



Scott Watershed Management Organization

200 Fourth Avenue West

Shakopee, MN 55379-1220

**Scott
Watershed Management Organization**

May 18, 2020

4:00 PM

Watershed Planning Commission Meeting

Video Conference via WebEx



Scott Watershed Management Organization

200 Fourth Avenue West

Shakopee, MN 55379-1220

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AGENDA

Scott WMO – Watershed Planning Commission

May 18, 2020

4:00 p.m.

**Watershed Planning Commission Meeting
Video Conference**

- | | |
|---|-------------|
| I. Call to Order | Action |
| II. Approval of Agenda | Action |
| III. Approval of Meeting Minutes | Action |
| a. April 27, 2020 | |
| IV. Staff Reports | |
| a. Scott SWCD - TK | Information |
| b. Scott WMO - VS | Information |
| V. Old Business | |
| a. Project Updates – RH, MBE | Information |
| VI. New Business | |
| a. Nine Elements 319 Work Plan - VS | Information |
| b. CAMP and AIS overview - MBE | Information |
| c. Project Maintenance - RH | Information |
| VII. Adjourn | Action |



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MINUTES

Scott County WMO – Watershed Planning Commission

County Boardroom

April 27, 2020

Members Present:

Rita Weaver
Virgil Pint
Pam Caselius
Joe Thill
Mark Vierling
Brian Schmidt
Kevin Shea

Staff Present:

Vanessa Strong
Ryan Holzer
Melissa Bokman
Beverly Cox-Alexander

Others Present:

Bruce Loney
Tom Wolf

Absent:

CALL TO ORDER

Commissioner Chair Weaver called the meeting to order at 4:00 PM.

- Specific details and video of the entire April 27, 2020 Scott County WMO Watershed Planning Commission Meeting is available for viewing on the Scott County Website.
- The video link can be viewed at: <https://www.youtube.com/watch?v=v47EhQtpJWU>

APPROVAL OF AGENDA:

Motion by Commissioner Pint; second by Commissioner Shea to approve the April 27, 2020 Meeting Agenda as amended below. The motion carried unanimously.

Amended Agenda

New Business Item

b.) Elko New Market Local Water Management Plan Approval

Motion Carried

Ayes: 7

Nays: 0

APPROVAL OF MEETING MINUTES FEBRUARY 24, 2020:

Motion by Commissioner Vierling; and Second by Commissioner Thill to approve the February 27, 2020 minutes as written and presented.

Motion Carried:

Ayes: 7

Nays: 0

APPROVAL OF 2020 MEETING DATES

Motion by Commissioner Schmidt; and Second by Commissioner Caselius to approve the 2020 Watershed Planning Commission Meeting Dates as presented.

Motion Carried:

Ayes: 7

Nays: 0

STAFF REPORTS:

SCOTT SWCD

- Details of the April 27, 2020 SWCD report are available in the Watershed Planning Commission meeting packet

SCOTT WMO – COVID-19 Operations Plan

Updates from Vanessa Strong

- Every division within the County put together an Operations Plan to identify what our essential services are and how we would deliver those essential services to residents and the public to provide them what matters while keeping them and staff safe
- Most of our essential services can be carried out during this time
- We have the ability to use video and phone conferencing along with a lot of field work that does not involve person to person contact
- In-person meetings have been suspended and have been replaced with video meetings
- A lot of our educational events are currently on hold, and we are looking for creating ways to hold them later this year (possibly via a webinar that is interactive)
- Melissa Bokman is working on getting our Watercraft IAS monitoring programs up and running

- The Operational Service Plans went through the County for approvals
- Staff is working from home
- Ryan Holzer completed the Sand Creek Targeted Grant Final Report (\$2 Million Grant received from the Board of Water and Soil Resources).
- Staff is currently working on the 319 Grant for the MPCA which opens in the next few weeks
- Vanessa Strong is working on the Watershed Based Funding
- WMO Staff is assisting with the draw down for Markley Lake right now.
 - Currently have 2 lakes that require draw downs and pumping

Commissioner Weaver inquired if the Operations Plan needs approval from the State, or is it just in place and kept on file?

Vanessa Strong responded the Operations Plan is approved by the Director and goes through approval to the Administrator. The Board approves the Operations Plan as well.

Commissioner Shea asked if we are planning on pumping down a couple of the lakes this year?

Vanessa Strong replied; at the moment we do not have funds in the budget for drawing down either Markley or McMahan Lake. However, Vanessa and staff are working with Brad Davis and they are looking at the budget for creative opportunities to find funding.

OLD BUSINESS

Project Updates

Updates from Ryan Holzer

- Our Clean Water Fund, the Targeted Watershed Grant has come to an end
 - No additional costs could be incurred after March 11th
 - The termination date was April 11th
 - All submittals were completed on time
- All staff, including Vanessa, Megan and Melissa pulled together a nice report which is available on the WMO website
- The WMO has a current EPA grant we are working on that is also in the Sand Creek Watershed
 - We are looking at an extension, MPCA staff contacted us amidst the COVID 19 situation to see if we would be open to extending that grant another year
 - We were planning on wrapping it up by August of this year and largely still plan on having most of the projects completed
- We are currently wrapping up our Quarter 1 grant reporting
 - Each quarter we submit our expenditures and those will be submitted this week
- CIP construction Phase IV to start back up later this week or early next week
 - Remaining items include restoration clean-up and plantings

Updates from Melissa Bokman

- Curly leaf treatments

- We are moving forward with CLP treatments
- Cedar Lake was treated on April 15th
- PLM is monitoring the concentration and will add another dose in about (2) weeks from that date
- Melissa will start pretreatment surveys when she hears from volunteers that Curlyleaf is growing
- Staff from Environmental Health will help with surveys while following the Operations Plan Social Distancing guidelines

McMahon Lake Outlet Legislative Proposal

Updates from Melissa Bokman

- McMahon Lake is a landlocked basin and has been rising for the last several years
- In 2019 the water level rose to 2.6 feet above the ordinary high water level which is the highest it's ever been.
- Last year the WMO spoke about McMahon Lake applying for a DNR Flood Mitigation Grant to secure funds to install a permanent outlet on McMahon Lake
- Commissioner Shea along with some residents from McMahon Lake contacted Representative Albright and Senator Pratt for assistance in finding funding for the project.
- Prior to the end of 2019, Melissa Bokman put together a proposal for Claire Robling to include in Scott County's legislative funding requests
- Senator Eric Pratt sponsored a bill for the permanent water control structure on McMahon Lake for a grant from the State's General Fund
- On March 3rd, Melissa Bokman and Noah Levie (McMahon lake resident) testified at the Minnesota State Legislature in front of the Environment and Natural Resources Finance Committee at the Minnesota State Senate.
- On April 17th an update was provided by Claire Robling
 - The project is included on a list of other proposed statewide flood mitigation projects that could be funded by the DNR if they get money from a proposed bonding bill
 - The original idea to get a grant from the General Fund, as proposed in a bill that was heard in the State Environment Committee, is basically out of the question now with the extra costs and loss of tax revenue due to the pandemic.
 - Claire Robling recommended to Noah the best bet is to get Representative Albright and Senator Pratt to push the project with the bonding committee chairs
 - Unless the DNR gets its full funding request for flood hazard mitigation projects, Claire is not hopeful the WMO will see funding for this project this session.
 - If the DNR receives their \$20 million funding request, we still need to go through the DNR criteria and scoring process and there are a lot of other projects on their list that we would be competing against.
- The WMO set aside \$130,000.00 towards a cost share for the DNR grant
 - The \$130,000.00 was determined by the feasibility study completed early last year
 - Since that time Melissa Bokman has put together a proposal for the legislature, whereas the total cost of an actual outlet is much higher than originally anticipated with an estimated cost of approximately \$600,000.00.
 - The DNR Grant requires a 50% match, the WMO would need to come up with another ~\$150,000.00.

2020 Watercraft Inspections

Updates from Melissa Bokman

- The WMO received a quote from Waterfront Restorations
 - Pricing is lower than the previous year
- A draft contract has been completed and is working its way through the contract approval process
 - At this time, it is still unclear whether the DNR will allow watercraft inspections to occur this season.
 - Inspections are tentatively scheduled to start the weekend of June 12th
- The funds for this program come from the MN Legislature, AIS Prevention funding

NEW BUSINESS

2019 Annual Report and Newsletter

Updates from Vanessa Strong

- Actual revenue in 2019 was \$1,601,798 which was roughly \$390,000.00 less than the amended budget. This was largely due to reimbursements under the 319 grants being less than budgeted, and Watershed Based Funding being less than budgeted.
- Overall expenses were also less than budgeted by roughly \$419,00.00. The Land and Water Treatment, Education, and Inventory and Assessment programs were the largest contributors to expenses being under budget.

Motion by Commissioner Pint; and Second by Commissioner Vierling to approve the 2019 Annual Report and Newsletter as presented. The motion carried unanimously.

Motion Carried: Ayes: 7 Nays: 0

Elko New Market Local Water Management Plan Approval

Updates from Melissa Bokman

- Elko New Market submitted their draft in late December.
- The WMO reviewed the draft plan submitted by Elko New Market and determined the plan meets the requirements of MN Statute 103B.235 and MN Rule 8410.0160.

Motion by Commissioner Shea; and Second by Commissioner Vierling to approve the Elko New Market Water Management Plan as presented. The motion carried unanimously.

Motion Carried: Ayes: 7 Nays: 0

Savage Local Water Plan

Updates from Melissa Bokman

- The City of Savage's Water Management Plan is dated January 2020, however the WMO did not receive the actual draft until the end of February
- The WMO has determined the Plan is missing some required information.
 - As the City has a Comprehensive Wetland Management Plan, the WMO would need to review that as part of the local water plan review; however, the plan was not received.
- A letter was drafted and sent to the City of Savage on April 2nd, we are currently awaiting a response and updated draft of their plan.

Adam Simon Grassed Waterway TACS Application

Updates from Ryan Holzer

- The application is for \$7,032.00 from the WMO and the applicant would pay an estimated amount of \$1,758.00 for a total project cost of \$8,790.00
- The WMO funds would come from the EPA grant

Motion by Commissioner Vierling; and Second by Commissioner Caselius to approve the Adam Simon Grassed Waterway TACS Application as presented. The motion carried unanimously.

Motion Carried: Ayes: 7 Nays: 0

ADJOURN MEETING

Motion by Commissioner Thill and Second by Commissioner Shea to adjourn the meeting at 4:49 PM. The motion carried unanimously.

Rita Weaver
Chair, Watershed Planning Commission

Date

Beverly Cox-Alexander
Secretary

DRAFT



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Staff Reports

TECHNICAL ASSISTANCE AND COST SHARE REQUESTS



MARKETING AND PROMOTION

Soil Health/Cover Crop

- Sent the April “Cover Crop Updates”. It had 29 views.
- Made social media posts showing cover crop growth.
- Took soil health samples for 1 landowner to compare to fall soil tests. Published the data on social media.
- Worked with 2 landowners to prepare for cover crop comparison plots.

CLEAN WATER EDUCATION PROGRAM (SCWEP)

- Compiled student numbers for Outdoor Education Days from participating teachers.
- Submitted final proposal of 2020 LCCMR grant RFP for metro conservation education.
- Submitted five articles to the Scott County SCENE. Article topics included tree sale wrap up, shoreline restoration story, aerial seeding application sign up, shoreline workshop promo, and promo for the watershed stewards minigrants.
- Began preparations for bacteria outreach to be conducted this summer and fall.
- Published five blog posts to the Scott SWCD website. Blog post topics includes Ag equipment for rent, soil health promotion, conservation activities to do at home, tree sale promotion, and a notification of our nitrate testing clinic cancelation.
- Conducted general Scott SWCD website updates, including forming the foundation for the conservation practice gallery.

INVENTORY AND ASSESSMENT/PLANNING

- Thole Lake Sub-Watershed Assessment – Processed Prioritize, Target, & Measure Application (PTMApp)
 - Identified best management practice potential areas
- Submitted and approved an application for Roberts Creek Sub-Watershed Assessment

ZONING SUPPORT - COUNTY

- Continued assistance with Steve O’Loughlin and county staff on potential dairy expansion including Resource Management Plan and Storm Water Pollution Prevention Plan for MPCA

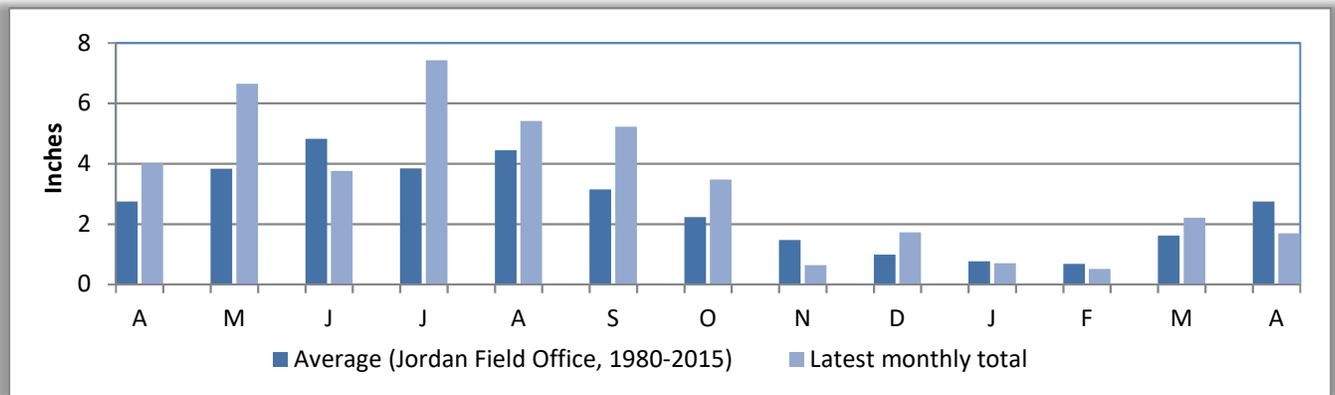
LIVESTOCK OPERATION ASSISTANCE

- Received one complaint of milkhouse waste entering a ditch to be investigated
- Received and resolved one complaint of manure stockpiling and spreading near a road ditch
- Received one manure spreading complaint that was determined to be unfounded after investigation

- Updated all MPCA registrations for O’Loughlin farms and submitted Interim Permit for Steve O’Loughlin potential expansion

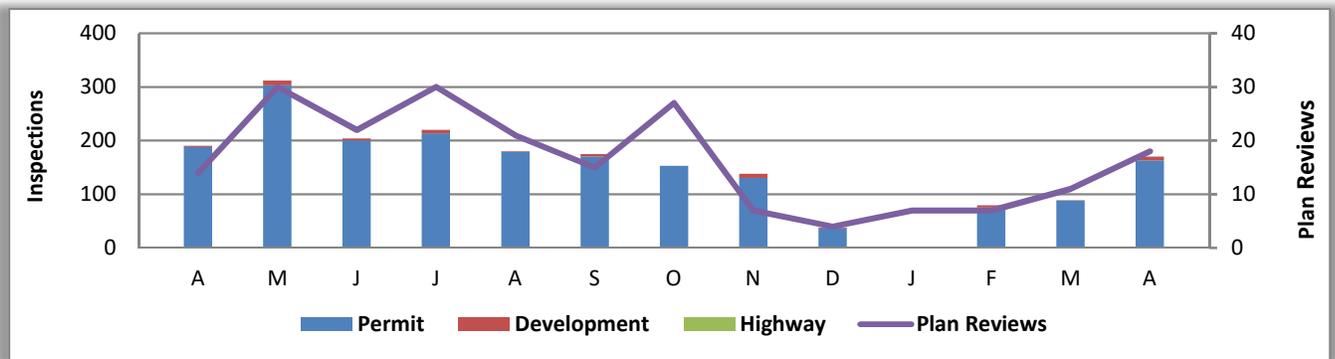
MONITORING

- Water Quality/Flows**
 - No Activity
- Groundwater Level Observation Wells (DNR)**
 - No Activity (wells have been placed on hold due to COVID-19)
- Volunteer Rainfall Monitoring**



- Rainfall monitoring has been suspended until further notice due to the COVID-19 pandemic.

CONSTRUCTION EROSION CONTROL – COUNTY/CREDIT RIVER



BUFFER LAW

- Provided technical assistance to one landowner for measuring and one landowner for compliance

TREE PROGRAM

- 29,000 trees and 100 seed mixes sold
- Successfully distributed 411 orders to landowners with no-contact protocol
- Offering 5 different native garden kits in Native Garden Kit Sale
- Website open to take orders May 1st – May 22nd. Pick up date is June 5th.

COOPERATIVE WEED MANAGEMENT (CWM) PROGRAM

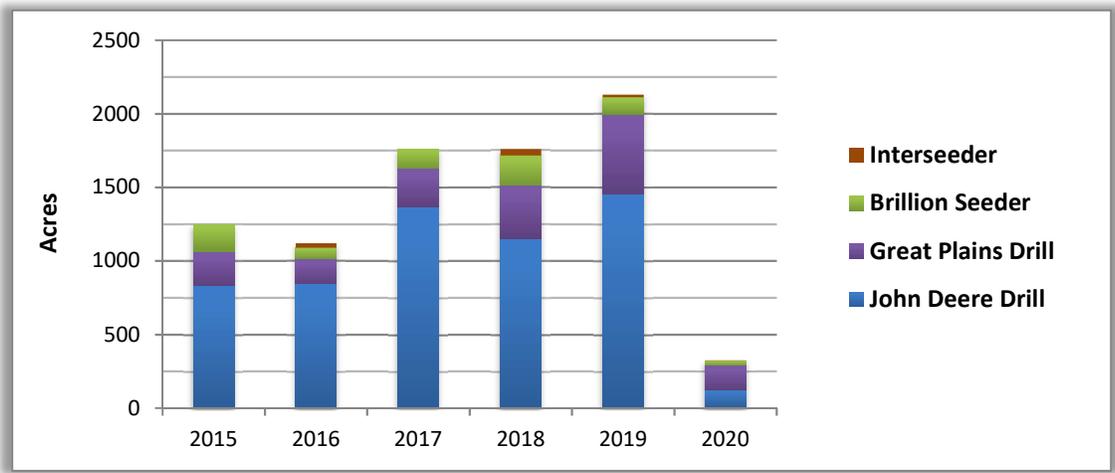
- No activity

WETLAND CONSERVATION ACT - STATE

- TEP Meetings & Application Reviews**
 - Dave Hover- Webb Pallet Service Inc.- Boundary/ Type (Sand Creek Township)

- **Notices of Application**
 - No activity
- **Notices of Decision**
 - No activity
- **Enforcement/compliance**
 - Conducted 4 site investigations
- **Helena Wetland Bank**
 - Working with Army Corps of Engineers to get credits deposited
 - BWSR staff installed data loggers on May 6th

EQUIPMENT RENTAL PROGRAM



TACS PROGRAM ACTION BY SWCD BOARD (MAY '20)

- The SWCD Board meets after the WPC meets this month, so we will be TACS activities for May along with June.



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Old Business



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New Business



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May 13, 2020

To: Watershed Planning Commission

From: Melissa Bokman Ermer, Sr. Water Resources Planner

Re: CAMP & AIS Program Overview

This agenda item is to inform this Commission on the CAMP and AIS programs and the detailed tasks that go into making these successful. Staff will present the information listed below and will be open for questions and discussion afterwards.

CAMP & AIS OVERVIEW

Citizen-Assisted Lake Monitoring Program (CAMP)

- Monitoring season runs April – October
- New volunteer? Or previous year volunteers:
- Check in with previous year volunteers in Jan/Feb
- Receive email from METC asking for our participation & what lakes (Jan/Feb)
- March – review agreement from METC (run through contract process)
- Send METC list of supplies to restock volunteer sampling kits
- Restock and deliver sampling kits (coordinated through email/phone)
- Coordinate pick up of frozen samples from volunteers three times throughout season.
- Make copies of field data sheet, hold samples for METC pickup
- Collect sampling kits at end of season
- Review & approve METC end of season invoice, forward for payment
- For new volunteers: get approved as Scott County volunteer, get trained for sampling

AQUATIC INVASIVE SPECIES Program Overview

Curlyleaf Treatments

Get contract in place with treatment vendor process (3-year contract) (winter months)

- Apply for DNR permit to treat curlyleaf
- Send out notification to landowners in proposed treatment area (email or mailed letter)
- Get boat out of storage, coordinate survey helper
- Keep lake association members informed of treatment dates & survey dates
- Coordinate with volunteers on lake to watch for plant growth

- Coordinate/schedule pre-treatment surveys
- Perform surveys, send data to DNR for delineation determination
- Notify lake association of delineation areas and ok treatment
- Review invoices, ok for payment, send documents to lake associations
- Follow-up with lake associations on satisfaction and effectiveness of treatments
- Perform post-treatment surveys in June/July

Watercraft Inspections

Get contract in place with consultant (possible 3-year contract for 2021-2023)

- Check with PLSLWD on whether they want to coordinate together or separate contracts
- Review last year's report, determine hours per lake from data to add to contract
- Send contract through approval process
- Complete Delegation Agreement & Inspection Program forms for DNR
- Coordinate with DNR on inspection hours
- Follow-up with updates from Watercraft Inspections throughout season
- Review draft report, comment
- Review invoices, approve, forward to payment
- Track budget

Adopt-A-Dock (Monitoring for Zebra Mussels)

- Contact past volunteers
- Deliver sampling kits with instructions
- Check-in monthly with volunteers on ready plates
- Pick up kits at end of season if volunteer doesn't want to continue



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May 18, 2020

To: Watershed Planning Commission
From: Ryan Holzer, Water Resources Scientist
Subject: Project Maintenance

This agenda item is a discussion on some of the Capital Improvement Projects that need maintenance completed on them. The intent is to complete this maintenance in 2020. Details regarding each of the sites, evaluations and proposed solutions will be given at the meeting along with current photos of each of the sites.