



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

August 12, 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, August 18, 2022, at 6:00 p.m. This will be an **in-person** meeting held at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

A light supper will be served. **RSVPs are requested** so that the appropriate amount of food is available. At the time of your response, please let us know if you will be eating supper with us.

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

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

Z:\Pioneer-SarahCreek\Meetings\Meetings 2022\5 notice.doc

REGULAR MEETING AGENDA

August 18, 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. July meeting minutes.*
 - b. August Claims/Treasurer's Report.*
 - i. Hennepin County Invoice memo.*
4. Open forum.
5. Action Items.
 - a. 2022-011 Burgess Residence, Greenfield.*
6. Old Business.
7. New Business.
8. Watershed Management Plan.
9. Education.
10. Grant Updates.
 - a. Dance Hall Creek BMP CWF Grant.**
 - b. Whaletail South Alum Treatment CWF Grant.**
11. Communications.
12. Staff Reports.
 - a. Engineer's Report.*
 - b. HCEE Report.*
 - c. TRPD Report.
13. Commissioner Reports.
14. Other Business.
15. Adjournment. (Next scheduled meeting: September 15, 2022).

Z:\Pioneer-SarahCreek\Meetings\Meetings 2022\7 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

July 21, 2022

1. CALL TO ORDER. A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order by Chair Joe Baker at 6:01 p.m., Thursday, July 21, 2022, at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

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

2. AGENDA. Motion by Tschumperlin, second by Workcuff to approve the agenda* with the addition of item 9.a. Easement Presentation, and moving Item 3. Consent Agenda, to follow the presentation. *Motion carried unanimously.*

Motion carried unanimously.

3. OPEN FORUM.

4. ACTION ITEMS.

a. 2022-005 Koch Farm Sanctuary, Independence.* This project was reviewed and approved with contingencies at the May 2022 meeting. Since then, the City has required a creek crossing at the end of the cul-de-sac for a bike/pedestrian path. The updated application includes the creek crossing using a 60" culvert and impacts both upstream and downstream. There are no impacts upstream and a slight decrease in flow downstream of the crossing culvert. Staff recommends approval of the project contingent on receipt of a recorded O&M declaration.

Motion by Wulff, second by Cahill to approve project 2022-005 with the contingency listed. *Motion carried unanimously.*

b. 2022-006 Creekside Meadows, Greenfield.* This project is a 79.15-acre residential development with 15 single-family home lots. The existing site is predominantly row crops with wetlands. The site is adjacent to and drains to Sarah Creek. The development is proposing to treat stormwater via filtration basins and wet sedimentation basins to capture runoff from new impervious surface. This project was reviewed for Commission rule D, E, and I. The land use change and biofiltration basins will reduce TSS and TP by 48.0% and 40.7%, respectively. Staff recommends approval contingent on receipt of a recorded O&M declaration. The buffer maintenance plan has been received.

Motion by Wulff, second by Workcuff to approve project 2022-006 with one contingency. *Motion carried unanimously.*

c. 2022-009 Gale Woods Boat Launch ADA Improvements, Minnetrista.* TRPD is proposing

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

*Included in meeting packet.

ADA improvements to the Gale Woods Farm boat launch including replacing a portion of existing gravel with concrete. This project will result in a small net increase in impervious surface. The work will occur within the 100-year flood plain and result in slight reduction in fill volume. This project was reviewed for compliance with Commission rules E and F. Staff recommends approval with no contingencies.

Motion by Tschumperlin, second by Wulff to approve project 2022-009. *Motion carried unanimously.*

d. **2022-010 Pioneer Highlands, Medina.**** This project was not ready for Commission review at the time of the meeting.

5. OLD BUSINESS.

a. **Bank Signatory Change.*** New signer forms were provided and signed at the meeting for current Commissioners and adding Juntunen as Deputy Treasurer.

b. **2022 Camp Agreement.*** CAMP monitoring was approved earlier in the year and is included in the budget. The formal agreement was signed by Chair Baker.

6. NEW BUSINESS.

7. WATERSHED MANAGEMENT PLAN.

8. EDUCATION. Maurer reviewed the County's role in conservation easements. Easements are binding agreements between a landowner and the County where the landowner retains ownership of land but conveys rights of access or restrictions of use of the land to the County (or other agency). Conservation easements can be either long-term or perpetual. Public access to the land is not required for most easements. Easements are an effective tool for targeting the protection of natural spaces for habitat and wildlife. Easements can improve access to technical and financial support for the restoration and enhancement of natural areas. Many easements allow the landowner to continue to hunt, fish or recreate on the property. Financial incentives for landowners to consider easements include one-time payments, annual payment/rents, and state and federal tax incentives. Incentives can vary greatly depending on the land preserved and quality of current conditions. Hennepin County currently holds 60 conservation easements managed and monitored by the County with most being perpetual easements. Of the total easements, 46 are located within the Pioneer-Sarah Creek watershed.

The easement process is lengthy with the most prepared taking about eight months and others taking as long as three years to make it through the 16-step process. Other types of easements are available through other agencies.

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

a. **June Regular Meeting Minutes.***

b. **July Treasurer's Report/Monthly Claims *** totaling \$5,967.64.

10. GRANT UPDATES.

11. COMMUNICATIONS.

12. STAFF REPORTS.

a. **Engineer's Report.*** An overview of items is provided in the report. Vistad noted that three to four more development project reviews are expected in the coming months.

b. **HCEE Report.*** The **Lake Rebecca SWA** is underway with Hydrologic and Hydraulic modeling nearly completed. The draft is scheduled to be completed in early September.

Staff have made landowner visits with the results of the **Dance Hall Creek SWA**. Several projects are promising. County Staff are requesting Commission funding to contract with Diane Spector at Stantec to write a Clean Water Fund (CWF) grant for two projects in the Dance Hall Creek SWA. Applications are due August 22. WBIF funding can be used as a match for CWF grants.

Motion by Wulff, second by Workcuff to approve funding not-to-exceed \$5,000 and authorizing staff to complete documentation necessary to contract with Stantec to write a grant for the project found in HR Table 12, for ponds one and two.

The **McCombs project** at 2772 Becker Road started on Monday to stabilize a 250 ft reach of gully on the property that exports a large sediment load to nearby wetlands.

Staff are still working with the **Shrine Horsemen** to add two manure bunkers and review other potential BMPs on the property.

c. **TRPD Report.** Vlach is working on the **Whaletail Lake Alum Feasibility Study**. The study is required to be completed prior to application for a CWF grant for the project. BWSR staff said they would review the feasibility study as soon as it was ready. The grant application and feasibility study will be available at the Commission's August meeting.

13. COMMISSIONER REPORTS.

a. **Wulff.** The Lake Independence Citizens Association (LICA) will complete a Starry Stonewort survey tomorrow with Carolyn Dindorf of Bolton & Menk. A survey for spiny water fleas is scheduled for August with the U of M.

b. **Baker.** The Lake Sarah Improvement Association (LSIA) annual meeting was held last Monday. A main concern for residents is the current low water levels which make it impossible for people to get their boat off a lift or docks deep enough to tie up boats. After meeting with a DNR hydrologist, it was concluded that the weir may have settled up to two inches. The hydrologist was very cautious about changing the weir further to hold more water back. The weir restoration will be done as soon as possible.

c. **Tschumperlin.** Minnetrista approved a final plat of three residential lots for Swan Lake Estates with wetlands on all three lots. The City requested three RFPs for a five-year master engineering plan for building a treatment plant and ponding. A new grocery store will open just north of Highway 7 east of St. Bonifacius and a new apartment complex will also be built in the area.

14. OTHER BUSINESS.

The **next regular meeting** is scheduled for August 18, 2022 at Maple Plain City Hall.

15. ADJOURNMENT. There being no further business, motion by Workcuff, second by Wulff to adjourn. *Motion carried unanimously.* The meeting was adjourned at 8:10 p.m.

Respectfully submitted,



Amy Juntunen
Administrator
AAJ:tim

Z:\Pioneer-SarahCreek\Meetings\Meetings 2022\7 Minutes PSC.docx



oretto • Maple Plain • Medina • Minnetrista

*Included in meeting packet.

Pioneer-Sarah Creek Watershed
Cash Disbursements Journal
For the Period From Aug 1, 2022 to Aug 31, 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
8/18/22		51200	Legal	31.00	
		10100	Campbell Knutson		31.00
8/18/22		50100	Project Review Bushwood Hills Reserve	1,365.00	
		50100	Project Review Koch Farm Sanctuary	1,758.75	
		50100	Project Review Creekside Meadows	1,916.25	
		50100	General Engineering / Technical	1,890.00	
		10100	Hakanson Anderson Associates, Inc.		6,930.00
8/18/22		63010	Q2 Public Inquiries, Conservation Promotion, BMP Implementation	4,182.13	
		66002	Dance Hall Creek SWA Study - 2021 WBIF Grant Funds	22,117.00	
		10100	Hennepin County Treasurer		26,299.13
8/18/22		51100	Administration	877.84	
		51100	Meeting-related	821.86	
		51100	Bookkeeping	221.89	
		51400	Website	17.50	
		51120	Project Reviews	123.08	
		10100	Judie Anderson's Secretarial Service		2,062.17
8/18/22		51210	2021 Audit and Financial Statement Preparation	4,700.00	
		10100	Johnson & Company, Ltd.		4,700.00
Total				40,022.30	40,022.30

CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
(651) 452-5000

Pioneer-Sarah Creek Watershed Mgmt. Commission
c/o Ms. Judie A. Anderson
3235 Fernbrook Lane
Plymouth MN 55447

Page: 1
June 30, 2022
Account # 1478G

SUMMARY STATEMENT

PREVIOUS BALANCE	FEES	EXPENSES	CREDITS	PAYMENTS	BALANCE
1478-0000 RE: GENERAL MATTERS					
SERVICES RENDERED TO DATE:					
31.00	31.00	0.00	0.00	-31.00	<u>\$31.00</u>

Amounts due over 30 days will be subject to a finance charge of
.5% per month (or an annual rate of 6%). Minimum charge - 50 cents.

CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
(651) 452-5000

Pioneer-Sarah Creek Watershed Mgmt. Commission
c/o Ms. Judie A. Anderson
3235 Fernbrook Lane
Plymouth MN 55447

Page: 1
June 30, 2022
Account # 1478-0000G
160

RE: GENERAL MATTERS
SERVICES RENDERED TO DATE:

			HOURS	
06/07/2022	JJJ	Emails Andrew Vistad re: PSC capital projects.	0.20	31.00
		AMOUNT DUE	0.20	31.00
		TOTAL CURRENT WORK		31.00
		PREVIOUS BALANCE		\$31.00
01/25/2021		Payment - thank you		-31.00
		TOTAL AMOUNT DUE		<u>\$31.00</u>

Amounts due over 30 days will be subject to a finance charge of
.5% per month (or an annual rate of 6%). Minimum charge - 50 cents.

Johnson & Company, Ltd.
3255 Fernbrook Lane North
Minneapolis, MN 55447
(952) 525-9500

PIONEER-SARAH CREEK WATERSHED MANAGEMENT COMM.
3235 FERNBROOK LANE NORTH
PLYMOUTH, MN 55447

Client # : 4273

Invoice Number : 345311

Invoice Date : Thursday, June 30, 2022

For Professional Services Rendered :

Preparation of report on audited financial statements for the year ended December 31,
2021.

4,700.00

Total Invoice Amount

\$4,700.00

INVOICE SUMMARY

PIONEER SARAH WATERSHED MANAGEMENT COMMISSION

INVOICES FOR JUNE 2022

Project ID & Description	Invoice Number	Invoice Date	Amount
PSC208 2022-01 BUSHWOOD HILLS RESERVE	48708	07/11/22	1,365.00
PSC210 2022-05 KOCH FARM SANCTUARY	48709	07/11/22	1,758.75
PSC211 2022-06 CREEKSIDE MEADOWS	48710	07/11/22	1,916.25
PSC901-2022 GENERAL ENGINEERING FOR PIONEER SARAH WMC 2022	48711	07/11/22	1,890.00
			6,930.00



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

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

Invoice number 48708
Date 07/11/2022

Project **PSC208 2022-01 BUSHWOOD HILLS
RESERVE**

Professional Services Provided Through 06/30/2022

2022-01 BUSHWOOD HILLS RESERVE

MUNICIPAL REVIEW

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad DEVELOPMENT REVIEW NO 2	06/08/2022	7.50	105.00	787.50
Andrew Vistad PERMIT COORDINATION	06/17/2022	1.50	105.00	157.50
Andrew Vistad REVIEW MAINTENANCE AGREEMENTS	06/20/2022	3.00	105.00	315.00
Andrew Vistad REVIEW MAINTENANCE AGREEMENTS	06/22/2022	1.00	105.00	105.00

PROFESSIONAL FEES SUBTOTAL 1,365.00

MUNICIPAL REVIEW SUBTOTAL 1,365.00

AMOUNT DUE THIS INVOICE 1,365.00

Invoice Summary		Current Billed	Prior Billed	Total Billed
	Total	1,365.00	984.75	2,349.75



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

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

Invoice number 48709
Date 07/11/2022

Project **PSC210 2022-05 KOCH FARM
SANCTUARY**

Professional Services Provided Through 06/30/2022

MUNICIPAL REVIEW

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>DEVELOPMENT REVIEW NO 1 REVISIONS</i>	06/03/2022	3.50	105.00	367.50
Andrew Vistad <i>REVIEW RESUBMITTED MATERIALS</i>	06/07/2022	5.75	105.00	603.75
Andrew Vistad <i>DEVELOPMENT REVIEW NO 2</i>	06/10/2022	1.50	105.00	157.50
Andrew Vistad <i>REVIEW CROSSING INFORMATION</i>	06/28/2022	2.50	105.00	262.50
Andrew Vistad <i>REVIEW CROSSING INFORMATION</i>	06/29/2022	3.50	105.00	367.50
PROFESSIONAL FEES SUBTOTAL				1,758.75
MUNICIPAL REVIEW SUBTOTAL				1,758.75
AMOUNT DUE THIS INVOICE				1,758.75

Invoice Summary	Current Billed	Prior Billed	Total Billed
Total	1,758.75	2,126.25	3,885.00



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

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

Invoice number 48710
Date 07/11/2022

Project **PSC211 2022-06 CREEKSIDE
MEADOWS**

Professional Services Provided Through 06/30/2022

MUNICIPAL REVIEW

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>DEVELOPMENT REVIEW NO 1</i>	06/08/2022	2.00	105.00	210.00
Andrew Vistad <i>DEVELOPMENT REVIEW NO 1</i>	06/09/2022	6.75	105.00	708.75
Andrew Vistad <i>DEVELOPMENT REVIEW NO 1</i>	06/17/2022	1.50	105.00	157.50
Andrew Vistad <i>PROJECT REVIEW QUESTIONS</i>	06/23/2022	3.00	105.00	315.00
Andrew Vistad <i>DISCUSS REVIEW MEMO WITH ENGINEER</i>	06/27/2022	4.00	105.00	420.00
Andrew Vistad <i>DISCUSS WATER QUALITY RULES WITH ENGINEER</i>	06/28/2022	1.00	105.00	105.00

PROFESSIONAL FEES SUBTOTAL 1,916.25

MUNICIPAL REVIEW SUBTOTAL 1,916.25

AMOUNT DUE THIS INVOICE 1,916.25

Invoice Summary		Current Billed	Prior Billed	Total Billed
	Total	1,916.25	0.00	1,916.25



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

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

Invoice number 48711
Date 07/11/2022

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

Professional Services Provided Through 06/30/2022

GENERAL ENGINEERING

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>PROCEDURE FOR PROPERTY IN 2 WATERSHEDS</i>	06/03/2022	1.00	105.00	105.00
Andrew Vistad <i>2022-07 LIBENGOOD HOUSE</i>	06/09/2022	2.00	105.00	210.00
Andrew Vistad <i>FEASIBILITY COST ESTIMATE FOR HR65, HR68 & JB GULLEY WATERSHED MONTHLY MEETING</i>	06/16/2022	13.00	105.00	1,365.00
Andrew Vistad <i>SPURZUM WATERSHED ASSESSMENT MEETING</i>	06/29/2022	2.00	105.00	210.00
PROFESSIONAL FEES SUBTOTAL				1,890.00
GENERAL ENGINEERING SUBTOTAL				1,890.00
AMOUNT DUE THIS INVOICE				1,890.00

Invoice Summary		Current Billed	Prior Billed	Total Billed
	Total	1,890.00	3,146.76	5,036.76



HENNEPIN COUNTY
Public Works General
Services
612-543-1121
300 South 6th Street, MC 131
Minneapolis, MN 55487

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

Page: 1
Customer Number: 0000010609
Invoice Number: 1000190562
Invoice Date: 08/05/2022

Total Amount Due: \$26,299.13
Due Date: 09/04/2022

Date	Description	Quantity	Unit Amount	Net Amount
05/01/2022 -06/30/2022	2022 Invoice-Contract A2211208	1.00	\$26,299.13	\$26,299.13

Balance Due: \$26,299.13

There is a \$30.00 service charge on all returned checks. Civil penalties may be imposed for non-payment, per Minnesota State Statute 604.113.

Please return the bottom portion with your check made payable to: Hennepin County Treasurer.

HENNEPIN COUNTY
612-543-1121

Customer Number: 0000010609
Invoice Number: 1000190562

Payment Due Date: 09/04/2022

Amount Due: \$26,299.13

Amount Enclosed:

--	--	--	--	--	--	--	--	--	--

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

Remit To:
Hennepin County Accounts Receivable
300 South Sixth Street
Mail Code 131
Minneapolis, MN 55487

2HNPWS00000106091000190562000000026299134



Hennepin County
Public Works

Department of Environment and Energy
701 Fourth Avenue South, Suite 700
Minneapolis, Minnesota 55415-1842

612-348-3777, Phone
612-348-8532, Fax
hennepin.us/environment

Bill To:

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

Invoice

Date

7/28/22

Contract A2211208

Description	Total Amount Due
2022 Invoice 1 (May 1, 2022 – June 30, 2022)	
Task 1: Meeting Attendance & Staff Report	
Task 2: Respond to inquiries from the public, conservation promotion in targeted subwatersheds, and BMP implementation project development and construction	\$4,182.13
<ul style="list-style-type: none">a. Lake Independence Hours: 62 Value: \$4,016.41b. Lake Rebecca Hours: 0 Value: \$0c. Dance Hall Creek Hours: 18 Value: \$1,220.19d. Spurzem Creek Hours: 2 Value: \$127.66e-g. Other ongoing projects Hours: 47 Value: \$3,000.01	
TOTAL HOURS: 129	
TOTAL VALUE: \$8,364.27	
AMOUNT DUE (50% TOTAL): \$4,182.13	
Task 2 NTE: 10,000	
Amount Remaining: \$5,817.87	

<p>Task 3: Lake Independence Subwatershed Project Implementation</p> <ul style="list-style-type: none"> Task 3 NTE: \$156,372 Amount Remaining: \$156,372 <p><i>(To be invoiced upon completion of the projects)</i></p> <p>Task 4: Other Project Implementation</p> <ul style="list-style-type: none"> Task 4 NTE: N/A Amount Remaining: N/A <p>Task 5: Subwatershed Assessment Projects</p> <ul style="list-style-type: none"> Task 5 NTE: \$73,367 Amount Remaining: \$51,250 <p>Completion of Dance Hall Creek Subwatershed Assessment study Total Study Cost: \$42,191.75 Cost to Commission: \$22,117</p>	<p style="text-align: right;">\$22,117</p>
<p style="text-align: right;">AMOUNT DUE \$26,299.13</p>	

Make check payable to: Hennepin County Treasurer

Invoice (please include as reference on payments): 1000190562

Remit to: Hennepin County Accounts Receivable
300 South 6th Street
Mail Code 129
Minneapolis, MN 55487

Direct questions to: Karen Galles 612-235-0712



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

3235 Fernbrook Lane
Plymouth MN 55447

August 12, 2022

General Administration				Total Project Area	
Administrative		65.00	0.000		
Administrative	2.93	70.00	205.100		
Administrative - virtual		75.00	0.000		
Office Support	8.00	70.00	560.000		
Public storage	1.00	101.08	101.080		
Data Processing/File Mgmt		70.00	0.000		
Archiving		60.00	0.000		
Reimbursable Expense	11.66	1.00	11.660	877.840	Administration
Meeting packets, attendance, Minutes and Meeting follow-up					
Administrative	0.50	65.00	32.500		
Administrative	5.43	70.00	380.100		
Admin - offsite	3.67	75.00	275.250		
Reimbursable Expense	134.01	1.00	134.010	821.860	Meeting-related activities
Bookkeeping					
Bookkeeping		65.00	0.000		
Bookkeeping, budget, audit requests	2.50	70.00	175.000		
Treasurer's Reports	0.33	70.00	23.100		
Audit Prep		65.00	0.000		
Audit Prep		70.00	0.000		Bookkeeping/TRs
Reimbursable Expense	23.79	1.00	23.790	221.890	Bookkeeping/TRs
Website					
Weebly hosting - 1 year		1.00	0.000		
Pages, links, uploads		70.00	0.000		
Administrative	0.25	70.00	17.500	17.500	Website
Project Reviews					
Administrative		65.00	0.000		
Administrative	1.50	70.00	105.000		
File Management/Archiving		65.00	0.000		
Reimbursable Expense	18.08	1.00	18.080	123.080	Project Reviews
			2,062.170	2,062.170	

HENNEPIN COUNTY

MINNESOTA

August 11, 2022

RE: Q1 and Q2 Hennepin County invoice to Pioneer-Sarah Creek Watershed Management Commission

Memorandum Overview

The Watershed Services Agreement between Hennepin County and Pioneer-Sarah Creek Watershed Management Commission (PSCWMC) was signed April 15, so the current invoice includes two months of effort from May 1 – June 30. For context, between January 1 and May 1 of 2022, county staff dedicated 497 hours to various PSCWMC priorities (includes meeting attendance, staff report preparation, landowner technical assistance, and work on BMP project implementation). Beginning May 1, we began tracking time spent on various activities and in priority subwatersheds separately from one another to improve transparency in billing and work priorities. In addition, between January 1 and June 30, county staff invested 293 hours on the Spurzem Creek Subwatershed Assessment and 107 hours on the Lake Rebecca Subwatershed Assessment. Although these things aren't billable to PSCWMC under our agreement they represent a significant amount of work on shared priorities with the watershed.

Across all work completed in partnership with the PSCWMC, county staff have invested 1,026 hours through the first half of 2022, roughly equivalent to one full time person over that period.

The following summary follows tasks as list in the Watershed Service Agreement and is provided as additional background and explanation for our combined Q1 and Q2 invoice.

Task 1: Meeting Attendance & Preparation of Staff Report - no time will be billed for this task

Task 2: Respond to inquiries from the public, conservation promotion in targeted subwatersheds, and BMP Implementation – County staff efforts and results are detailed in monthly project reports and updates. Invoice includes only time for May-June 2022, totaling 129 hours at a value of \$8,36.27 to PSCWMC. The invoice is for half that amount (\$4,182.13), as per our agreement. PSCWMC will not be billed for time before the agreement was signed (April 15).

Task 3: Lake Independence Subwatershed Project Implementation – Two projects benefitting Lake Independence were substantially completed in July (see project updates). PSCWMC costs for those projects will be invoiced in Q3.

Task 4: Other Project Implementation – details in project reports and updates. At this time we are not expecting to complete installation on projects outside of priority areas in 2022.

Task 5: Subwatershed Assessment Projects

- A. Spurzem Creek – see update in other section of staff report. In consultation with TRPD staff, DEPARTMENT has not yet elected to pursue consulting assistance to assess internal loading and associated practices at this time, so there will be no invoice to the commission related to Task 5A. The subwatershed assessment was completed by and paid for by the county and through a grant with the Metro Conservation Districts.

Hennepin County Environment & Energy
701 Building, 701 Fourth Avenue South, Suite 700
Minneapolis, Minnesota 55415-1842
www.hennepin.us/environment



- B. Lake Rebecca - \$29,793.73 has been incurred on the project so far (of a total \$65,000). Commission share will be invoiced upon report acceptance, anticipated in Q3. As part of the South Fork Crow WBIF work plan, the Commission has budgeted \$30,000 towards the completion of this report.
- C. Dance Hall Creek – This project was completed in Spring 2022. Consistent with our Watershed Services Agreement, the County is seeking reimbursement for \$22,117.00 of the approximately \$36,000 consultant cost. As part of PSCWMC North Fork Crow WBIF work plan, PSCWMC may pay this full amount as WBIF funds.

Sincerely,

Kris Guentzel

Senior Water Resources Specialist

612-596-1171 (office)

Kristopher.Guentzel@hennepin.us



Burgess Residence **Greenfield, Project #2022-011**

Project Overview: Bill & Ann Burgess have submitted a permit application for the construction of a driveway, residential dwelling, and septic system. The residential lot is located along Greenfield Road just south of County Road 10 (Woodland Trail). The south west shoreline of Schwappauff Lake is located in the north east corner of this lot. The dwelling, septic system, and driveway construction will result in over 1 acre of disturbance. Silt fence is provided downstream from the driveway construction adjacent to the wetlands. The Commission's management plan requires compliance for Erosion Control (Rule E).

Applicant: Bill & Anne Burgess, 6285 Elm Ridge Circle, Corcoran, MN 55340. Phone: 612-747-7549. Email: bill.burgess@lennar.com

Agent/Engineer:

Exhibits:

- 1) PSCWMC Request for Plan Review received August 10, 2022
- 2) Project review fees for project, \$300.00
- 3) Burgess Site Plan, dated July 8, 2022
- 4) WCA NOA, dated July 28, 2022

Findings:

- 1) A complete application was received August 10, 2022. The initial 60-day decision period expires on October 9, 2022.
- 2) The applicant proposes to construct a residential dwelling, septic site, and driveway.
- 3) The City of Greenfield is the LGU in charge of administering the 1991 Wetland Conservation Act on this site.
 - o No wetland impacts are proposed as part of this construction.

Erosion and Sediment Controls (Rule E):

- 4) Erosion and sediment control is required for land disturbing activities. The site is proposing to install sediment control in a permitter around the building and septic construction site. Disturbed soils shall be seeded following construction prior to the removal of sediment control BMPs. There are no proposed impacts to wetland buffers, nor are there proposed wetland impacts.

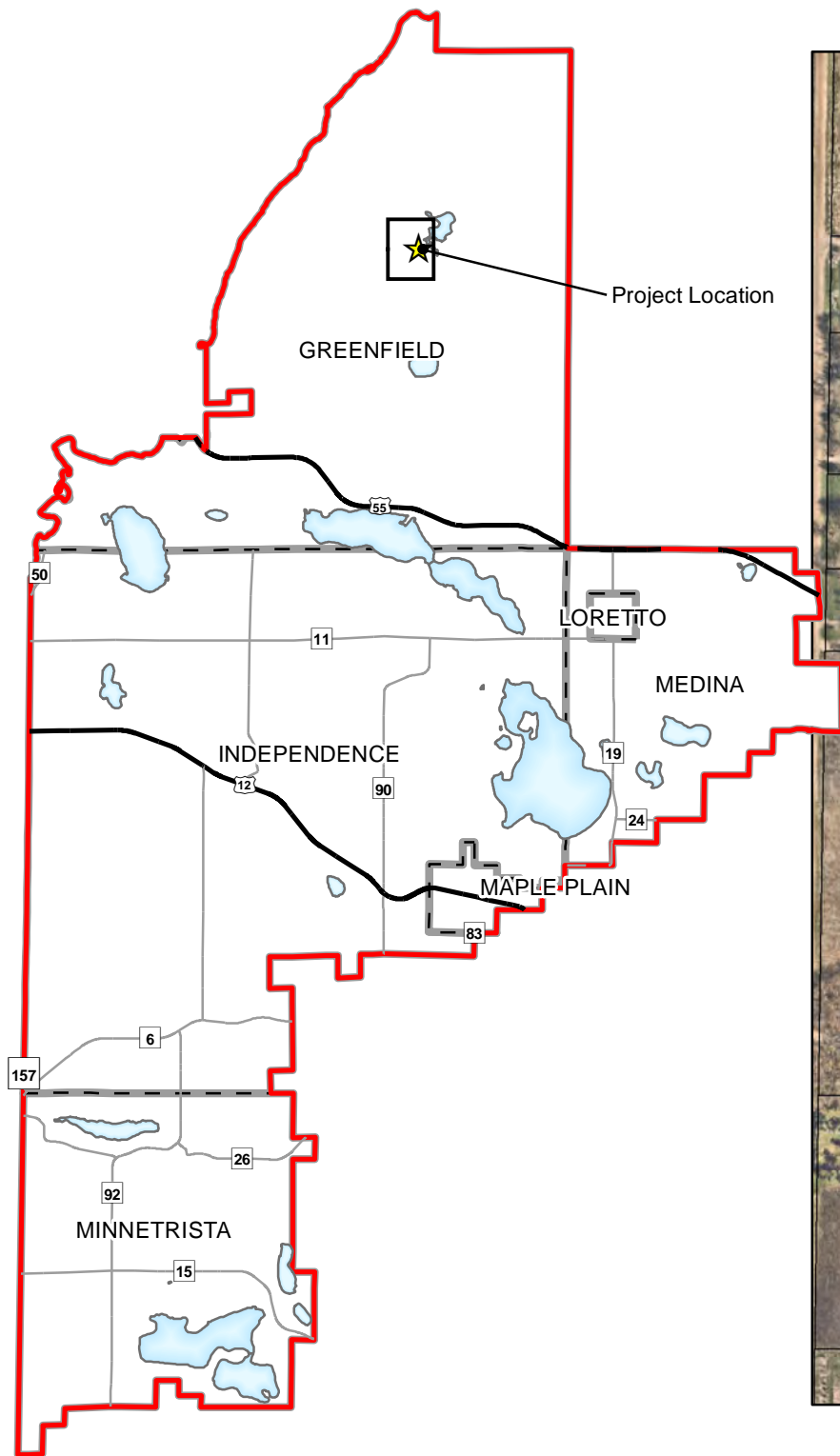
Recommendation: Approval.

Advisor to the Commission



Andrew Vistad, PE

August 12, 2022
Date





FIELD CREW	NO.	BY	DATE	REVISION
DM	1	EMW	10/20/2021	PROPOSED HOUSE
DRUM	2	EMW	7/8/2022	SEPTIC TANK UPDATE, PROPOSED HOUSE
CLS				
CHECKED				
A				
DATE				
10/20/2021				

USE (INCLUDING COPYING, DISTRIBUTION, AND/OR CONVEYANCE OF INFORMATION OF THIS PRODUCT IS STRICTLY PROHIBITED WITHOUT SATHRE-BERGQUIST, INC.'S EXPRESS WRITTEN AUTHORIZATION. USE WITHOUT SAID AUTHORIZATION CONSTITUTES AN ILLEGITIMATE USE AND SHALL THEREBY INCUR SATHRE-BERGQUIST, INC.'S OF ALL RESPONSIBILITY. SATHRE-BERGQUIST, INC. RESERVES THE RIGHT TO HOLD ANY ILLEGITIMATE USER OR PARTY LEGALLY RESPONSIBLE FOR DAMAGES OR LOSSES RESULTING FROM ILLEGITIMATE USE.	<p>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 or under the laws of the State of Minnesota.</p> <p>Dated this 28 day of October, 2020.</p> <p><i>Donald L. Schmidt</i></p> <p>Donald L. Schmidt, PLS schmidt@satbri.com</p> <p>Minnesota License No. 26147</p>	<p>1 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 or under the laws of the State of Minnesota.</p> <p>Dated this 28 day of October, 2020.</p> <p><i>Donald L. Schmidt</i></p> <p>Donald L. Schmidt, PLS schmidt@satbri.com</p> <p>Minnesota License No. 26147</p>	<p>SATHRE-BERGQUIST, INC. 150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6500 WWW.SATHRE.COM</p>	<p>TWP-119-RGE-24-SEC-14 Hennepin County</p> <p>GREENFIELD, MINNESOTA</p>	<p>CERTIFICATE OF SURVEY</p> <p>PREPARED FOR: BILL BURGESS</p>	<p>FILE NO. 12101-001</p> <p>2</p> <p>2</p>
--	--	--	---	--	--	---

MEMORANDUM

TO: Pioneer-Sarah Creek Watershed Management Commission
FROM: Andrew Vistad, Hakanson-Anderson
DATE: August 12, 2022
SUBJECT: Staff Report

1.-8. See Previous Staff Report

9. **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. The site plans that were reviewed and approved for a watershed permit in late 2019 were never constructed. The project has been redesigned and resubmitted under the previous permit application and fee. The size of the building site has been reduced. The provided plans do not appear to create sufficient stormwater bio-filtration to meet watershed rules. The plans also do not provide sufficient details on the creation of wetland buffers on site. The designer is being asked to revise and resubmit plans addressing these deficiencies.
10. **2022-01 Bushwood Hills Reserve.** is a 5 lot 34.8-acre residential development located in the City of Greenfield. The development is proposing to handle stormwater rate control with 4 Biofiltration basins located within the development. The bio-filtration basins and land use change are expected to reduce phosphorus runoff by 52% and total suspended solids runoff by 58%. Additionally, the bio-filtration basins are providing some abstraction that is working to reduce the volume of runoff that is leaving the site. The engineer has supplied a SWPPP for the development that meets all watershed rules. This project was reviewed for Rule D, Rule E, and Rule I.
11. **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.
12. **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

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

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 well 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.

13. **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.
14. **2022-05 Koch Farm, Sanctuary.** The Koch Farm Sanctuary development is a 33 lot 141.4-acre residential development located in the City of Independence. The development is proposing to handle stormwater rate control with 9 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/HOA, an operations and maintenance declaration has been obtained and well be recorded with the lots. Water quality modeling for the site indicates that a 32% reduction in total phosphorus and a 56% reduction in total suspended solids will be achieved. A stream crossing for a mixed use path that connects this development with the development to the south was required by the City of Independence. This project was reviewed for Rule D, Rule E, Rule H, and Rule I.
15. **2022-06 Creekside Meadows,** is a 15 lot 79.2 acre residential development located within the City of Greenfield. The development is proposing to handle stormwater with 3 biofiltration basins. The bio-filtration basins and land use change are expected to reduce phosphorus runoff by 48% and total suspended solids runoff by 41%. Additionally, the bio-filtration basins are providing some abstraction that is working to reduce the volume of runoff that is leaving the site. The engineer has supplied a SWPPP for the development that meets all watershed rules. The developer has not supplied a buffer maintenance plan that outlines establishing the new wetland buffers. The project was reviewed for Rule D, Rule E, and Rule I.
16. **2022-07 7655 County Road 15,** is a residential dwelling construction that is in close proximity to the wetland surrounding Whale Tail Lake. The home builder is proposing to build a residential home, septic sites, and relocate an existing driveway. The proposed building pad is located greater than 100 feet away from the wetlands and silt fence is being provided down gradient from all earth moving activity.

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

17. **2022-09 Gale Woods Accessibility**, is a project from TRPD that is proposing ADA improvements to the boat launch located at the Gale Woods Farm located on the south eastern side of the south bay of Whaletail Lake in Minnetrista. The project is proposing to create ADA accessible parking spaces to access the boat landing and pier. The project is located with in the floodplain for Lake Whaletail,

18. **2022-10 Pioneer Highlands**, is a 67 acre rural residential development located in the city of Medina. The development is located roughly half in the Pioneer Sarah Creek Watershed and half in the Elm Creek Watershed. It was agreed that the project would need to obtain a permit from only PSC WMC providing communication with the Elm Creek watershed engineer. The site contains a large closed basin wetland on site. Ultimately the site would drain to both Spurzem Creek and Rush Creek South Fork. Though additional wetland buffer was provided to meet stormwater abstraction requirements, stormwater management was not proposed as part of this project. The project currently does not meet state stormwater requirements that are outlined in the construction general permit section 15. The applicant was asked to revise and resubmit meeting state stormwater requirements.

19. ***2022-11 Burgess Residence**, is a residential dwelling construction that is in close proximity to the wetland surrounding Whale Tail Lake. The home builder is proposing to build a residential home, septic sites, and driveway. The proposed building pad is located greater than 100 feet away from Schwappauff Lake and silt fence is being provided surrounding all earth moving activity. The project was reviewed for Rule E.

HENNEPIN COUNTY

MINNESOTA

DATE: August 11, 2022

TO: Pioneer-Sarah Creek Watershed Management Commission

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

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

Invoice Enclosed

Q1 and Q2 Invoice

Enclosed with this staff report is a memorandum summarizes details of the invoice.

Subwatershed Assessments

Dance Hall Creek Subwatershed Assessment Refinement (PS)

Update: Landowner meetings were completed in July and possible projects prioritized. During the July PSCWMC meeting, the Board approved dollars for Diane Spector to draft an application for a Clean Water Fund Projects and Practices grant. The deadline for that grant is August 22nd, and Diane and her staff on working on the application and intend to submit a grant application prior to that deadline.

Spurzem Creek Subwatershed Assessment (KG/PS)

Update: Comments were provided by several city staff. These will be incorporated into the draft in August. A final report is expected in September, which will be provided to stakeholders to post to their websites (or use as they see fit).

Lake Rebecca Subwatershed Assessment (KG/PS)

Update: The County's consultant has substantially completed the hydrological and hydraulic modeling and BMP report. It will be provided to County staff in the next week. Staff plan to review in August and will provide any comments/edits to the consultant to incorporate and complete a final report in September. The contract includes a third phase to support survey and design of projects to get work closer to shovel-ready.



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: Project construction completed. See attached photos.

Previous: June start date and locates are called in. Scheduling is being setup for spring 2022 construction. Project is waiting for a dry window now that seasonal load limits on state and local road have been lifted. 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: Project construction completed. See attached photos.

Previous: Contractor has been hired for wetland restoration. Permits are finalized and installation is awaiting a dry window now that seasonal load limits on state and local road have been lifted. **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. Summer 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: More analysis and data is needed. Modeling is showing a 100 cfs flow on a 10 yr rain event. With the design requirements needed to meet NRCS and CRP rules we will be looking at the feasibility of this project over the next few months. 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: 40 mailers have been received by Hennepin County with more coming in every day. More site visit are being scheduled for the next few weeks.

Previous: 22 mailers have been received by Hennepin County with more coming in every day. 5 site visits have taken place with 4 possible projects to be evaluated. As more mailer, call and email come in we will be adding them to our project list for evaluation and priority.

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

Potential Lakeshore Restorations (KG)

2934 and 2936 Lindgren Lane, Independence

No update.

Previous: The lakeshore restoration design and engineer's estimate was provided to the landowners. Lakeshore landowners reached out in late summer 2021 with interest in restoring their shoreline along two parcels Lake Independence. The 220 feet of shoreline is heavily eroded in the northern parcel and less eroded in the southern parcel. County staff, with their water resources engineer, conducted an on-site survey in fall. A restoration design was drafted in late winter.

Address Unassigned (PIDS 2411824110006 and 2411824110007 on Lake Independence in City of Independence)

Update: Landowner was provided a summary of recent feasibility work and County staff are waiting on feedback.

Previous: Landowner requested evaluation for lakeshore restoration in 2022. Properties are adjacent and on south shore of Lake Independence. Lakeshore is experiencing significant wave erosion with nearly vertical and undercutting banks. County staff have engaged both MN DNR and our water resource engineer to better assess feasibility and cost before moving forward with project designs. Landowner had also reached out in 2020 but project install did not move forward at that time.

New Inquiries and Other Opportunities

a. 2015 Budd Street, Independence: (PS)

Update: Work with Watershed Engineer on data transfer and next steps.

Previous: 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). 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 scoping this spring with PSC engineer.

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)





























































