

# elm creek Watershed Management Commission

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## Regular and Public Meeting Minutes May 10, 2017

I. A **regular meeting** of the Elm Creek Watershed Management Commission was called to order at 11:34 a.m., Wednesday, May 10, 2017, 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; Doug Baines, Dayton; Joe Trainor, Maple Grove; Elizabeth Weir, Medina; Lisa Vertelney, Plymouth; Kevin Jullie, Rogers; Ali Durgunoglu and James Kujawa, Hennepin County Dept. of Environment and Energy (HCEE); Rich Brasch and Brian Vlach, Three Rivers Park District (TRPD); Jeff Weiss, Barr Engineering; and Judie Anderson, JASS.

Also present: Todd Tuominen, Champlin; Brad Martens, Corcoran; Mark Lahtinen and Dave Haas, Maple Grove; Ben Scharenbroich, Plymouth; Andrew Simmons, Rogers; Steve Christopher, Board of Water and Soil Resources; Diane Spector, Wenck Associates; and Sharon Jacobsen, Greenfield.

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

B. Motion by Walraven, second by Weir to approve the **minutes**\* of the April 12, 2017 regular meeting. *Motion carried unanimously.*

C. Motion by Weir, second by Walraven to approve the May **Treasurer's Report and Claims**\* totaling \$36,120.34. *Motion carried unanimously.*

*[The regular meeting was suspended at 11:36 a.m. in order to convene a public meeting.]*

II. **Public Meeting for Minor Plan Amendment**.\* The Third Generation Plan amendment is for the purpose of updating the Capital Improvement Program (CIP)\* to add two projects, remove one project, and shift funding on four projects to future years. The Technical Advisory Committee (TAC) reviewed the changes and supports the minor plan amendment. This amendment does not approve projects for funding, simply the revisions to the CIP as presented.

The Commission received a request from Hennepin County\* to extend its review deadline to June 28, 2017. The request was approved by consensus.

A. **Open public meeting.** The public meeting was opened at 11:37 a.m.

1. **One written comment**\* was received from the **Minnesota Dept. of Natural Resources (DNR)**, stating, *Our Area Hydrologist, Kate Drewry, has reviewed the revisions to the plan and noted that a number of the projects on the updated CIP involve work within Public Waters. While we support these projects in concept, we encourage early (pre-permit application) coordination with DNR to obtain input during the preliminary design stage.*

2. **Emails** were received from the MN Dept of Agriculture, Metropolitan Council, and BWSR, each stating they had no comments on the amendment. No comments were received from the member cities.

3. **Comments from public.** No one was present from the general public.

4. The **public meeting was closed** at 11:39 a.m.

B. **Commission Discussion.**

Motion by Weir, second by Trainor to adopt **Resolution 2017-01 Adopting a Minor Plan Amendment**.\* *Motion carried unanimously.*

[The regular meeting was reconvened at 11:40 a.m.]

**III. Open Forum.**

Sharon Jacobsen was present to express her concerns regarding the installation of a solar garden in Corcoran adjacent to her property at 4920 Rebecca Park Trail in Greenfield. She stated that on part of the acreage intended for the solar panels are two large wetlands, part of Rush Creek. She is also concerned that wildlife will be negatively impacted by the shiny panels and that drainage off the panels may also impact the area.

Kujawa referenced the email correspondence\* to Ms. Jacobsen and a second landowner, Ruth Eliason, sent on May 8, 2017. Because this site plan has not been submitted for the Commission's review, Staff does not know the specifics of the development. He discussed the Commission's rules and standards as they pertained to stormwater management, wetlands and buffers for a development plan review. When and if this project is submitted, Staff will review it in a similar fashion. Kujawa also discussed that the impacts to wildlife and the glare from the panels are not under the purview of the Commission's activities.

**IV. Action Items.**

**A. Project Review 2017-011, Crooked Creek Park, Plymouth.** The City is proposing to create a park near Cedar Hollow at 42nd Place North and Walnut Grove Lane. The site is 5.55 acres and 1.85 acres of it will be disturbed to create 0.41 acres of impervious cover. An unnamed tributary to Elm Creek runs through the property. A 36-inch culvert is proposed for the trail crossing over the tributary. Staff reviewed the site plans for compliance with the Commission's stormwater management, drainage alterations, buffers and grading standards. In their findings dated May 10, 2017, Staff recommends approval of the project with no conditions. Motion by Weir, second Vertelney to approve Staff's recommendation. *Motion carried unanimously.*

**B. 2018 Operating Budget.\*** Treasurer Fred Moore worked with Staff to prepare a draft budget for 2018. Anderson detailed the line items and answered Commissioner questions. The budget proposes \$420,445 in general operating expense with \$50,000 designated for special projects and \$35,000 for studies and subwatershed assessments. Project and wetland review fees would result in \$90,000 in revenue; member assessments\* would total \$225,000, an increase of 2.415% over the current year; and cooperative agreements and interest income would total \$7,500. \$97,945 would be taken from cash reserves to offset the deficit. Motion by Walraven, second by Weir to approve the 2018 Operating Budget as proposed. *Motion carried unanimously.* Staff will forward the approved budget to the member cities.

**C.** Motion by Weir, second by Walraven to approve the 2017 Intergovernmental Agreement\* between the Commission and Metropolitan Council for the monitoring of Lake Jubert through the Council's **Citizens Assisted Monitoring Program (CAMP)**. *Motion carried unanimously.* Two lakes are included in the 2017 budget for CAMP. If a second volunteer/lake is identified, the agreement will be amended.

**D. The Cooperative Agreement with Three Rivers Park District (TRPD)\*** will expire at the end of 2017. Under this agreement TRPD pays one-eighth or 12.5% of the monitoring costs incurred by the Commission for stream monitoring, stream gauging and lake monitoring on those waterbodies on which TRPD owns a portion of the shoreline. The current agreement spans the years 2013-2017 and \$5,500-\$6,5000 annually. The Commissioners expressed a desire to renew this agreement. Staff will work with TRPD to draft a new agreement.

**V. Watershed Management Plan.**

The Technical Advisory Committee (TAC) will meet in June to continue discussion of **manure management guidelines**, the **cost-share policy**, and the **rules pertaining to filtration, infiltration and abstraction** during stormwater management review.

**VI. Elm Creek Watershedwide TMDL.** Approval of the TMDL by the Environmental Protection Agency is expected very soon.

**VII. Education.**

**A.** Included in the meeting packet was an **update\* of WMWA activities**. The Watershed PREP educators

are doing their final classroom visits for the school year. Because they get requests from some teachers for follow-up, they will be developing some additional lessons and hands-on activities that can be completed by the classroom teachers. WMWA will work with the TAC and cities to get some additional publicity for the program within the schools that have not yet participated in the program.

**B.** WMWA has also been coordinating with cities and native plant growers and is targeting a variety of events for sponsored native plant sales. Among those in the Elm Creek watershed is Corcoran Country Daze, August 19.

**C.** The next **WMWA meeting** is scheduled for 8:30 a.m., Tuesday, July 11, 2017, at Plymouth City Hall. Commissioners are encouraged to attend.

**VIII. Grant Opportunities and Updates.**

**A. Internal Phosphorus Loading Control in Fish Lake project.** The Board of Water and Soil Resources (BWSR) has informed Staff that an **Assurance Agreement** will be required for this project since the proceeds exceed \$200,000. Included in the meeting packet and the supplemental meeting packet are Brasch's original proposed draft\* of the agreement and well as a second draft\* showing revisions by the Commission's attorney. This agreement is not acceptable to BWSR.

A committee will meet later this month to further revise the agreement to better meet the expectations of BWSR. The agreement must be signed in June in order to continue with the project.

**B. Rush Creek Headwaters Subwatershed Assessment project.** In the meeting packet was a copy of a Professional Services Agreement\* with Wenck Associates to complete the scope of work for this project along with a copy of Wenck's General Terms and Conditions.\* Spector described the tasks that will be undertaken on the project and how the public outreach phase of the project could look. Motion by Weir, second by Trainor to approve the agreement pending review by the Commission's attorney. *Motion carried unanimously.* Christopher announced that the grant work plan was approved today.

**IX. New Business.**

**X. Communications.**

**XI. Other Business.**

**A.** The following **projects** are discussed in the May 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. 2015-006 Veit Building and Parking Lot Addition, Rogers.
5. 2015-013 Wayzata High School, Plymouth.
6. 2015-020 Strehler Estates, Corcoran.
7. 2015-030 Kiddiegarten Child Care Center, Maple Grove.
8. 2016-002 The Markets at Rush Creek, Maple Grove.
9. 2016-004 Park Place Storage Site Plans, Corcoran.
10. 2016-005W Ravinia Wetland Bank, Corcoran.
11. 2016-014 Balsam Apartments, Dayton.
12. 2016-018 Cambridge Park, Maple Grove.
13. 2016-019 Just for Kix, Medina.
14. 2016-021 Diamond View Estates, Dayton.
15. 2016-022 AutoZone, Maple Grove.
16. 2016-026 Faithbrook Church, Dayton.
17. 2016-038 AutoMotorPlex, Medina.
18. 2016-039 Fields at Meadow Ridge, Plymouth.
19. 2016-040 Kinghorn 4th Addition, Rogers.
20. 2016-047 Hy-Vee Maple Grove #1, Maple Grove.

21. 2016-052 The Woods at Rush Creek, Maple Grove.\*
22. 2017-002 RDO Site Plan, Dayton.
23. 2017-004W Cartway Trail, Champlin.
24. 2017-005 Creekside Hills, Plymouth.
25. 2017-006 Summers Edge II, Plymouth.
26. 2017-007 Downtown Corcoran Ditch Maint/Cimarron Circle Drainage Maintenance, Champlin.
27. 2017-008 TH169 Reconstruction, Champlin.
28. 2017-009 Maple Grove Senior HS Tennis Court Rehabilitation, Maple Grove.
29. 2017-010W Nichols Property, Wetland Delineation, Corcoran.
30. 2017-011 Crooked Creek Park, Plymouth.\*
31. 2017-012 Minnesota Solar CSG19 (Highway 55), Corcoran.
32. 2017-013W 20417 Larkin Road, Corcoran.

**B. Adjournment.** There being no further business, motion by Weir, second by Walraven to adjourn.  
*Motion carried unanimously.* The meeting was adjourned at 1:14 p.m.

Respectfully submitted,



Judie A. Anderson  
Recording Secretary  
JAA:tim

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