

elm creek Watershed Management Commission

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Regular Meeting Minutes June 12, 2019

I. A regular meeting of the Elm Creek Watershed Management Commission was called to order at 11:32 a.m., Wednesday, June 12, 2019, 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; Ken Guenther, Corcoran; Doug Baines, Dayton; Joe Trainor, Maple Grove; Elizabeth Weir, Medina; Fred Moore, Plymouth; James Kujawa, Jason Swenson, and Karen Galles, 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: Rogers.

Also present: Todd Tuominen, Champlin; Kevin Mattson, Corcoran; Sarah Nalven, Wenck Associates, Dayton; Derek Asche and Mark Lahtinen, Maple Grove; Catherine Cesnik, Ben Scharenbroich, and Alex Larson, Plymouth; Mike St. Martin and John Tracy, Loucks Inc. for Item III.A; and Mark Anderson, Sambatek, for Item III.B.

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

B. Motion by Moore, second by Weir to approve the **minutes*** of the May 8, 2019 regular and public meetings with the following correction to Item IV.E.:

In order to maintain a positive unrestricted/unassigned fund balance it is necessary to reassign \$50,000 from the Projects Ineligible for Ad Valorem funding account to the General Fund in the 2019 budget.

Motion carried unanimously.

C. Motion by Walraven, second by Moore to approve the June **Treasurer's Report and Claims*** totaling \$11,859.25. *Motion carried unanimously.*

II. **Open Forum.**

III. **Action Items.**

A. **Project Review 2019-013 Boston Scientific Parking Lot Expansion, Maple Grove.*** The applicant is proposing to reconfigure a portion of their parking lot and add additional parking stalls, thereby increasing their impervious footprint by 1.18 acres. This will trigger Commission Rules D and E. In their findings dated May 13, 2019, Staff recommends approval of the site plans. Motion by Guenther, second by Walraven to approve Staff's recommendation. *Motion carried unanimously.*

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

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

B. Project Review 2019-017 French Lake Industrial Park, Dayton.* A new site plan was submitted for review based on the Commission’s approval of project 2015-011. Based on the 2015-011 review, unless there are substantive changes to the grading or stormwater, no additional review by the Commission would be necessary. Site plans provided by the applicant indicated enough changes to the original stormwater management plan that a new application for review and approval was required. In their findings dated June 11, 2019, Staff recommends approval of the interim phase of this project conditioned that a more detailed erosion control plan to ensure compliance with the Commission’s standards be provided. An acceptable E&SC plan has been provided. Motion by Weir, second by Walraven to approve project 2019-017. *Motion carried unanimously.* A copy the findings from project 2015-011* were also included in the meeting packet for reference.

C. 2020 Operating Budget.* At last month’s meeting Moore provided an overview of the proposed 2020 operating budget. Operating expenses total \$986,893, including \$423,323 for CIPS, special projects and studies, and \$125,000 for grant expense. Member dues total \$237,300. In order to maintain a positive unrestricted/unassigned fund balance the Commission voted at the May meeting to reassign \$50,000 from the Projects Ineligible for Ad Valorem funding account to the General Fund in the 2019 budget. Motion by Moore, second by Weir to approve the 2020 Operating Budget as proposed. *Motion carried unanimously.*

Motion by Moore, second by Walraven to approve the member assessments* as presented. *Motion carried unanimously.*

D. Included in the meeting packet was the proposed **2019 Cooperative Agreement*** with Hennepin County Environment and Energy Department. Galles explained the various elements of the agreement. It was agreed by consensus to convene a subcommittee to further discuss the agreement. A subcommittee, comprised of Guenther, Moore, Baines, Asche, Tuominen, Galles, and Anderson, will meet on July 26.

IV. Watershed Management Plan.

A. One **local plan** remains to be approved by the Commission. Rogers’ 2040 Comprehensive Plan was received by the Commission on January 2, 2019. Staff comments have been provided to the City.

B. Included in the meeting packet was a copy of a letter* from the City of Medina regarding the inclusion of the purchase of an enhanced street sweeper in the Minor Plan Amendment approved at the Public Meeting last month. The letter contained a number of questions regarding this item. The letter will be referred to the Technical Advisory Committee. *(Also see V.C., below.)*

C. Also included in the packet is a copy of a letter to Hennepin County informing them of the Commission’s estimated maximum **2019 special projects levy*** of \$448,935. *[Baines will attend a meeting of a Committee of the County Board on June 25 to answer questions regarding the Commission’s levy request and plan amendment.]*

D. As requested at the May meeting, a copy of the Commission’s **Closed Project Account Policy*** is also included in the packet.

V. Old Business.

A. The Commission’s policies and procedures are being reviewed. As part of that process, the **Comissioner Handbook** will be revised and updated. Staff presented a draft of the table of contents for the revised handbook. The Commissioners suggested other topics for inclusion. Staff will bring sections of the updated handbook to future meetings.

B. The 2019 Operating Budget includes \$760 to monitor one lake as part of **Metropolitan Council's Citizen-Assisted Monitoring Program (CAMP)**. That lake and a volunteer have yet to be identified.

C. Included in the meeting packet was a copy of a Shingle Creek/West Mississippi Commissions' Staff Memo regarding Language for incorporation into a **CIP Capital Equipment Policy**.* This topic and the memo will be referred to the Technical Advisory Committee.

VI. Water Quality.

A. **FEMA Floodplain Mapping.** Swenson reported that hydrologic modeling work and supporting GIS work has continued over the past month. A submittal to the Minnesota DNR is imminent, triggering review and concurrence with the modeling and results. Hydraulic modeling will begin after this submittal is made.

B. **Rush Creek Subwatershed Assessment Implementation.** The Hennepin County Board signed the grant agreement on March 12, 2019. Staff are making site visits and completing designs on five manure management projects, two in Corcoran and three in Rogers. Additional site visits are pending for seven landowners.

C. **Buffer review** is underway for Corcoran, Medina, and Rogers. Residents with potential violations and those residents who are receiving spot checks (unrelated to violations) will be notified by US Mail. Those residents who DO NOT have any violation or will not be getting a spot check will NOT be notified in any way. Hennepin staff will work with those residents needing assistance to get into compliance. The State has requested a list of non-compliant parcels this year even if Hennepin staff are still working with them – violation corrections are being accelerated this round.

VII. New Business.

VIII. Education and Public Outreach - West Metro Water Alliance (WMWA).

A. The **next WMWA meeting** is scheduled for 8:30 a.m., Tuesday, July 9, 2019, at Plymouth City Hall.

B. The **Ten Things You Can Do** brochure is available. Commissioners can request copies from Staff.

C. A flyer describing the **Rogers Buckthorn Event**,* is included in the packet.

IX. Communications.

A. Vlach reported that the **second alum treatment for Fish Lake** is scheduled for mid-July.

B. Tuominen reported that the **Mill Pond Citizen Science Event** is being held June 22, 2019 at Doris Kemp Park. The City's Mill Pond Restoration Project Managers and DNR Fish & Wildlife professionals will be presenting information on future fish populations and proposed stocking, wildlife management initiatives and opportunities for project studies for students and adults. Hands-on interactive activities will include fish research and migratory bird counting.

C. Scharenbroich reported that the **Elm Creek Stream Restoration project** is nearing completion. He will make a presentation of the project at the June meeting.

D. Galles reported that the state has approved funding of a program, "**Lawns to Legumes**," a program for residents to seed their lawns with a bee lawn mix. The program is targeting habitat for the Rusty-patched bumblebee, an endangered species. BWSR will run the program and decide how grants will be issued. The funding will come to Hennepin County as a Conservation District, likely late 2019, to hopefully roll out to residents in the spring and summer of 2020.

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X. Other Business.

A. The following **projects** are discussed in the June 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. 2016-005W Ravinia Wetland Bank, Corcoran.
7. 2016-040 Kinghorn 4th Addition, Rogers
8. 2016-047 Hy-Vee Maple Grove #1, Maple Grove.
9. 2017-014 Laurel Creek, Rogers.
10. 2017-017 Mary Queen of Peace Catholic Church, Rogers
11. 2017-029 Brayburn Trails, Dayton.
12. 2017-039 Rush Creek Apartments, Maple Grove.
13. 2017-050W Ernie Mayer Wetland/floodplain violation, Corcoran.
14. 2018-014 Refuge at Rush Creek, Corcoran.
15. 2018-018 Summers Edge Phase III, Plymouth.
16. 2018-020 North 101 Storage, Rogers.
17. 2018-021 113th Lane Extension, Brockton Lane/CSAH101 Intersection, Rogers.
18. 2018-026 Windrose, Maple Grove.
19. 2018-028 Tricare Third Addition, Maple Grove.
20. 2018-038 Vincent Woods, Rogers.
21. 2018-044 OSI Phase II, Medina.
22. 2018-046 Graco Expansion, Rogers.
23. 2018-048 Faithbrook Church, Phase 2, Dayton.
24. 2019-001 Fernbrook View Apartments, Maple Grove.
25. 2019-002 Parkside Villas, Champlin.
26. 2019-007 Westin Ridge, Plymouth.
27. 2019-009 Beacon Ridge, Plymouth.
28. 2019-010 Hindu Temple Solar Array, Maple Grove.
29. 2019-011 Ravinia 11th Addition, Corcoran.*
30. 2019-012 Brockton Lane Reconstruction, Plymouth.
31. 2019-013 Boston Scientific Parking Expansion, Maple Grove.
32. 2019-014 Bellwether 2nd Addition, Corcoran.*
33. 2019-015 Timber's Edge, Plymouth.
34. 2019-016 Rogers Retail Development, Rogers.
35. 2019-017 French Lake Industrial Park, Dayton.*
36. 2019-018 Peony Lane Trail, Plymouth.
37. 2019-019 Primrose, Rogers.

B. Adjournment. There being no further business, the meeting was adjourned at 12:54 p.m.

Respectfully submitted,



Judie A. Anderson/Recording Secretary

JAA:tim

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