



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

November 14, 2019

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, November 21, 2019, at 6:00 p.m., at the Discovery Center, 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 this meeting, please telephone 763.553.1144 or email me at judie@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 this meeting.

Regards,

Judie A. Anderson

Administrator

JAA:tim

cc: Alternates
Jim Kujawa, Kirsten Barta, HCEE
Joel Jamnik, Attorney
Brian Vlach, TRPD
Shane Nelson, Hakanson Anderson

City Clerks
Met Council
official newspapers
Ed Matthiesen, Diane Spector, Wenck Assocs

MPCA
BWSR
DNR

Z:\Pioneer-SarahCreek\Meetings\Meetings 2019\11 notice.doc



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

REGULAR MEETING AGENDA
November 21, 2019 • 6:00 pm
Maple Plain City Hall @ The Discovery Center
5050 Independence Street, Maple Plain

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. October meeting minutes.*
 - b. Monthly Claims/Treasurers Report.*
4. Open forum.
5. Action Items.
 - a. Project Review 2019-05 Green Acres East, Greenfield.*
 - b. Professional Services Agreement with Hakanson-Anderson.*
 - c. Fourth Generation Plan Work Plan and Proposal – Wenck Associates.*
 - d. Schedule Joint Regular and TAC Meeting. *(Cities, identify your representative to the TAC.)*
6. Old Business.
7. New Business. *(also see Staff Report*)*
8. Watershed Management Plan. *(See next page.)*
9. Education.
10. Grant Updates.
 - a. Baker Ravine.*
11. Communications.
12. Staff Report.*
 - a. Project Review 2019-08 Adam's Pest Control, Medina.*
13. Commissioner Reports.
14. Other Business.
15. Adjournment. *(Next scheduled meeting: December 19, 2019).*

* in meeting packet

** available at meeting

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Watershed Management Plan – timeline:

Com- pleted		
	November	
✓	1	60-day notice to cities, agencies, other stakeholders.*
	2	Draft work plan and cost estimate w/Wenck. Sign contract. Award contract.
	December	
	1	Assess current Plan - assess progress and gaps. Update data, collect information from Comp Plans and TMDLs.
	2	Review Plan statutory requirements.
	3	Publish Kickoff Meeting notice.
	January	
	1	Public input session (kickoff meeting). (Suggest regular meeting at 5:30, kickoff meeting at 7:00) Include special interest groups. (<i>Identify members of a CAC, ask for volunteers</i>).
	2	Receive additional feedback regarding content of Plan.
	3	Create recommended schedule for future TACs, CACs, and interim progress meetings.
	4	Receive additional feedback regarding content of Plan.
	5	Create recommended schedule for future TACs, CACs, and interim progress meetings.
	Jan-May	
	1	Draft plan, hold interim TAC, CAC, PAC meetings to update progress.
	2	Update CIP.
	3	Preliminary draft – April 16.
	4	Hold Open House.
	5	Review preliminary comments, revise plan – May 21.
	June	
	1	Submit draft plan for first 60-day review – June 18.
	August	
	1	Approximate end of 60-day review – August 21.
	September	
	1	Public Hearing – September 17.
	Sep – Nov	
	1	Agency review and approval.
	Dec-Jan	
	1	Commission adopt Plan.

REGULAR MEETING MINUTES October 17, 2019

1. CALL TO ORDER. A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order at 6:00 p.m., Thursday, October 17, 2019, by Secretary Brenda Daniels at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Mike Hoekstra, Greenfield; Brad Spencer, Independence; Brenda Daniels, Loretto; Caitlyn Rogers, Maple Plain; Pat Wulff, Medina; John Tschumperlin, Minnetrista; Kirsten Barta, James Kujawa, and Paul Stewart, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); and Amy Juntunen, JASS.

Also Present: Mark Workcuff, Greenfield; and Shane Nelson and Andrew Vistad, Hakanson-Anderson.

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

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

- a. **September Regular Meeting Minutes.***
- b. **September 26 Special Meeting Minutes.***
- c. **October Monthly Claims/Treasurer's Report.*** Claims total \$3,717.12.

Motion carried unanimously.

4. OPEN FORUM.

5. ACTION ITEMS.

a. **Naming of Technical Services Provider.**** At the September 26 Special Meeting, Commissioners were unanimously in favor of Hakanson-Anderson, pending a telephone interview by Chairman Joe Baker. Baker provided a memo at the meeting stating the results of the interview and recommended Hakanson-Anderson be awarded the contract for technical services provider. Staff asked additional questions regarding Hakanson-Anderson's ability to field calls from cities, agencies and citizens, serve on the TAC, assist in potential project identification, and project management and vendor coordination tasks outside of project reviews. Hakanson Anderson answered all queries in the affirmative. Motion by Rogers, second by Spencer to award the technical services provider contract for 2020 to Hakanson-Anderson. *Motion carried unanimously.* Vistad will be the Commission's primary contact for Hakanson-Anderson.

b. **Naming of Wenck as developer of Fourth Generation Plan.** In the same memo regarding Hakanson-Anderson, Chairman Baker recommended Wenck Associates as developer of the Fourth Generation Plan. Wenck was also the developer of the Third Generation Plan. Motion by Tschumperlin, second by Wulff to name Wenck as developer of the Commission's Fourth Generation Plan. *Motion carried unanimously.* The kickoff meeting for the Plan development will be held following the January regular meeting.

6. OLD BUSINESS.

7. NEW BUSINESS (also see Staff Report*).

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

*Included in meeting packet.

8. WATERSHED MANAGEMENT PLAN.

- a. November 1, 2019 - 60-day notice to cities, agencies, other stakeholders.
- b. November –
 - 1) Draft work plan and cost estimate w/Wenck. Sign contract.
- c. December –
 - 1) Assess current Plan progress and gaps – joint Commission and TAC meeting.
 - 2) Review Plan statutory requirements.
 - 3) Call TAC meeting to review existing studies and strategies.
 - 4) Use feedback from 60-day notice, TAC meeting, and Plan developer to draft outline of Plan content.
 - 5) Publish Kickoff Meeting notice.
- d. January – public input session (kickoff meeting). (Suggest regular meeting at 5:30, kickoff meeting at 7:00)
 - 1) Include special interest groups. (*Identify members of a CAC, ask for volunteers*).
 - 2) Receive additional feedback regarding content of Plan
 - 3) Create Recommended Schedule for future TACs, CACs, and interim progress meetings.
- e. January-May – draft plan, hold interim meetings to update progress.
 - 1) Update CIP.
- f. June - submit draft plan for first 60-day review.

9. EDUCATION.

10. GRANT OPPORTUNITIES.

- a. **Hennepin County Good Steward Grants.** The County will close this grant for applications on Tuesday, November 5. Grants range from \$500-\$10,000 and can be applied for by individuals and units of government.
- b. **Watershed-based Funding – Ardmore Grant.** Kujawa is working with Nelson at Hakanson-Anderson to create bid documents with the plan to bid the project this winter and begin construction in spring 2020. The wetland and channel delineations have been completed and submitted to the City of Medina today. Overall design plans for the carp barrier are in development.
- c. **Hennepin County Natural Resources Grants.*** In addition to the Opportunity Grants, the County offers Opportunity Grants. These grants are up to \$100,000 per project, but usually range from \$25,000-\$50,000 with no match required. Applications are accepted until annual funding is depleted.

11. COMMUNICATIONS.

Lake Independence Slow No-Wake.* The water level is still above the slow no-wake elevation on Lake Independence, as it has been since early spring. TRPD has expressed willingness to conduct a study to evaluate the effects of changing the no-wake elevation. TRPD will not take part in setting the trigger elevation but is willing to participate in the discussion process. The Lake Independence Citizen's Association (LICA) has contacted an engineering firm for assistance with this process. Additional regulation of wake boats maybe included in the process.

12. STAFF REPORT.*

- a. **Project Review 2019-08 Adam's Pest Control, Medina.*** The plan does not meet requirements as submitted. Staff expects to present this project at the Commission's November meeting.

b. Juntunen cover the upcoming **schedule for signing contracts**. Contracts for the technical services provider and Fourth Generation Plan development will be created by Counsel and need to be signed by the December meeting.

c. **Baker Park Ravine**. The pre-construction meeting will be held next Wednesday at 9:00 a.m. to discuss specifics on site. The campground closes on October 20 and the contractor has indicated that they can start as soon as things freeze up. The project must be completed by early April 2020.

d. TRPD conducted a **Zebra Mussel Survey** on Lake Independence. Populations seem to have dropped drastically from last year. Reasons for the population decline are unknown and may be based on several factors such as the dominance of blue-green algae or high water levels of the lake.

e. Barta noted that the County is working on a **cost-share project in Greenfield** to fence off a stream, install gutters on barns and complete pasture improvements.

13. COMMISSIONER REPORTS.

Spencer shared that Independence has received a preliminary plat for a project on the south side of the city that might have opportunities for above and beyond water quality treatment. The full project is not expected to be received by the City until at least January. The preliminary plat does incorporate regrading, water quality controls, and mitigating the inflow from a ravine on the property.

14. OTHER BUSINESS.

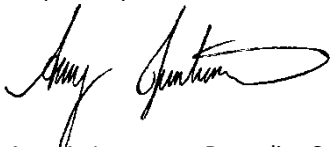
a. Staff introduced **Paul Stewart**, the new Hennepin County Rural Conservationist.

b. **Mark Workcuff**, Councilmember for Greenfield, introduced himself. He will be the next Greenfield Commissioner as Hoekstra is moving out of the City.

c. The **next regular meeting** is scheduled for November 21, 2019.

15. **ADJOURNMENT**. There being no further business, motion by Hoekstra, second by Spencer to adjourn. *Motion carried unanimously*. The meeting was adjourned at 7:00 p.m.

Respectfully submitted,



Amy A. Juntunen, Recording Secretary
AAJ:tim

Z:\Pioneer-SarahCreek\Meetings\Meetings 2019\10 Minutes.docx

**Pioneer-Sarah Creek Watershed
Cash Disbursements Journal
For the Period From Nov 1, 2019 to Nov 30, 2019**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
11/15/19	1549	51200	Legal General	263.50	
		10100	Campbell Knutson		263.50
11/15/19	1550	50100	Q3 Technical - Project Reviews	7,063.20	
		50100	Q3 Technical - WCA	1,308.00	
		50100	Q3 Technical - Conservation promotion	74.30	
		10100	Hennepin County Treasurer		8,445.50
11/15/19	1551	56110	CAMP 2019	760.00	
		10100	Metropolitan Council		760.00
11/15/19	1552	64003	Baker Ravine Stabilization	3,075.60	
		10100	Wenck Associates, Inc.		3,075.60
11/15/19	1553	50100	Reimburse for External Hard Drive	129.02	
		10100	James Kujawa		129.02
11/15/19	1554	51100	Administration	869.12	
		51100	Meeting-related	1,245.70	
		51100	Bookkeeping/TRs	81.01	
		58210	Management Plan	455.89	
		51400	Website	147.00	
		51120	Project Reviews	306.83	
		10100	Judie Anderson's Secretarial Service		3,105.55
Total				15,779.17	15,779.17

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
 October 31, 2019
 Account # 1478G

SUMMARY STATEMENT

PREVIOUS BALANCE	FEES	EXPENSES	CREDITS	PAYMENTS	BALANCE
1478-0000 RE: GENERAL MATTERS					
SERVICES RENDERED TO DATE:					
46.50	263.50	0.00	0.00	-46.50	<u>\$263.50</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
 October 31, 2019
 Account # 1478-0000G
 157

RE: GENERAL MATTERS
 SERVICES RENDERED TO DATE:

			HOURS	
10/04/2019	JJJ	Emails and telephone call Judie, follow-ups re: JPA and rules revision project.	0.20	31.00
10/08/2019	SNC	Review JPA; revisions to draft.	1.00	155.00
10/09/2019	JJJ	Review JPA, revisions to draft.	0.50	77.50
		AMOUNT DUE	1.70	263.50
		TOTAL CURRENT WORK		263.50
		PREVIOUS BALANCE		\$46.50
09/24/2019		Payment - thank you		-46.50
		TOTAL AMOUNT DUE		<u>\$263.50</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.

**HENNEPIN COUNTY**

Public Works General
Solid Waste
612-543-1121
300 South 6th Street, MC 131
Minneapolis, MN 55487

item 03b

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

Page: 1
Customer Number: 0000010609
Invoice Number: 1000138295
Invoice Date: 10/29/2019

Total Amount Due: \$8,445.50
Due Date: 11/30/2019

Date	Description	Quantity	Unit Amount	Net Amount
07/01/2019 - 09/30/2019	Plan Review and other TA	1.00	\$7,063.20	\$7,063.20
3rd Quarter 2019 invoice (July 1 to Sep 30, 2019) - Plan Review, Meeting Attendance, and other TA (108 hours)				
07/01/2019 - 09/30/2019	WCA	1.00	\$1,308.00	\$1,308.00
3rd Quarter 2019 invoice (July 1 to Sep 30, 2019) - WCA (20 hours).				
07/01/2019 - 09/30/2019	Conservation promotion	1.00	\$ 74.30	\$ 74.30
3rd Quarter 2019 invoice (July 1 to Sep 30, 2019) - Conservation promotion (2.5 hours).				

Balance Due: \$8,445.50

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: 1000138295

Payment Due Date: 11/30/2019

Amount Due: \$8,445.50

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

2HNPWS00000106091000138295000000008445503


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

10/25/19

Contract
A199744

Description	County Contribution	Total Amount
3rd quarter 2019 invoice (July 1, 2019 to September 30, 2019) for technical services, WCA, conservation promotion and volunteer engagement		
<ul style="list-style-type: none"> Plan Review, Meeting Attendance, and other TA (108 hours) 		\$7,063.20
<ul style="list-style-type: none"> WCA (20 hours) 		\$1,308.00
<ul style="list-style-type: none"> Conservation promotion (2.5 hours) 	\$74.30	\$74.30
<ul style="list-style-type: none"> 2019 Payments and other credits to-date 		\$15,657.02
<ul style="list-style-type: none"> Accrued 2019 costs to-date – <i>NTE amount to be determined in contract under review</i> 		\$24,102.52
<i>Costs associated with the Commission's participation in the Department led volunteer monitoring/education programs (Riverwatch and WHEP), at a not-to-exceed amount of \$1,000, will be billed on a lump sum basis with the 4th quarter 2019 invoice</i>		
	AMOUNT DUE	\$8,445.50

Make check payable to:

Hennepin County Treasurer

Remit to:

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

Direct questions to:

Karen Galles 612-348-2027

**INVOICE**

Invoice No: 0001103264
Invoice Date: 11/7/19
Page: 1 of 1

Please Remit To:

Metropolitan Council
 Environmental Services
 PO Box 856513
 Minneapolis MN 55485-6513
 United States

Customer Number:

7195

Payment Terms:

Due 30 dys

Due Date:

12/7/19

Bill To:

PIONEER-SARAH WATERSHED MGMT COMMISSION
 JUDIE ANDERSON
 c/o Jass Inc
 3234 Fernbrook Ln
 Plymouth MN 55447
 United States

AMOUNT DUE:**\$ 760.00 USD**

Amount Remitted

For account questions: metcar@metc.state.mn.us

Line	Identifier	Description	Quantity	UOM	Unit Amt	Original
						Net Amount
1	CAMP	Citizen-Assist-Monitor-Prj	1.00	EA	760.00	760.00

Subtotal:

 760.00

Contract: 19R032

Quantity of lake sites: 1 at \$760 each.
 2019 Citizen-Assisted Monitoring Program

For questions about this bill, please contact Brian Johnson at 651-602-8743 or Brian.Johnson@metc.state.mn.us.

ANY UNPAID BALANCE OVER 30 DAYS FROM DATE OF INVOICE WILL BE SUBJECT TO A FINANCE CHARGE AT THE RATE OF 1.5% PER MONTH (18% PER YEAR)

PAYMENTS ACCEPTED VIA CHECK, CREDIT CARD, OR ACH/EFT

> CHECK: use the remit address at the top of this invoice

> CARD: visit <http://metcar.metc.state.mn.us/>

> EFT/ACH: provide your EFT/Direct Deposit enrollment form to metcar@metc.state.mn.us

Amount Due:**\$ 760.00**

Invoice

November 6, 2019

Invoice No: 11907778

Ms. Judie Anderson
 Pioneer-Sarah Watershed Management Comm.
 3235 Fernbrook Lane
 Plymouth, MN 55447



Responsive partner.
 Exceptional outcomes.

Project Manager Lucius Jonett

Project B1508-0007 Baker Ravine Stabilization

Professional Services Through October 31, 2019

Phase 08 Construction Observation

Construction Observation

Professional Personnel

	Hours	Rate	Amount
Bossert, Seth	12.10	114.00	1,379.40
Erickson, Mindy	.50	86.00	43.00
Jonett, Lucius	3.80	151.00	573.80
Matthiesen, Edward	4.70	195.00	916.50
Niday, Jenna	1.50	97.00	145.50
Totals	22.60		3,058.20
Total Labor			3,058.20

Unit Billing

00-WAI Vehicle Golden Valley

17.40

Phase Total \$3,075.60

Total Invoice Amount \$3,075.60

	Current	Prior	Total
Billing Summary	3,075.60	51,700.43	54,776.03

11/9/2019

My Orders

View Warehouse Savings

Customer Service

US ▾



Shop

All ▾

Search



Warehouses

My Account

Cart

Delivery ZIP Code: 55445 Change

Home / My Account / My Orders / Order Details

My Account

Back to My Orders

Account Details

Renew Membership

Address Book

Payment Methods

Costco Pay

My Orders

Lists

Preferences

Order Details

Order Number

Order Date

Membership Number

[REDACTED]

11/03/2019

[REDACTED]

Shipping Address

Billing Address

Payment Method

James Kujawa

James Kujawa

VISA

[REDACTED]

[REDACTED]

[REDACTED]

Feedback

Return Selected Items

Reorder Selected Items

☐ All☐Seagate Backup Plus Hub 8TB
Desktop Hard Drive with Rescue Data
Recovery Services

Delivered on 11/07/2019

Tracking#

Total

\$509.97

Item #8888881

\$169.99

Quantity

Total

3

\$509.97

Standard 3 to 5 Business Days : Free

Write a Review

1 Elm Creek
1 PSC.
\$129.02 each

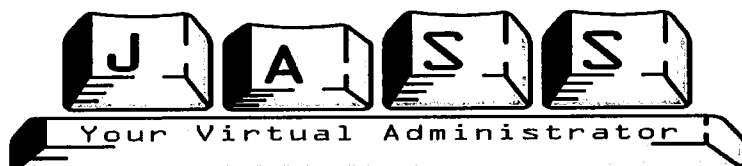
2/3
of
\$387.06

Order Summary

Subtotal (3 Items)	\$509.97
Shipping	\$0.00
Tax	\$27.09
Order Total	\$387.06
Total Discount on Order	\$150.00

Return Selected Items

Reorder Selected Items



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

3235 Fernbrook Lane
Plymouth MN 55447

November 15, 2019

				Total Project Area	
General Administration					
Administrative		55.00	0.000		
Administrative	6.34	60.00	380.400		
Administrative - offsite		70.00	0.000		
Office Support	5.75	60.00	345.000		
Public storage	1.00	93.88	93.880		
Data Processing/File Mgmt	0.33	55.00	18.150		
General filing		60.00	0.000		
Archiving		50.00	0.000		
Reimbursable Expense	31.69	1.00	31.690	869.120	Administration
Meeting packets, attendance, Minutes and Meeting follow-up					
Administrative	1.25	55.00	68.750		
Administrative	14.89	60.00	893.400		
Admin - Offsite	2.52	70.00	176.400		
Reimbursable Expense	107.15	1.00	107.150	1,245.700	Meeting related activities
Bookkeeping					
Bookkeeping		55.00	0.000		
Bookkeeping, budget, audit requests	0.50	60.00	30.000		
Treasurer's Reports	0.75	60.00	45.000		
Audit Prep		55.00	0.000		
Audit Prep		60.00	0.000		Bookkeeping/TRs
Reimbursable Expense	6.01	1.00	6.010	81.010	Audit Prep
Management Plan and Amendments					
Administrative		55.00	-		
Administrative	7.41	60.00	444.60		
Offsite		65.00	0.00		
Reimbursable Expense	11.29	1.00	11.29	455.89	Management Plan
Website					
Weebly hosting - 1 year	102.00	1.00	102.000		
Pages, links, uploads		55.00	0.000		
Administrative	0.75	60.00	45.000	147.000	Website
Project Reviews					
Administrative		55.00	0.000		
Administrative	4.60	60.00	276.000		
File Management/Archiving		50.00	0.000		
Reimbursable Expense	30.83	1.00	30.830	306.830	Project Reviews
				3,105.550	3,105.550



ADMINISTRATIVE OFFICE: 3235 Fernbrook Lane N • Plymouth, MN 55447
763.553.1144 • Fax: 763.553.9326 • Email: judie@jass.biz
TECHNICAL OFFICE: 701 Fourth Street South, Suite 700, Minneapolis,
MN 55415-1600 Phone: 612.348.7338 • Fax: 612.348.7338 •
Email: james.kujawa@co.hennepin.mn.us

Green Acres East **Greenfield, Project #2019-05**

Project Overview: This is a three-lot residential subdivision proposed on a 34-acre agriculture parcel (PID 2411924130004) at Schendel Lake Drive and Pioneer Trail. Future plans propose an additional 3 lots in the eastern portion of the property with the construction of a public street to provide access to said lots. This project will be reviewed for the Commission's Third Generation Watershed Management Plan rules on stormwater standards (Rule D), Erosion and Sediment Control (Rule E), Wetland Alteration (Rule G) and Buffer Strips (Rule I)

Applicant: ManM, LLC, attention Nate Kariniemi, 19927 Larkin Road, Corcoran, MN 55340. Phone: 763-300-6618. Email: natekariniemi@hotmail.com

Agent/Engineer: Anderson Engineering of MN LLC, attention Robert Swanson, 13605 1st Ave. N., Suite 100, Plymouth, MN 55441. Phone: 763-412-4021. Email: rswanson@ae-mn.com

Exhibits:

- 1) PSCWMC Request for Plan Review with fee of \$2,450, received June 5, 2019.
- 2) Wetland Replacement Plan for Green Acres East by Anderson Engineering dated June 3, 2019.
 - a. Applicant signature (part five) and applicant information (part one) received via email June 14, 2019.
 - b. PSCWMC Project File, 2018-05W, Wetland Delineation Review for Bluewater Builders.
 - c. PSCWMC WCA Notice of Application dated June 18, 2019, wetland replacement plan.
 - d. PSCWMC WCA Notice of Application, Addendum 1, dated August 1, 2019.
 - e. PSCWMC WCA Notice of Decision dated September 20, 2019.
- 3) Incomplete application notices (emails) from PSCWMC to applicant dated May 2, 2019 and June 11, 2019. A complete application was received June 14, 2019. Updated plans were received on September 10th, September 13th and October 22nd, 2019.
- 4) Green Acres East Site Plans by Anderson Engineering dated September 10, 2019 with latest revision date of October 21, 2019;
 - a. Sheet 1 of 5, Cover Sheet
 - b. Sheet 2 of 5, Site Grading, Drainage & Erosion Control Plan
 - c. Sheet 3 & 4 of 5 SWPPP
 - d. Sheet 5 of 5, Civil Details

- 5) Final Plat, Green Acres East, undated, unsigned.
- 6) Green Acres East Stormwater Management Plan by Anderson Engineering dated April 4, 2019, revised October 21, 2019.
- 7) Haugo GeoTechnical Services Infiltration tests dated August 7, 2019 on lots 4, 5 and 6.
- 8) Buffer Maintenance Plan for Blue Water Builders Inc., Green Acres East by Anderson Engineering, dated September 12, 2019.

Findings:

- 1) A complete application was received on June 14, 2019. The 60-day decision deadline was extended 60 days by staff from August 13, 2019 to October 12, 2019. A contingent approval decision from the Commission was received on September 19, 2019. The approval was contingent upon;
 - a. An operation and maintenance plan must be developed for the infiltration basins and approved by the City of Greenfield and 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
 - b. No wetland impacts can occur until;
 - i. Wetland replacement credit purchases from BWSR Bank Accounts 1546 and 1542 have been certified by BWSR or,
 - ii. A \$21,500 cash or letter of credit escrow is received by the PSCWMC.
- 2) New site plans received October 22nd eliminated the road construction, wetland impacts and the three lots proposed for the easterly ½ of the site from the original plan.
- 3) The current site area is 34.2 acres zoned as rural residential. Land use is approximately 20 acres of cropland and 14 acres of wetland/grassland/tree farm.
- 4) The 10/22/19 submittal is proposing to subdivide the parcel into three single-family residential lots approximately 5 acres each with a remnant outlot area of 15.6 acre in the east ½ of the site.

Stormwater Management (Rule D)

- 5) This site plan proposes three lots at approximately 5 acres each. Future plans will construct a road for access to east 15 acres in Outlot A. Three additional lots and an infiltration basin is proposed for that area when its developed in the future. Over all, with all six lots and the road work, site development will create 2.19 acres of new impervious areas. The October 21, 2019 stormwater management plan was designed for full development, including all 6 lots, wetland impacts and the new road areas.
- 6) One infiltration basin is proposed to meet the Commission's abstraction, phosphorus and total suspend solids requirements.
 - a. New impervious areas on this site will be 2.19 acres.
 - i. 8,777 cubic feet of abstraction is required for compliance to the Commissions requirements.
 - ii. The total infiltration will be 11,880 cubic feet based on the current design.
 - iii. The one infiltration basin is proposed to handle our abstraction standards.

- iv. The assumed infiltration rate for the soil on site is 0.2"/hour. Actual varied from 0.72 to 3.78"/hour
- v. Water tables were measured at 3.0' separation or greater below the basin bottoms.
- 7) Because true infiltration will be provided on site, phosphorus and suspended solid requirements will be met per the Commission's standards.
- 8) Although the rate controls on this site will meet the Commission's requirements for the 2, 10 and 100 year flows, some higher elevations in the existing ponds/wetlands will occur off of this site. See the following table with highlighted elevation increases.

Pre vs Post-Development Pond Elevations

Pond Number	2 year storm event		10-year storm event		100-year storm event	
	Pre-development	Post-development	Pre-development	Post-development	Pre-development	Post-development
1	1011.13	1011.12	1011.77	1011.75	1013.23	1013.22
2*	1009.76	1009.80	1010.68	1010.72	1013.09	1012.95
3	1014.66	1014.67	1014.76	1015.11	1014.95	1015.56
4	1014.31	1014.51	1014.45	1014.61	1014.67	1014.67
5	1012.77	1012.63	1013.49	1013.38	1013.90	1013.97

XXXX.XX indicates elevation rise of >0.1 feet

*Note; Pond 2 is contained on-site with no runoff for the 2, 10 and 100-year events.

- 9) There is one primary water discharge point from this site. It is at an existing 15" corrugated metal pipe under Pioneer Trail that runs to the west. All of the ponds and runoff from this property eventually get to that pipe. The flow rates out of this pipe are as follows;

	2-yr (cfs)		10-yr (cfs)		100-yr (cfs)	
	Pre-Development	Post-Development	Pre-Development	Post-Development	Pre-Development	Post-Development
15" CMP on Pioneer Trail (23.5 acres)	0.68	0.64	3.06	2.99	5.68	5.67

Note that pond 2 in the middle of this project has 64.9 acres that drains into it before and after development, but there is no discharge from this pond before and after development for the 2, 10 and 100-year rainfall events. The emergency overflow for pond 2 will be ±1013.5 per the existing elevations shown between Lots 1 and 2, Block 1.

- 10) An operation and maintenance plan must be developed for the infiltration basins and approved by the City of Greenfield and 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)

Wetland Buffers (Rule I)

- 11) The buffer maintenance plan dated September 12, 2019; meet the Commission's buffer rule.

12) Buffers are at 10-foot minimum and 25-foot average widths. Final buffer area required is 3.268 acres, actual buffer provided will be 3.364 acres, an excess of 0.096 acres (4,082 sq. ft.)

13) Buffer planting and maintenance plans are provided.

14) Buffer monumentation is provided.

Wetland Alteration (Rule G)

15) An updated wetland replacement plan was received and noticed August 1, 2019. This plan was approved by the Commission with conditions. The decision was noticed per WCA requirements on September 22, 2019.

16) 3,913 sq. ft. of wetland is proposed to be impacted on wetland 3 from the construction of Schendel Lake Drive.

a. Sequencing Analysis; Avoidance,

- i. The proposed road alignment is necessary due to the city's desire to maintain connection with existing Schendel Lake Drive to the west and preserve the opportunity for future connection to Fern Lane to the east.
- ii. The proposed access road cannot be sited within existing right-of-way located south of the parcel due to the existing east-west alignment of Great River Energy (GRE) utility line. Permanent excavation is not allowed within 25 feet of GRE power pole unless the utility line is relocated. Relocating the utility line is not practicable due to the costs and engineering complexity associated with maintaining the integrity of the overall utility line. Expected costs would be in excess of \$200,000 for the relocation of the power poles, making this project financially infeasible.
- iii. Lots are required to be a minimum of five acres each and 4:1 maximum ratio of depth to width, which limit orientation.

b. Sequencing Analysis; Minimization

- i. See avoidance discussion above.
- ii. The junction of Pioneer Trail and Schendel Drive was realigned from its original location along the existing ROW on the south edge of this development to the north approximately 200 feet. This avoided approximately 15,000 sq. ft. of impacts to wetland 2 and relocation of the power lines.
- iii. Match in slopes from the roadway design were steepened to the extent practical for safety and stability requirements.

c. Sequencing Analysis; Replacement

- i. Applicant proposes to replace wetland impacts at a 2:1 ratio by purchasing wetland banking credits from the MN BWSR wetland bank.
- ii. 1:1 from bank account 1546 (Ball wetland bank in Greenfield) and 1:1 from bank account 1542 (Imdieke-Stamer bank in Stearns County).
- iii. An unsigned purchase agreements for the purchase of the wetland credits was provided with the wetland replacement plan.

- d. No comments from the public were received before or after the August 21, 2019 deadline.
- e. To achieve access to Block 1, Lot 1, wetland 1 will be impacted. Site plans do not show this, but notes on the plan identifies that the driveway will impact a wetland and this work will require permitting prior to construction.
- f. Easements encompass all the wetlands, buffers, high water (100-year) elevations, and stormwater systems on site.
- g. Per Watershed and WCA requirements, no wetland impacts can occur until;
 - i. Wetland replacement credit purchases have been certified by BWSR or
 - ii. A \$21,500 cash or letter of credit escrow is received by the PSCWMC.

Grading and Erosion Controls (Rule E)

17) Grading is shown within the ROW of Schendel Lake Drive. Permission from the appropriate landowner is necessary for this work.

18) Grading and erosion controls meet the Commission's standards.

Floodplain Alteration (Rule F)

19) There are no floodplains within this parcel per the FEMA National Flood Layer Maps dated 8/27/18.

Decision: Because of the decrease in the development scope, namely the plat consisting of only 3 lots and the elimination of the wetland impacts, and road construction, staff believes the intent of the original approvals (stormwater management, easement and buffer establishment and erosion control compliance) by the Commission are still met. Staff approves the new plan set dated October 21, 2019 with the minor revisions to original conditions as outlined below ;

- 1) An operation and maintenance plan must be developed for the infiltration basin and approved by the City of Greenfield and Commission. The O & M plans must be recorded on the property titles on Outlot A (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. The LGU in charge of administering the MN WCA agrees with the replacement plan prior to any impacts to the wetland,
 - b. The Existing Wetland Replacement Plan is approved for up to 3 years, or if less than 3 years, at the discretion of the LGU.

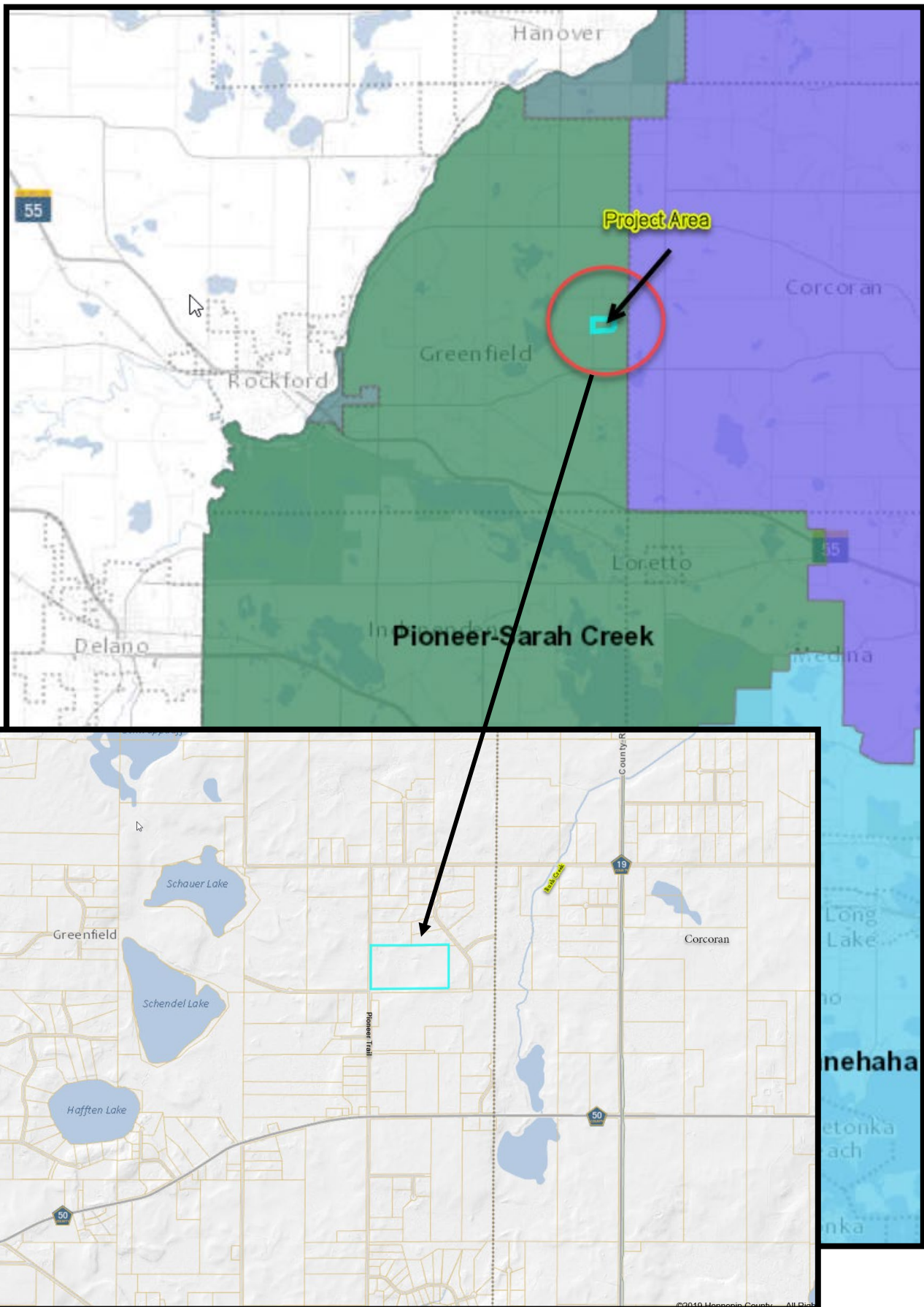
Hennepin County Department of Environmental Services
Advisor to the Commission



James C. Kujawa,

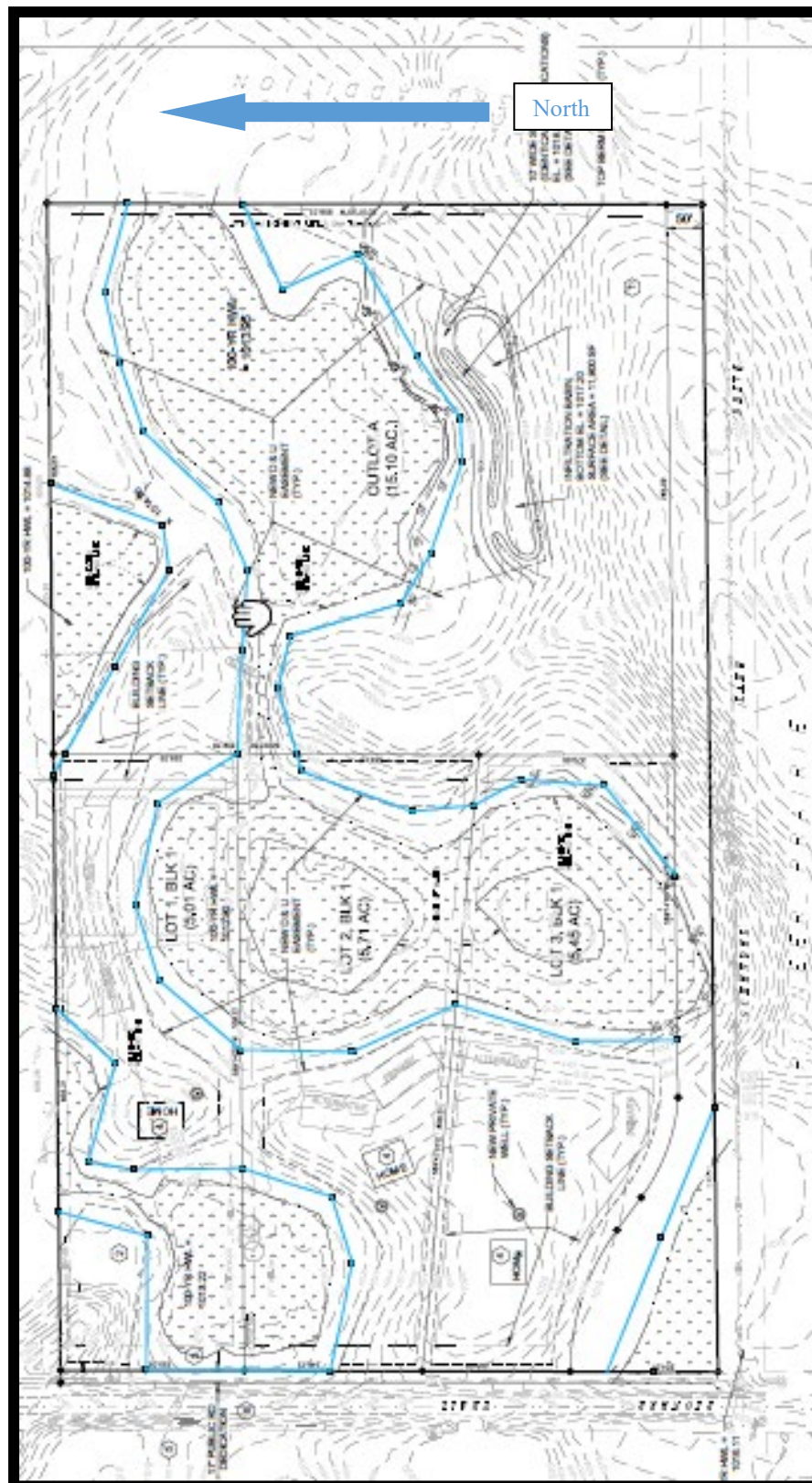
November 15, 2019
Date

Green Acres East, Greenfield
2019-05
November 15, 2019

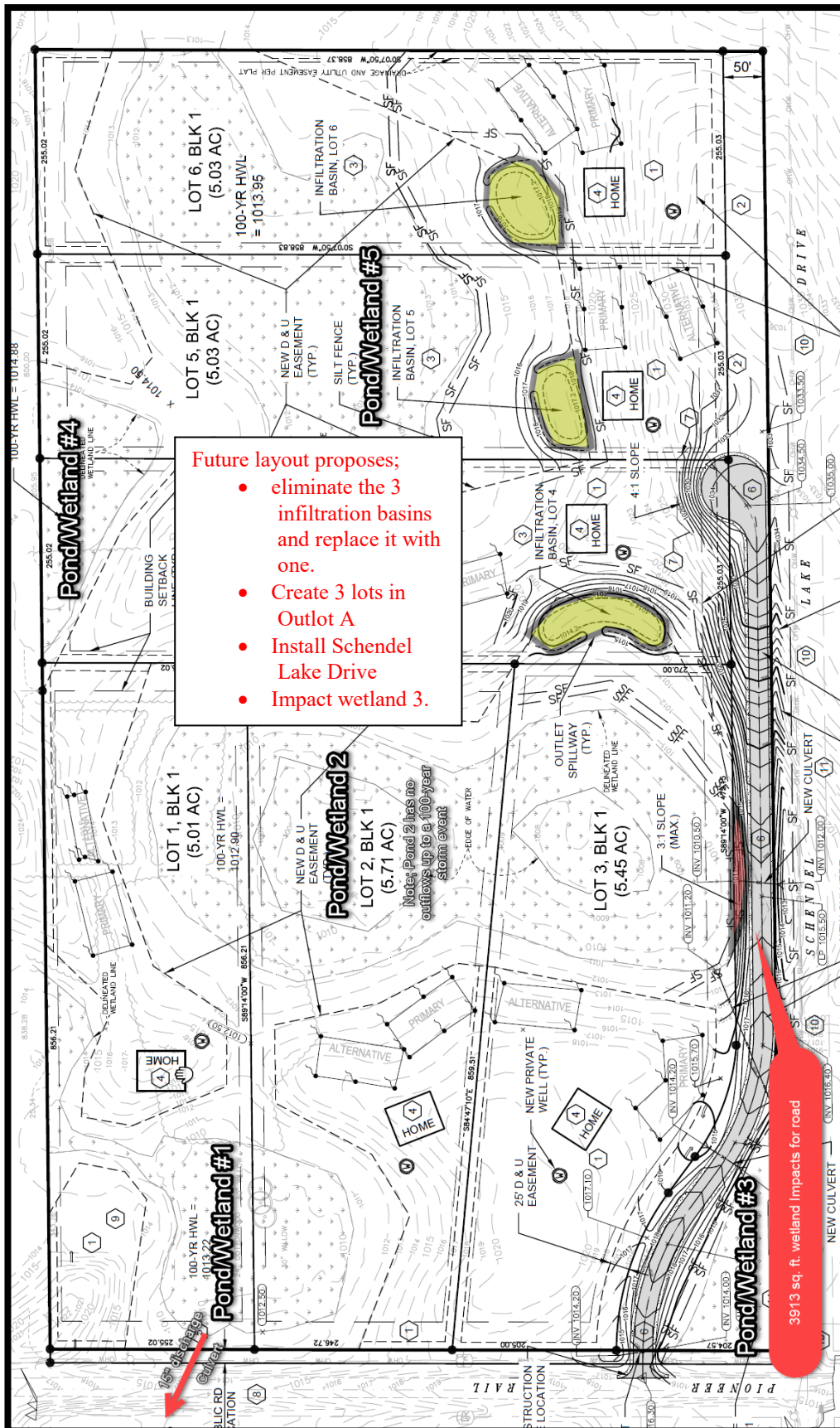




Current Site Plan



Potential Future Site Plan & Original Site Plan





November 15, 2019

Mr. Joe Baker, Chair
Pioneer-Sarah Creek WMO
3235 Fernbrook Lane N
Plymouth, MN 55447

RE: Scope of Work and Proposal to Complete
Fourth Generation Watershed Management Plan Update

Dear Mr. Baker:

Wenck is pleased to submit a proposed Scope of Work and Proposal to assist the Pioneer-Sarah Creek Watershed Management Organization (PSCWMO) with updating its Watershed Management Plan. We are committed to providing PSCWMO with the highest level of quality and service, helping you achieve your planning objectives, serve the communities within the watershed, and meet your BWSR planning requirements.

We have discussed the management plan update requirements with Steve Christopher at BWSR, and understand that this will be essentially an update to the existing plan rather than a new plan. As we lay out in more detail below, our assumption is that the focus of the work effort will include Commission and community input and outreach, review and update as necessary of the existing plan elements, and development of a 2021-2030 Implementation Plan. We understand that it is the Commission's desire to have a draft plan ready for 60-day review in June 2020.

Our team is led by Diane Spector. Ms. Spector is an experienced water resources scientist and planner who helped the Commission develop the current Third Generation Watershed Management Plan. She also led the Pioneer, Deer, and Unnamed Creeks portions of the TMDLs/WRAPS completed in 2017. Wenck has completed over 50 watershed and local water management plans in Minnesota in the past decade, and Diane has been principal or contributing author to many of them.

Assisting Diane in this effort will be: Ed Matthiesen, P.E.; Jeff Strom; Seth Bossert, RLA; and GIS, administrative and intern staff. Ed, Jeff, and Seth have all worked on projects in the watershed, and will help identify potential capital projects and programs. In addition, we will partner with our good friend and colleague Rebecca Carlson, P.E., of Resilience Resources. Rebecca has served as watershed engineer for the Sauk River and Clearwater River watersheds, and has extensive experience reaching out to agricultural and rural residential stakeholders. Of course, Hennepin County Environment and Energy and Three Rivers Park District are also partners in this plan, and those staff will bring their detailed knowledge and experience in the watershed to the table.

We are excited to work with you again. I have set forth our proposed Scope of Work and an estimated budget below. Should you have any questions or concerns, please contact me at dspector@wenck.com or 763-252-6880.

Sincerely,

Diane Spector
Senior Water Resources Planner/Principal

Scope of Work

As a refresh of the Third Generation Watershed Management Plan, our assumption is that much of the information in that document, such as the physical inventory, can merely be referenced in the Fourth Generation Plan rather than reproduced. Some updates will be necessary, such as updating lake and stream water quality data or incorporating the most recent future land use data from the member cities' 2040 Comprehensive Plans. Accordingly, less effort will go into producing the Plan document and the focus will be on engagement and input and on developing the Implementation Plan.

Task 1: Meetings

This task assumes six total Commission/TAC/CAC meetings between project kick off and delivering the draft plan update by June 2020. Diane will take the lead on those meetings, and Rebecca will be available to assist with discussions of agricultural/rural policies, programs, and actions. This task also includes budget for one Open House should the Commission choose to host such a meeting. This task also includes some miscellaneous communication assistance such as website and social media content regarding the Plan.

Task 2: Plan Development

As noted above, the expectation is that this Plan will be an update of the Third Generation Plan. Existing data and inventory that is unchanged will simply be referenced rather than reproduced. This task will include but not be limited to:

- Review the major accomplishments of the Third Generation plan;
- Review the goals and policies, which will be updated as desired or as necessary;
- Update the assessment of problems and issues and identify priority issues and priority areas;
- Review member cities' 2040 Comprehensive Plans for potential impacts to water resources;
- Summarize the major findings of the TMDL/WRAPS for each of the affected waterbodies;
- Review the monitoring and education/outreach programs and update as desired or necessary;
- Review the development rules and standards and update as necessary.

We will target completing a draft of the plan for informal review and comment by the April meeting, which will allow for revisions to be made prior to embarking on the formal 60-day review in June 2020.

Task 3: Implementation Plan Development

In this task Wenck and Resilience Resources staff in partnership with Three Rivers Park District and Hennepin County staff will work with the member cities and other stakeholders to identify potential capital projects and programs to help achieve the Commission's objectives and measurable goals. The emphasis will be on identifying realistic opportunities and funding mechanisms and appropriate partners to maximize success. We know that the Commission is faced with challenges, including the need for significant load reductions, reliance on willing landowners, and limited financial resources. Our team has worked successfully with many watersheds to achieve real results – measurable improvements in water quality and delisting waterbodies from the Impaired Waters list. We want you to be successful.

Mr. Joe Baker
 Chair
 Pioneer-Sarah Creek WMO
 November 15, 2019



Estimated Cost

We have developed the following cost estimate for this work (please see our attached rate schedule for individual hourly rates). As we have done in other work, Resilience is proposed as a subconsultant to Wenck. In addition to the professional services costs shown below, we suggest that you also consider budgeting additional time and expenses for JASS to perform administrative duties associated with the Plan. This would include organizing and taking minutes at special meetings, organizing an Open House if one is desired, identifying and inviting community stakeholders, and additional copies, notices, and other expenses for meetings and activities that are above and beyond your regular meeting administrative needs.

Task	Hours		Cost		
	Wenck	Resilience	Professional Services	Expenses	Total
1 Meetings	32	14	\$8,670	\$200	\$8,870
2 Plan Update	78	4	11,378	0	11,378
3 Implementation Plan	50	12	9,700	100	9,800
TOTAL	160	30	\$29,748	300	\$30,048

Estimated Schedule

The Commission's current plan expires at the end of 2020. The plan review and approval process takes approximately 6 months, so the goal is to complete a final review draft by the June 2020 Commission meeting. The schedule below is preliminary and individual dates are subject to change.

November 13, 2019	Commission 60-day notice of plan kickoff and request for information
November 21, 2019	Award contract
December-January 2020	Compile data, background work
January 16, 2020	Kickoff meeting
Feb-Mar-Apr	Commission, TAC, CAC meetings, Open House
April 16, 2020	Preliminary draft for informal review
May 21, 2020	Review preliminary comments and revise plan
June 18, 2020	Review final draft plan and authorize start of 60 day review
August 21, 2020	Approximate end of 60-day review
Sept 17, 2020	Public Hearing
Sept-Oct-Nov 2020	Agency review and approval
Dec -Jan 2021	Commission adoption

Mr. Joe Baker
 Chair
 Pioneer-Sarah Creek WMO
 November 15, 2019



Who We Are

Wenck is a 100 percent employee-owned consulting enterprise that was founded 30+ years ago and now features 13 branch offices in five states strategically located around the country. Our home office is located in Maple Plain, MN.



We are a united team of engineers, scientists, consultants, hazardous materials specialists, and construction professionals prepared to deliver the outcome you need. We are known and trusted for our technical excellence, and our experienced team can help manage every aspect of your most complex projects. Working jointly with all stakeholders, we are your **responsive partner** committed to producing **exceptional outcomes** for your organization.

We have over 1,000 clients in 49 states and four foreign countries. Our clientele includes many Fortune 500 companies, small-to-medium-sized manufacturing businesses, financial institutions, law firms, K-12 school districts, and government entities.



Our partner, **Resilience Resources, LLC** was founded by Rebecca Carlson in 2018. At Resilience Resources, we believe resilience in the natural and built environment is critical to health, well-being and prosperity for all. This belief drives our purpose: to support local, state and federal governments and private clients in cultivating resilience and managing risk through our expertise in planning, facilitation, science and engineering. We help our clients develop and achieve water, natural resource and infrastructure goals, develop partnerships and measure and communicate outcomes across stakeholders for the greater good.

Mr. Joe Baker
 Chair
 Pioneer-Sarah Creek WMO
 November 15, 2019



Wenck Associates, Inc. Fee Schedule January 2020

<u>Classification</u>	<u>Hourly Rate</u>
Interns	\$64.00
Administrative Support / Technician	\$87.00
Professional I-A	\$99.00
Professional I-B	\$110.00
Professional I-C	\$123.00
Professional II-A	\$135.00
Professional II-B	\$148.00
Professional II-C	\$160.00
Professional III-A	\$170.00
Professional III-B	\$180.00
Professional III-C	\$190.00
Professional IV-A	\$200.00

Wenck Individual Hourly Rates

Diane Spector	\$190
Ed Matthiesen	\$200
Seth Bossert	\$123
Jeff Strom	\$148
GIS	\$ 99
Administrative	\$ 87
Intern	\$ 64

Resilience Resources Individual Hourly Rates

Rebecca Carlson	\$185
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- *Classifications listed above refer to the firm's internal system for billing purposes. The term "Professional" refers to engineers, scientists and business professionals.*
- *Subcontracted services will be billed at cost.*
- *Company vehicle mileage will be billed at the rate of \$0.75/mile.*
- *Personal vehicle mileage will be billed at the IRS approved rate.*
- *Invoices are due upon presentation. Invoice balances not paid within thirty (30) days of invoice date are subject to 1-1/2% (18% annual) interest or finance charge.*
- *Specialized software used on a given project will be billed at a rate of \$15.00/hour.*
- *Rates to be adjusted annually.*

MEMORANDUM

TO: Pioneer-Sarah Creek Watershed Management Commission
FROM: James Kujawa and Kirsten Barta, Hennepin County Dept. of Environment and Energy
DATE: November 14, 2019
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 project was approved by the Commission at their September 19, 2019 meeting subject to Staff's recommendations.

Since that approval, the applicant has decreased the scope of the project to only include 3 lots, eliminate the street construction and wetland impacts. Since this is a decrease in the scope of the project and the Commission's approval, Staff will review the revisions, taking into account the intent of the Commission's existing action and new site plan. An updated findings and review is included in the meeting packet.

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. Revisions were received for this project on November 12. The applicant still must provide additional information prior to a recommendation to the Commission. Updated findings are included in this month's packet.

9. 2019-09W 6445 Lake Sarah Heights Drive Wetland Delineation Review, Greenfield. This is a 7.7-acre parcel located adjacent to Lake Sarah. The delineation was noticed per WCA requirements. Staff visited the site and requested some minor changes. The changes have been made and meet Commission requirements. The public comment period closed on October 15. Based on the updated delineation, this delineation was approved and noticed by Commission staff. This item will be removed from the report.

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

RURAL CONSERVATIONIST UPDATES

The **Buffer Law** requirements going forward require staff to check each parcel in the county at least once every three years and spot check up to 15% of parcels. Hennepin has opted to section the county into thirds and check 1/3 each year, beginning in 2019. Those residents chosen to have a spot check done will be notified by letter. For 2019, review and inspections will take place in the western-most 1/3 of the County as indicated on the map. This will cover Independence, Greenfield, Loretto, Maple Plain, parts of Minnetrista, Medina, Corcoran, Rogers, and part of Orono.

BWSR has hired staff to take on enforcement duties, so Hennepin staff will refer residents who have a violation directly to the State instead of working on a resolution with the resident. Once referred and the enforcement process begun, the resident has 10 months to correct the violation before being fined.

Buffer review is completed and those residents with violations have been referred to the state and notified via US Mail that they can expect to hear from BWSR. Hennepin staff will work with those residents needing to make corrective actions upon request of the state.

Cost Share. A pasture refresh and grazing plan were installed with cost share funds on a horse operation on Harff Road in Greenfield. This will create better hay yields and land management for the residents. Minnesota Department of Ag also paid for all 3 barns/outbuildings to have gutters installed which will reduce the concentrated flows and erosion that were moving across the property directly into a stream that empties into the Crow River.

Z:\Pioneer-SarahCreek\TechMemos\Tech Memos 2019\November Tech Memo.docx

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

From: Seth J. Bossert <sbossert@wenck.com>

Sent: Tuesday, October 29, 2019 8:31 AM

To: Vlach, Brian <Brian.Vlach@threeriversparks.org>; Judie Anderson <Judie@jass.biz>; James C Kujawa <James.Kujawa@hennepin.us>; Shane Nelson (shanen@hha-inc.com) <shanen@hha-inc.com>

Cc: Lucius N. Jonett <ljonett@wenck.com>; Ed A. Matthiesen <ematthiesen@wenck.com>

Subject: Baker Ravine Stabilization Project Update 10-29-2019

Brian, Judie, Jim, and Shane,

Accomplished since last update:

- Pre-construction meeting with Contractor (MN Native Landscapes) walked the site and answered questions.
- Contracts signed by MNL & TRPD were disseminated to the group
- Reached out to Tom Melody of Stantec for coordination with the MCES Interceptor Project in CO 19. He responded with the project schedule:
 - Receive Bids: 11/7/2019
 - Notice To Proceed: Probably January 2020
 - Start Construction on County Road 19: April 2020 (Weather Permitting)
 - Complete underground utility work, bituminous pavement, and site restoration (seeding): October 30, 2020
 - Spring 2021: Site Restoration Maintenance, if needed.
- Information from our project will be included as an addenda to the MCES Interceptor project, including the location map of the project.
- Notice to Proceed has been sent to the contractor.

Will Accomplish this week:

- Finalize the information in the pre-construction agenda once all responses have been received.
- Send out Final agenda for signatures.

Permit Application Status:

- All required permits are in hand.
- **Winning contractor, (MN Native Landscape) will work with Three Rivers Park District (land owner) to complete the MPCA NPDES construction permit.**

Tentative Schedule Moving Forward

- ~~06/21 – Wenck delivers revises specifications to Three River's for review (DONE)~~
- ~~07/12 – Three River's Design Team review of specifications and return to Wenck for final edits~~
- ~~07/15 – Advertisement for Bid, Wenck posts project to Quest CDN (Uploading the project book as soon as the edits are made but for sure by the 24th allowing time for the manuals to be reviewed before the Prebid meeting)~~
- ~~07/30 – Pre-Bid meeting at Baker Ravine site 10:00am to 12:00pm~~
- ~~08/06 – Bid opening at Three River's Park District Administrative Center at 10:00 am~~
- ~~08/15 – Pioneer & Sarah Watershed Management Commission Awards project at meeting~~
- ~~Early October – Preconstruction meeting held at the site~~
- ~~10/20 – Campground closes~~
- 10/21 – Construction may start any time after the campground is closed and must start no later than December 20, 2019. Once the contractor starts, the contractor will have 8 weeks to substantially complete the project.
- 11/11 – 11/18 – Contractor to mobilize and start construction
- 3/15/2020 – Construction Substantial Completion – Meaning all tree removal, grading, rock installation and erosion controls will need to be complete.
- 5/29/2020 – Construction Final Completion – Meaning all revegetation work (reseeding, planting shrubs, trees and turf restoration) will need to be complete.

Project Input Needed

- Has the contractor worked TRPD on getting the MPCA NPDES construction permits?

Other Issues/Concerns

- None.

If anyone has questions on this progress report, please let me or Lucius know.

Thank you,

Seth Bossert, PLA (MN)

Landscape Architect



sbossert@wenck.com D| 763.479.4252 C| 952.393.7486

1800 Pioneer Creek Center | Maple Plain, MN 55359

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TECHNICAL OFFICE: 701 Fourth Street South, Suite 700, Minneapolis,
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Adam's Pest Control **Medina, Project #2019-08**

Project Overview: Adam's Pest Control is planning to expand their current Medina facility to a new site. This property is located on the north side of State Highway 55, just west of Willow Drive. The entire parcel is 46-acres, but only the southern portion (Lot 1-26.6 acres) is being proposed for development at this time. The proposed site plan consists 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 for Stormwater Management (Rule D), Erosion Control (Rule E), Floodplain Alteration (Rule F) and Wetland Buffers (Rule I).

Applicant: Adam's Pest/ Jan-Har, LLC Attention Todd Leyse, 922 Highway 55, Suite 100, Medina, MN 55340. Phone; 763-478-9810. Email; tleyse@adamspestcontrol.com

Agent/Engineer: Anderson Engineering of MN, Attention Robert Swanson, 13605 1st Ave. N., Suite 100, Plymouth, MN 55441. Phone: 763-412-4021. Email: rswanson@ae-mn.com

Exhibits:

- 1) PSCWMC Request for Plan Review received September 9, 2019.
- 2) Project review fees for Commercial/industrial development, 21.58 acres in size, \$8,874.00.
- 3) Adam's Pest Control Preliminary Plat - Storm Water Management Plan by Anderson Engineering dated September 6, 2019, revised November 7, 2019.
- 4) Electronic and hard copies of Adams Pest Preliminary Plat Application Site Plans by Anderson Engineering dated September 6, 2019, with latest revision date on November 7, 2019.
 - a. Sheet C1.0, Existing Conditions Survey,
 - b. Sheet C3.0, Site Grading, Drainage & Erosion Control Plan, revised 11/7/19
 - c. Sheet C4.0, Site Utility Plan, revised 11/7/19
 - d. Sheets C5.0 and C5.1, Civil Detail, revised 11/7/19

Findings:

- 1) A complete application was received September 9, 2019. The initial 60-day decision period expires on November 8, 2019.
- 2) The current land use on the portion of this property being developed (21.58 acres) is wetland and cropland.

- 3) The applicant proposes to construct an office and warehouse building and its associated parking creating 4.59 acres of new impervious areas. Three filtration basins will be constructed for stormwater management.
- 4) The City of Medina 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.
- 5) There is one FEMA and ECWMC floodplain on west wetland of the property. It is classified as a FEMA Zone A floodplain that is defined as; *Areas subject to inundation by the 1-percent-annual-chance flood event generally determined using approximate methodologies. Because detailed hydraulic analyses have not been performed, no Base Flood Elevations (BFEs) or flood depths are shown.*
 - o A conservative assumed flood elevation for this basin could be 969.0 (1988 datum)
 - o No impacts below 969.0 are proposed.

Stormwater Management (Rule D)

- 6) The water from this site flows to the east into the large wetland on this property. From there the water flows under Highway 55 into the backwater wetland adjacent to Peter Lake. Peter Lake flows south and west into the Thomas/Winterhalter/Spurzem/Half Moon Chain of lakes before flowing into Lake Independence.
- 7) Stormwater is proposed to be managed for rate, nutrient and abstraction controls by constructing three filtration basins on site. These basins will outlet into the existing wetland in the west portion of this property.
- 8) If the City of Medina does not maintain the stormwater basin, an Operation and Maintenance plan agreement must be approved by the City and the PSCWMC and recorded on this property title. A copy of the recorded document, with the Hennepin County Document Number must be provided to the Commission.
- 9) Rate discharge flows meet the Commission standards. Flows before and after development are as follows;

Drainage area = 10.32 acres to wetland	2-yr (cfs)	10-yr (cfs)	100-yr (cfs)
Pre-Development Rates	11.1	22.1	47.7
Post-Development Rates	3.2	10.5	24.5

- 10) Water Quality; water quality is proposed to be controlled by the three sand filtration ponds being constructed on-site. The three basins are designed to filter/infiltrate the full water quality volume (1.1' of abstraction for new impervious areas)
- 11) Abstraction: New impervious surface areas proposed on this site will be 4.6 acres. This equates to 0.42-acre feet (18,368 cubic feet) of abstraction volume required.
 - o Total abstraction (filtration) available from site plans = 29,186 cubic feet.

- Pretreatment consists of three, 2' deep sump manholes and three, 3' deep sumped manholes with SAFLE baffle weir and snout attachments. This should be adequate if maintained properly.

Stormwater Management Summary for Water Quality and Abstraction

Condition (6.37 acres)	TP Load (lbs/yr)	TSS Load (lbs/yr)	Abstraction by filtration (cu. ft.)	Annual Volume (ac. ft.)
Pre-development (baseline)	4.09	742	N/A	5.00
Post-development without BMPs	10.75	1953	18,328	13.18
Post-development with BMP	4.0	528	29,186	9.80
Net Change	-0.1	-214	-10,858	+4.8

Erosion and Sediment Controls (Rule E);

- 12) SWPPP and adequate erosion control plans were not provided with the submittal. These will be necessary for our review before approval can be recommended.

Wetland Buffer (Rule I)

- 13) Wetland buffers are required on the large westerly wetland and the two wetlands on the north edge of the construction limits.
- Buffer requirements must meet the Commission's standard of 25' average/10' minimum width.
 - The location of the buffer monumentation must be provided for our review.
 - Wetland planting and maintenance plans must be provided for areas not in permanent vegetative cover.

Recommendation: None at this time. Need the following information;

- Erosion and Sediment Control/SWPPP Plans
- Complete HydroCad design information
- Draw down information on each basin. Must be 48 hours or less.
- Wetland buffers and monumentation locations on site plans.

Hennepin County
Department of Environment and Energy
Advisor to the Commission

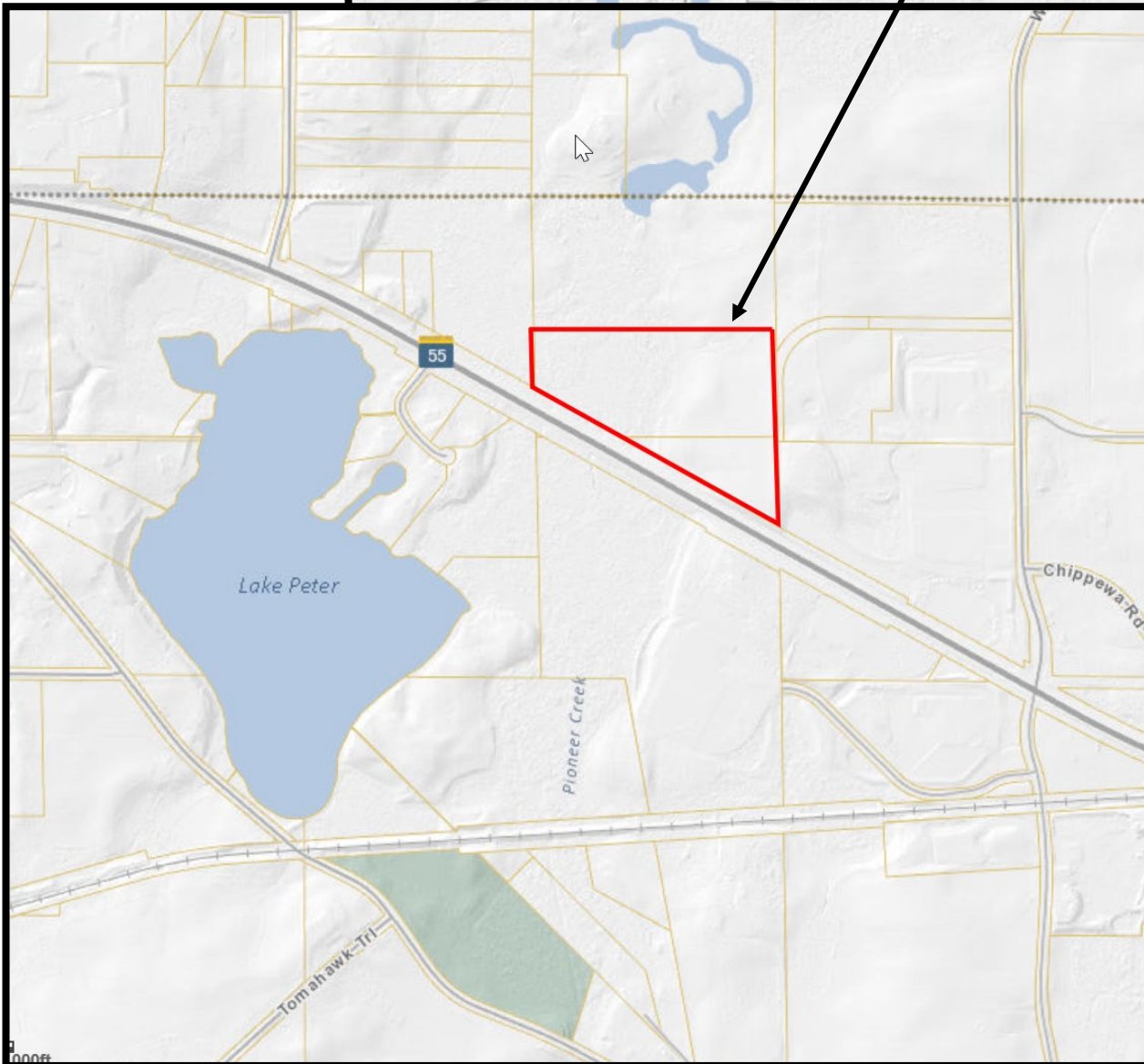
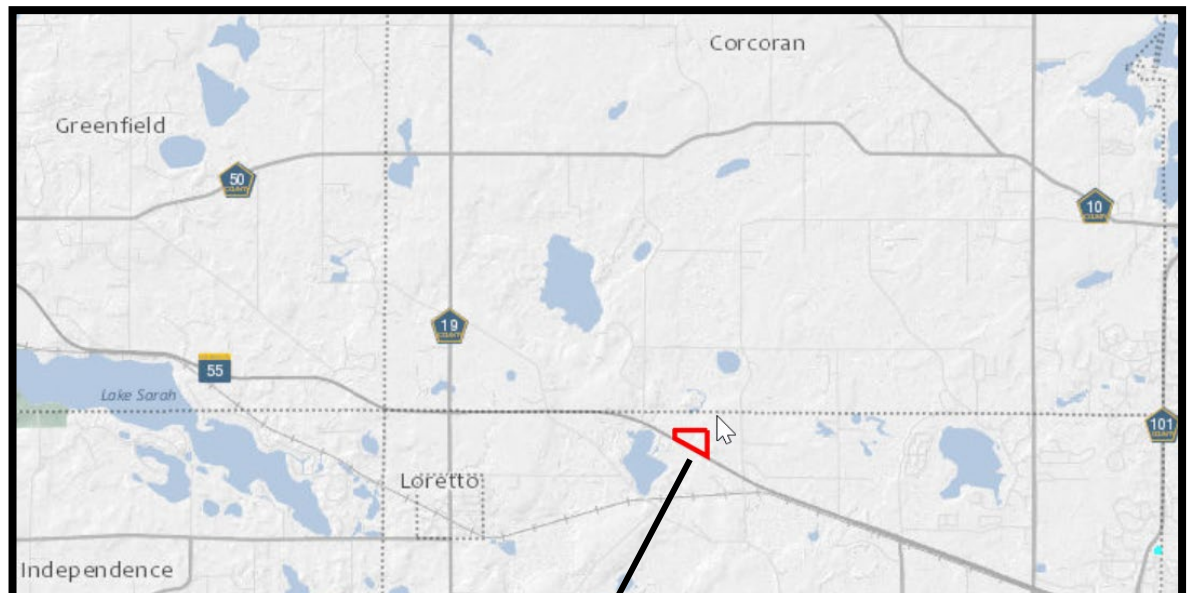

James C. Kujawa,

November 14, 2019

Adams Pest, Medina
2019-08
November 14, 2019

Water Quality Specialist

Date



Adams Pest, Medina
2019-08
November 14, 2019



Adams Pest, Medina
2019-08
November 14, 2019

