

elm creek Watershed Management Commission

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Technical Advisory Committee and Regular Meeting Minutes February 14, 2018

I. A meeting of the **Technical Advisory Committee (TAC)** for the Elm Creek Watershed Management Commission was convened at 9:31 a.m., Wednesday, February 14, 2018 in the Mayor's Conference Room, Maple Grove City Hall, 12800 Arbor Lakes Parkway, Maple Grove, MN.

In attendance were: Todd Tuominen, Champlin; Kevin Mattson, Corcoran; Rick Lestina and Mark Lahtinen, Maple Grove; Kaci Fisher, Hakanson-Anderson, Medina; Ben Scharenbroich, Plymouth; Andrew Simmons, Rogers; James Kujawa, Jason Swenson, and Kirsten Barta, Hennepin County Dept. of Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); Jeff Weiss, Barr Engineering; and Judie Anderson, JASS.

Not represented: Dayton.

Also present: Sharon Meister, Corcoran; Doug Baines, Dayton; Catherine Cesnik, Plymouth; and Jeff Strom, Wenck Associates.

II. Motion by Scharenbroich, second by Kujawa to **approve the agenda**. *Motion carried unanimously.*

Motion by Scharenbroich, second by Lestina to **approve the minutes** of the December 13, 2017 TAC meeting. *Motion carried unanimously.*

[Mattson arrived 9:43 a.m.]

III. **Rush Creek Subwatershed Assessment.**

Strom presented an update on the assessment project. Included in the meeting packet were the following:

A. A map* of the assessment study area showing **resident attendance** at the Open House held on December 7, 2017 at Corcoran City Hall. Concerns expressed at the meeting related to streambank erosion, buffers, culverts, heavy tree downfalls/debris in the creek, drainage, and flooding, the latter two being of most concern. Private ditches had more issues, mostly related to upstream problems such as sediment from fields, drain tiling, and hydrology alteration. Will need to determine if cities/the County have policies regarding any of these issues.

B. A map* of refined BMPs in the **South Tributary Management Unit**. Map shows location of refined BMPs identified using the agricultural conservation planning framework (ACPF).

C. Spreadsheet* showing **structural BMP cost-benefit analysis** for South Tributary Management Unit. BMPS illustrated include grassed waterways, saturated buffers, wetland restorations, and alternate tile intakes (ATIs). Query: runoff risk sediment delivery risk – is this a high-medium-low runoff risk area?

[Barta arrived 10:56 a.m.]

Non-structural BMPs include such things as feedlot/pasture/manure management, fertilizer application, education and outreach, urban BMPs, and cropping practices such as no-till, conservation tillage, and cover crops.

A draft final report will be ready for review in April.

IV. **Commission Cost Share Policy.**

At their December 13, 2017 meeting, the Commissioners discussed the “cap” on the maximum annual levy for

Capital Improvement Projects (CIPs). It was noted that, according to the Commission's current Cost Share Policy which was adopted in 2012, the cap is \$250,000/project, \$500,000/year. The current CIP,* which was amended in 2017, shows estimated costs for projects anticipated to be levied in 2018/payable 2019 are \$1,395,250. While some 2018 projects may be reassigned to future years, others will most probably be added and the costs of some existing projects may increase. Commissioners and TAC members were encouraged to discuss this possible action with their city personnel/councilors.

Plymouth indicated they were okay with a raise in the annual cap to \$750,000. Maple Grove said they would like to maintain the cap at \$500,000. Rogers indicated they would probably not be in favor of an increase. Medina misunderstood the intent and will go back to their Council for direction. Motion by Scharenbroich, second by Simmons to table action on this topic to the next TAC meeting so that all member cities can be polled. *Motion carried unanimously.*

V. Capital Improvement Program.

A. The members reviewed the CIP spreadsheet (*Table 4.5_2017 with 2018 submittals_Rev2*).*

1. Stone's Throw Wetland (line 31) has been moved from 2018 to 2019.
2. Hickory Drive Stormwater Improvement, Medina, (line 37) has been added in 2019.
3. Southeast Corcoran Wetland Restoration, Corcoran, (line 38) has been added in 2019.
4. Downtown Regional Stormwater Improvement, Corcoran, (line 39) has been added in 2019.

Motion by Kujawa, second by Scharenbroich to recommend to the Commission approval of the revisions listed above. *Motion carried unanimously.*

[*Tuominen arrived 11:10 a.m.*]

Tuominen requested that four additional projects be added to the CIP:

5. Elm Creek Stream Restoration Phase III, Champlin, (new line 40) to be added in 2018.
6. Downs Road Trail Raingarden, Champlin, (new line 41) to be added in 2018/2019.
7. Elm Creek Stream Restoration Phase IV, Champlin, (new line 42) to be added in 2019
8. Lowell Pond Raingarden, Champlin, (new line 43) to be added in 2019.

Motion by Kujawa, second by Scharenbroich to recommend to the Commission approval to add the four Champlin projects to the CIP. *Motion carried unanimously.*

B. Projects were reviewed for timeliness and some construction dates adjusted. Generic projects were extended out to the 2020-2024 timeframe. As a result \$500,000 in projects will be considered for levy funding in 2018/payable 2019. Motion by Kujawa, second by Lestina to recommend to the Commission the following five projects for levy funding pending receipt and approval of feasibility studies and adoption of a Minor Plan Amendment updating the CIP:

1. Rush Creek Main Stem Stream Restoration (line 16), Maple Grove, \$75,000
2. Elm Creek Stream Restoration Reach D (line 18), Plymouth, \$212,500
3. Mill Pond Gardens (line 30), Champlin, \$100,000
4. Elm Creek Stream Restoration Phase III (line 40), Champlin, \$100,000
5. Downs Road Trail Rain Garden (line 41), Champlin, \$12,500

Motion carried unanimously.

VI. Draft Manure Management Model Ordinance/Policy.

Barta reported that she will have a draft of the ordinance/policy available to send to the member cities for review and comment prior to the April 11 TAC meeting.

VII. Aquatic Vegetation Management.

In the years prior to 2010 the Shingle Creek Watershed Management Commission received final approval for 13 lake TMDLs and Implementation Plans. One of the goals the Commission set for itself was to undertake reviews of these implementation plans to evaluate progress toward achieving the state TMDL goals every five years following adoption of

elm creek Watershed Management Commission

TAC and Regular Meeting Minutes – February 14, 2018

Page 3

the respective Implementation Plans. Along with follow-up lake monitoring one component of the five-year reviews was meetings with the affected cities and local lake property owners to hear their comments regarding the work done by the Commission and others in and around the lakes.

One discussion that usually came up was, while improvements were made to the lake, oftentimes the results included increased vegetation, whether it be native “good” plants or invasive “bad” plants. Residents were concerned that they were losing the clear open space they were expecting to accommodate access to the lake as well as recreational enjoyment. They also expected the Commission to “fix it.”

The Shingle Creek Commission is now considering a **vegetation management policy*** that would protect water quality and ecological integrity. Members of the Commission’s Technical Advisory Committee advised the Commission that perhaps such a policy should be more metro-wide in scope since all of its member cities also are members of neighboring watersheds and it would be beneficial that the policy of each WMO be similar, if not the same. The Commissioners requested that Staff contact other WMOs with which they work to present the draft policy as a very preliminary draft for consideration. The draft policy is included in the meeting packet for the members’ review and comment.

VIII. The meeting of the Technical Advisory Committee was adjourned at 11:30 a.m. The TAC will reconvene on Wednesday, April 11, 2018.

I. A **regular meeting** of the Elm Creek Watershed Management Commission was called to order at 11:42 a.m., Wednesday, February 14, 2018, in the Mayor’s Conference Room, Maple Grove City Hall, 12800 Arbor Lakes Parkway, Maple Grove, MN, by Chairman Doug Baines.

Present were: Bill Walraven, Champlin; Sharon Meister, Corcoran; Doug Baines, Dayton; Victoria Reid, Medina; Fred Moore, Plymouth; Kevin Jullie, Rogers; James Kujawa and Jason Swenson, Hennepin County Dept. of Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); Jeff Weiss, Barr Engineering; and Judie Anderson, JASS.

Not represented: Maple Grove.

Also present: Todd Tuominen, Champlin; Kevin Mattson, Corcoran; Mark Lahtinen, Maple Grove; Catherine Cesnik and Ben Scharenbroich, Plymouth; and Andrew Simmons, Rogers.

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

B. Motion by Walraven, second by Jullie to approve the **minutes*** of the January 10, 2018, regular meeting. *Motion carried unanimously.*

C. Motion by Moore, second by Walraven to approve the February **Treasurer’s Report and Claims*** totaling \$52,620.20. *Motion carried unanimously.*

II. Open Forum.

III. Action Items.

A. Project Review 2018-001 Rush Creek Commons, Maple Grove.* This project is located on a 9.13-acre site at the southwest intersection of CSAH 10 and 101. It is part of the Markets at Rush Creek PUD and is proposed for 82 townhomes, creating 4.68 acres of new impervious area. Staff review was for consistency with the Commission’s approvals for the Markets at Rush Creek PUD stormwater management plan (project 2009-004) and for compliance with the Commission’s Third Generation Stormwater Management Plan Appendix O, Rules and Standards. Staff recommends approval of site plans dated January 25, 2018, contingent upon meeting the Commission’s operation and maintenance requirements on the stormwater facilities. Motion by Moore, second by Walraven to approve this project subject to Staff’s recommendation. *Motion carried unanimously.*

B. Motion by Moore, second by Jullie to approve the **2018 Cooperative Agreement with Hennepin county Environmental Services** in an amount not to exceed \$120,000 – \$110,000 for Technical Services and \$10,000 for Volunteer Monitoring Services. *Motion carried unanimously.*

elm creek Watershed Management Commission

TAC and Regular Meeting Minutes – February 14, 2018

Page 4

C. Motion by Moore, second by Jullie to approve the **2017 Work Plan in Review** pending comments received by February 23, 2018. *Motion carried unanimously.*

D. Motion by Moore, second by Jullie to approve the draft **2018 Work Plan** pending additional comments received by March 1, 2018. *Motion carried unanimously.* Item 12 referring to the Plymouth Home Expo will be stricken.

E. Motion by Moore, second by Walraven to approve the **2018 Blue Thumb Partner Agreement** with a partner fee of \$500.00. *Motion carried unanimously.*

IV. Technical Advisory Committee (TAC) Update. (Also refer to pages 1-3 of these minutes.)

A. Jeff Strom, Wenck Associates, provided an update on the **Rush Creek Subwatershed Assessment**. The TAC reviewed a map of the assessment study area showing resident attendance at the December Open House and a map showing refined BMPs in the South Tributary Management Unit along with a spreadsheet showing the structural BMP cost-benefit analysis for that area. A draft final report will be available for review in April.

B. Not all cities have responded to the question as to whether the **annual capital improvement project cost-share cap** for levied projects should be adjusted higher or remain the same (\$500,000). Members will go back to their cities to request responses by the time of the April TAC meeting.

C. A total of seven new projects were recommended to the Commission for addition to the Capital Improvement Program. They are listed in Section V.A. on page 2 of these minutes. Motion by Walraven, second by Jullie to approve the addition of the seven projects. *Motion carried unanimously.*

The five projects listed in Section V.B. on page 2 of these minutes are recommended for levy funding in 2018/payable 2019 pending receipt and approval of feasibility studies and adoption of a Minor Plan Amendment. [On February 26, 2018 Steve Christopher, BWSR, confirmed that the updates to the CIP could go forward as a Minor Plan Amendment upon concurrence of the County. On February 27, 2018, Karen Galles concurred per MN Rule 8410.0140 Subp 2 C.] The Minor Plan Amendment will require a public meeting, to be held as part of the May 9, 2018 meeting.

D. A draft of the **manure management ordinance/policy** will be transmitted to the member cities for review and comment prior to the April 11 TAC meeting.

E. At their next meeting the TAC will review a draft of a lake **vegetation management policy** forwarded by the Shingle Creek Watershed Management Commission. It is being considered as a possible basis for a metro-wide policy since Hennepin County WMOs have many member cities in common.

V. New Business.

A. **Citizen Assisted Lake Monitoring Program (CAMP) Survey.** Last summer Metropolitan Council conducted a survey of CAMP sponsors and volunteers to gather feedback on the program. Surveys were sent to 30 sponsor organizations and 121 volunteers. Responses were received from 21 organizations and 45 individuals, respectively. The survey results* are included in the meeting packet.

A common comment was that the timeliness of reports and availability of finalized data needs to improve greatly. In order to respond to this comment, changes will be implemented to improve the efficiency of three CAMP processes – kit restocking, delivery and pick-up; pick-up of samples and monitoring forms and delivering them to the lab; and volunteer training. Some of the proposed changes should result in an improved rate of volunteer participation, improved maintenance of the monitoring kits, and will include an updated CAMP price structure. The survey cover letter* outlines 11 items which describe the proposed revised program. These revisions will begin in 2019 along with an increase in the cost of monitoring 14 events from \$550 to \$760 and a \$55 increase to \$225 in the cost of purchasing a monitoring kit.

B. **2018 CAMP Monitoring.** The 2018 budget includes \$720 for CAMP monitoring. The cost to monitor one lake is \$550. Motion by Walraven, second by Moore to monitor Henry and Jubert Lakes and to take money remaining in the 2017 Contingency budget to pay the difference in cost-to-budget (\$380). *Motion carried unanimously.*

C. **2018 TRPD Lake Monitoring.** The 2018 budget includes \$3,300 to monitor the sentinel lakes – Fish,

elm creek Watershed Management Commission

TAC and Regular Meeting Minutes – February 14, 2018

Page 5

Diamond, Weaver and Rice Main Basin – plus \$825 for one additional lake, and \$1,100 to perform one vegetation survey. It was a consensus of the Commission that this monitoring be done and that the vegetation survey would be conducted on Diamond Lake.

D. 2018 Stream Monitoring. The 2018 budget includes \$24,900 to continue to operate the monitoring station in Champlin in cooperation with the United States Geological Survey (USGS). Both grab samples and storm runoff samples are collected and analyzed for various parameters at that site. It was agreed by consensus of the Commission that this monitoring continue.

E. 2018 TRPD Stream Monitoring. The 2018 budget includes \$7,600 for extensive stream monitoring and \$1,000 for one DO longitudinal survey. Water quality monitoring will occur at three sites. This item will be discussed further at the March meeting and the 2018-2023 Cooperative Agreement with TRPD will also be considered for approval at that time. Scharenbroich noted that Plymouth will continue to monitor Elm Creek for flow and nutrients in 2018.

VI. Grant Opportunities and Updates.

A. Internal Phosphorus Loading Control in Fish Lake project. The *2017 Annual Progress Report** was included in the meeting packet. It describes the activities that occurred in 2017 as well as the monitoring that will take place in 2018 in anticipation of the second alum treatment.

B. Rush Creek Headwaters Subwatershed Assessment project.*

1. Expected February-March 2018 Activities:

- a. Meet with Core Team to review prioritization scheme and BMP costs and removals
(February 2)
- b. Meet with TAC in February to review prioritized BMPs (February 14)
- c. Apply prioritization scheme to the other five management units, estimate cost and removals
- d. Draft report
- e. Identify potential focus group participants

2. Expected April 2018 Activities:

- a. Meet with Core Team to review draft report and identified BMPs
- b. Meet with TAC in April to review draft report and identified BMPs
- c. Meet with focus group to review draft report and identified BMPs

VII. Education.

The next **WMWA meeting** is scheduled for 8:30 a.m., Tuesday, March 13, 2018, at Plymouth City Hall.

VIII. Communications.

IX. Other Business.

A. Motion by Moore, second by Walraven to nominate the existing officers to serve in 2018. *Motion carried unanimously.* **Election of officers** will take place at the March meeting.

B. Tuominen provided an update on the **Champlin Mill Pond project**. He stated that the City is applying for LCCMR grant funding and requested that the Commission provide a **letter of support**. His request was agreed to by consensus.

C. The following **projects** are discussed in the February Staff Report.* ("W" denotes wetland project.)

- 1. 2013-046 Woods of Medina, Medina.
- 2. 2014-015 Rogers Drive Extension, Rogers.
- 3. 2015-004 Kinghorn Outlet A, Rogers.
- 4. 2015-030 Kiddiegarten Child Care Center, Maple Grove.
- 5. 2016-002 The Markets at Rush Creek, Maple Grove.
- 6. 2016-004 Park Place Storage Site Plans, Corcoran.

elm creek Watershed Management Commission

Regular Meeting Minutes – February 14, 2018

Page 6

7. 2016-005W Ravinia Wetland Bank, Corcoran.
8. 2016-026 Faithbrook Church, Dayton.
9. 2016-040 Kinghorn 4th Addition, Rogers.
10. 2016-047 Hy-Vee Maple Grove #1, Maple Grove.
11. 2016-052 The Woods at Rush Creek, Maple Grove.
12. 2017-014 Laurel Creek, Rogers.
13. 2017-016 Territorial Woods, Maple Grove.
14. 2017-017 Mary Queen of Peace Catholic Church, Rogers
15. 2017-019 Medina Senior Living Community, Medina.
16. 2017-021 Hindu Society of MN Staff Housing, Maple Grove.
17. 2017-029 Brayburn Trails, Dayton.
18. 2017-030 Brindle Path, Medina.
19. 2017-031 Bass Lake Crossing, Corcoran.
20. 2017-034 Plymouth Memory Care, Plymouth.
21. 2017-035 Weston Woods of Medina PUD.
22. 2017-036 Enclave at Elm Creek, Plymouth.
23. 2017-037 L-80 Lift Station MCES, Corcoran.
24. 2017-038 Bass Lake Estates, Corcoran.
25. 2017-039 Rush Creek Apartments, Maple Grove.
26. 2017-044 Reserve at Medina 2nd Addition, Medina.
27. 2017-045 Fish Lake Estates, Maple Grove.
28. 2017-046W Wessell Wetland Delineation, Corcoran.
29. 2017-048W Ebert Parcel Wetland Delineation, Corcoran.
30. 2017-049W Rolling Hills Wetland Delineation, Corcoran.
31. 2017-050W Ernie Mayer Wetland/floodplain violation, Corcoran.*
32. 2017-051 Mallard South 2nd Addition, Rogers.
33. 2017-052 John Meister Wetland Exemption, Corcoran.
34. 2017-053 Sunrise Solar Garden, Corcoran.
35. 2018-001 Rush Creek Commons, Maple Grove.*
36. 2018-002 Highway 169 Pedestrian Bridge/Trail, Champlin.
37. 2018-003 Rathburn Property, Rogers.
38. 2018-004 Rush Creek Restoration Project, Maple Grove.
39. 2018-005 Sundance Greens, Dayton.

D. Adjournment. There being no further business, motion by Moore, second by Walraven to adjourn the meeting. *Motion carried unanimously.* The meeting was adjourned at 12:50 p.m.

Respectfully submitted,



Judie A. Anderson, Recording Secretary

JAA:tim

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