

REGULAR MEETING
Minutes
April 18, 2024

1. CALL TO ORDER. A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order by Chair Joe Baker at 6:04 p.m., Thursday, April 18, 2024, at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Mark Workcuff, Greenfield; Joe Baker, Independence; Brenda Daniels, Loretto; Andrew Burak, Maple Plain; Pat Wulff, Medina; Roz Davis and Kris Guentzel, Hennepin County Environment and Energy (HCEE); Andrew Vistad, Hakanson-Anderson; Brian Vlach, Three Rivers Park District (TRPD); and Amy Juntunen, JASS.

2. AGENDA. Motion by Daniels, second by Wulff to approve the agenda* as presented. *Motion carried unanimously.*

3. CONSENT AGENDA. Motion by Burak, second by Daniels to approve the Consent Agenda as presented. *Motion carried unanimously.*

a. **March 21, 2024 Regular Meeting Minutes.***

b. **April Treasurer's Report/Monthly Claims *** totaling \$11,671.93.

4. OPEN FORUM.

5. ACTION ITEMS.

a. **2023 Annual Report.*** The annual report details the activities the Commission undertook in 2023. It is required by statute to be submitted to the Board of Soil and Water Resources by April 30, 2024. Motion by Daniels, second by Wulff to approve the 2023 Annual Report as presented. *Motion carried unanimously.*

b. **2024 Hennepin County Services Agreement.*** The 2024 agreement is similar to the 2023 agreement. The county's attorney has recommended moving to two-year agreements due to the low level of changes from year to year. The activities and costs can be changed by amendment as necessary from year to year. The 2024 agreement states a not-to-exceed amount for Tasks 1 and 2 of \$17,000. These tasks include landowner contact and outreach services, grant reporting, meeting attendance and project opportunity development. The Commission's 2024 budget includes \$14,000 for county services, \$2,500 for general education, and \$500 for educational events. The County would like to include the education budget within their services agreement in hopes of hosting a workshop in 2024. The County is currently working with Metro Blooms to host workshops for residents in the Shingle Creek and Elm Creek WMOs. Pairing with a workshop, the Commission could offer design support and stipends to residents who install shoreline or water quality improvements on their property with WBIF funds. The County is creating a scope of work to determine those costs currently.

Baker noted that, while education is needed for landowners, it may be more beneficial to

focus on city councils and planning commissioners in cities where development is occurring and to fund above and beyond stormwater treatment during development. This may be a good option to partner with Elm Creek WMO to have a broader reach in more rural areas. There is opportunity to coordinate with city and private sector partners to incentivize above and beyond practices during development and improve wetland protection through WCA.

Task 3 includes managing projects using WBIF funds and includes grant and matching funds in the amount not-to-exceed \$263,588, or 80% of documented project costs, whichever is lower.

Motion by Baker, second by Burak to approve the 2024-2025 Hennepin County Services Agreement after revision to separate the \$3,000 included in Tasks 1 and 2 to specifically note education initiative and the expectation that an amendment will occur in 2025 to update not-to-exceed amounts for that calendar year. *Motion carried unanimously.*

c. Adelmann Shoreline Restoration. This is a residential lot in the Bridgevine development on the south side of Lake Independence. The landscape plan has changed considerably from the original presentation, removing native shoreline plantings and installing a sand beach with some shrubs and a rock channel to convey water from the settling basin at the bottom of the ravine to the lake. The project will involve grading which will reduce the steepness of the hill. The homeowner will divert stormwater from the lot via a french drain to the settling basin and install an infiltration basin. The sand beach will improve current lakeshore conditions, but not to the extent the native plantings would have. County staff will use a MIDS model of the new plans to determine water quality benefits and return at the May meeting with findings and recommendations.

d. Kingston Shoreline Restoration. This is a residential lot in the Bridgevine development on the south side of Lake Independence. This landowner will also be regrading and installing a sand beach and retaining wall. There is an unnatural berm that has been created on this lot in the past that retains some water on the land. County staff will review the designs for water quality benefit or other opportunities to restore natural resources on the bluff area of this lot and return at the May meeting with findings and recommendations.

6. OLD BUSINESS.

7. NEW BUSINESS.

a. Hakanson-Anderson 2024 Rates.* Hakanson-Anderson provided a memo detailing increases to their hourly rates in 2024. While there is an 8.7% increase to the hourly rates, staff believe that there will not be a budget concern since most engineering costs are offset with project review fees and interest revenues have already exceeded budget for 2024. Hakanson-Anderson recently hired a new wetland specialist. Commissioners expressed their satisfaction with the services provided by Vistad and Hakanson-Anderson over the past few years.

b. 2025 Proposed Budget3.* Included in the packet was a proposed 2025 budget. Many activities remain the same with minimal increases to the operating budget for Engineering, Administration, Insurance, Audit, and Monitoring. Hennepin County has expressed a need to increase their fees to cover at least 50% of staff time spent within the watershed, or an increase from \$14,000 in 2023 to a minimum of \$25,000. County staff have agreed to stretch this large increase over a two-year period. The proposed 2025

budget includes an increase of \$6,000 for County services to bring that budget line to \$20,000 in 2025. Staff propose a \$1,200 increase to member assessments in 2025 and offset the rest of the overage, \$16,195, with a contribution from unreserved capital. Unreserved capital will also be used to fund the Lake Sarah TMDL update beginning in 2025 at an estimated cost of \$15,000. There is currently approximately \$254,000 in unreserved funds. Baker noted that the budget has remained flat since 2020 and, while there is a desire to remain flat, the services provided by the County are necessary and of good value. Baker and Burak will meet with administrative staff in a separate budget session to review the proposed budget and future budget forecast. The budget must be approved and delivered to cities by June 30, 2024.

8. EDUCATION.

9. STAFF REPORTS.

a. Engineer's Report.* Photos of the nearly complete GS68 project were shared with the Commission showing the riprap-stabilized banks and cross vanes. Rock that hasn't yet been placed will be used to fill in a few places and armor the upstream portion. This spring the topsoil will be added on top of the riprap and vegetation established as weather allows. Next steps are to finish the pond scrape plans for the bottom of this gully. Baker noted that the landowner on the west side of the pond will allow the removed sediment to be placed on his land to dry. The landowner will later use that sediment on his property. Final design will be finished in July or August and construction bids will be solicited in September.

b. HCEE Report.* AIS detector training will be held at French Park in Plymouth on May 3. Green Partners grants and Opportunity grants are now open for applications.

c. TRPD Report. Lake sampling begins next week and stream monitoring sites are already up and running. TRPD is working on a partnership agreement with Hennepin County for the Kingswood Park erosion project. TRPD is proceeding with final design for the project so it will be ready to implement when funding is available.

Vlack will make a presentation on the Lake Independence TMDL update at the Lake Independence Citizen's Association (LICA) annual meeting this coming Saturday. The update requires modeling data to complete but is nearly finished. The DNR will also have a staff presentation regarding the fishery. Vlach is in the process of creating a presentation for the Lake Sarah Improvement Association (LSIA) regarding the sediment core analysis.

d. Admin Report. The first convene meeting for the FY 25 WBIF will be scheduled in May.

10. COMMISSIONER REPORTS.

a. Baker noted that the LSIA Board has turned over and the new Board have not started collecting annual membership dues or donations yet. LSIA changed vendors for their CLPW/EWM herbicide treatments and did not receive a grant this year for those treatments. Also, the treatment in 2024 focused on EWM instead of CLPW. A request for reimbursement of the herbicide treatments will be submitted later this spring. The Lake Sarah outlet does have some beaver activity.

b. Wulff noted that the city hired a beaver trapper for Lake Ardmore. Joel Settles has

volunteered to do Secchi disk monitoring on Lake Ardmore. Juntunen will connect with him to see if he is able to perform the CAMP monitoring for the lake, rather than just Secchi disc monitoring.

11. OTHER BUSINESS.

a. A Lake Sarah board member has asked to install a sign at the boat landing soliciting donations to LSIA.

b. The **next regular meeting** is scheduled for May 16, 2024, at Maple Plain City Hall.

12. ADJOURNMENT. There being no further business, motion by Burak, second by Baker to adjourn. The meeting was adjourned at 8:36 p.m.

Respectfully submitted,



Amy Juntunen
Administrator
AAJ:tim

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