



Bassett Creek Watershed Management Commission

DRAFT Minutes of Regular Meeting
Thursday, October 17, 2024
8:30 a.m.
Golden Valley City Hall, 7800 Golden Valley Road

1. CALL TO ORDER and ROLL CALL

On Thursday October 17, 2024 at 8:33 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	<i>Absent</i>	Eric Eckman
Medicine Lake	Clint Carlson (partial attendance)	<i>Absent</i>	<i>Absent</i>
Minneapolis	<i>Absent</i>	Jodi Polzin	Liz Stout
Minnetonka	Maryna Chowhan (partial attendance)	<i>Absent</i>	Leslie Yetka
New Hope	Jere Gwin-Lenth	<i>Absent</i>	Nick Macklem
Plymouth	Catherine Cesnik	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	Wayne Sicora	<i>Absent</i>	Richard McCoy, Jenna Wolf
St. Louis Park	RJ Twiford	<i>Absent</i>	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Karen Chandler, Stephanie Johnson – Barr Engineering Co.		
Recording Secretary	<i>Vacant Position</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Guests/Public	Lucius Jonett, Midwest Wetland Improvements		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

None.

3. APPROVAL OF AGENDA

MOTION: Commissioner Pentel moved to approve the agenda. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0 with the cities of Medicine Lake and Minnetonka absent from the vote.

4. CONSENT AGENDA

Commissioner Pentel requested the removal of **Item 4D Approval of Spring Valley Rd. Landscape Project, Golden Valley** from the consent agenda.

MOTION: Commissioner Pentel moved to approve the consent agenda as amended. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0 with the cities of Medicine Lake and Minnetonka absent from the vote

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

- Approval of Minutes – September 19, 2024 Commission Meeting
- Acceptance of October Financial Report
- Approval of Payment of Invoices
 - Keystone Waters, LLC – September 2024 Administration
 - Keystone Waters, LLC – September 2024 Administrative Expenses
 - Barr Engineering – September 2024 Engineering Services
 - Triple D Espresso – Meeting Catering
 - City of Plymouth – September Accounting Services
 - Kennedy and Graven – Legal Services
 - Stantec – Watershed Outlet Monitoring Program (WOMP) Services
 - Finance and Commerce – Public Hearing Notice Publication
 - U.S. Bank – Final Transfer from Wells Fargo Account
 - Indigenous Education Design – Watershed Map Content Development
 - HDR, Inc. – Website Service
- Approval of Reimbursement to City of Golden Valley for Medley Park Water Quality Improvement Project (ML-12)

4D. Approval of Spring Valley Rd. Landscape Project, Golden Valley

Commissioner Pentel noted that the project appears to already be under construction and is wondering the status of permit approvals. Golden Valley TAC member Eric Eckman indicated that no construction work should be happening in the floodplain area but that some mobilization of construction equipment may be apparent in the yard of the project location. He noted he would have city staff check on the project site to ensure compliance with permits.

MOTION: Commissioner Pentel moved approval of the Spring Valley Rd. Landscape Project. Commissioner Twiford seconded the motion. Upon a vote the motion carried 7-0 with the cities of Medicine Lake and Minnetonka absent from the vote.

5. BUSINESS

A. Consider Approval of 60% Design for Ponderosa Woods Stream Restoration Project (ML-22)

Commission Engineer Chandler reminded commissioners that this CIP project was ordered in September 2023 and at the same meeting, the BCWMC entered into an agreement with the City of Plymouth to design and construct the project. She reviewed a map with the project location, noting it's a 1,000-foot-long, small tributary to Plymouth Creek just upstream of Plymouth Creek's inflow to Medicine Lake. She showed photos of existing conditions including eroded banks and a significant amount of fallen trees in the channel. She reviewed that alternative 1.5 from the feasibility study was chosen by the Commission, which includes streambank restoration and expanded buckthorn removal in about 2 acres of floodplain area on the downstream end of the project area.

Engineer Chandler noted the 60% design plans were completed by the city's consultant (Midwest Wetland Improvements) and reviewed by Commission Engineers. She presented a revised review memo from Commission Engineers (slightly different from the one in the meeting packet.) She reported that the 60% designs are mostly in line with the feasibility study and she reviewed some minor differences including the addition of a settling basin to better control and treat runoff from a side channel entering the stream. She noted the feasibility study calls for removal of several trees (mostly dead, dying, and undesirable trees) in order to open the canopy and allow for more sunlight. She noted the discovery of some contaminated soils at the outfalls of the storm sewer pipes that will be disposed of properly. Plymouth TAC member Scharenbroich noted that it's assumed the contamination is from sealcoating on private driveways. He noted the contaminant is no longer a legal component of sealcoating products. Mr. Scharenbroich also reported that a public open house is scheduled for this project on October 23rd.

Engineer Chandler reviewed the Commission Engineer's recommendations for conditional approval of the 60% plans

(including revised comments #4 and #11). She reported that design plans are still in development and that 90% plans will likely be presented at the November Commission meeting.

MOTION: Commissioner Hauer moved to conditionally approve the 60% plans as outlined in the Commission Engineer's revised review memo. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0 with the cities of Medicine Lake and Minnetonka absent from the vote.

B. Consider Approval of Plan Steering Committee Recommendation for Street Sweeping Prioritization Study

Administrator Jester reviewed the history of this item noting that at the August meeting, the Commission received a presentation on a TAC-recommended street sweeping prioritization study. She reported that the Plan Steering Committee (PSC) reviewed the proposed study at their meeting on October 2nd and discussed how the study could help address goals in the 2025 watershed plan, including water quality improvements in Medicine Lake, Lost Lake, and Northwood Lake. She noted that the PSC, TAC, and staff recommend approval of the proposed study, which would be funded by the Commission's special projects fund (comprised of investment income).

Commission Engineer Johnson reviewed goals from the current 2015 watershed management plan related to the proposed street sweeping study, along with more recent BCWMC policies on cost sharing the purchase of street sweepers (or other equipment) as CIP projects. She noted that goals in the draft 2025 watershed management plan include water quality improvements (including for nutrient and chloride) and completing subwatershed assessments to target implementation activities. She indicated that the street sweeping study is similar to a subwatershed assessment in that it can help target and prioritize water quality improvement activities where they will benefit priority waters the most. Engineer Johnson walked through the components of the proposed study.

Commissioner Pentel asked how the study would benefit cities with only small portions of their cities in the watershed. And, she noted that Golden Valley already seems to have a good idea where sweeping is most beneficial. She wondered about the value of the study. Engineer Johnson noted that cities with smaller areas in the watershed could request (and pay for) the study to be expanded to their whole city. Golden Valley TAC member Eckman said the study would be very valuable for the city of Golden Valley because it would be a data-driven approach to a street sweeping program to help refine the city's work. He noted his excitement about potential improvements in street sweeping and he noted he would share the results with private properties that manage large impervious surface areas.

Plymouth TAC member Scharenbroich also voiced support for the study, noting it would be useful information for the public works staff. There was discussion about the potential for the study to help reduce winter salt and on the ever-changing, often unpredictable, climate and winter conditions. Engineer Johnson said that while the study doesn't explicitly take climate variability into account, it will acknowledge the need for sweeping operations to consider year-to-year changes and should still result in operational recommendations to benefit water quality. She also noted that the study will include a survey of cities to understand barriers, challenges, and opportunities which may also help inform future chloride reduction strategies. Engineer Johnson also reported that the study will include a review of research related to sweeping and winter deicers.

MOTION: Alternate Commissioner Polzin moved to approve the street sweeping prioritization study as presented. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0 with the cities of Medicine Lake and Minnetonka absent from the vote.

C. Consider Updating Monthly Financial Reporting Method

Administrator Jester noted that the Commission's Deputy Treasurer recommends that the Commission follow the League of Minnesota Cities' advice not to post invoices from vendors on the website due to concerns for potential fraud and to hide payment terms in contracts posted within meeting materials. She proposed that invoices would be listed on the agenda but would not be posted on the website. Instead, she would combine all invoices into one PDF and send it to commissioners/alternates with the meeting notice email that goes out ahead of each month's meeting. There was agreement that Administrator Jester's proposed approach was acceptable and that she could also look at how other watersheds handle invoices.

[Commissioner Chowhan arrives.]

D. Consider Administrator and Commissioner Attendance at MN Watersheds Conference

Administrator Jester reviewed the agenda for the MN Watersheds Conference including activities on Dec 3rd through Dec 6th. She noted her request to attend the whole conference, including the MN Association of Watershed Administrators meeting. She noted the new location (Grand View Lodge in Nisswa) and that she reserved lodging for herself and three others and that lodging can be updated. She recommended that commissioners and alternates consider attending and noted that delegates will be selected at the November Commission meeting. Commissioner Twiford indicated that he cannot attend the conference this year but recommended it to others as he learned a lot at last year's conference. Commissioner Sicora also recommended the conference to even seasoned commissioners/alternates. Chair Cesnik, Commissioner Hauer, and Commissioner Chowhan noted their interest in attending.

MOTION: Commissioner Twiford moved to approve Administrator Jester's attendance at the conference and reimbursement of registration and travel costs for any commissioners or alternates who wished to attend. Commissioner Chowhan seconded the motion. Upon a vote the motion carried 8-0 with the City of Medicine Lake absent from the vote.

[Chair Cesnik called for a 5-minute break.] [Commissioner Carlson arrives.]

E. Review Plan Process Tracker

Administrator Jester briefly reviewed the work of the Plan Steering Committee and progress on the watershed plan development. She noted that the November Commission meeting will include a plan development workshop on issues and goals related to education and organizational effectiveness.

6. COMMUNICATIONS**A. Administrator's Report**

- i. Reminder of WEDNESDAY November 20th BCWMC Meeting
- ii. Reminder of Low Salt, No Salt Minnesota Campaign – Reminder that tools and materials are available for reaching out to groups (particularly groups with property management responsibilities) on low salting techniques. There was discussion about how the industrial stormwater permit includes chloride-impaired waters and how cities could potentially use these permits to search for properties that could use low salt education.

B. Engineer – Engineer Chandler reported results of recent carp capture and removal activities on Sweeney Lake. A total of 191 carp (approximately 42% of the carp in the lake) were removed, resulting in a carp density of 31.3 kg/hectare, less than the 100 kg/hectare threshold for water quality problems. She also reported on learning at the Water Resources Conference about the St. Croix River Research Stations's metro chloride research that cited Parkers Lake and Medicine Lake data.**C. Legal Counsel – no report****D. Chair – no report****E. Commissioners**

- i. Report on Ĥaĥá Wakpádaŋ Water Blessing – Chair Cesnik reported on the water blessing event noting there were several news outlets present along with dozens of people. She reported that she read the BCWMC Land and Water Acknowledgement statement and recounted the activity led by Alternate Commissioner Gould.

F. TAC Members

- i. Report on JPA Approval Processes – Administrator Jester noted that she received the signed JPAs from Robbinsdale and Medicine Lake. Other city representatives around the room reported on when they expect to have the JPA approved by their city councils. No issues were reported.

G. Committees – Education Committee is meeting November 12th with the goal of finalizing the watershed map.**7. INFORMATION ONLY (Information online only)**

- a. Administrative Calendar
- b. CIP Project Updates www.bassettcreekwmo.org/projects
- c. Grant Tracking Summary and Spreadsheet
- d. WCA Notice, Minneapolis

8. ADJOURNMENT – The meeting adjourned at 10:26 a.m.