



## Bassett Creek Watershed Management Commission

**DRAFT Minutes of Regular Meeting**  
**Thursday, January 18, 2018**  
**8:30 a.m.**  
**Golden Valley City Hall, Golden Valley MN**

**1. CALL TO ORDER and ROLL CALL**

On Thursday, January 18, 2017 at 8:35 a.m. in the Council Conference Room at Golden Valley City Hall (7800 Golden Valley Rd.), Chair de Lambert called to order the meeting of the Bassett Creek Watershed Management Commission (BCWMC) and asked for roll call to be taken.

**Commissioners and city staff present:**

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	<i>Absent</i>	<i>Absent</i>	Mark Ray
Golden Valley	Stacy Harwell	Jane McDonald Black (voting member last two motions)	Jeff Oliver
Medicine Lake	Clint Carlson	Gary Holter	<i>Absent</i>
Minneapolis	Michael Welch	NA	Liz Stout
Minnetonka	Mike Fruen	<i>Absent</i>	Tom Dietrich
New Hope	<i>Absent</i>	Pat Crough	Megan Albert
Plymouth	Jim Prom (arrived after item 4)	<i>Absent</i>	Derek Asche
Robbinsdale	<i>Absent</i>	<i>Absent</i>	Richard McCoy and Marta Roser
St. Louis Park	Jim de Lambert	Patrick Noon	Erick Francis
<b>Administrator</b>	Laura Jester, Keystone Waters		
<b>Engineer</b>	Karen Chandler and Meg Rattei, Barr Engineering		
<b>Recorder</b>	Dawn Pape, Lawn Chair Gardener Creative Services		
<b>Legal Counsel</b>	Troy Gilchrist, Kennedy & Graven		
<b>Presenters/ Guests/Public</b>	Kim Carpenter and Laura Scholl, Metro Blooms		

**2. CITIZEN FORUM ON NON-AGENDA ITEMS**

None

**3. APPROVAL OF AGENDA**

Chair de Lambert requested to approve the agenda.

**MOTION:** Commissioner Carlson moved to approve the agenda. Alternate Commissioner Crough seconded the motion. Upon a vote, the motion carried 6-0. [Cities of Crystal, Plymouth, and Robbinsdale absent from the vote]

**4. CONSENT AGENDA**

The following items were approved as part of the consent agenda: December 21, 2017 Commission meeting minutes, January 2018 financial report, payment of invoices, Approval to Reimburse City of Plymouth for Plymouth Creek Restoration Project (2017 CR-P) Expenses, Approval to Reimburse Commissioner Scanlan for Aquatic Invaders Summit Registration Costs, Approval of Resolution to Transfer Funds from CIP Account to Administrative Account, Approval of Resolution to Transfer Funds from Administrative Account to Channel Maintenance Fund and Long-Term Maintenance Fund, Approval of Proposal from MMKR to Perform 2017 Financial Audit, Approval of Contract with Lawn Chair Gardener for 2018 Administrative Services, Approval of Contract with Wenck Associates for 2018 WOMP Monitoring Services

The general and construction account balances reported in the January 2018 Financial Report are as follows:

Checking Account Balance	\$ 623,826.20
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TOTAL GENERAL FUND BALANCE	\$ 623,826.20
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TOTAL CASH & INVESTMENTS ON-HAND (1/10/18)	\$3,840,557.46
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CIP Projects Levied – Budget Remaining	(4,291,900.70)
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Closed Projects Remaining Balance	(451,343.24)
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2012-2016 Anticipated Tax Levy Revenue	\$9,558.89
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2017 Anticipated Tax Levy Revenue	23,977.12
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Anticipated Closed Project Balance	(417,807.23)
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**MOTION:** Commissioner Carlson moved to approve the consent agenda. Commissioner Welch seconded the motion. Upon a vote, the motion carried 6-0. [Cities of Crystal, Plymouth, and Robbinsdale absent from the vote.]

**5. BUSINESS**

**A. Receive Presentation on Harrison Neighborhood Project**

[Metro Blooms staff arrived later; the item was covered after 5B.]

**B. Review and Consider Approval of AIS Rapid Response Plan**

Commission Engineer Chandler gave a PowerPoint overview of the AIS rapid response plan. She noted that at the meeting in September 2017, the Commission approved a proposal from the Commission Engineer to develop an AIS Rapid Response Plan (one of the recommendations of the APM/AIS Committee). The draft plan includes the recommended actions and the partner roles if AIS are discovered in Medicine, Parkers, Sweeney, Twin, Northwood, Westwood, and Wirth Lakes (BCWMC Priority 1 lakes).

Engineer Chandler noted 12 activities in an overall framework as detailed below. She reported that Meg Rattei performed several phone interviews with partners and member cities to gather information on roles they would take and activities they would perform. Engineer Chandler walked through the role of the BCWMC and various stakeholders for each lake for these activities:

1. Contact Minnesota Department of Natural Resources (MnDNR) AIS coordinator to report possible introduction of AIS. MnDNR staff will verify the AIS infestation.
2. Communicate the AIS infestation to stakeholders, lake groups, and the general public.
3. Perform monitoring or hire contractor to perform monitoring to define the extent of the AIS infestation.
4. Determine whether quarantine of the infestation is necessary for containment and effective treatment and, if so, quarantine the AIS infestation.
5. Collaborate with MnDNR, Minnesota Aquatic Invasive Species Research Center (MAISRC), and stakeholders to determine appropriate rapid response treatment/removal (e.g., chemical treatment or manual removal of AIS) and associated costs.
6. Work with MnDNR to obtain treatment/removal permit
7. Perform additional pre-treatment monitoring, if required by MnDNR permit.
8. Hire contractor to complete AIS rapid response treatment/removal (e.g., chemical treatment or manual removal of AIS).
9. Fund the AIS treatment/removal.
10. Perform, or hire contractor to perform, post-treatment monitoring to determine treatment/removal effectiveness.
11. Communicate information about the AIS treatment/removal and results of AIS treatment/removal efforts to stakeholders, lake groups, and the general public.
12. Design and implement education program to help prevent future AIS infestations.

[Commissioner Prom arrives.]

There was a discussion about the past role of the Minneapolis Park and Recreation Board in AIS. Ms. Rattei noted that MPRB staff are not certain how the new Board will approach AIS. She noted that for now, the BCWMC will take the lead role for lakes in MPRB properties unless the Park Board wishes to take the lead. It was noted roles could be revised in the future.

The three AIS species covered in the rapid response plan are Eurasian watermilfoil, zebra mussels, and starry stonewort. These are considered the key AIS species because of their high risk of spreading to uninfested . Eurasian watermilfoil is currently present in Medicine Lake, Parkers Lake, and Wirth Lake, but not in the remaining four Priority 1 lakes. Zebra mussels are currently present in Medicine Lake, but not in the remaining six Priority 1 lakes. Although not present in BCWMC waterbodies, starry stonewort is currently present in 11 Minnesota lakes and has spread quickly during the two years since its first Minnesota sighting in Lake Koronis (Stearns County, MN). The detailed rapid response plan will help the BCWMC, cities, and other organizations to be poised to respond to an infestation efficiently and effectively. The plan could evolve as more or different treatments are researched and permitted.

Commissioner Welch mentioned that initially the 12 steps seem like too many for a rapid response, but he doesn't see a step that could or should be skipped to make it go faster. He wondered if it might be possible for the MnDNR to issue a general permit. Ms. Rattei replied that the MnDNR has not been asked that question, but has made it very clear that they would consider treatment on a case-by-case basis only after completion of a detailed survey of the extent of the infestation for zebra mussels and starry stonewort. A permit for the Eurasian watermilfoil treatment would be easier to obtain. She noted that the MnDNR is also very concerned with

communication to the stakeholders about the AIS and their treatments and the MnDNR is conservative with permits.

There was consensus that the rapid response plan, if approved, would give the BCWMC Administrator broad authority to mobilize contractors and staff as needed to address issues, without waiting for approval at a Commission meeting.

TAC member Derek Asche commented that he thought the plan looked good and fills a gap, but he wondered how the lake associations and lake groups could be involved, as lake residents are the primary beneficiaries to controlling AIS. Mr. Asche also advocated to negotiate with the MnDNR to receive a general permit.

Engineer Chandler responded that lake groups are a different kind of partner, because they are volunteers. They may not always be able to carry out the work on short notice. Ms. Rattei noted that based on her interviews with city staff, the city staff wanted to take the lead on coordinating with lake groups because they are often in contact with lake groups. Commissioner Carlson added that AMLAC's response to the zebra mussel issue in Medicine Lake was that they didn't have time or funding to help. Mr. Asche maintained that the residents around Medicine Lake and AMLAC should be a stronger partner. He noted that the problem is so great that it would be beneficial to empower the lake residents to take ownership. Alternate Commissioner McDonald Black said the Sweeney Lake Association has been strong and consistent and could offer real assistance. Commissioner Welch commented that it doesn't make sense to have rigid lines for how lake associations are to be involved. He noted cities could then utilize the capabilities of lake groups, as appropriate at the time.

Administrator Jester noted that another approved APM/AIS Committee recommendation was to convene the various lake groups to inform and discuss with them the options for more formal organization. She noted that later in the agenda the Commission will consider a proposal from the Freshwater Society to facilitate that discussion.

**MOTION:** Commissioner Welch moved to approve the BCWMC AIS Rapid Response Plan with direction to staff to seek opportunities to amend the plan with more formal and specific roles for lake associations. Commissioner Prom seconded the motion. Upon a vote, the motion carried 7-0. [Cities of Crystal and Robbinsdale were absent from the vote.]

**A. Receive Presentation on Harrison Neighborhood Project**

Laura Scholl and Kim Carpenter with Metro Blooms gave a PowerPoint presentation with an update on the Harrison Neighborhood Project that BCWMC supported. Ms. Carpenter reported on the success of the project noting that 7 block captains were recruited and 37 boulevard swales were installed in the first year. She also reported on the training program that was developed specifically for this project to train and engage city youth crews to plant and maintain the swales. She noted that the Metropolitan Council Stormwater Grant funding (received through the BCWMC) was supposed to last two years, but there were so many interested residents in the first year, the grant funding is nearly all spent and they are looking for additional grantors.

Minneapolis TAC member, Liz Stout, commented that additional funding to implement the Blooming Boulevards Project city-wide is being pursued.

Commissioner Harwell wondered if the plants that were selected for the boulevard swale plantings were salt resistant. Ms. Scholl responded that the chosen plants are hardy and have done well in difficult alleyway plantings.

Ms. Carpenter also reported on a different phase of the Harrison Neighborhood Project to engage commercial properties in installing stormwater best management practices, funded through a BWSR Clean Water Fund Community Partners Grant (received pass-through funds from BCWMC). She noted this project got underway last summer and will continue throughout 2018. Commissioner Welch added that a “low salt message” should be emphasized as commercial businesses are being approached.

Ms. Kim Carpenter reported that the Glenwood Revitalization Team is being engaged. Commissioner Welch further added that the Redevelopment Oversight Committee would also be good to engage.

Commissioner Prom complimented Metro Blooms on great work and asked who is maintaining the boulevards? Ms. Scholl told the Commission that homeowners signed a 10-year maintenance agreement.

Commissioner Fruen asked about the young people doing the work and whether they were being paid. Ms. Carpenter replied that the youth were from the “Step Up Program” and that it is a paid nine-week program. She noted a local contractor, NEON, was also employed.

### **C. Medicine Lake Items**

#### **i. Receive Update on Zebra Mussels and Review Draft Grant Application**

Administrator Jester noted that at their December meeting the Commission directed her to work with Three Rivers Park District, the MnDNR and others to plan for a zebra mussel survey in the spring and consider submitting an AIS Prevention Grant application to Hennepin County. Administrator Jester gave an overview of the AIS grant application, which requests funding to purchase a decontamination unit for use in French Regional Park on Medicine Lake. She noted that the grant application does not include match funding from the BCWMC but that it may be warranted to help fund the Level II inspectors needed to operate the decontamination unit if the grant is awarded. She also noted that partners will meet soon to discuss the zebra mussel survey. There was some discussion of lake access, timing of inspections, and when the boat launch is open and closed. Commissioner Carlson noted the Medicine Lake City Council wanted more control of the access.

#### **ii. Consider Directing Staff to Apply for MnDNR Permit to Treat Curly-leaf Pondweed and Seek Contractors to Perform Treatment**

Administrator Jester reminded the Commission that at their meeting in January of 2017, the Commission approved a recommendation from the APM/AIS Committee that the Commission perform herbicide spot treatments of aquatic invasive plants where the following conditions are met: 1) treatment of the plant is considered a management tool for improving water or habitat quality according to an approved management plan such as a TMDL; and 2) another entity or organization is sharing the cost of the treatment. The Commission treated curly-leaf pondweed in Medicine Lake in 2017 with financial and field support from Three Rivers Park District. She noted staff is seeking approval to begin plans for a similar treatment in 2018 including seeking a MnDNR permit, gathering quotes from contractors, and preparing an agreement with TRPD.

**MOTION:** Commissioner Welch moved to approve up to \$25,000 to treat curly-leaf pondweed in Medicine Lake, work with Three Rivers Park District and seek a MnDNR permit. Commissioner Prom seconded the motion. Upon a vote, the motion carried 7-0. [Cities of Crystal and Robbinsdale were absent from the vote.]

#### **iii. Review Existing Data on Common Carp in Medicine Lake**

Commission Engineer Chandler reported that at the October 2017 Commission meeting, the Commission directed staff to gather and review existing data on carp populations in Medicine Lake (rather than waiting until routine monitoring in 2019).

Engineer Chandler reviewed the carp data, noting that according to MnDNR survey, carp populations have declined significantly. She noted there are no staff recommendations at this time, although staff may suggest the Commission consider performing a carp-specific survey as part of the 2019 Medicine Lake monitoring.

**D. Review Draft Scope of Work for FEMA Modeling Project**

Commission Engineer Chandler noted that at their meeting in October 2017, the Commission approved a TAC recommendation “that the Commission direct the Commission Engineer to develop a scope and budget for completing the tasks laid out for the FEMA modeling work and to submit that scope and budget to the MnDNR to seek FEMA grant funds to complete the work.” She gave a brief overview of the scope recently submitted to the MnDNR, noting that there were significant discussions with the MnDNR about the appropriate scope and budget and about the large amount of survey data needed for the project. She reported that ultimately, the MnDNR agreed to perform the survey work. She reminded the Commission that the goal of the project is to have the new model be the official FEMA model. She also noted the entire scope is to be funded by a grant from the MnDNR (pass-through grant funding from FEMA). She noted the final scope is expected to be approved by the MnDNR soon. She noted that upon approval of the work scope, the MnDNR will provide an agreement for Commission consideration and approval, expected at the February meeting.

There was some discussion about tasks and details. Engineer Chandler noted the information and maps will be available to the cities when the model is complete.

**E. Consider Approval of Resolution Authorizing Consideration of Accepting Grant from MnDNR**

Administrator Jester noted that in order to receive a grant from the MnDNR for the work contained in the scope in 5D above, the Commission must approve the attached resolution provided by the MnDNR.

**MOTION:** Commissioner Prom moved to approve the resolution accepting a grant from the Minnesota Department of Natural Resources for improved flood risk mapping. Alternate Commissioner Crough seconded the motion. Upon a vote, the motion carried 7-0. [Cities of Minnetonka and Robbinsdale were absent from the vote.]

**F. Receive Update on BWSR’s Watershed Based Funding Pilot Program and Direct Staff to Continue Meetings and Discussions**

Administrator Jester reported that she recently attended a meeting regarding this issue and gained more clarity about BWSR’s plans for Clean Water Funds to move from a competitive grant process to more stable funding allocations. She briefly described the new watershed funding policy, noting that both watershed organizations and cities are eligible for the funds. BWSR allocated approximately \$1M in Clean Water Funds for the current biennium to eligible entities in Hennepin County (11 watersheds and 45 cities). She reported that the entities have two options: 1) collaborate on a plan to use the funding, including implementing a prioritization process and developing a workplan and budget; or 2) compete for the county funds through a competitive grant process. She noted the collaborative plan would need to be complete by June 30<sup>th</sup> of this year, which is likely too tall an order given the number of entities involved. She reported that Hennepin County staff are convening a meeting on January 23<sup>rd</sup> with Hennepin County watershed administrators and BWSR staff. She asked if Commissioners felt strongly about either option and requested to be given direction to stay at the table in discussions. Administrator Jester noted there are statewide Clean Water Funds that may also be accessible through a competitive process

but that isn't known for sure. She noted that the amount available for statewide competitive grants will decrease overtime while more stable (watershed-based) funding amounts will increase.

**MOTION:** Commissioner Carlson moved to direct staff to attend the initial meeting of the watershed organizations of Hennepin County and continue discussions to develop recommended approach to new funding policy. Commissioner Welch seconded the motion. Upon a vote, the motion carried 7-0. [Cities of Crystal and Robbinsdale were absent from the vote.]

[Commissioner Harwell departs.]

**G. Discuss Proposal from Freshwater Society for Lake Group Meeting Facilitation**

Administrator Jester noted that at their meeting in October 2017, the Commission approved a recommendation from the APM/AIS Committee that the Commission "convene a meeting of lake groups and other interested groups/individuals in the BCWMC and request a presentation from the DNR and other experts to learn about lake improvement districts vs. lake associations and other less formal lake groups." She reported that the Freshwater Society (a non-profit organization that promotes the conservation, protection and restoration of all freshwater resources) has facilitated these types of discussions with lake groups in other areas of the Metro and out-state. Administrator Jester recommended approving Freshwater Society's proposal to facilitate one meeting with lake groups for \$2,000 with funds from the 2018 AIS budget.

**MOTION:** Commissioner Welch moved to have Administrator Jester engage with Freshwater Society (FWS) for a single meeting and authorize the Administrator to execute a contract with FWS for this meeting not to exceed \$2000; and to make a recommendation at a future Commission meeting for further engagement of FWS to do lake association support work with a more detailed proposed scope of work, if needed. Commissioner Carlson seconded the motion. Upon a vote, the motion carried 7-0. [Cities of Crystal and Robbinsdale were absent from the vote.]

**H. Consider Authorization to Increase Schaper Pond Effectiveness Monitoring Budget**

Commission Engineer Chandler noted that at their meeting in August 2016, the Commission approved a Budget Committee recommendation that the Schaper Pond Effectiveness Monitoring budget of \$44,000 be paid with remaining funds from the Schaper Pond Diversion CIP Project. She reported that as part of the monitoring, the Commission Engineer encountered additional, unanticipated expenses totaling \$3,500. Engineer Chandler reviewed these expenses including monitoring equipment set up and additional monitoring to better understand high phosphorus concentrations. She requested increasing the monitoring budget to \$47,500.

**MOTION:** Commissioner Welch moved to approved an additional \$3,500 for the Schaper Pond Effectiveness Monitoring Project. Alternate Commissioner McDonald Black seconded the motion. Upon a vote, the motion carried 7-0. [Cities of Crystal and Robbinsdale were absent from the vote.]

**6. COMMUNICATIONS**

**A. Administrator**

Administrator Jester noted the new CIP update table available online and reported that any next steps resulting from staff evaluations will be brought to a future meeting.

**B. Chair**

Chair de Lambert thanked the City of Plymouth for housing BCWMC's documents for many years and thanked the City of Crystal for document storage for the foreseeable future. He also reminded Commissioners that next month is a business meeting where officer elections and committee assignments will be made.

**C. Commissioners**

Commissioner Welch reported that the Minnesota Association of Watershed Districts made chloride limited liability legislation a priority for this legislative session. He noted that if it gets introduced, the Commission should support it. He asked that the Administrator work with legal counsel and have this as a future agenda item.

**D. TAC Members**

Nothing to report.

**E. Committees**

Nothing to report.

**F. Legal Counsel**

Nothing to report.

**G. Engineer**

Engineer Chandler noted that as a follow up from the zebra mussel survey discussion, it isn't appropriate to perform phytoplankton and zooplankton surveys in Medicine Lake at the same time as zebra mussel surveys because the zebra mussel survey will not include phytoplankton and zooplankton surveys and the timing is not right.

**7. INFORMATION ONLY (Information online only)**

- A. CIP Project Update Chart
- B. Grant Tracking Summary and Spreadsheet
- C. WCA Notice of Decision, Plymouth
- D. Road Salt Symposium
- E. Fundamentals of Lake Processes Workshop (Feb 22 in Farmington)
- F. Aquatic Invaders Summit III (Feb 28 – Mar 1 in Brooklyn Center)
- G. 2017 River Watch Report
- H. Upcoming Meetings & Events
  - i. 2018 Road Salt Symposium: Thursday February 8th, 8:30 a.m. – 3:00 p.m., Plymouth Creek Center
  - ii. February Commission Meeting: Thursday February 15th, 8:30 a.m., Golden Valley City Hall

**8. ADJOURNMENT**

The meeting adjourned at 10:50 a.m.

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Signature/Title \_\_\_\_\_ Date \_\_\_\_\_

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Signature/Title \_\_\_\_\_ Date \_\_\_\_\_