



## Bassett Creek Watershed Management Commission

**DRAFT Minutes of Regular Meeting  
Thursday, March 19, 2020  
8:30 a.m.  
Call-in Meeting**

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

On Thursday, March 19, 2020 at 8:31 a.m. Chair Prom called the meeting of the Bassett Creek Watershed Management Commission (BCWMC) to order. Due to the COVID-19 pandemic and in compliance with MN Statute 13D.021 and a declaration by Chair Prom that in-person meetings be suspended until further notice, the meeting was held via conference call.

**Commissioners and city staff present on the call:**

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	Dave Anderson	<i>Vacant Position</i>	Mark Ray
Golden Valley	Stacy Harwell (Treasurer)	Jane McDonald Black	<i>Absent</i>
Medicine Lake	<i>Absent</i>	Gary Holter	<i>Absent</i>
Minneapolis	Michael Welch (Vice Chair)*	<i>Vacant Position</i>	<i>Absent</i>
Minnetonka	<i>Absent</i>	<i>Vacant Position</i>	Leslie Yetka
New Hope	<i>Absent</i>	Patrick Crough	<i>Absent</i>
Plymouth	James Prom	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	<i>Vacant Position</i>	<i>Absent</i>	<i>Absent</i>
St. Louis Park	Jim de Lambert	<i>Absent</i>	<i>Absent</i>
<b>Administrator</b>	Laura Jester, Keystone Waters		
<b>Engineer</b>	Karen Chandler and Jim Herbert, Barr Engineering		
<b>Recorder</b>	-		
<b>Legal Counsel</b>	Dave Anderson, Kennedy & Graven		
<b>Presenters/ Guests/Public</b>	Casey Dzieweczynski, Wellington Management*; Roshan Grieme, Wenck*; Roger Howley, Collage Architects*		

\*Partial meeting attendance

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

No members of the public present on the call.

**3. APPROVAL OF AGENDA**

**MOTION:** Alternate Commissioner Crough moved to approve the agenda. Alternate Commissioner Holter seconded the motion. Upon a roll call vote, the motion carried 6-0, with the cities of Minneapolis, Minnetonka, and Robbinsdale absent from the vote.

**4. CONSENT AGENDA**

**MOTION:** Alternate Commissioner Holter moved to approve the consent agenda. Commissioner de Lambert seconded the motion. Upon a roll call vote, the motion carried 6-0, with the cities of Minneapolis, Minnetonka, and Robbinsdale absent from the vote.

The following items were approved as part of the amended consent agenda: February 20, 2020 commission meeting minutes, financial report, payment of invoices, Approval of Agreement with Hennepin County for 2020 River Watch Program, Approval of Resolution of Appreciation for Alternate Commissioner Monk, Approval of Reimbursement Request from Golden Valley for DeCola Ponds CIP Project, Approval of Leef South Redevelopment Project, Minneapolis.

The general and construction account balances reported in the March 2020 Financial Report are as follows:

Checking Account Balance	\$882,154.91
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TOTAL GENERAL FUND BALANCE	\$882,154.91
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TOTAL CASH & INVESTMENTS ON-HAND (3/11/20)	\$3,098,422.51
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CIP Projects Levied – Budget Remaining	\$ (5,155,926.14)
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Closed Projects Remaining Balance	\$ (546,551.34)
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2012-2017 Anticipated Tax Levy Revenue	\$ 8,425.14
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2018 Anticipated Tax Levy Revenue	\$ 11,050.60
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Anticipated Closed Project Balance	\$ (527,075.60)
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**5. BUSINESS**

**A. Set Public Hearing for Minor Plan Amendment**

A. Administrator Jester noted that this item was tabled at the February meeting. She recommended that although the agenda for the public hearing is dependent on decisions that will be made at a future meeting regarding the 5-year CIP, the hearing should be held no later than the Commission’s May meeting (May 21<sup>st</sup>) in order to set a maximum levy for Hennepin County. She noted that in order to give member cities a 45-day notice, as required by the BCWMC Watershed Management Plan, the hearing should be set at this meeting. She reported that once the agenda for the hearing is set, an updated notice will be sent to cities and published in news outlets. She also noted that staff recommends that the plan amendment include updates to the wetland management policies in the plan. Please see the attached memo for further information.

**MOTION:** Commissioner Harwell moved to set a public hearing for May 21, 2020 and to approve the recommended revisions to the 2015 Watershed Management Plan's wetland policies. Commissioner de Lambert seconded the motion. Upon a roll call vote, the motion carried 6-0, with the cities of Minneapolis, Minnetonka, and Robbinsdale absent from the vote

[Commissioner Welch, Minneapolis, joined the meeting.]

## 7. COMMUNICATIONS

### A. Administrator's Report

- i. Update on CIP Projects – Sweeney Lake Water Quality Improvement Project's public open house will be facilitated online via Webex on April 8<sup>th</sup>. Construction on the DeCola Ponds Project is nearing completion. An open house was recently held for the Main Stem Lagoon Dredging Project in Minneapolis with only two residents attending. The feasibility study for the project will be presented at the April Commission meeting.
- ii. CAMP Volunteers Update – Several people volunteered to monitor Medicine Lake after a previous volunteer had to resign. One person was chosen but it was good to see how many people were interested in helping. A volunteer was also found for Cavanaugh Lake (Sunset Hill Pond) which will be added as a new lake to the monitoring program.
- iii. Volunteers Needed for Discover Plymouth Event and Westwood Hills Nature Center Grand Opening – The Discover Plymouth Event was cancelled and no word on the nature center grand opening scheduled for early June. The MAWD summer tour was also cancelled.

**B. Chair** No comments

### C. Commissioners

- i. Commissioner Welch requested that if the next Commission meeting cannot be held in person, that a platform with video capability be used rather than just audio. Commissioner Harwell noted that if the meeting is held in person, we may have difficulty getting a quorum if people are still nervous about meeting in groups due to the coronavirus.

**D. TAC Members** No comments

### E. Committees

Administrator Jester noted that the Education and Budget Committees will meet via Zoom or Webex in the coming weeks and that information would be sent to commissioners soon.

**F. Legal Counsel** Nothing to report.

### G. Engineer

- i. Update on MTD work group - Commission Engineer Herbert provided an update on how the manufactured treatment devices are being considered and discussed through a new work group facilitated by the MPCA. He and Josh Phillips (Barr Engineering) are representing both BCWMC and Elm Creek WMC on the work group. The group is working with the national STEPP program. There are several issues to consider in verifying and certifying MTDs including longevity and maintenance. He noted that testing is time consuming and expensive and that funding is needed. Commissioner Welch requested a summary of the work group and progress via an email to commissioners.
- ii. Commission Engineer Chandler reported that the city of Minnetonka would like to hire Barr Engineering to update the city's Natural Resources Management Plan. She wanted to make sure there were no real or perceived conflicts of interest. It was noted that the BCWMC does not review these types of plans. Leslie Yetka, TAC member with Minnetonka, noted that the Natural Resources Management Plan deals mainly with uplands, parklands, and woodlands. Commission Legal Counsel Anderson reported that there was no apparent conflict of interest for the BCWMC because there was no review or approval role for the Commission.

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

- A. A. CIP Project Updates <http://www.bassettcreekwmo.org/projects>
- B. Grant Tracking Summary and Spreadsheet
- C. 2020 BCWMC Administrative Calendar
- D. WMWA February Meeting Minutes
- E. BCWMC Letter to MPCA
- F. AMLAC Request to Permanently Close West Medicine Lake Access
- G. WCA Notice of Decision, Plymouth
- H. WCA Notices of Application, Plymouth
- I. [MAWD Summer Tour](#)

**9. ADJOURNMENT**

The meeting was adjourned at 9:06 a.m.

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Signature/Title                      Date

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Signature/Title                      Date

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