



Bassett Creek Watershed Management Commission

DRAFT Minutes of Regular Meeting

September 15, 2016

Golden Valley City Hall, 8:30 a.m.

Commissioners and Staff Present:

Crystal	Commissioner Guy Mueller, Vice Chair	Plymouth	Alt. Commissioner Dave Tobelmann
Golden Valley	Commissioner Stacy Hoschka, Secretary/Treasurer	Robbinsdale	Alt. Commissioner Scanlan
Medicine Lake	Commissioner Clint Carlson	St. Louis Park	Commissioner Jim de Lambert, Chair
Minneapolis	Commissioner Michael Welch	Administrator	Laura Jester
Minnetonka	Alt. Commissioner Jacob Millner	Attorney	Kyle Hartnett, Kennedy & Graven
New Hope	Commissioner John Elder	Engineer	Karen Chandler, Barr Engineering

Technical Advisory Committee (TAC) Members/ Other Attendees Present:

Derek Asche, TAC, City of Plymouth	Jeff Oliver, TAC, City of Golden Valley
Erick Francis, TAC, City of St. Louis Park	Megan Albert, TAC, City of New Hope
Liz Stout, TAC, City of Minneapolis	Jane McDonald Black, Alternate Commissioner, Golden Valley
Mark Ray, TAC, City of Crystal	Jeff Weiss, Barr Engineering
Richard McCoy, TAC, City of Robbinsdale	Gary Holter, Alternate Commissioner, Medicine Lake
Tom Dietrich, TAC, City of Minnetonka	Steve Christopher, MN Board of Water and Soil Resources

Dave Stack, Friends of Bassett Creek

1. CALL TO ORDER AND ROLL CALL

On Thursday, September 15, 2016, at 8:32 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.

Administrator Jester reported that she was trying a new caterer for meeting refreshments that's located across the street and would be providing non-disposable plates, cups and utensils. She said that she is happy to take comments on the coffee or refreshments.

2. CITIZEN FORUM ON NON-AGENDA ITEMS

No comments from citizens.

3. APPROVAL OF AGENDA

MOTION: Alt. Commissioner Tobelmann moved to approve the agenda. Commissioner Welch seconded the motion. Upon a vote, the motion carried 9-0.

4. CONSENT AGENDA

MOTION: Commissioner Mueller moved to approve the consent agenda. Alt. Commissioner Scanlan seconded the motion. Upon a vote, the motion carried 9-0.

[The following items were approved as part of the consent agenda: the August 18, 2016, Commission Meeting Minutes, the September 2016 Financial Report, the payment of invoices, the purchase of bond insurance per the Joint Powers Agreement, and the comment letter on the Mississippi Watershed Management Organization's 2016 Minor Plan Amendment.]

The general and construction account balances reported in the September 2016 Financial Report are as follows:

Checking Account Balance	\$583,933.86
TOTAL GENERAL FUND BALANCE	\$583,933.86
TOTAL CASH & INVESTMENTS ON-HAND (9/06/16)	\$2,857,413.93
CIP Projects Levied – Budget Remaining	\$3,970,569.69
Closed Projects Remaining Balance	(\$1,113,155.76)
2011-2015 Anticipated Tax Levy Revenue	\$6,710.47
2016 Anticipated Tax Levy Revenue	\$601,430.96
Anticipated Closed Project Balance	\$505,014.33

5. PUBLIC HEARING

A. Receive Comments from Member Cities and Public on the Proposed 2017 Capital Improvement Program (CIP) Projects

Chair de Lambert opened the public hearing at 8:35 a.m. Commission Engineer, Jeff Weiss, gave a brief presentation with an overview of the Plymouth Creek Restoration Project and the Bassett Creek Main Stem Erosion Repair Project. Regarding the latter, Mr. Weiss indicated that there was no new information on when redevelopment will actually take place at the Fruen Mill site and whether or not the CIP project will be accomplished at the same time. He noted that if the project timing doesn't line up, that during the CIP project, some concrete would be removed from the Fruen Mill streambank in order to slope back the bank and add some vegetation. He reported the Main Stem Erosion Repair Project is estimated to cost \$340/linear foot which is higher than most projects due to contaminated soils and the narrow corridor where the work will take place.

Administrator Jester noted that both CIP projects will not only improve water quality by reducing erosion but will also improve instream and near stream habitat for aquatic life.

Regarding the Plymouth Creek Restoration Project, there was consensus that coordination was needed with the Plymouth Parks Department and that engaging the disc golfing community would be advantageous. It was acknowledged that signage would be needed within the park and that some disc golf holes may need to be realigned.

There was a question about the high costs of the projects and the ability for the Commission to hold costs down. Engineer Weiss noted that there would be little if any savings in constructing the projects together because of the distance between the projects. Administrator Jester reminded Commissioners that they were applying for \$600,000 worth of grant funds for the two projects and that the feasibility studies already identified the most cost effective restoration and stabilization practices.

Dave Stack with Friends of Bassett Creek asked why there was such little vegetation along Plymouth Creek. Mr. Weiss indicated that the banks are very shaded by the overhead canopy and that heavy foot traffic doesn't allow vegetation to become established.

There were no other comments or questions from the public or member cities.

Chair de Lambert closed the public hearing at 9:07 a.m.

6. BUSINESS

A. Consider Approval of Resolution 16-08 Ordering 2017 Improvements

Administrator Jester reviewed the language of the resolution indicating that by approving the resolution the Commission would officially order the two 2017 CIP projects (Plymouth Creek Restoration Project and Bassett Creek Main Stem Erosion Repair Project), designate member cities responsible for project construction, make findings pursuant to MN Statutes 103B.251, certify the costs of the projects to Hennepin County, and approve the agreements with the responsible cities. She reviewed the table in 6Aiii, which shows the costs for various aspects of the two projects including feasibility studies; Commission administration, legal and engineers costs; construction and design. She noted that the maximum levy request of \$1,303,600 for 2017 that was forwarded to the County in May, was an appropriate final 2017 levy amount and that it would fund the final portion of the Northwood Lake Project and the first portion of the two 2017

projects, as shown in the table in 6Aiii.

Administrator Jester noted that the Commission will apply for \$600,000 in county and state grant funding for the two 2017 projects. If no grant funding is awarded, she noted that over \$947,000 in 2018 levy funds would be needed to finish the two 2017 CIP projects. She reported that it may be difficult to fund the entire 2018 CIP project (dredging Bassett Creek Park Pond and Winnetka Pond) if the Commission wishes to keep the levy at approximately \$1.3M. However, she also noted there are several options for funding the 2018 project and more will be known after the feasibility study for that project is complete.

Commissioner Welch moved to amend the agreements with the City of Plymouth and the City of Minneapolis to read in Section 2: "...Minor changes that *do not deviate from the direction of the Commission and do not materially change either the effectiveness of the Project to meet its intended purposes or the environmental impacts of the Project may be approved by the City, in consultation with the Commission Administrator, without requiring approvals by the Commission.*" [Additions shown in italics.] Seconded by Commissioner Mueller. Upon a vote, the motion carried 9-0.

Commissioner Welch moved to adopt Resolution 16-08. Seconded by Commissioner Mueller. Upon a vote, the motion carried 9-0.

B. Consider Attendance at Aquatic Invaders Summit

Administrator Jester noted that a 2-day conference or summit on aquatic invasive species is planned for early October in St. Cloud. She asked if there were Commissioners that might be interested in attending or if the Commission would like to send her due to their current committee's consideration of aquatic plant management and aquatic invasive species (AIS). She noted the breakout sessions of the conference weren't set yet. She that she asked the Commission Engineer and partners such as Three River Park District (TRPD) and the City of Plymouth if they were sending staff to the conference. TRPD and Barr Engineering had noted they are sending staff to similar AIS conferences and workshops but not to the summit in St. Cloud.

Commissioner Welch moved to authorize attendance at the Aquatic Invaders Summit by the Administrator, as appropriate. Seconded by Commissioner Elder. Upon a vote the motion carried 9-0.

7. COMMUNICATIONS

A. Administrator's Report

Administrator Jester noted that besides her written report, she reminded the Commission that the November Commission meeting will be held on Wednesday the 16th. She also noted that Len Kremer from Barr Engineering would be honored for his decades of service to the Commission during the November meeting. Commissioners listed other, former Commission members that should be invited to the November meeting to help honor Len.

Administrator Jester also updated the Commission on the Blake School Field Trip scheduled for September 29th and visiting Northwood Lake, the Main Stem restoration project through Wirth Park, the Wirth Lake outlet structure, and the Fruen Mill site.

- B. Chair**
No comments
 - C. Commissioners**
Commissioner Hoschka reminded Commissioners to be aware of possible email scams with emails appearing to come from other Commissioners and asking for sensitive information or money.
 - D. TAC Members**
No comments.
 - E. Committees**
No comments
 - F. Legal Counsel**
No comments
 - G. Engineer**
Commission Engineer Chandler reported that the Commission Engineer is and will be reviewing updates to city’s floodplain ordinance per the new watershed plan. She noted that these will be administrative reviews unless something significant comes up within the review.
8. **INFORMATION ONLY** (Available at <http://www.bassettcreekwmo.org/document/meeting-materials-minu/meeting-materials/july-21-2016>)
- A. CIP Project Updates: Now Available Online** <http://www.bassettcreekwmo.org/projects>
 - B. Grant Tracking Summary and Spreadsheet**
 - C. Hennepin Co. Natural Resources Opportunity Grant Application Submission – Plymouth Creek Restoration Project**
 - D. WCA Notice of Exemption –Plymouth**
 - E. WCA Notice of Decision by BCWMC – 1143 South Shore Drive, Medicine Lake**
 - F. WCA Notice of Decision by BCWMC – 10715 South Shore Drive, Medicine Lake**
 - G. Hennepin County Input Session September 29th** (morning or evening options, Brookdale Library, Brooklyn Center) “Envisioning the future of environmental education for youth” <http://www.hennepin.us/business/work-with-henn-co/envisioning-future-environmental-education>
 - H. Clean Water Summit September 22nd**, Minnesota Landscape Arboretum, Register at <http://www.arboretum.umn.edu/2016cleanwatersummit.aspx>
 - I. State of the (Mississippi) River Report Launch and Presentation September 22nd**, Science Museum of Minnesota, St. Paul. Free to register at <http://fmr.org/events/2016/09/22/state-river-launch>
 - J. Water Resources Conference, October 18 – 19, St. Paul RiverCentre,** <http://www.wrc.umn.edu/news-events/waterconf>
9. **ADJOURNMENT** - Chair de Lambert adjourned the meeting at 9:43 a.m.

Signature/Title	Date	Signature/Title	Date
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