



## Bassett Creek Watershed Management Commission

### Minutes of Regular Meeting December 18, 2014 Golden Valley City Hall, 8:30 a.m.

Commissioners and Staff Present:

Crystal	Commissioner Guy Mueller, Vice Chair	Robbinsdale	<i>Not represented</i>
Golden Valley	Commissioner Stacy Hoschka, Treasurer	St. Louis Park	Commissioner Jim de Lambert, Chair
Medicine Lake	Commissioner Clint Carlson	Administrator	Laura Jester
Minneapolis	Commissioner Michael Welch	Attorney	Charlie LeFevere, Kennedy & Graven
Minnetonka	<i>Not represented</i>	Engineer	Karen Chandler, Barr Engineering Co.
New Hope	Alternate Commissioner Pat Crough	Recorder	Amy Herbert
Plymouth	Commissioner Ginny Black		

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

Derek Asche, TAC, City of Plymouth	Jeff Oliver, TAC, City of Golden Valley
Marge Beard, Plymouth Resident	John O'Toole, Alternate Commissioner, City of Medicine Lake
Eric Eckman, TAC, City of Golden Valley	Bob Paschke, City of New Hope
Erick Francis, TAC, City of St. Louis Park	Jim Prom, Councilmember, City of Plymouth
Christopher Gise, Golden Valley Resident	Emily Resseger, Metropolitan Council
Leigh Harrod, Metropolitan Council	Liz Stout, TAC, City of Minnetonka
Richard McCoy, TAC, City of Robbinsdale	David Tobelmann, Alternate Commissioner, City of Plymouth
Jane McDonald Black, Alternate Commissioner, City of Golden Valley	Scott Wylie, Golden Valley Resident
Linda Loomis, Chair Next Gen Plan Steering Committee	Karen Jensen, Metropolitan Council

**1. CALL TO ORDER AND ROLL CALL**

On Thursday, December 18, 2014, at 8:35 a.m. in the Council Conference room at Golden Valley City Hall, Chair de Lambert called to order the meeting of the Bassett Creek Watershed Management Commission (BCWMC) and asked for roll call to be taken. The Cities of Minnetonka and Robbinsdale were absent from the roll call.

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

No items were raised.

**3. AGENDA**

Commissioner Mueller moved to approve the agenda. Alternate Commissioner Crough seconded the motion. Upon a vote, the motion carried 6-0 [Cities of Minneapolis, Minnetonka, and Robbinsdale absent from vote].

**4. CONSENT AGENDA**

Administrator Jester pointed out that for item 4F, the solicitation for letters of interest proposals for legal, technical, and engineering consulting services would be published in Finance & Commerce and in the State Register.

[Commissioners Black and Welch arrive]

Commissioner Welch requested the removal of item 4G – Approve revisions to BCWMC fiscal policies as recommended by the Administrative Services Committee. Chair de Lambert said that the item would be added to the agenda as item 5G. Commissioner Black moved to approve the Consent Agenda as amended. Alternate Commissioner Crough seconded the motion. Upon a vote, the motion carried 7-0 [Cities of Minnetonka and Robbinsdale absent from vote].

[The following items were approved as part of the Consent Agenda: the November 19, 2014, Commission Meeting minutes, the monthly financial report, the payment of the invoices, the setting of the February 5, 2015, TAC meeting, Approval of comments on the Major Plan Amendment for the Mississippi Watershed Management Organization, Approval to direct staff to submit solicitations for letters of interest proposals for legal, technical, and engineering consulting services, Approval of the contract with Wenck for 2015 WOMP operation.]

The general and construction account balances reported in the Financial Report prepared for the December 18, 2014, meeting are as follows:

Checking Account Balance	\$551,780.92
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TOTAL GENERAL FUND BALANCE	\$551,780.92
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TOTAL CASH & INVESTMENTS ON-HAND (12/9/14)	\$3,424,468.88
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CIP Projects Levied – Budget Remaining	(\$2,698,600.87)
Closed Projects Remaining Balance	\$725,868.01
2013 Anticipated Tax Levy Revenue	\$14,954.83
2014 Anticipated Tax Levy Revenue	\$14,395.53
Anticipated Closed Project Balance	\$755,218.37

## 5. BUSINESS

### A. Receive Final Report on 2012 Main Stem Restoration Project (CR2011) – Presentation by Golden Valley Staff

Administrator Jester reminded the Commission of its procedure adopted this year to have cities provide final reports of CIP projects. She said that she had developed a list of items to be included in the report. Administrator Jester introduced Eric Eckman of the City of Golden Valley to present the final report on the 2012 Main Stem Restoration Project (BCWMC CIP project #CR2011).

Mr. Eckman provided background on the project and noted that the project area was from Wisconsin Avenue to 10<sup>th</sup> Avenue, and Duluth Street to the Crystal border. The contract was awarded in the summer of 2012, construction started in December 2012 and was primarily completed by March 2013, and planting work finished in summer 2013. He explained that the project restored 3,600 feet of shoreline along the creek and that the feasibility study estimated a reduction of the phosphorous load by 60 pounds per year and a reduction of the sediment load by 105,000 pounds per year.

Mr. Eckman reported that in addition to the areas restored through Commission funding, another \$130,000 in private investment was leveraged because some additional landowners (outside of the project area) also restored their riparian areas.

Mr. Eckman reported that the rain and flooding in June 2014 did not cause problems with the project. He said that lessons learned include that it is good practice to communicate with the residents early on in the project timeline about the project. Mr. Eckman said that the late fall/early winter construction timeframe worked well to minimize erosion during construction. He added that another lesson learned is to secure permits and construction access prior to bidding so that there are no delays. Mr. Eckman suggested that for future projects if there are areas of the project in which the permits or access are not secured, then the project could be split into smaller parcels with separate bids and contracts.

Mr. Eckman addressed the fact that establishing native plant communities is difficult. He said that there are not incentives to the contractor to maintain the plantings during the warranty period because the contractors are pre-paid for the work. Mr. Eckman suggested that the watershed somehow retain watershed-wide services for plant maintenance. He said another idea to consider is for projects to be broken into two projects including one contract for the project work and one contract for the two-to-three year management of the plantings.

Commissioners offered comments, and Mr. Eckman and Mr. Oliver responded to questions.

Commissioner Welch requested that the Commission add to a future agenda a discussion of the format of the final project reports. He said that one specific item worth discussing is how the report could include information such as a table comparing the design plans and pollutant reductions to actual constructed components and final pollutant removals.

Commissioner Tobelmann commented that the lessons learned need to be collected and the information centralized so that they can be accessed by the Commission and all the member cities. Administrator Jester said that the Commission will be designing a new website in 2015 and can create a lessons learned section. Chair de Lambert said that he likes the idea proposed by Commissioner Welch, which is to communicate in the final report information detailing to what extent the project goals were reached. Mr. LeFevere noted that there isn't any reason that the Commission can't require access rights to be secured before contracts are awarded.

**B. Receive Report on Data and Trends from Bassett Creek WOMP Station – Presentation by MCES Staff**

Emily Resseger, Principal Environmental Scientist at Metropolitan Council Environmental Services (MCES), introduced herself and MCES colleagues Leigh Harrod and Karen Jensen. She provided an overview of the MCES and its work and background on the Watershed Outlet Monitoring Program (WOMP). Ms. Resseger explained that the stream monitoring program started in the late 1980s, monitors 23 stream sites, and the data records of these sites range from 14 to 26 years. She explained that there are 9 stream sites in the Mississippi River region, including the Bassett Creek WOMP site. Ms. Resseger also described the purpose of the data and the water quality assessment. She also noted that the MCES website includes the full report on the Bassett Creek WOMP data and that a Bassett Creek factsheet is available for use and distribution.

Ms. Resseger defined hydrology, summarized the hydrology of Bassett Creek, explained how flow is estimated, and defined concentration and concentration trends. She reported that the concentration trends for Bassett Creek indicate that the total suspended solids, total phosphorus and nitrate concentrations have been declining in the creek, but that chloride concentrations have been increasing and are the highest of the Metro streams monitored.

Ms. Resseger responded to questions and comments. She noted that the MCES will provide an annual stream water quality summary, calculated loads and regional water quality assessment for the WOMP stations. In the future, Ms. Resseger recommended that the MCES perform an updated trend analysis in five years and perform special studies. She also commented that the MCES could have a dialog with the BCWMC about possible future special studies and she would like to have a meeting with Administrator Jester and Engineer Chandler and any other BCWMC representative to talk about how the MCES can help the BCWMC.

Ms. Jensen commented that she talks to other organizations about the Bassett Creek Watershed as an example of a watershed that has achieved positive results.

Commissioner Black noted that there were a lot of questions and comments about chloride today, and she requested that the topic be added to a future Commission agenda.

**C. Consider Approval of 50% Plans for Schaper Pond Diversion Project (SL-3)**

Administrator Jester reminded the Commission that this past summer it approved a contract with the City of Golden Valley to design and construct the Schaper Pond project. She said that the City of Golden Valley has entered into an agreement with Barr Engineering Company to design the project.

Mr. Oliver gave an overview of the project meetings between the City of Golden Valley and Barr Engineering Company. He reported that the City started this week with preliminary activities on the project's permitting.

Engineer Chandler displayed the 50% plan set on the projection screen. She provided background on the project, saying that the project is being proposed because of the Sweeney Lake TMDL for phosphorous. She explained that the TMDL calls for an annual reduction of 99 pounds of phosphorous to Sweeney Lake.

Engineer Chandler described the options investigated in the feasibility study and the internal diversion option selected by the Commission. Engineer Chandler went into further detail about the three different internal diversion options considered and announced that the floating water baffle is the most feasible internal diversion option for this project.

Engineer Chandler described the 380-foot long floating water baffle and other components of the project, including cattail removal and berm construction resulting in 500 square feet of wetland fill, removal of 27 feet of the existing berm, She also described how 200 square feet of wetland fill would be required to meet the City's request for establishing access points to maintenance areas. Mr. Oliver stated that the City has two established wetland banks with the Minnesota Board of Water and Soil Resources (BWSR) and the City plans to withdraw from them for this project.

Ms. Chandler pointed out items that are different in the 50% plans compared to the feasibility study, including the need for the 700 square feet of wetland fill.

There was discussion, and Engineer Chandler responded to questions, including noting that the city may not get the typical warranty on the floating water baffle due to the unusual use for the product in this case.

Commissioner Black moved to approve the 50% design. Commissioner Hoschka seconded the motion. Upon a vote, the motion carried 7-0 [Cities of Minnetonka and Robbinsdale absent from vote].

Engineer Chandler noted that Barr Engineering and the City of Golden Valley are waiting to hear back from the Department of Natural Resources (DNR) and the Minnesota Pollution Control Agency (MPCA) about these 50% plans.

**D. Consider Commission Involvement in Issue Resolution Team for Blue Line LRT (Bottineau Line)**

Administrator Jester reported that the first Issue Resolution Team meeting was held last week and she and Engineer Chandler attended. She said that plans for the Blue Line LRT are moving forward, and she and Engineer Chandler recommend that Jeff Oliver and Richard McCoy represent the Commission at the Issue Resolution Team meetings. She said that the meetings will be held twice a month through August and Mr. Oliver and Mr. McCoy can update the Commission at its monthly meeting and can check in with Chair de Lambert between meetings.

There was discussion about how the Commission would pay for Commission Engineer time if and when they were involved with the project. Engineer Chandler noted Barr is tracking the time they spend on this project and will use the "preliminary plat review" budget line item.

Commissioner Black moved to authorize Jeff Oliver and Richard McCoy to be the Commission's representatives at the meetings and if they need assistance that they work with Administrator Jester and that the Administrator and Engineer stay in close communication and that there is a ceiling on the Engineer's budget of \$5,000 for this item in 2015 out of the preliminary plat review line item and if that ceiling is reached, staff will come back to the Commission. Commissioner Hoschka seconded the motion.

Upon a vote, the motion carried 7-0 [Cities of Minnetonka and Robbinsdale absent from vote].

**E. Receive Update on Draft Watershed Management Plan**

Administrator Jester announced that the transmittal letter went out and there is a copy of the letter in the meeting packet. She said that the end of the 60-day comment period is the end of January 2015. She suggested that the Commission communicate about the comment period to the individuals who attended the Commission’s Watershed Summit in June 2013 and to the groups such as Friends of Bassett Creek and the Association of Medicine Lake Area Citizens (AMLAC), etc. The Commission agreed and directed Administrator Jester to notify those parties that the draft plan is out for public comment and send them a link to the draft plan.

**F. Receive Update on Public Outreach Plan for Twin Lake Alum Treatment Project**

Administrator Jester reported that she met with Jeff Oliver and Alternate Commissioner Jane McDonald Black and other Golden Valley staff members about communication plans for the Twin Lake Alum Treatment project. She provided an update on the draft communications plan, which includes the development of a fact sheet, holding an open house, and developing signage to post at Twin Lake.

**G. Approve Revisions to BCWMC Fiscal Policies as Recommended by Administrative Services Committee**

Administrator Jester stated that the Administrative Services Committee looked at some of the BCWMC’s fiscal policies in its 2011 Policies Manual. She said that because of changing fiscal situations and her interest in putting more specificity around some of the fiscal policies, she recommend to the Administrative Services Committee the changes proposed and as presented in the meeting packet. Commissioner Welch had a question and then recommended that the sequence of the revised language be changed so that the language specifies “to pay for non-capital work.”

Commissioner Mueller moved to approve making these changes to the BCWMC’s current policies as amended in the Commission’s discussion. Commissioner Welch seconded the motion. Upon a vote, the motion carried 7-0 [Cities of Minnetonka and Robbinsdale absent from vote].

Commissioner Welch commented that he thinks that in the future BCWMC policy issues should not be placed on the consent agenda but instead on the regular agenda for discussion.

**6. COMMUNICATIONS**

**A. Administrator:**

- i. Administrator Jester reported on the MAWD conference. She mentioned the presentation she attended about Envision. There was discussion about Envision and the Commission expressed interest in possibly having Erin Anderson Wenz of Barr Engineering present about it to the Commission. Administrator Jester said that she would learn more about Envision at a working meeting with Barr Engineering staff the following week.

**B. Chair:** No Chair Communications

**C. Commissioners:**

- i. Commissioner Hoschka requested that the Commission search for less expensive catering and volunteered to pick up catering orders.
- ii. Commissioner Welch reported that the comment period for the Theodore Wirth Master Plan

closed this past Monday or Tuesday. Engineer Chandler said that the City of Golden Valley was sending a comment letter and the Commission Engineer provided comments to the city that they added to the letter. Engineer Chandler said that the Commission may be interested in getting more involved when the plan gets further along.

**D. TAC Members:**

- i. Richard McCoy announced that the City of Robbinsdale appointed an Alternate Commissioner to the BCWMC this week.

**E. Committees:**

- i. Commissioner Mueller reported that the Administrative Services Committee is working on a Survey Monkey survey for evaluation of the Commission’s key staff members that will be distributed to the Commission in early January.

**F. Legal Counsel:** No Legal Communications

**G. Engineer:** No Engineer Communications

**7. INFORMATION ONLY (Available at  
<http://www.bassettcreekwmo.org/Meetings/2014/2014-December/2014DecemberMeetingPacket.htm>)**

- A. Grant Tracking Summary and Spreadsheet
- B. WCA Notice, Plymouth

**8. ADJOURNMENT**

Chair de Lambert adjourned the Bassett Creek Watershed Management Commission Regular Meeting at 11:25 a.m.

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Amy Herbert, Recorder Date

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Secretary Date