received.
- 4. 2018-010 Chippewa Estates, Loretto.** This is a 1.54-acre parcel located in the far northeast corner of Loretto on Chippewa Road. The project is proposing to subdivide the lot into four single family residential lots and triggers the Commission's review for Rules D and E. At their August 16, 2018 meeting, the Commission approved Staff findings with three conditions regarding the operations and maintenance plan, sequencing, and retrofitting of the pond. The only remaining item necessary for final approval is the Operation and Maintenance agreement on the stormwater system. If the City chooses not to maintain the filter system, the applicant must provide an O&M maintenance plan that is acceptable to the City and the Commission and must be recorded on the title to the property.
- 5. 2018-017 Crow River Overlook, Greenfield.** This is a 42-acre agriculture parcel located on CR 10 just north of 84th Avenue. Approximately 38 acres are east of CR 10 and 4 acres are located west of CR 10 along the Crow River. The applicant proposes to subdivide the property into an 8 large lot residential development. Lot sizes will range from 2.85 acres up to 10.1 acres. One cul-de-sac street will be constructed for access to the lots, with one street platted for future access to the property east of this project. One additional outlot will remain on the west side of CR 10. This project was reviewed for Rules

RULE D – STORMWATER MANAGEMENT

RULE E – EROSION AND SEDIMENT CONTROL

RULE F – FLOODPLAIN ALTERATION

Language in red indicates current updates

* indicates enclosure

RULE G – WETLAND ALTERATION

RULE H – BRIDGE AND CULVERT CROSSINGS

RULE I – BUFFERS

D, E, F and I. Staff findings of January 16, 2019 were approved by the Commission at their January 17, 2019 meeting. Approval was contingent upon (1) an Operation and Maintenance agreement with city or HOA, (2) planting and seeding plans for the biofiltration basins and buffer areas that fall into the cropland areas that require seeding and (3) typical emergency overflow details noted on the plans. Items 2 and 3 have been completed; Staff are awaiting the O & M agreement.

6. 2019-03 John Sega 9255 CR 6, Independence. This is an existing 78-acre parcel located on CR 6 about one-quarter mile east of the county border. The owner is proposing to construct a new indoor riding arena, parking, drive lanes, future hay barn, shed and hot-walker ring. Because this project disturbs greater than 1.0 acres and creates 1.1 acres of additional impervious area, it triggers the Commission's review for Rules D and E. At their August meeting, the Commission approved this project conditioned on receipt of a long-term O & M plan meeting Commission requirements and recorded on the land title with a copy provided to the Commission.

7. 2019-05 Green Acres East, Greenfield. This is a six-lot residential subdivision proposed on 34 acres at Schendel Lake Drive and Pioneer Trail. Initial findings found the site plans did not meet the Commission's requirements. An updated wetland replacement plan was received on August 1 and re-noticed per WCA public notice requirements. An updated site plan was received on August 6. In their findings dated September 13, 2019 Staff recommended approval contingent upon (1) an operations and maintenance plan being developed for the infiltration basins and approved by the City of Greenfield and the Commission. The O & M plans must be recorded on the property titles on lots 4, 5 and 6 (unless an HOA will be responsible, then it will be required in the HOA deed documents) and (2) no wetland impacts can occur until (a) wetland replacement credit purchases from BWSR Bank Accounts 1546 and 1542 have been certified by BWSR or (b) a \$21,500 cash or letter of credit escrow is received by the Commission. 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.

8. 2019-08 Adams Pest Control, Medina. Adam's Pest Control is planning to expand their current Medina facility. 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. This site plan consists of two new buildings which includes 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 areas. The Commission's stormwater management plan requires compliance with Rules D, E, F and I. At their November meeting, the Commission approved this project conditioned 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.

9. 2022-002 Huotari Residence. Jeff Huotari has submitted a permit application for the construction of a driveway, residential dwelling, and septic system. The application was a requirement as a result of a wetland TEP meeting that determined that a portion of the installed drive had impacted an on-site wetland. The residential lot is located along County Road 11 south of Lake Rebecca. The project will disturb approximately 1 acre of land. This project was reviewed for Rule E.

RULE D - STORMWATER MANAGEMENT

RULE E - EROSION AND SEDIMENT CONTROL

RULE F - FLOODPLAIN ALTERATION

Language in red indicates current updates

* indicates enclosure

RULE G - WETLAND ALTERATION

RULE H - BRIDGE AND CULVERT CROSSINGS

RULE I - BUFFERS

The PSC TAC has reviewed and approved modifications to the watershed application, fee schedule, and rules to comply with updated MS4 rules and better clarify the application process. The updated documents are enclosed as part of the watershed packet. **Waiting on remainder of payment.**

***10. 2022-003 Hilltop Prairie.** The Hilltop Prairie development is a 13 lot 62.6-acre residential development located in the City of Independence. The development is proposing to handle stormwater rate control with 4 NURP basins located within the development. Due to confining soils and high groundwater levels infiltration or filtration is not feasible. The applicant is creating sections of tree preservation and is also providing additional buffer to gain abstraction credits to offset the lack of infiltration. Additional wetland buffer and tree preservation generate 0.5" of credit over their proposed areas. Stormwater ponds within the development will be maintained by the property owners, an operations and maintenance declaration has been obtained and will be recorded with the lots. Water quality modeling for the site indicates that a 33% reduction in total phosphorus and a 60% reduction in total suspended solids will be achieved. This project was reviewed for Rule D, Rule E, and Rule I.

***11. 2022-004 8395 Ox Yoke Circle.** Plan Pools has applied for a permit for floodplain alteration to construct an inground pool. The pool is located in the rear yard of a private residence located north of Ox Yoke Lake. Due to the pool being located within the FEMA floodplain compensatory storage is required such that no net fill is placed within the floodplain. This project was reviewed for Rule F.

RULE D – STORMWATER MANAGEMENT

RULE E – EROSION AND SEDIMENT CONTROL

RULE F – FLOODPLAIN ALTERATION

Language in red indicates current updates

* indicates enclosure

RULE G – WETLAND ALTERATION

RULE H – BRIDGE AND CULVERT CROSSINGS

RULE I – BUFFERS

Staff Report April 14, 2022

HENNEPIN COUNTY

MINNESOTA

DATE: April 14, 2022

TO: Pioneer-Sarah Creek Watershed Management Commission

FROM: Paul Stewart and Kris Guentzel; Hennepin County Department of Environment and Energy

RE: April Commission Project, Program, Outreach, and Grant Updates

2022 Watershed Service Agreement

New: The agreement is out for signatures now and should be fully executed in the next few weeks.

Previous: Hennepin County staff drafted a Watershed Services Agreement which was approved by the Commission during their March meeting. The agreement includes a detailed Scope of Services which the County intends to provide the Commission for projects the County and Commission will co-operatively undertake, including many of those listed in this staff report.

Subwatershed Assessments

Dance Hall Creek Subwatershed Assessment Refinement (PS)

Update: Final landowner meetings are slated for late-April and possible projects will be prioritized.

Previous:

Plan is in final draft at Stantec. Landowners have met with Hennepin County staff and Stantec Staff to ask question and provide feedback. Only minor edits were needed. Hennepin County, Local Government partners and Watershed Commission met to review draft, ask questions, and make any edits. Final draft will be completed soon and a draft will be available for the Technical Advisory Meeting.

Spurzem Creek Subwatershed Assessment (KG/PS)

Update: The first draft of the report is anticipated to be completed by April 30. A project meeting will be scheduled later this month for early- to mid-May with project stakeholders.

Previous: This subwatershed assessment will identify cost-effective conservation practices east of Lake Independence for areas draining into Spurzem Creek (Cities of Corcoran, Loretto, and Medina). The county Completed two rounds of field work in late 2020 and early 2021 to determine common farming practices in the area and to identify conservation practice locations. Staff are also utilizing modeling technologies to identify and assess the benefit of conservation work.



Lake Rebecca Subwatershed Assessment (KG/PS)

Update: 2022 project letter was sent to all landowners identified in the sub watershed.

Early drafts of the hydrologic modeling and BMP identification have been provided but still need to be ground-truthed. County staff are planning to complete this survey and ground-truthing work in late April. Project is on-schedule for report delivery in early summer.

Previous: Consultant work continues - Hydrologic Modeling: draft preliminary report will be available for county review in the next few weeks. Feasibility Analysis: Identification, Ranking, and Cost/Benefit of BMPs, including calculated pollutant loads using TRPD's observed data at the main tributary to the lake and HSPF predicted pollutant yields to estimate loads throughout the watershed. Working on summarizing these results in the report and explaining the reasoning for differences between observed conditions and the model results. Started siting up to 50 BMPs for ground truthing by County staff. Localized Design and Implementation tasks to be completed following field work that cannot be conducted until after snowmelt.

Projects & Outreach

Buffer Inspections

Buffer inspection will take place north of County Road 6 in 2022

Lake Independence/Remaining Baker Park Ravine CWF Funds

a. 2772 Becker Road, Independence (PS)

Update: Scheduling is being setup for spring 2022 construction.

Previous: Pre-construction project staking was completed by County staff and the design engineer. Additional staking may occur with the contractor. To be installed in November as weather, and contractor's schedule, allows. Operation and maintenance is being finalized. Work is out for bid and will be reviewed over the next weeks. Contracting process has started. Landowner meeting regarding final design and alignment has been completed and both have accepted the plan and alignment. Hennepin County will be working with landowners in the next few weeks to get contractor bids on the project. The City of Independence is looking into the culvert under Becker Road and will provide some direction on the condition any potential work. Hennepin County is working on an O&M draft to provide the City of Independence and possibilities of a shared O&M. Landowner has asked to reevaluate the cost share percentage once the contractor bids come in.

b. 2000 Block Independence Road, Independence (KG)

Update: Out for bid.

Previous: Designs and contracting is complete. County staff, on behalf of the landowner, have applied for permits with the City of PSCWMC. Installation expected later this year. Started pre-construction on an agriculture drained wetland restoration in partnership with Minnesota Land Trust following the closing of a conservation easement on this property over the winter. Once restoration is complete the .75 acre wetland will filter approximately 9 acres of agriculture grass/hay field. Additional habitat restoration and enhancement will occur over the next several years on these 4 acres of maple/basswood forest and grassland adjacent to Pioneer Creek at the outlet of Lake Independence.

Lake Rebecca/Zuhrah Shrine Horsemen (ZSH) (4505 CR 92, Independence) BMPs (PS)

Update: Grazing plan has been completed. Spring work planning.

Previous: NRCS wetland delineation has been completed. Hennepin County and NRCS over saw ag drainage repair that were completed last month. Soil sampling is completed as part of pasture management. Main drain line running to TRPD has been pot-holed at north property line. It has been confirmed that there is sediment blockages withing 300 ft of the hold. Horsemen are requesting help for next steps to restore drainage.

Other Cost Share BMP Projects in Progress

a. 1215 Copeland Road, Independence: (PS)

Update: Hennepin to submit a CIP. Project is at engineer's office for preliminary design.

Previous: Survey is complete, and data sent in to engineering for pre-construction plans and estimate. Outreach work will continue into 2021 for upstream work. NRCS will be partnering with the landowner LO and County to do a BMP analysis for the entire 63-acre parcel.

Landowner Outreach Associated with Dance Hall Creek Study (KG/PS)

New: See above Dance Hall Creek Subwatershed Assessment Refinement

Landowner Outreach Associated with Lake Rebecca Study (KG/PS)

New: See above Lake Rebecca Subwatershed Assessment

Landowner Outreach General (PS)

New: Mailers were sent out to all landowners identified in the Lake Sarah and Lake Independence SWA. This will help identify projects in the sub watershed.

Hennepin County will be drafting targeted BMP mailers for SWA and areas on Pioneer Creek south of Lake Independence for spring 2022

Evaluating and Assessing Lakeshore Homeowner Needs and Programming

a. LICA Lakeshore Restoration Inquiries (KG)

Update: No update.

Previous: One property on western side of Lake Independence has significant erosion and landowners are interested in moving forward with a project. County staff are working with the Washington Conservation District engineer (that specializes in lakeshore restoration designs) to begin survey and design work. No additional work anticipated for eastern Lake Independence projects this year. Ellen Sones has been reaching out to landowners and has engaged and met with four landowners so far. Each has experienced some level of erosion, either from one or a combination of a lack of vegetation establishment, erosion from wave action, and ice heaving. County staff are engaging BWSR to see if we could utilize remaining watershed-based implementation funds from the previous biennium, which

was allocated to a project that wasn't installed. If we are able to utilize those funds, installation must occur in 2021. We have funding to move forward with one of these projects this year.

Hennepin County staff provided LICA and its members with a webinar on lakeshore restorations during late Fall 2020. Since that time, LICA has compiled a list of landowners interested in pursuing restoration on their lakeshores. Pat Wulff recently provided those names and addresses to County staff. The County is working internally to identify staff and resources to move forward with reviewing those sites and providing those homeowners with next steps.

b. 3045 Lakeshore Ave Medina

New: Landowner requested evaluation for shoreline stabilization.

New Inquiries and Other Opportunities

a. 2015 Budd Street, Independence: (PS)

Update: Hennepin County to submit a CIP for this project. Landowner would like Hennepin County, City of Maple Plain, City of Independence and PSCWMC to consider the drainage area for a 2022 project(s).

Previous: Hennepin County met with Maple Plain staff to info share about the current state for the grass waterway and ravine. Working towards another meeting in fall to start looking at drainage and stormwater data and see if there are opportunities to help regulate flow.

Hennepin County has reached out the City staff in Maple Plain to schedule time to go over this project now that storm drain work is complete at the park. Given other priorities and staff capacity constraints, this project opportunity will be on hold until after the 2021 field season. In order to proceed, staff need to understand recent stormwater improvements in the City of Maple Plain.

Landowner reported that water levels and velocity in the past year have caused out-of-bank erosion in rock-armored areas and gulying in grass waterway. Armoring and grassed waterway were installed as a cost share project in 2004. Site visit completed on May 1, 2020 revealed significant channel erosion in the grassed waterway. Volume and debris coming down the gully cause backups at spillway. Flow changes course during heavy volume events, flowing overland through a farm field. Severe cutting in the grass waterway has resulted in the flow path changing course – now bypasses sediment pond. The water velocity has also washed out the rock crossing. See photos of unnamed gully and drainage boundary in May 2020 Staff Report.

This gully is the primary drainage between Maple Plain/Northside Park and DNR Public Water Wetland 393W and Pioneer Creek. Landowner has expressed concern about drainage work that

b. Unassigned address, Marsh Land Properties LLC PID 2411824320015: (PS)

Update. No Update

Previous: Hennepin County met with Maple Plain to share information on the OM concern. Maple Plain will look into this. has reached out to city staff in Maple Plain to schedule time to go over operation and maintenance concerns and planning for 2022.

Hennepin County has reached out to city staff in Maple Plain to schedule time to go over operation and maintenance concerns and planning for 2022. Will work with Maple Plain City Staff early 2021. Landowner inquired about Proto Lab parking lot addition storm drainage using stormwater pond on

property, who holds the OM and how to get help for erosion. See map erosion areas highlighted in red in May Staff Report

c. 5590 Lake Sarah Height Dr, Independence:

Update. Hennepin County will restart project scopeing this spring.

Previous: JB Gully, HR67 & HR68 page 69 Lake Sarah and Lake Independence Stormwater Retrofit Analysis. Site visit on May 1, 2020 to look at road wash-out and unnamed stream (JB gully). Identified that field crossing was cleaned at HR 67 and 68 and opened up flow. Due to site constraints of the unnamed stream restoration, will need more analysis. HR67 and HR68 show potential for restoration and flow control structure.

d. Hennepin County Tree Sale (PS)

Update. Tree sale will take place again for 2022. Website will go live soon for ordering. Pick up dates expected April 28th and 30th.

Sign up for the Canopy newsletter to receive updates about the county's forestry program, including the next tree sale.

https://public.govdelivery.com/accounts/MNHENNE/subscriber/new?topic_id=MNHENNE_647

Species will be:

Bur Oak

Hackberry

White Spruce

Red Maple

Pollinator Mix (5 seedlings each of Common Chokecherry, Black Chokeberry, Redosier

Dogwood, Silky Dogwood, and American Plum)

Presiding Officer Statement to Return to In-Person Meetings

As the Presiding Officer for the Pioneer-Sarah Creek Watershed Management Commission (Commission) I find as follows:

- a. The COVID-19 pandemic has necessitated the Commission to conduct electronic meetings pursuant to Minnesota Statutes, section 13D.021 for most of the last two years.
- b. Given the sharp decline in the number of cases and the CDC having relaxed or removed its masking, social distancing, and related protective recommendations, it is possible for the Commission to return to in-person meetings.
- c. I will continue to monitor the health pandemic and will issue a statement to return to electronic meetings if that becomes necessary.

Based on the above findings, I hereby determine and state as follows:

1. Effective as of 12:01 a.m. on May 1, 2022, meetings of the Commission and the Technical Advisory Committee shall return to in-person meetings conducted in accordance with the Minnesota Open Meeting Law.
2. The previous statement directing meetings to be conducted by electronic means is rescinded effective as of 12:01 a.m. on May 1, 2022.

Dated this 21st day of April 2022.

Joe Baker, Chair