

elm creek Watershed Management Commission

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Regular Meeting Minutes August 14, 2019 **CORRECTED (see VIII.C.)**

I. A regular meeting of the Elm Creek Watershed Management Commission was called to order at 11:36 a.m., Wednesday, August 14, 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 and Kirsten Barta, Hennepin County Dept. of Environment and Energy (HCEE); Amy Timm, 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; Terry Sharp, Medina; Catherine Cesnik, Ben Scharenbroich, and Amy Riegel, Plymouth; Andrew Simmons, Rogers; and Ed Matthiesen and Lucius Jonett, Wenck Associates for item X.C.

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

B. Motion by Walraven, second by Weir to approve the **minutes*** of the July 10, 2019, regular meeting. *Motion carried unanimously.*

C. Motion by Moore, second by Walraven to approve the August **Treasurer's Report and Claims*** totaling \$38,297.31. *Motion carried unanimously.*

II. Open Forum.

Scharenbroich introduced Amy Riegel. She will be working as a Senior Engineering Technician for the City of Plymouth.

III. Action Items.

A. **Project Review 2019-021 Brenly Meadows, Rogers**.* This is a 38-unit townhome project proposed on 6.9 acres north of 129th Avenue about 1/3 mile west of Main Street. It triggers the Commission's review for Rules D, and E. In their findings dated August 8, 2019, Staff recommends approval contingent on O&M plan requirements for the stormwater pond and irrigation systems being approved by the Commission and the City and recorded on the property title. Motion by Moore, second by Weir to approve Staff's recommendation. *Motion carried unanimously.*

B. **Project Review 2019-022 Comlink Midwest, Corcoran**.* This is an existing 16.5-acre lot located in the southeast quadrant of County Roads 19 and 10 in Burschville. The present land use is about 13 acres of cropland and 3.5 acres of wetland/farmstead/meadow. The applicant proposes to construct three new commercial/ industrial

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buildings with adjacent parking and storage areas, creating approximately 5.5 acres of new impervious areas. This project triggers the Commission’s standards on Rules D, E, and I. In their findings dated August 6, 2019, Staff recommends approval contingent on an Operation and Maintenance plan agreement being approved by the City and the Commission and recorded on the property title. A copy of the recorded document, with the Hennepin County Document Number must be provided to the Commission. Motion by Moore, second by Walraven to approve Staff’s recommendation. *Motion carried unanimously.*

C. Project Review Fee Schedule.* The schedule was revised and updated according to the recommendation of the Technical Advisory Committee at their July 10, 2019 meeting Motion by Moore, second by Weir to approve the revised fee schedule. It will become effective September 1, 2019. *Motion carried unanimously.*

D. The City of Dayton is requesting an additional \$1,000 from the Commission to fund the **Diamond Creek subwatershed assessment**. At their February 13, 2019 meeting, the Commission agreed to contribute 25% of the cost of the project, or \$13,750 of the \$55,000 project. However, the project did not move forward this summer due to lack of adequate grant funding.

In the last few months the project study area was expanded to include the entire Diamond Creek HUC12 boundary, which includes more of the Diamond Creek corridor within Three Rivers Park, additional developed areas within the City of Dayton, Hayden Pond near the confluence of Diamond Creek and Elm Creek, and a small portion of the City of Champlin. The City hopes that expanding the study area to include more resources and project partners will increase the chances of securing future grant funding for implementation. As a result of these altered boundaries, the project cost has increased from \$55,000 to \$59,000.

The City of Dayton has agreed to fund the balance of the project cost (formal approval was given at the July 9, 2019 City of Dayton Council meeting). In their July 31, 2019 memo,* the City is asking the Commission to consider providing a 25% cost-share of the new project cost, or \$14,750 of the \$59,000 project. This is a \$1,000 increase from the cost-share that the Commission already agreed to in February.

Motion by Moore, second by Walraven to approve this increase in Commission cost-share. *Motion carried unanimously.*

IV. Watershed Management Plan.

Motion by Moore, second by Weir to call for a public hearing during the Commission’s September 11, 2019 regular meeting at which time the Commission will certify for payment by Hennepin County of the Commission’s share of the cost of five projects on its Capital Improvement Program totaling \$401,188. *Motion carried unanimously.*

At the public hearing the Commission will accept the feasibility reports for these projects, approve a resolution accepting the reports, order the projects, certify the Commission’s share of the costs of the projects to the county levy, and approve the cooperative agreements with the cities wherein the projects occur.

V. Old Business.

A. The 2019 Operating Budget includes funds to monitor one lake as part of **Metropolitan Council’s Citizen-Assisted Monitoring Program (CAMP)**. A lake and a volunteer have not been identified and CAMP monitoring will not occur in 2019.

B. The **Commissioner Handbook** continues to be revised and updated. Staff will bring sections of the updated handbook to future meetings.

VI. Water Quality.

A. FEMA Floodplain Mapping. County Staff met with DNR Floodplain Hydrologist Rita Weaver to provide her with the materials Jason Swenson had compiled prior to his resignation from Hennepin County. The DNR prefers to terminate the contract with the Commission, take over the study, and reimburse the County based on the deliverables received. DNR is the party that must terminate the contract.

B. Buffer review has been completed for Corcoran, Rogers, and Medina. Those parcels found to be non-compliant have been sent to the state for enforcement and the landowners notified by US Mail of that action. Hennepin staff will work with those residents who are subject to enforcement actions at the request of BWSR, but will otherwise await findings.

VII. New Business.

Moore recapped the August 5, 2019 subcommittee meeting where the attendees discussed the **transition from HCEE to a consulting firm** to perform technical services for the Commission. At that meeting it was agreed to recommend to the Commission soliciting proposals for services beginning January 1, 2020, from Barr Engineering, Hakanson-Anderson, SEH, Stantec, Wenck Associates, and WSB Engineering. Motion by Moore, second by Weir to approve this action. *Motion carried unanimously.*

Proposals will be due August 30 and interviews will be conducted in early September.

VIII. Education and Public Outreach.*

A. Watershed PREP and Education and Outreach Events. Educators are scheduling fall classroom visits. They are still researching options to make a short, 3-5 minute promotional video for Watershed PREP for use both in marketing to schools in the four watersheds as well as informing other watershed organizations about the program.

B. Website/Social Media. The group continues to refresh and update content on the WMWA website. Any input is appreciated. westmetrowateralliance.org/

C. Project Coordinator Position.* A position description was considered at the August 13, 2019 meeting of WMWA. This position would be 8-10 hours per week and be used to update the current Education and Outreach Plan and keep it up-to-date moving forward, develop annual work plans, keep abreast of metro-wide practices, maintain the website, attend WMWA meetings, and coordinate Metro Blooms workshops. Additional duties may be added in the future. The Special Projects budget line item would be used to fund the position and would need partner approval. Currently the special projects fund is being used to fund the social media campaign. Discussion of the impact of this campaign will occur at the September WMWA meeting.

Catherine Cesnik, Elm Creek and Bassett Creek Alternate Commissioner representing Plymouth, is interested in assuming this position. Commissioners and Commission counsel have agreed this would not be a conflict of interest as Cesnik would recuse herself from voting on any issues regarding the position and are supportive of Cesnik for the position. WMWA members voted to approve this position and funding through the special projects fund. Staff will create a memo regarding this recommendation for inclusion on the September meeting agendas of the member watersheds.

Motion by Trainor, second by Walraven to approve WMWA action to secure a contractor as described above at \$40/hour, 30 hours ~~weekly~~ monthly. *Motion carried unanimously.*

D. Road Salt Symposium. (See Item H., below.) It was suggested that WMWA contribute to the symposium in lieu of the individual member watershed commissions. After discussion, WMWA members agreed by consensus not to fund the Symposium because it is not a WMWA target audience. Name recognition would be better for the commissions, rather than WMWA.

E. The **next WMWA meeting** is scheduled for 8:30 a.m., Tuesday, September 10, 2019, at Plymouth City Hall.

F. The Freshwater Society is seeking sponsorship for its upcoming **19th Annual Road Salt Symposium,*** Thursday, October 24, 2019, in Vadnais Heights. This is the second symposium to be held in 2019 after a decision was made to move the event from winter to fall. The Commission sponsored the February 7, 2019 symposium with \$500.

Motion by Weir, second by Walraven not to sponsor the October symposium, primarily due to its out-of-area location. *Motion carried unanimously.*

IX. Communications.

X. Grant Opportunities and Project Updates.

A. Timm reported that the **second alum treatment for Fish Lake** was completed as scheduled.

B. Rush Creek Subwatershed Assessment Implementation. Staff anticipate having contracts signed by September 1, 2019 for projects to be completed in September/October.

C. Construction was completed on the **Elm Creek Stream Restoration project** on June 25. The first of three walk-throughs will occur on October 30. Estimated project completion date is October 30, 2020. Matthiesen, Jonett and Scharenbroich presented a pictorial summary* of the project.

D. Deadline for **BWSR Clean Water Fund Competitive Grant** applications is September 9, 2019.

E. Hennepin County will award one or two **Opportunity Grants*** from applications received before September 27, 2019.

XI. Other Business.

A. The **projects** listed on the following page are discussed in the August Staff Report.

B. Adjournment. There being no further business, the meeting was adjourned at 1:04 p.m.

Respectfully submitted,



Judie A. Anderson
Recording Secretary
JAA:tim

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Item No.					Project No.	Project Name
					W Denotes wetland project	
ag				AR	2013-046	Woods of Medina, Medina.
ah.				AR	2014-015	Rogers Drive Extension, Rogers.
a.					2015-004	Kinghorn Outlet A, Rogers.
ai.				AR	2015-030	Kiddiegarten Child Care Center, Maple Grove.
aj.				AR	2016-002	The Markets at Rush Creek, Maple Grove.
ak.				AR	2016-005W	Ravinia Wetland Bank Plan, Corcoran.
b.					2016-040	Kinghorn 4 th Addition, Rogers.
c.					2016-047	Hy-Vee North, Maple Grove.
al.				AR	2017-014	Laurel Creek, Rogers.
am.				AR	2017-017	Mary Queen of Peace Catholic Church, Rogers.
an.				AR	2017-029	Brayburn Trails, Dayton.
d.					2017-039	Rush Creek Apartments, Maple Grove.
e.					2017-050W	Ernie Mayer Wetland/floodplain violation, Corcoran.
f.					2018-014	Refuge at Rush Creek, Corcoran.
ao.				AR	2018-018	Summers Edge Phase II, Plymouth.
g.					2018-020	North 101 Storage, Rogers.
ap.				AR	2018-026	Windrose, Maple Grove.
aq.				AR	2018-028	Tricare Third Addition, Maple Grove.
h.					2018-038	Vincent Woods of Roger.
ar.				AR	2018-044	OSI Phase II, Medina.
i.					2018-046	Graco, Rogers
as				AR	2018-048	Faithbrook Church Phase 2, Dayton.
j.					2019-001	Fernbrook View Apartments, Maple Grove.
at.					2019-002	Parkside Villas, Champlin.
k.			R		2019+015	Timbers Edge, Plymouth.
l.					2019-016	Rogers Retail Development, Rogers.
m.					2019-018	Peony Lake Trailhead, Plymouth.
n.			R		2019-019	Primrose, Rogers.
o.	A	E			2019-021	Brenly Meadows, Rogers.
p.	A	E			2019-022	Comlink Midwest, Corcoran.
q.		E			2019-023	99 th Avenue apartments, Maple Grove.
r.					2019-024	Boston Scientific Weaver Lake Road Bldg 2 East Addn, MG.

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

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