



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: November 11, 2020

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 11/18/20 BCWMC Meeting

1. **CALL TO ORDER and ROLL CALL**
2. **PUBLIC FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**
4. **CONSENT AGENDA**
 - A. Approval of Minutes – October 15, 2020 Commission Meeting- **ACTION ITEM with attachment**
 - B. Acceptance of November Financial Report - **ACTION ITEM with attachment (full report online)**
 - C. Approval of Payment of Invoices - **ACTION ITEM with attachments (online)** – *I reviewed the following invoices and recommend approval of payment.*
 - i. Keystone Waters, LLC – October 2020 Administrative Services
 - ii. Keystone Waters, LLC – October 2020 Expenses
 - iii. Barr Engineering – October 2020 Engineering Services
 - iv. Lawn Chair Gardener – October 2020 Administrative and Education Services
 - v. Wenck – October WOMP Monitoring
 - vi. Kennedy & Graven – September 2020 Legal Services
 - vii. Metro Blooms – Local Match for Projects in Harrison
 - viii. Three Rivers Park District – Watercraft Inspection Contribution
 - D. Approval of Pay Request from SOLitude Lake Management for Sweeney Lake Alum Treatment **ACTION ITEM with attachment** – Solitude Lake Management completed the alum treatment on Sweeney Lake October 28 – November 5. The work was completed according to the contract and the Commission Engineer recommends approving payment and completing the attached pay request form.
 - E. Approval of 60-day Review Comments on Mississippi WMO Watershed Management Plan – **ACTION ITEM with attachment** – *The Commission Engineer reviewed sections of the draft MWMO Watershed Management Plan where Bassett Creek or the tunnel were discussed. Although no revisions are recommended, a letter outlining the Commission’s review is appropriate.*
 - F. Approval of 4930 Markay Ridge Retaining Wall Project, Golden Valley – **ACTION ITEM with attachment** – *The proposed project along Bassett Creek includes removal and replacement of a retaining wall, wood deck, and pool deck resulting in 1,540 sq. ft. of disturbance. The proposed project will not result in a change in impervious surfaces and will not impact the floodplain. Staff recommends approval.*
 - G. Approval of 1875 Kyle Place Shoreline Improvements, Golden Valley – **ACTION ITEM with attachment** - *The proposed project is located on Sweeney Lake. The applicant proposes to improve the shoreline along their property by placing fieldstone riprap, native plantings, and wildflowers. The proposed project does not result in change of impervious surfaces and will not impact floodplain storage. Staff recommends approval.*

5. BUSINESS

- A. Receive Update on Sweeney Lake Alum Treatment (5 min) – **INFORMATION ITEM no attachment** – *37,700 gallons of alum and 18,000 gallons of sodium aluminate were applied to Sweeney Lake between October 28th and November 5th with four passes each in the north and south basin treatment zones to ensure uniform application of the chemicals. Barr staff collected water quality and temperature measurements to confirm that neutral pH was maintained throughout the application. The City of Golden Valley and the Hidden Lakes HOA assisted by accommodating equipment storage and lake access throughout the treatment. The second (and final) phase of alum treatment is scheduled for the fall of 2022.*
- B. Appoint MAWD Delegates and Consider Approval of Meeting Attendance by Commissioners and Administrator (15 min) – **ACTION ITEM with attachments** – *The annual MAWD meeting and convention will be held virtually December 2 – 4. The Commission should appoint two delegates and one alternate delegate to attend official business meeting, 9:00 a.m. – noon on 12/4. In addition, the Commission should consider nay requests by commissioners to attend the convention. Registration is \$199/person. I am also requesting approval to attend the convention.*
- i. MAWD Meeting Agenda
 - ii. MAWD Meeting Announcement
 - iii. MAWD Resolutions Hearing Packet (online only)
- C. Review Protocols and Process for Addressing Potential Conflicts of Interest (20 min) - **DISCUSSION ITEM with attachment – Held over from October meeting (Item 5D)** *In light of some recent questions about potential conflicts of interest related to Commission work, I worked with the Commission Attorney, and received input from Commission Engineers, to develop the attached framework for addressing potential conflicts as they arise. Commissioners could consider approving the recommended framework.*
- D. Discuss Recommendations from Technical Advisory Committee and Possible Projects for 5-year CIP 2023 - 2027 (20 min) **ACTION ITEM with attachment - Held over from October meeting (Item 5E)** – *At their meeting on October 1st, the TAC discussed a variety of issues including developing future CIP lists and chloride reduction strategies. The attached memo outlines two TAC recommendations and seeks guidance from commissioners on future CIP projects to help inform further discussions by the TAC and staff on 5-year CIP development.*
- E. Consider Options for Implementing Bryn Mawr Meadows Water Quality Improvement Project (15 min) – **ACTION ITEM with attachment** – *At the September 2019 meeting, the Commission officially ordered this project that will construct BMPs in Minneapolis right-of-way and within the park in conjunction with a major park redevelopment project. Because the project will be constructed within two different jurisdictions, there are various options for implementation. Please see my recommendations in the attached memo.*
- F. Consider Options for Implementing Main Stem Lagoon Dredging Project (15 min) – **ACTION ITEM with attachment** – *At the September 2020 meeting, the Commission officially ordered this project and agreed to design and construct the project without contracting with another entity for implementation. The Commission should discuss project schedule and options for design. Please see my recommendations in the attached memo.*
- G. Decide on Method for Staff Evaluation (10 min) – **DISCUSSION ITEM no attachment** – *Each fall the Commission evaluates my performance and that of Engineer Chandler. The evaluation has*

been accomplished in a variety of ways over the years: 2019 = quantitative evaluation form and questionnaire completed by some TAC members and commissioners; results summarized by Chair Prom at Commission meeting; no committee meeting. 2018 = qualitative evaluation form and in-person performance review by the Administrative Committee. 2017 = quantitative evaluation with Administrative Committee review. The Commission should decide how to evaluate staff this year. Following evaluation, the Commission must solicit proposals or letters of interest proposals for at least legal and engineering services in the next two months.

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report
 - i. Update on Medicine Lake Issues
 - ii. Update on Grant Applications
 - iii. Search for New Deputy Treasurer
 - iv. Report on MAISRC Showcase and Water Resources Conference
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees
- F. Education Consultant
 - i. Latest Education Video on [Wetlands and WHEP Volunteers](#)
- G. Legal Counsel
- H. Engineer

7. INFORMATION ONLY (Information online only)

- A. CIP Project Updates <http://www.bassettcreekwmo.org/projects>
- B. Grant Tracking Summary and Spreadsheet
- C. 2020 BCWMC Administrative Calendar
- D. WCA Notices of Application, Plymouth (3)
- E. WCA Notice of Decision, Golden Valley
- F. WCA Notice of Application, Golden Valley
- G. [MPRB Draft Parks for All Comprehensive Plan Comment Period](#)

8. ADJOURNMENT

Upcoming Meetings & Events

- Minnesota Association of Watershed District (MAWD) Annual Meeting: December 2 – 4, online <https://pheedloop.com/mawd2020/site/home/>
- Bassett Creek Watershed Mgmt Commission Meeting: Thursday December 17th 8:30 a.m. online