

elm creek Watershed Management Commission

ADMINISTRATIVE OFFICE
3235 Fernbrook Lane
Plymouth, MN 55447
PH: 763.553.1144
email: judie@jass.biz
www.elmcreekwatershed.org

TECHNICAL OFFICE
Barr Engineering
4300 Market Point Drive, Suite 200
Minneapolis, MN 55435
PH: 612.834.1060
email: jherbert@barr.com

Regular Meeting Minutes February 10, 2021

I. A virtual meeting of the Elm Creek Watershed Management Commission was called to order at 11:30 a.m., Wednesday, February 10, 2021, by Chair Doug Baines.

Present were: Bill Walraven, Champlin; Ken Guenther, Corcoran; Doug Baines, Dayton; Joe Trainor, Maple Grove; Elizabeth Weir, Medina; Catherine Cesnik, Plymouth; Jim Herbert and Joe Waln, Barr Engineering; James Kujawa, Surface Water Solutions; Brian Vlach, Three Rivers Park District (TRPD); and Amy Juntunen and Judie Anderson, JASS.

Not represented: Rogers.

Also present: Gerry Butcher and Todd Tuominen, Champlin; Nico Cantarero, Wenck/Stantec, Dayton; Derek Asche and Mark Lahtinen, Maple Grove; Ben Scharenbroich and Amy Riegel, Plymouth; Andrew Simmons, Rogers; Karen Galles, Hennepin County Environment and Energy (HCEE); Ross Mullen, Ed Matthiesen and Diane Spector, Wenck/Stantec; and Emily Shaw, ISG, Inc. and Jake Newhall, WSB Engineering, for Project Review 2021-002.

A. Motion by Weir, second by Walraven to approve the **agenda**. *Motion carried unanimously.*

B. Motion by Weir, second by Walraven to approve the **Minutes*** of the January 13, 2021 regular meeting. *Motion carried unanimously.*

C. Motion by Walraven, second by Guenther to approve the February **Treasurer's Report** and **Claims*** totaling \$34,362.43. *Motion carried unanimously, Rogers being absent.* An error in reporting the 2020 member assessment revenue was noted. The correct number should be \$237,300.

Staff reported the upcoming schedule for completing the 2020 audit and preparing a 2022 budget. Staff will be meeting with Johnson Company next week to begin to prepare for the audit. It must be completed and accepted by the Commission by the June 9, 2021 meeting so as to be transmitted to the State Auditor by the June 30 deadline.

The Budget Committee will meet in April to discuss and prepare a draft 2022 budget for presentation to the Commission at the May 12, 2021 meeting. The budget must be approved by the June 9, 2021 meeting in order to be transmitted to the member cities by the June 30, 2021 deadline.

II. **Open Forum.**

III. **Action Items.**

A. **Project Review 2020-042 Rogers High School Athletic Field Replacement, Rogers.*** This project would replace an existing athletic field and bituminous track with a new bituminous track and an artificial turf athletic field. The school address is 21000 141st Avenue North. The project would disturb 6.72 acres and create 0.27 acres of new impervious surface. Stormwater from the site will be managed using an

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

existing infiltration basin. The application was reviewed for Rules D and E. Findings and a recommendation dated February 2, 2021 were included in the meeting packet. Staff recommends approval of the project. Motion by Guenthner, second by Weir to approve Staff's recommendation, including the two recommendations included in their notes, i.e., (1) adding to the plans the 100-year elevations for the northwest and southwest on-site dry basins, and (2) updating the HydroCAD model and/or plans so the outlet elevations for the drain tile under the field are consistent. *Motion carried unanimously.*

B. Project Review 2021-002 Skye Meadows Variance, Rogers. This project is a variance request for Project 2020-016. The project would construct 393 single-family residential lots. Eleven of the proposed lots would not meet the two-foot minimum freeboard requirement above the high-water levels for adjacent waterbodies. The variance application documents the hardships that prevent the project from meeting this requirement. Staff provided comments to the applicant on February 2, 2021.

Staff also gave a PowerPoint presentation at the meeting to illustrate the Commission's freeboard requirements under Rule D and the variance from those requirements being requested by the applicant. It was noted during the discussion that the Rules of the City of Rogers are not consistent with those of the Commission and are less restrictive. (Local plans are required to be consistent with the Commission's Watershed Management Plan and to comply with State Rules and Statutes.)

A motion to approve the applicant's request for a variance as proposed failed for lack of a second.

Motion by Walraven, second by Cesnik directing Staff to develop for consideration at the March meeting a resolution making findings documenting why a variance is justified. *Motion carried unanimously.*

It was also a consensus of the members that a meeting of the Technical Advisory Committee be convened to review the Commission's Rules as they are now written.

C. Draft 2021 Work Plan.* Motion by Walraven, second by Weir to approve the Draft 2021 Work Plan with the addition of an item regarding the proposed review of discrepancies between Commission and City Rules and Standards. *Motion carried unanimously.*

D. Nominations of Officers. Motion by Baines, second by Weir to nominate the sitting officers to retain their positions in 2021. Hearing no further nominations, the *motion carried unanimously.* The current officers are Baines, Chair; Weir, Vice Chair; Walraven, Secretary; and Guenthner, Treasurer. Election of officers will take place at the March 10, 2021 meeting.

IV. Old Business.

Floodplain Modeling Project. Amendment 2, which adjusts the amount of the agreement between the parties, has been received from DNR and signed by the Chair and Administrator.

V. New Business.

VI. Communications.

A. The February Staff Report* provides updates on all the development projects currently under review by Staff or awaiting final recordations. The projects listed in the table on page 4 of these minutes are discussed in the February report.

B. Hennepin County Project Updates.* Galles reported on the personnel changes in the En-

RULE D - STORMWATER MANAGEMENT

RULE E - EROSION AND SEDIMENT CONTROL

RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION

RULE H - BRIDGE AND CULVERT CROSSINGS

RULE I - BUFFERS

*indicates enclosure

vironment and Energy Department. Kris Guentzel will be the Commission’s primary point of contact.

She also informed the Commissioners that the 2021 Watershed Services Agreement between the County and the Commission is being developed and will be presented at the March meeting.

C. The Commission has received word from the Board of Water and Soil Resources (BWSR) that the Commission has been scheduled for a **Performance Review and Assistance Program (PRAP) Level II Review** this year. PRAP coordinator, Brett Arne, will be on the Commission’s May 12 agenda to describe the process, with a planned report delivery by mid-July. He will schedule a meeting with lead staff prior to the May meeting to familiarize them with the process.

VII. Education and Public Outreach.

A. The next **West Metro Water Alliance (WMWA)** meeting is scheduled for Tuesday, March 9, 2021 at 8:30 a.m. This a virtual meeting. The **Zoom number** is <https://us02web.zoom.us/j/922390839>. Or call in at any of these numbers using **meeting ID: 922 390 839**: (1) +1 301 715 8592 US (Germantown); (2) +1 312 626 6799 US (Chicago); (3) +1 929 205 6099 US (New York); or (4) +1 253 215 8782 US (Tacoma). The **passcode is water**.

B. Scharenbroich and Juntunen provided an update from yesterday’s WMWA meeting. A subcommittee has been formed to help identify educational components on which WMWA will concentrate in response to education requirements spelled out in the new MS4 permit. They will focus on topics such as dog waste, chloride use, model ordinances, and signage.

VIII. Grant Opportunities and Project Updates.


IX. Other Business.

A. **Selection of Technical Advisor.** The subcommittee created to review the interest proposals submitted by five engineering firms reported on their work. Three meetings were held, after which it was the consensus of the group to recommend to the Commission that the firm of Wenck/Stantec be selected as its technical advisor. Barr Engineering would continue as the Commission’s engineer on the flooding mapping project through to its conclusion.

Motion by Walraven, second by Weir to approve the subcommittee’s recommendation to contract with Wenck/Stantec for technical services and that Barr continue in that role until the contract between Wenck/Stantec and the Commission has been executed. *Motion carried unanimously.*

B. **Adjournment.** There being no further business, motion by Walraven, second by Weir to adjourn. *Motion carried unanimously.* The meeting was adjourned at 1:15 p.m.

Respectfully submitted,



Judie A. Anderson
Recording Secretary
JAA:tim

Z:\Elm Creek\Meetings\Meetings 2021\February 10 2021 regular meeting minutes.docx

elm creek Watershed Management Commission

Regular Meeting Minutes – February 10, 2021

Page 4

Item No.	A	E	I R	AR	Project No.	Project Name
			RP D			
					W Denotes wetland project	
ah.				AR	2014-015	Rogers Drive Extension, Rogers.
ai.				AR	2015-030	Kiddiegarten Child Care Center, Maple Grove.
aj.				AR	2016-005W	Ravinia Wetland Bank Plan, Corcoran.
ak.				AR	2017-014	Laurel Creek, Rogers.
al.				AR	2017-029	Brayburn Trails, Dayton.
a.					2017-050W	Ernie Mayers Wetland/floodplain violation, Corcoran.
b.					2018-020	North 101 Storage, Rogers.
am.					2018-046	Graco, Rogers.
an.				AR	2018-048	Faithbrook Church Phase 2, Dayton.
ao.				AR	2019-001	Fernbrook View Apartments, Maple Grove.
ap.				AR	2019-002	Parkside Villas, Champlin.
aq.				AR	2019-021	Brenly Meadows, Rogers.
c.					2019-024	Boston Scientific, Maple Grove.
ar.				AR	2019-027	Havenwood at Maple Grove.
as.				AR	2019-032	OSI Expansion, Medina.
at.					2020-001	Outlot L, Markets at Rush Creek, Maple Grove.
d.					2020-002	Project 100, Maple Grove.
au.				AR	2020-008	Ione Gardens, Dayton.
av.				AR	2020-017	Meadow View Townhomes, Medina.
aw.				AR	2020-025	Paulsen Farms, Corcoran.
ax.				AR	2020-030	Nelson International, Corcoran.
ay.				AR	2020-032	Enclave Rogers - Commerce Boulevard, Rogers.
az.				AR	2020-009	Stetler Barn, Medina.
e.					2020-015	Dayton Interchange Business Center, Dayton.
f.					2020-016	Skye Meadow, Rogers.
ba.				AR	2020-023	Ziegler Dayton Site Upgrades, Dayton.
bb.				AR	2020-027	Kariniemi Addition, Corcoran.
g.					2020-029	Sundance Greens 5th Addition, Dayton.
h.					2020-033	Weston Woods, Medina.
i.			R		2020-035	Presteng Residence, Corcoran.
j.				AR	2020-036	Balsam Pointe, Dayton.
k.				AR	2020-037	Rice Lake Elementary School Pond Excavation, Maple Grove.
l.			R		2020-038	8130 Strehler Road, Corcoran.
m.				AR	2020-039	Elm Creek Creekside Hills Trail, Plymouth.
n.				AR	2020-040	The Cedars of Elm Creek 3rd Addition, Champlin.
o.			R		2020-041	Plum Street East Drainage Improvement, Plymouth.
p.	A	E			2020-042	Rogers High School Athletic Field Replacement, Rogers.
q.					2021-001	Boston Scientific MG Campus, Maple Grove.
r.					2021-002	Skye Meadows Variance, Rogers.
s.					2021-003	Cranberry Ridge, Plymouth.
t.					2021-004	Project 100 Phase 1, Maple Grove.

A= Action item E = Enclosure provided I = Informational update will be provided at meeting RPF - removed pending further information
 R = Will be removed RP= Information will be provided in revised meeting packet..... D = Project is denied AR awaiting recordation

RULE D - STORMWATER MANAGEMENT
 RULE E - EROSION AND SEDIMENT CONTROL
 RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
 RULE H - BRIDGE AND CULVERT CROSSINGS
 RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS