



Bassett Creek Watershed Management Commission

Draft Minutes of Regular Meeting
Thursday, October 16, 2025
8:30 a.m.
7800 Golden Valley Road, Golden Valley MN

1. CALL TO ORDER and ROLL CALL

On October 16, 2025 at 8:32 a.m. Chair Cesnik called the Bassett Creek Watershed Management Commission (Commission) to order.

Commissioners, city staff, and others present

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	Joan Hauer	Terri Schultz	<i>Absent</i>
Golden Valley	Paula Pentel	Wendy Weirich	Michael Ryan
Medicine Lake	<i>Absent</i>	Shaun Kennedy	<i>Absent</i>
Minneapolis	Jodi Polzin	<i>Vacant</i>	Liz Stout
Minnetonka	<i>Vacant</i>	<i>Vacant</i>	<i>Absent</i>
New Hope	Jere Gwin-Lenth	Jen Leonardson	Nick Macklem
Plymouth	Catherine Cesnik	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	Wayne Sicora	<i>Vacant</i>	Richard McCoy
St. Louis Park	<i>Absent</i>	<i>Absent</i>	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Stephanie Johnson, Barr Engineering Co.		
Recording Secretary	<i>Vacant Position</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Guests/Public	Jeff Madejczyk and Quentin Scott, Moore Engineering		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

None

3. APPROVAL OF AGENDA

MOTION: Commissioner Pentel moved to approve the agenda as presented. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and St. Louis Park were absent from the vote.

4. CONSENT AGENDA

Administrator Jester removed items 4B and 4Cx from the consent agenda due to changes to the financial report and some invoices.

MOTION: Commissioner Gwin-Lenth moved to approve the consent agenda as amended. Alternate Commissioner Kennedy seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and St. Louis Park were absent from the vote.

The following items were approved as part of the consent agenda.

- Approval of Payment of Invoices
 - Keystone Waters, LLC – September 2025 Administration
 - Keystone Waters, LLC – September 2025 Administrative Expenses
 - Barr Engineering – September 2025 Engineering Services
 - Triple D Espresso – October Meeting Catering
 - City of Plymouth – September 2025 Accounting Services
 - Kennedy & Graven – Legal Services
 - Stantec – WOMP Services
 - Bolton & Menk – Parkers Lake Chloride Reduction Project
 - Metro Blooms – Support for Projects in MPLS
- Approval of Final Report for DeCola Ponds B&C Improvement Project (BC-2,3,8)
- Approval of Memorandum of Understanding with WMWA Partners for Website Development

4B Approval of October Financial Report

4Cx Ĥaĥá Wakpádaŋ Water Blessing Event Support and Services

Administrator Jester reminded commissioners that at their meeting in May, the Commission approved an Education Committee recommendation to contribute up to \$1,000 for the water blessing event. She reported that after meeting materials went out, there were minor revisions to the invoices related to the water blessing event which also resulted in a minor change to the financial report. She reviewed the revisions on the screen.

MOTION: Commissioner Polzin moved to approve the updated October financial report and invoices related to the Ĥaĥá Wakpádaŋ Water Blessing Event. Commissioner Pentel seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and St. Louis Park were absent from the vote.

5. BUSINESS

A. Consider Approval of 60% Design Plans for Phase I Plymouth Creek Restoration Project (2025-CRP)

Commission Engineer Johnson reminded commissioners that the feasibility study for this project was approved and the project was officially ordered in 2024 along with an agreement for the city to design and construct. She reported that the city hired Moore Engineering to complete the designs and that the project was broken into two phases. She noted that 60% designs for the first phase were reviewed by the Commission Engineer and compared to the feasibility study. Commission Engineer Johnson reviewed the project goals as outlined in the feasibility study and outlined some areas of difference between the submitted 60% design plans and recommendations from the feasibility study. She noted that additional erosion since the 2023 field survey resulted in some changes to the design. She also noted there is more hard armoring and less bioengineering in the proposed 60% design than in the feasibility study. Commission engineer Johnson reviewed in-stream features, tree removals, and other elements of the project. She noted that estimated construction costs are in line with estimates developed as part of the feasibility study.

Commission engineer Johnson noted that many of the comments and recommendations in the review memo are simply reminders of items that are needed for the 90% design plans. There was a question about the city's plans to replace trees that are removed. TAC member Scharenbroich noted that most trees will not be replaced which allows for more light to reach the understory for new native plantings. There was discussion about an upcoming public open house, and discussion on the reduction in VRSS techniques as compared to the feasibility study. The city indicated that one of their motivations when considering restoration techniques is a desire to minimize impacts to surrounding properties. It was noted the city is willing to use fieldstone rather than angular rock in most places where rock is needed.

Moore engineers described the cultural desktop analysis and there was a discussion about whether the Commission Engineer's comments and conditions were too prescriptive. Moore engineers noted that they can address all of the comments and that none were too restrictive.

MOTION: Commissioner Polzin moved to approve the 60% designs with Commission Engineer's conditions with direction to proceed to 90% designs. Alternate Commissioner Kennedy seconded the motion. Upon a vote, the motion carried 7-0 with the cities of Minnetonka and St. Louis Park absent from the vote.

B. Consider Budget Amendment for Engineering Services for Schaper Pond Effectiveness Monitoring

Commission Engineer Johnson outlined a request for a budget amendment to the engineering services and monitoring activities for the Schaper Pond effectiveness monitoring program. She noted that considerable out of scope work was needed to adjust to new conditions and to continue monitoring. She reviewed the budget status including potential 2026 carp survey work. In answering a question, she described that grab samples are being collected from all inlets and at the pond's outlet. She reviewed the need to remove equipment from one of the inlets due to a compromised manhole structure.

MOTION: Commissioner Pentel moved to approve the budget amendment for the Schaper Pond Effectiveness Monitoring. Commissioner Polzin seconded the motion. Upon a vote the motion carried 7-0 with the cities of Minnetonka and St. Louis Park absent from the vote.

C. Receive Update on Comments Received on Draft Watershed Management Plan

Plan Steering Committee Chair Kennedy gave a status update, noting the many good comments received on the draft plan during the 60-day review period. Administrator Jester reviewed the most significant comments, noting that many of them dealt with the measurability of the 10 year goals. She also reviewed the next steps with regards to responding to comments, holding a public hearing, and submitting the final draft for 90 day review. Commissioner Gwin-Lenth thanked the committee for all of their hard work

D. Consider Approval of Attendance at Minnesota Watersheds Annual Meeting and Conference

Administrator Jester reported that the annual Minnesota Watersheds conference and meeting will be held in early December in Nisswa MN. She outlined a recommendation to allow up to three commissioners or alternate commissioners to attend the meeting, in addition to herself. Chair Cesnik and Alternate Commissioner Kennedy noted their possible desire to attend. Commissioner Sicora noted he may attend through his place of employment.

MOTION: Commissioner Pentel moved to approve attendance at the conference by Administrator Jester and up to 3 commissioners or alternates. Alternate Commissioner Kennedy seconded the motion. Upon a vote the motion carried with the cities of Minnetonka and St. Louis Park absent from the vote.

6. COMMUNICATIONS

A. Administrator's Report

- i. Reminder of November Wednesday Meeting Date and Location
- ii. Report on Fruen Mill Tour – Administrator Jester indicated she would put commissioners in touch with Graffiti Mill staff to schedule individual tours. She provided a brief update on the status of the project design.

- iii. Discuss Possible Extended Time Off – Administrator Jester noted her desire to travel to the Philippines to visit a friend for up to 3 weeks between the January and February Commission meetings. She noted there may be additional time required of Commission Engineers while she's gone but that she would not be billing much time so there should be a net savings.
- B. Engineer
 - i. Update on Bassett Creek Restoration Project Regent Ave. to Golden Valley Rd. – Engineer Johnson noted the 90% design plans will be presented at the November meeting; that permitting continues; and that a public meeting is scheduled for October 30th. She noted that additional budget may be requested at some point in the future for engineering services due to additional coordination with the city and discussion of the 50% designs at two Commission meetings; at this time, those additional costs are just being noted.
 - ii. Update FEMA Grant Application for Hydrologic & Hydraulic Model Update and Conversion Project – Engineer Johnson reported that additional revisions to the grant application were required.
- C. Legal Counsel – No report.
- D. Chair – Chair Cesnik reported on the Water Blessing event, noting it was well attended and the weather was perfect. Administrator Jester reported that Alternate Commissioners Leonardson and Weirich attended. She noted that engagement with attendees was high.
- E. Minnesota Watersheds
 - i. Reminder of Metro Watersheds Quarterly Meeting
Commissioner Hauer reported on her participation on the Legislative Committee and noted 2026 is a bonding year at the legislature.
- F. Commissioners
 - i. Report on Presentation to St. Louis Park Parks and Rec Advisory Commission – Alternate Commissioner gave a brief presentation about the Commission which was well received.
 - ii. Report on Hahá Wakpádaŋ Water Blessing Event
Commissioner Pentel asked that the Keep It Clean grant opportunity be sent to the Loppet Foundation.
- G. TAC Members – TAC members briefly reported on the Water Resources Conference. TAC member Scharenbroich reported he gave a presentation on the BCWMC's Four Seasons Area Water Quality Project. Administrator Jester was asked to send the conference abstracts to commissioners. Commissioner Sicora, a conference organizer, advocated for a speaker from the Indigenous community as the luncheon keynote.
- H. Committees – no report.

2. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. [MN Stormwater Research Council Fall Newsletter](#)
- E. [Keep it Clean Grants for Clean Up on Lake Ice from Winter Activities](#)
- F. WCA Notices Plymouth, Golden Valley, Minnetonka

7. ADJOURNMENT – The meeting adjourned at 9:56 a.m.