



*Scott Watershed Management Organization*

*200 Fourth Avenue West*

*Shakopee, MN 55379-1220*

**Scott County  
Watershed Management Organization**

**July 27, 2020**

**4:00 PM**

**Scott County Government Center**

**Video Conference via WebEx**



*Scott Watershed Management Organization*

200 Fourth Avenue West

Shakopee, MN 55379-1220

952-496-8054

Fax 952-496-8496

www.co.scott.mn.us

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**AGENDA**

**Scott WMO – Watershed Planning Commission**

**July 27, 2020**

**4:00 p.m.**

**Watershed Planning Commission Meeting  
Video Conference**

- I. Call to Order** Action
  
- II. Approval of Agenda and Meeting Minutes**
  - a. May 18, 2020 Action
  
- III. Staff Reports**
  - a. Scott SWCD - TK Information
  - b. Scott WMO - VS Information
  
- IV. Ongoing Business**
  - a. Grant Application: Nine Elements (NKE) -VS Action
  - b. Program Updates: Monitoring/Maintenance – RH, MBE Information
  
- V. New Business**
  - a. Fall Tour with SWCD - VS Action
  - b. 2020 Election Volunteers - VS Information
  - c. Minor Plan Amendment Process - MBE Information
  - d. Grant Application: CWF McMahon - MBE Action
  - e. Assignment of Duties – VS, RH Action
  - f. Water Resources Conference 2020 - RH Information
  
- VI. Adjourn** Action



*Scott Watershed Management Organization*

200 Fourth Avenue West

Shakopee, MN 55379-1220

**MINUTES**

**Scott County WMO – Watershed Planning Commission**

**Video Conference via WebEx**

**May 18, 2020**

**Members Present:**

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

**Staff Present:**

Vanessa Strong  
Ryan Holzer  
Melissa Bokman  
Troy Kuphal

**Others Present:**

Bruce Loney  
Tom Wolf

**Absent:**

Joe Thill

**CALL TO ORDER**

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

- Specific details and video of the entire May 18, 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=Fi06Z0hGi0g>

**APPROVAL OF AGENDA:**

**Motion by Commissioner Pint; second by Commissioner Vierling to approve the May 18, 2020 Meeting Agenda as amended below. The motion carried unanimously.**

**Amended Agenda**

**VI. New Business Item**

**d.) Love Shoreline Protection Application – Action Item**

**Motion Carried**

**Ayes: 6**

**Nays: 0**

**APPROVAL OF MEETING MINUTES APRIL 27, 2020:**

**Motion by Commissioner Vierling; and Second by Commissioner Schmidt to approve the April 27, 2020 minutes as written and presented.**

**Motion Carried:**

**Ayes: 6**

**Nays: 0**

**STAFF REPORTS:**

**SCOTT SWCD**

updates from Troy Kuphal

- Details of the April 27, 2020 SWCD report are available in the Watershed Planning Commission meeting packet
- (90) additional Technical Assistance and Cost Share Request since January indicate the volume of work is not slowing down

*Commissioner pint requested clarification on cover crop incentive*

*Troy Kuphal and Ryan Holzer reviewed the incentive program*

*Single year = \$30.00 / Acre and \$2,000.00 maximum*

*(3) year = \$40.00/Acre and \$12,000.00 maximum*

*Commissioner Pint requested the project fact sheet indicate the years of commitment*

**SCOTT WMO**

Updates from Vanessa Strong

- The WMO and SWCD are very busy right now; operations as well as projects have not slowed down
- Staff is busy monitoring water resources as well as getting programs up and running
- Staff is working on CIP project maintenance
- Staff is working on projecting the budget for the rest of 2020 and looking at ways to help streamline the budget

- The County is forecasting a budget loss of approximately \$1.8 million going into 2021
- As a division the planning and natural resource area are all working together to try to help provide some of the best recommendations to move forward with as little budget as necessary
- Either in June or July the Watershed Planning Commission should see some proposed budget options
- Staff are working on watershed-based funding.
- The Lower Minnesota River South work group had its first convene meeting a few weeks ago and we are working on criteria deadline and how key projects will be identified and prioritized moving forward
- SWMO natural resource staff are continuing to telework
- Currently the SWMO does not foresee appointment meetings

*Commissioner Kevin Shea inquired if the SWMO staff are still performing field work and meeting clients at sites while maintaining social distance.*

*Vanessa Strong clarified site visits are performed while adhering to the approved operations plan. The SWMO is limiting Individual residence in-person site meetings as much as possible and only meeting as necessary.*

*Commissioner Chair Weaver commented she would be interested in an update as it relates to the Lower Minnesota River South work group on how key projects will be prioritized*

## **OLD BUSINESS**

### **Project Updates**

Updates from Ryan Holzer

- Ryan Holzer shared a photo and information from a site visit conducted last week as it relates to a project that was completed in 2016 and erosion is taking place.
  - Underlying issues is from groundwater seeping through the bluff
  - Stabilization at the toe is thought to not be the primary cause of erosion
  - There was a limited budget with this project and the landowner was not interested in pursuing additional options in 2017
  - Erosion is approximately 100' from the landowners dwelling
  - A buffer is needed to offset as the top edge of the bluff is vertical
  - A buffer offset is suggested with a distance of 3:1 slope from the bluff face
  - As erosion is growing at a rapid rate the landowner is concerned and looking to explore additional options
  - WMO staff suggest installing coir logs along with shrub and vegetation plantings
  - There is approximately \$3,700.00 in EPA funds that could be used for this project

*Commissioner Weaver inquired on the elevation drop from the backyard*

*Ryan Holzer advised the elevation drop is about 40 feet*

*Commissioner Shea inquired as to the performance of coir logs*

*Commissioner Pint inquired as to the use of the EPA funds should the landowner not move forward with the project*

*Ryan Holzer advised the funds would be used for cover crops or other BMP projects*

- The Phase IV project is complete
  - Project ended slightly over budget by \$2,600.00

Updates from Melissa Bokman

- Working on coordinating the CAMP program
  - Program has been delayed due to COVID-19 Shelter In Place
  - Met Council is dropping off CAMP supplies on Tuesday
    - Camp kits will go out to volunteers on Friday for Thole, Cedar and McMahan Lake
  - Waiting for Met Council to provide an update on when the program will start and when to obtain supplies
  - Contract is in place
- Lake pre-treatment surveys have started
  - Surveyed McMahan Lake and found lots of Curley Leaf with some 5-6' tall
    - Treatment will occur on Tuesday
  - Some boats are violating the "No Wake" order
    - there is a sign at the public access noting "No Wake" restriction on the lake.
  - O'Dowd pre-treatment survey is schedule for Tuesday
  - Thole pre-treatment survey is planned for Thursday
  - Cedar Lake has been treated and post treatment survey will be completed last week of May

*Commissioner Caselius reported hearing positive reports of the treatment on Cedar Lake yet. Reports hearing are positive. So far so good.*

- Some property damage (ruts) were caused last year during the McMahan dewatering (from staging the pump and filter)
  - The County Highway crew helped with the repairs and the landowner is satisfied
- A May 12<sup>th</sup> lake reading on McMahan Lake indicates the lake is 1.5 feet above the ordinary highwater level
  - Melissa Bokman advised another reading will be completed in a week

*Commissioner Shea commented the Lake is up about 4"*

*Commissioner Vierling commented he sent Curley Leaf findings into Melissa*

*Commissioner Weaver commented plan A is a reduction grant to repair the outlet on McMahan Lake, what is Plan B?*

*Melissa Bokman and Vanessa Strong provided updates on McMahan Lake*

- Due to Covid-19 it may be unlikely we receive grant dollars this year
- Melissa is planning on creating a zoom meeting with landowners to talk about next steps

- *Last year the lake was pumped for 30 days resulting in lowering the lake by 14 inches*
- *The WMO would propose to complete another draw down should we not receive grant dollars*
- *Cost of pumping last year was approximately \$40,000.00*
- *Projected cost for a draw down this year: \$20,000.00*

## **NEW BUSINESS**

### **Nine Elements 319 Work Plan**

Updates from Vanessa Strong

- The WMO is working on a work plan for our Nine Elements 319 grant
- The 319 grant is another program where they are changing how it is being implemented
- The EPA approved the Nine Elements Plan
- The EPA determines water quality improvements and meeting standards
- The SWMO plan is the first in the state to be approved and was approved in February by the EPA
- It allows us to qualify for the Nine Element Plan funding through MPCA and gives us more points to receive funding in the grant program
- For our first round of funding this year our focus needs to be in the following areas
  - Area 1 - Picha Creek
  - Area 2 – Cedar & Middle Branch of Sand Creek
  - Proposing Area 5 - Porter Creek & head waters of that area
- 4- year grant cycles
  - \$280,000.00 covers 40% of project costs
  - Would be one of our primary sources of funding moving forward
  - Does not technically cover feasibilities, but it does cover a lot of project costs
- Very excited about the program.

### **CAMP and AIS Overview**

Updates from Melissa Bokman

- Citizen-Assisted Lake Monitoring Program
- Aquatic Invasive Species
  - Curlyleaf Treatments
  - Watercraft Inspections
  - Adopt-A-Dock (Monitoring for Zebra Mussels)

- Melissa Bokman provided a detailed and thorough review of what is involved with the CAMP program along with an Aquatic Invasive Species program overview
  - Details are provided in the Watershed Planning Commission Packet

## **Project Maintenance**

Updates from Ryan Holzer

- Riparian Buffer at Ridges at Sand Creek
  - One site is experiencing erosion along the streambank that damaged some of the riparian buffer
    - Hole number 5 looks great
    - Hole # 13 some erosion occurred within the buffer
      - Working with Ridges on fixing the erosion
    - Once erosion is fixed the buffer can be replanted
- CIP Phase I Site
  - During ice jams in the Spring of 2019, a log in the SE corner of Log Jam D broke
  - The rest of the structure is intact
  - After consultation with Inter-Fluve, they recommended placing rock around this area so that the structure is further protected
- Quarry Creek
  - Three areas need some maintenance completed
    - Area 1 = culvert that sits in front of the sheet pile structure needs to be cleaned out
    - Area 2 = where a tile line is covered up and is forcing overland flow of water and erosion near a grade control structure
    - Area 3 = where there is either a damaged tile or a seep on the backside of a grade control structure that is causing sloughing of the backside slope

The Public Works department has indicated they will help with the Quarry Creek and CIP Phase I site repairs. The Riparian Buffer repair at Ridges at Sand Creek is a simple fix that can be made by one individual in a short amount of time.

## **John and Marcia Love Shoreline Protection Application**

Updates from Ryan Holzer

- The total estimated cost share for the project is \$1,484.00 from the WMO. This represents 70% of the total cost of the project with the landowner contributing \$636.00
- The WMO funds would come from the EPA grant

**Motion by Commissioner Pint; and Second by Commissioner Vierling to approve the John and Marcia Love Shoreline TACS Application as presented with the condition approval is contingent on approval by the SWCD Screening Committee. The motion carried unanimously.**

**Motion Carried:                      Ayes: 6                      Nays: 0**

**Commissioner Pam – 2 shoreline projects where residents have brought in boulders**

*Commissioner Caselius commented she lives on Cedar Lake and is aware of (2) shoreline projects where residence have brought in boulders. Does the Watershed Planning Commission get involved in for funding assistance for this type of work?*

*Ryan Holzer advised we would be notified if the proposal requires a permit through our planning and zoning ordinance. Currently if a landowner proposes land disturbance greater than 10 cubic yards, in shoreland areas, they should apply for a land use permit through Scott County. If the work is below the OHW they should apply for a permit through the DNR as well.*

**ADJOURN MEETING**

**Motion by Commissioner Vierling and Second by Commissioner Shea to adjourn the meeting at 5:25 PM. The motion carried unanimously.**

**Motion Carried:                      Ayes: 6                      Nays: 0**

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**Rita Weaver**  
Chair, Watershed Planning Commission

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**Date**

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**Beverly Cox-Alexander**  
Secretary

DRAFT



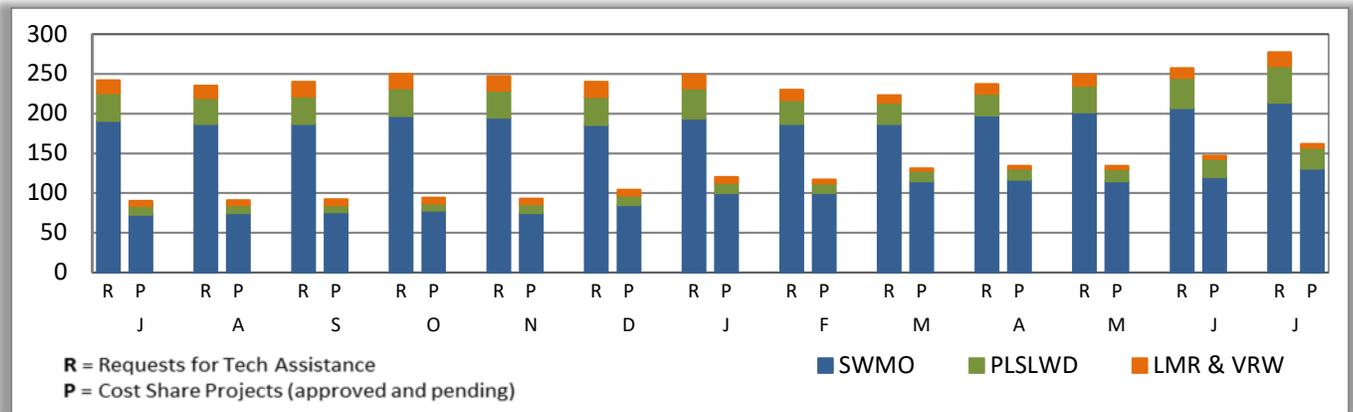
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## **Staff Reports**

### TECHNICAL ASSISTANCE AND COST SHARE REQUESTS



### SOIL HEALTH/COVER CROP INITIATIVE

- Assisted 2 landowners with planting cover crops – 1 inter-seeding into corn and 1 broadcasting into corn; both sites will be monitored and compared throughout the year
- Received 5 new requests for cover crop cost share
- Published “Cover Crop Updates” showcasing the progress of soybeans that were planted green. It had 25 views.

### CLEAN WATER EDUCATION PROGRAM (SCWEP)

- Published four blog posts to the website. Blog post topics included "Cooperation among Neighbors Helps Restore Shore along O'Dowd", "Stabilize your Shoreline Workshop Debuts Online Learning with the Scott SWCD", "Plant Native Prairie Webinar July 23", "Local Aerial Seeding for Cover Crops Brings Soil Benefits"
- Hosted a Stabilize your Shoreline Webinar on June 9th to an audience of 36 participants
- Collected video footage of raingarden installation and began preparation for video completion
- Created promotional material for the Lawns to Legumes program, including an informational flyer and grant application
- Began marketing for a Plant Native Prairie webinar to be hosted on July 23

### INVENTORY AND ASSESSMENT/PLANNING

- Thole Lake Sub-Watershed Assessment
  - Ranked best locations for BMP’s and created individual maps for locations with these BMP’s

### ZONING SUPPORT - COUNTY

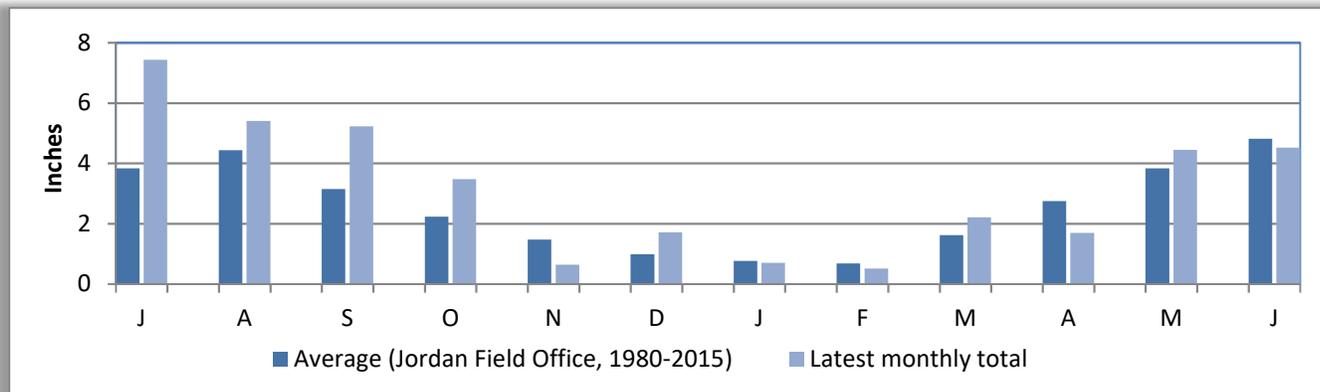
- Provided regulatory assistance including animal unit density restrictions to potential buyer of Deloris Breegemann property
- Continued assistance with Steve O’Loughlin and Scott County for potential dairy barn construction
- Reviewed wetland information on 169 Commercial Plat development

### LIVESTOCK OPERATION ASSISTANCE

- Continued planning process with Krueger Dairy for feedlot and manure storage area modifications to include MPCA permitting assistance
- Completed assistance with Steve O’Loughlin for MPCA interim permit issuance
- Provided notice of compliant plan for Endurance Farms poultry litter stockpiling to local jurisdictional authorities

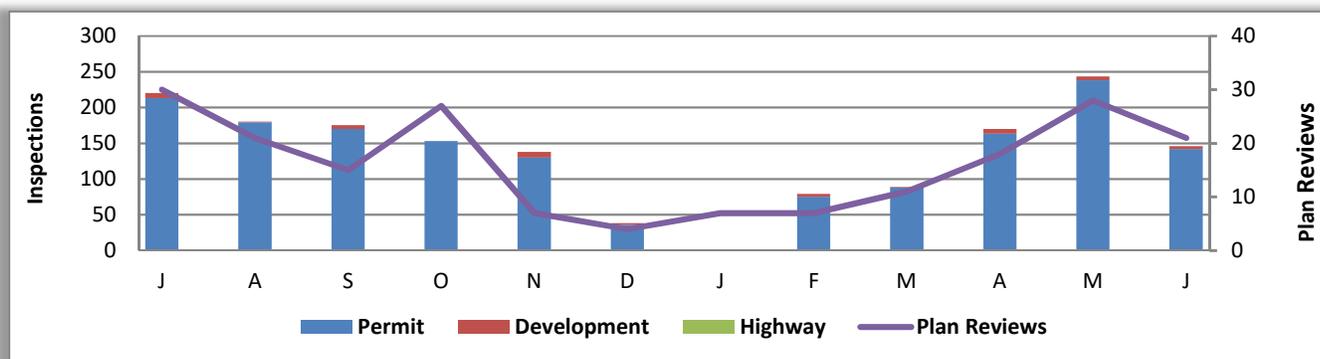
**MONITORING**

- **Water Quality/Flows**
  - Started Picha Creek monitoring activities
    - o Deployed continuous water level logger
    - o Conducted one bi-weekly sample/Insitu readings around watershed
    - o Collected one flow measurement
- **Groundwater Level Observation Wells (DNR)**
  - Conducted one round of quarterly well measurements
  - Submitted FY2019 end-of-year invoice
- **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**

- Began planning for annual inspections of 1/3 of the county

**TREE PROGRAM**

- No activity

**COOPERATIVE WEED MANAGEMENT (CWM) PROGRAM**

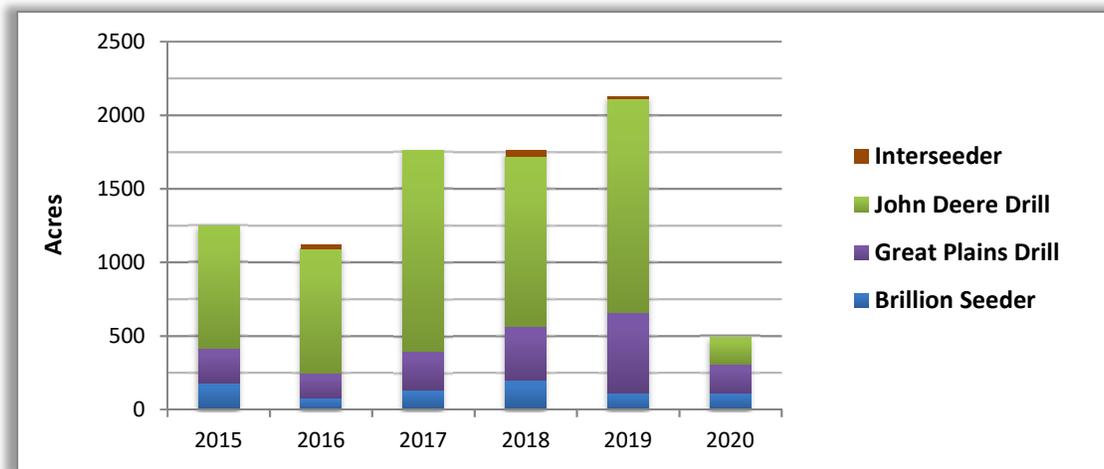
- Contracted with two companies to spray wild parsnip infestations along county and town roads

**WETLAND CONSERVATION ACT - STATE**

- **TEP Meetings & Application Reviews**
  - Spring Lake Lofts - Boundary/Type (City of Prior Lake)
  - Fountain Hills 2nd Addition-Boundary/Type (City of Prior Lake)
  - Hentges Industrial Park Boundary/Type (City of Shakopee)

- Keyland Homes Boundary/Type (City of Shakopee)
- Windermere 3rd Addition Boundary/ Type (City of Shakopee)
- CenterPoint Energy No loss (City of Savage)
- Mesenbrink Larson Farm Boundary/Type (New Market Twp)
- Thigpen Driveway Boundary/Type (New Market Twp)
- **Notices of Application**
  - Stonebrook Golf Course Development Boundary/Type (Jackson Township)
- **Notices of Decision**
  - SC Hwy Dept CR 15 Maintenance No Loss (Louisville Twp)
- **Enforcement/compliance**
  - Minnesota Harvest Apple Orchard site visit
- **Helena Wetland Bank**
  - Replaced the stoplog gate that was removed in June to accommodate placement of piezometers for monitoring groundwater levels; water is currently 3-4 tenths below the design permanent pool elevation
  - Conducted reconnaissance of vegetation and identified areas needing to be mowed; overall the native prairie seeding is looking very good. Weeds being targeted for control include sweet clover, curly dock, thistle, and ragweed

**EQUIPMENT RENTAL PROGRAM**



## TACS PROGRAM ACTION BY SWCD BOARD (MAY - JULY '20)

### NEW APPLICATIONS

Cooperator	Project/ID	Action	Grant/ID	Contract #	Amount
Love, John	Shoreline Protection/CP-19-127	Screening Committee	SWMO 2016 EPA	20-42-SWMO	\$1,484
Goette, Theresa	Raingarden/SR-20-090	Approval	SWMO 2020 LGF	20-47-SWMO	\$750
Opfinger, Jim	Raingarden/SR-19-256	Approval	SWMO 2020 LGF	20-52-SWMO	\$750
Steffen, Kerrie	Raingarden/SR-20-051	Approval	SWMO 2020 LGF	20-48-SWMO	\$750
Zook, Shea	Raingarden/SR-19-163	Approval	SWMO 2020 LGF	20-50-SWMO	\$250
HOA Church	Conservation Cover/SR-20-007	Approval	SWMO 2020 LGF	20-21-SWMO	\$800

### FUNDING CHANGE

Cooperator	Project/ID	Action	Grant/ID	Contract #	Amount
Eckstam, Kevin	Grassed Waterway/SR-19-185	Approval	SWMO 2016 EPA	20-06-SWMO	-\$10,633
			SWMO 2020 LGF	20-06-SWMO	\$10,663

### PAYMENTS

Cooperator	Project/ID	Action	Grant/ID	Contract #	Amount
Kortuem, Thomas	Well Decommission/CP-19-234	Final Payment	SWMO 2020 LGF	20-10-SWMO	\$425.25
			SWCD 2018 BWSR SCS/P18-7950	10-18-SWCD	\$425.25
Hentges, Joe	Cover Crop/SR-19-162	Final Payment	SWMO 2016 EPA	19-25-SWMO	\$880
Luce, Brian	Grade Stabilization/SR-18-055	Partial Payment	SWMO 2016 EPA	18-26-SWMO	\$9,963
			SWMO 2018 LGF	18-26-SWMO	\$6,663.68
Malz, Ken	Field Border/SR-19-194	First Payment	SWMO 2020 LGF	20-01-SWMO	\$2,800
Neuburger, Glen	Conservation Cover/SR-19-162	Second Payment	SWMO 2018 LGF	18-28-SWMO	\$3,000
Oldenburg, Randy	Conservation Cover/SR-17-122	Final Payment	SWMO 2016 EPA	19-49-SWMO	\$1,700
Vonbank, Jaime	Conservation Cover/SR-19-037	Final Payment	SWMO 2016 EPA	20-36-SWMO	\$8,944.75

### Date Amendments

Cooperator	Project/ID	Contract #	Current Date	Amended Date
Malecha, Ron	Grade Stabilization/SR-16-136	18-55-SWMO	June 15, 2020	December 31, 2020
Simon, Adam	Grassed Waterway/SR-19-136	20-16-SWMO	July 1, 2020	December 31, 2020

## John & Marcia Love Shoreline Protection

### Cooperator & Location

Name **John & Marcia Love**  
 Address **24555 W Cedar Lake Drive**  
 City/Twp **Helena**  
 Watershed **SWMO**  
 Project ID **SR-19-127**

### Project Details

Practice **Shoreline Protection**

Quantity **20.00 Lin Ft**

Resource Protected

#### Cedar Lake

#### Description

20 feet of unprotected shoreline is eroding with an estimated loss of 1-2 feet of shore. A natural shoreline restoration will be completed by regrading the bank, installing coir logs at the toe of the slope, and restoring the upland area with native plants. This practice will protect the bank from further erosion and benefit water quality by eliminating a direct source of sediment.

Aerial View of Project Site



Current Project Site



### Total Cost

**\$2,120.00**

### Sources & Amounts

Cooperator:	<b>\$636.00</b>
SWMO:	<b>\$1,484.00</b>
SWCD:	
Federal:	<b>\$0.00</b>

### Local Funding Partner



## Thomas Kortuem Well Decommissioning

### Cooperator & Location

Name **Thomas Kortuem**  
 Address **4652 Hickory Hills Trail**  
 City/Twp **Spring Lake**  
 Watershed **SWMO**  
 Project ID **SR-19-234**

### Project Details

Practice **Well Decommissioning**  
 Quantity **1.00 Each**

Resource Protected

#### Groundwater

#### Description

Thomas reached out to the SWCD in hopes of sealing an old well on his property to install a new one. The project was successful. This practice protects groundwater resources by preventing contaminated water or other potentially harmful fluids from flowing or being dumped into the well.

Project Site Before



Current Project Site



### Total Cost

**\$1,280.00**

### Sources & Amounts

Cooperator:	<b>\$429.50</b>
SWMO:	<b>\$425.25</b>
SWCD:	<b>\$425.25</b>
Federal:	<b>\$0.00</b>

### Local Funding Partner



## Joe Hentges Cover Crop

### Cooperator & Location

Name **Joe Hentges**  
 Address **19990 Vergus Ave**  
 City/Twp **Sand Creek**  
 Watershed **SWMO**

### Project Cost

**\$880.00**

### Project Details

Practice **Cover Crop**  
 Quantity **44.00 Acres**  
 Project ID **SR-19-162**  
 Project Term **1 year(s)**

### Sources & Amounts

Cooperator	<b>\$0.00</b>
SWMO	<b>\$880.00</b>
SWCD	<b>\$0.00</b>
Federal	<b>\$0.00</b>

Resource Protected

### Tributary to Sand Creek

Project Overview

Joe had 44 acres of wheat ground where he saw an opportunity to plant a cover crop after harvest and grow nutrients for next year's corn crop. Cover crops consist of grasses, legumes, forbs or other herbaceous plants seeded individually or in mixes either before or after harvest of the primary crop. The primary benefits of cover crops include reducing erosion and improving the soil's physical and biological properties. Healthy soil yields less runoff and improves nutrient and water utilization by crops.



### Environmental Benefits

Parameter	Before	After	Saved
Soil Erosion (tons/yr)	<b>97.7</b>	<b>55.3</b>	<b>42.4</b>
Sediment (tons/yr)	<b>16.70</b>	<b>9.40</b>	<b>7.30</b>
Phosphorus (lbs/yr)	<b>31.90</b>	<b>20.20</b>	<b>11.70</b>
Runoff Volume (acre ft)	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

### Unit Costs\*

	Sed \$/Ton	Phos \$/Pound	Runoff \$/Ac Ft
SWCD:	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
SWMO:	<b>\$120.55</b>	<b>\$75.21</b>	<b>\$0.00</b>
Overall:	<b>\$120.55</b>	<b>\$75.21</b>	<b>\$0.00</b>

\*Over term of cost share contract

### Local Funding Partner



## Randy Oldenburg Conservation Cover

### Cooperator & Location

Name **Randy Oldenburg**  
 Address **27496 German Road**  
 City/Twp **Blakelely**  
 Watershed **SWMO**

### Project Details

Practice **Conservation Cover**  
 Quantity **3.40 Acres**  
 Project ID **SR-17-122**  
 Project Term **10 year(s)**

Resource Protected

### Roberts Creek

Description

Randy Oldenburg improved water quality by reducing sheet and rill erosion on HEL cropland. He installed 3.4 acres of Harvestable Conservation Cover. Converting this cropland with introduced grass created a buffer on highly erodible soils and greatly reduced sheet and rill erosion.

Before



After



### Total Cost

**\$3,400.00**

### Sources

Cooperator: **\$0.00**  
 SWMO: **\$3,400.00**  
 SWCD: **\$0.00**  
 Federal: **\$0.00**

### Environmental Benefits

Parameter	Before	After	Saved
Soil Erosion (tons/yr)	<b>23.8</b>	<b>0.0</b>	<b>23.8</b>
Sediment (tons/yr)	<b>5.80</b>	<b>0.00</b>	<b>5.80</b>
Phosphorus (lbs/yr)	<b>8.30</b>	<b>0.00</b>	<b>8.30</b>
Runoff Volume (acre ft)	<b>2.80</b>	<b>1.20</b>	<b>1.60</b>

### Unit Costs\*

	Sed \$/Ton	Phos \$/Pound	Runoff \$/Ac Ft
SWCD:	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
SWMO:	<b>\$58.62</b>	<b>\$40.96</b>	<b>\$212.50</b>
Overall:	<b>\$58.62</b>	<b>\$40.96</b>	<b>\$212.50</b>

### Local Funding Partner



\*Over term of cost share contract

## Jamie Vonbank Conservation Cover

### Cooperator & Location

Name **Jamie Vonbank**  
 Address **120 South Sutton Lake Blvd**  
 City/Twp **Sand Creek**  
 Watershed **SWMO/PLSLWD**

### Project Cost

**\$9,289.50**

### Project Details

Practice **Conservation Cover**  
 Quantity **4.30 Acres**  
 Project ID **SR-19-037**  
 Project Term **10 year(s)**

### Sources & Amounts

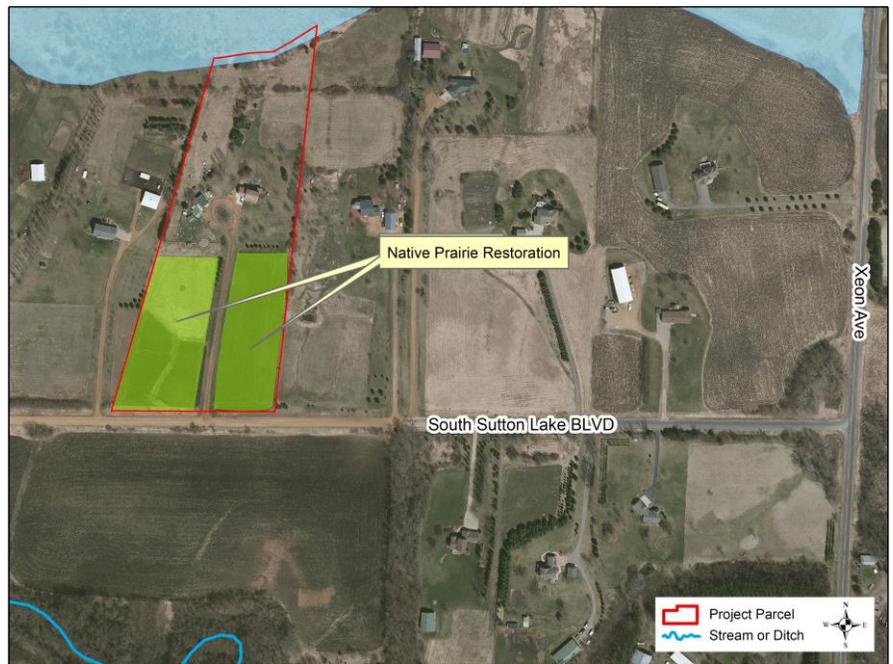
Cooperator	<b>\$344.75</b>
SWMO	<b>\$8,944.75</b>
SWCD	<b>\$0.00</b>
Federal	<b>\$0.00</b>

Resource Protected

### Porter Creek

Project Overview

Jamie recently purchased this property and would like to enhance it for wildlife by converting his existing cropland to native prairie. This practice involves establishing native prairie ecosystems that were once characteristic of Minnesota. It improves water quality by eliminating sources of sediment and other pollutants and reducing runoff volumes. This project includes numerous native grasses and flowers to enhance habitat quality for all wildlife species including birds, pollinators, and natural landscape aesthetics for human enjoyment.



### Environmental Benefits

Parameter	Before	After	Saved
Soil Erosion (tons/yr)	20.7	0.0	20.7
Sediment (tons/yr)	4.95	0.00	4.95
Phosphorus (lbs/yr)	7.70	0.00	7.70
Runoff Volume (acre ft)	3.51	1.50	2.01

### Unit Costs\*

	Sed \$/Ton	Phos \$/Pound	Runoff \$/Ac Ft
SWCD:	\$0.00	\$0.00	\$0.00
SWMO:	\$180.70	\$116.17	\$445.01
Overall:	\$187.67	\$120.64	\$462.16

\*Over term of cost share contract

### Local Funding Partner





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## **Old Business**



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## **Memorandum**

July 27, 2020

To: Watershed Planning Commission

From: Vanessa Strong, Water Resources Supervisor

Subject: Grant Application for the Sand Creek Nine Elements (NKE) Plan

In 2018 the SWMO began participation in the Nine Elements Plan process for the Sand Creek Watershed to address impairments and achieve water quality goals through a 16 year EPA dedicated funding program administered by the MPCA. The NKE Plan was approved by the EPA in February of 2020.

An application for the Phase 1 (2020-2024) grant cycle was submitted on July 17, 2020. Applicants must have an Approved Nine Elements Plan in one of 10 identified watersheds to be eligible. A maximum of ten \$280,000 grants will be awarded. Applicants will be notified of grant awards by August 7, 2020.

The Phase 1 application focuses on the Picha Creek and Cedar Lake Management Areas (see maps) as identified in the Plan and directed by the MPCA. The SWMO also included Management Area 5 (Porter Creek, McMahan etc) to maximize grant funds and flexibility, and target our areas of land use transition in response to increasing development.

The SWMO requested the maximum grant funds of \$280,000 and proposed a 45% match of \$225,600 (40% required) for a total implementation budget of \$505,600 over the next four years (2020-2024). A budget is provided as an attachment. The Phase I workplan balances urban and agricultural water resource issues that are impacting Sand Creek.

Staff is requesting the WPC make a recommendation to the Board to support moving forward with Phase I should the SWMO be awarded a grant in August 2020.

**Attachments:**

Plan: Sand Creek NKE Plan 2020

Grant Application: SWMO Workplan Phase 1

Grant Budget: NKE Phase 1 Budget

Grant Maps: Project Area Map, NKE Focus Area 1 (Picha), NKE Focus Area 2 (Cedar)



520 Lafayette Road North  
St. Paul, MN 55155-4194

# Federal Clean Water Act Section 319 grant Proposal workplan

Doc Type: Contract

Swift #:	
AI:	
Activity ID:	

**Project title:** Phase 1: The Daikini

## 1. Grant sponsor summary:

**Organization:** Scott Watershed Management Organization

**Contractor contact name:** Vanessa Strong

**Title:** Water Resources Supervisor

**Address:** Scott County/Administrator Scott WMO

200 Fourth Avenue West, MN 55379

**Phone:** (952) 496-8345

**Fax:** NA

**Email:** vstrong@co.scott.mn.us

## MPCA contact:

**MPCA project manager:** Tim Schwarz

**Title:** Environmental Specialist Watershed Division

**Address:** 520 N. Lafayette Road

St. Paul, MN, 55155

**Phone:** 651-757-2426

**Fax:** NA

**Email:** timothy.schwarz@state.mn.us

## Project information

**Start date:** 12/1/2020  
(mm/dd/yyyy)

**End date:** 8/31/2024  
(do not change this date)

**Grant funds requested:** \$280,000

**Matching funds (minimum 40.0% of total project cost):** \$225,600

**Total project cost:** \$505,600

Interested in this proposal being scored for 0% Interest Clean Water Partnership (CWP) Loan funding? (Information can be found on the Minnesota Pollution Control Agency's (MPCA) website at <https://www.pca.state.mn.us/water/cwp-loans>). There is no obligation to accept loan funding if approved. CWP Loan funds can be used as match.

Yes  No

## 2. Priority watershed (Group A) for federal Section 319 Small Watershed Focus Program

**(50 points)** (see section 3 of the request for proposals – found on the MPCA’s website at <https://www.pca.state.mn.us/water/section-319-funding-round>)

- Dobbins Creek Watershed (Cedar River)
- Dutch Creek and Fairmont Chain of Lakes (Blue Earth River)
- Pipestone, Split Rock and Mounds Creeks (Lower Big Sioux and Rock River)
- Plum Creek Watershed (Cottonwood River)
- Black River, Mainstem Red Lake River (Thief River Falls to Crookston), and Pennington County Ditch 96 Watershed (Red Lake River Watershed)
- Green Lake Watershed (Rum River)
- Skunk Creek Watershed (Nemadji River)
- Hawk Creek Watershed (Minnesota River-Yellow Medicine)
- Sand Creek (Minnesota River)
- Whiskey Creek (Buffalo-Red River)

## 3. Project plan information (25 points)

- Dobbins Creek NKE Plan
- Dutch Creek and Fairmont Chain of Lakes Section 319 Small Watershed Focus Program NKE
- Pipestone, Split Rock, and Mound Creeks Section 319 Small Watershed Focus NKE Plan
- Plum Creek Section 319 Small Watersheds Focus NKE Plan
- Red Lake River (Thief River Falls-Crookston) and Black River EPA NKE Plan
- Green Lake Section 319 Small Watersheds Focus Program NKE Plan
- Skunk Creek Section 319 NKE Plan
- Willmar Lakes and Upper Mainstem Hawk Creek Watershed NKE Plan
- Sand Creek Section 319 Small Watershed Focus Program NKE Plan
- Whiskey Creek Watershed Section 319 NKE Plan

## 4. Project information (total of 15 points)

- The project work is primarily described in section 7 of the NKE Plan
- The project will occur within Management Areas 1,2,5 and Focus Areas 1,2 with priority given to Focus Areas 1,2
- A Project Area Map and Focus Area Maps (FA1 Picha, FA2 Cedar) are included as attachments to the application
- In addition to the attached maps, Critical Area maps are in Figures 9-11, 25, 26 of the Sand Creek Nine-Element Plan
- Anticipated water quality benefits are improved aquatic habitat, reduced TSS, and reduced TP

## 5. Goals, objectives, tasks, and subtasks (total of 10 points)

### Goal:

As discussed in Section 2 of the NKE Plan, there are several varying level of planning details and goals. The Sand Creek Watershed is a complex system. Implementation practices will address the MA needs as well as having additional benefits in downstream MAs. Achieving water quality standards requires goals that are resource specific in conjunction with goals that are watershed wide.

Detailed information is provided in the NKE Plan for Picha and Cedar (MA1-FA1 and MA2-FA2). These areas have been selected for targeting through loading, placement within the watershed, and through cost benefit analysis, including landowner interest and citizens’ priorities in Sand Creek Watershed.

In addition, the results of the SWAT modeling suggest that the biggest TSS reductions in the Sand Creek Watershed could occur by using a combination of wetland restorations to restore upland hydrology, field-scale sediment control practices, and

stream stabilization (MCES 2010). In MAs 1, 2, and 5, there are general suites of BMPs (Table 43) to help achieve water quality goals that are appropriate to the impairment, land area, land use, and the residents.

Cedar Lake has a phosphorus load reduction goal to reduce non-point phosphorus watershed loading by 81 lb/yr and to reduce internal phosphorus loading by 5,196 lb/yr phosphorus. The aquatic recreation impairment requires a 5,196 lbs/yr of internal loading reduction. In the case of Cedar Lake, carp control has the added benefit of social engagement through the lake association's annual Karp Kabob Festival. This project is an important step towards achieving the long-term phosphorus goal of Cedar Lake and increasing the knowledge, engagement, and stewardship goals of its residents.

Picha Creek is a tributary to the lower reach of Sand Creek, which has a biological impairment and the identified stressor is TSS. The long-term goal for Picha Creek is to develop and maintain a healthy stream community of macroinvertebrate and fish numbers and species and to complete 30% of practices identified. Estimated reductions from these planned implementation activities are an important step towards achieving the goals for fish and macroinvertebrate health.

Management Area 5 is impaired for FIBI, E. coli, TSS, and nutrients. Efforts directed toward E. coli impairments, however, will largely focus on maintaining existing programs. Tracking shows that septic system compliance is increasing, replacement loan programs are being successful, and other efforts addressing feedlots and manure spreading are in place. On the other hand, soil health initiatives in the upper watersheds are critical to slowing runoff into streams. Reducing runoff acts to reduce stream flows that cause excess bank and bluff erosion in the downstream watersheds. The adoption of soil health practices throughout the watershed is important in reducing peak stream flows. As improved soil health provides improved agricultural sustainability and profitability, its adoption should expand. This project is an important step towards achieving the long-term goal for MA 5 to meet water quality standards for, TSS, nutrient/eutrophication, and to develop a healthy stream community of macroinvertebrate and fish numbers and species.

**Objective 1:** Management Area 1 (MA1) Focus Area 1 (F1) Picha

Task A: Picha Creek Ravine Stabilization Phase1. Complete the design, and site preparation of a ravine stabilization project. A ravine stabilization project is identified in section 7.2.1 of the NKE Plan. Due to the cost and complexity of the project implementation is being proposed in Phases. The SWMO intends to pursue local grant funds for future phases. If local grant funds are unsuccessful, the SWMO intends to use Phase 2 of NKE funds for the future phases. Provide program management, technical assistance, and administration for this task, including financial reconciliation and reporting.

Task B: BMP Implementation, Technical Assistance, and Cost-Share. Implement 20% of the BMPs as detailed in Table 45 of the NKE plan. Provide project management, technical assistance, and landowner engagement as detailed in section 7.1.1 of the NKE plan. Provide administration for this task, including financial reconciliation and reporting.

**Responsible Party:**

Task A: SWMO staff to provide project management, technical assistance, administration and reporting. SWMO will contract with an engineering firm to create design, and a contractor for site prep.

Task B: SWMO staff to provide project management, administration, and assist with reporting. SWCD to promote landowner engagement and participation, technical assistance, and lead reporting

**Objective 1 Timeline:**

Task A: Design work conducted between 12/1/2020 and 12/31/2021. If landowners are willing site prep during summer of 2024 unless construction installation funds are obtained sooner. Project management, technical assistance, and administration on going 12/1/2020-8/31/2024

Task B: BMP implementation, project management, technical assistance, and administration on going 12/1/2020-8/31/2024

**Objective 1 Cost:**

Task A: \$100,000 grant, \$95,600 match

Task B: \$40,000 grant, \$22,980 match

**Objective 1 Deliverables:**

Task A: Design completed by 12/31/2021. Site prep completed by 8/31/2024. All reporting completed and submitted on time.

Task B: 20% of BMPs completed as detailed in NKE Table 45. All reporting completed and submitted on time.

**Objective 2:** MA2-F2 Cedar

Task A: Cedar Lake Wetland Restoration/Wet Detention Basin as identified in Table 51 of the NKE Plan. Provide project management, technical assistance, and administration for this task, including financial reconciliation and reporting.

Task B: Carp Kabob Festival, or similar community driven engagement removal activity.

Task C: BMP Implementation, Technical Assistance, and Cost-Share. Implement 20% of the BMPs as detailed in Table 52 of the NKE plan. Provide project management, technical assistance, and landowner engagement as detailed in section 7.1.1 of the NKE plan. Provide administration for this task, including financial reconciliation and reporting.

**Responsible Party:**

Task A: SWMO staff to provide project management, technical assistance, administration and reporting. SWMO will work with a partner or consultant to create design, and a contractor for construction/installation.

Task B: SWMO staff provide education/outreach, assist community with coordination and promotion, partner with community groups such as the Cedar Lake Improvement District (CLID) to host and attend event. SWMO staff will provide administration and reporting

Task C: SWMO staff to provide project management, administration, and assist with reporting. SWCD to promote landowner engagement and participation, technical assistance, and lead reporting

**Objective 2 Timeline:**

Task A: Design work conducted between 12/1/2020 and 12/31/2021. Site prep during summer of 2024 unless construction installation funds are obtained sooner. Project management, technical assistance, and administration on going 12/1/2020-8/31/2024

Task B: Planning will occur between 1/1/2022 and 12/31/2022 with event to occur between 1/1/2023 and 12/31/2023. Administration and reporting ongoing

Task C: BMP implementation, project management, technical assistance, and administration on going 12/1/2020-8/31/2024

**Objective 2 Cost:**

Task A: \$50,000 grant, \$27,300 match

Task B: \$0 grant, \$10,040 match

Task C: \$40,000 grant, \$24,480 match

**Objective 2 Deliverables:**

Task A: Design completed by 6/1/2021. If landowners are willing construction during winter construction season of 2021. All reporting completed and submitted on time.

Task B: Event held by 12/31/2023. Number of participants. Percent of surveyed participants responding "yes" as having personal responsibility. At least 1 local article and 8 social media posts related to the event. Summary of community groups impressions of carp impacts and management strategies.

Task C: 20% of BMPs completed as detailed in NKE Table 52. All reporting completed and submitted on time.

**Objective 3: BMP Implementation and Cost-Share for Management Areas 1, 2, 5 beyond Focus Areas 1, 2**

Task A: BMP Implementation, Technical Assistance, and Cost-Share. Implement 5-7 of the BMPs as detailed in Table 43 of the NKE plan. The prioritization of the implementation will be to impaired waters with a priority to critical loading areas. Provide project management, technical assistance, and landowner engagement as detailed in section 7.1.1 of the NKE plan. Provide administration for this task, including financial reconciliation and reporting

**Responsible Party:**

Task A: SWMO staff to provide project management, administration, and assist with reporting. SWCD to promote landowner engagement and participation, technical assistance, and lead reporting

**Objective 3 Timeline:**

Task A: BMP implementation, project management, technical assistance, and administration on going 12/1/2020-8/31/2024

**Objective 3 Cost:**

Task A: \$50,000 grant, \$45,200 match

**Objective 3 Deliverables:**

Task A: 5-7 of BMPs completed as detailed in NKE Table 43. All reporting completed and submitted on time.

## **6. Project budget**

Project budget spreadsheet is included as an attachment to the Application

Itemized project budget and expenditures

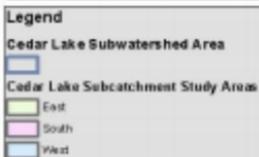
Objective	Cost category	Unit cost	Rate	Quantity	Grant	In kind match	Cash match	Total match	Budget total
<b>Objective 1: MA1/FA1 Picha</b>									
Task A: Picha Creek Ravine Stabilization									
Design	engineering firm				\$ 100,000.00			\$ -	\$ 100,000.00
Construction	installation cost						\$ 65,000.00	\$ 65,000.00	\$ 65,000.00
Project Management and Technical Assistance	SWMO staff	\$ 51.00	/hour	500		\$ 25,500.00		\$ 25,500.00	\$ 25,500.00
Administration	SWMO staff	\$ 51.00	/hour	100		\$ 5,100.00		\$ 5,100.00	\$ 5,100.00
Landowners		variable						\$ -	\$ -
								\$ -	\$ -
Task B: BMP Implementation, Technical Assistance, and Cost-Share (NKE Table 45)									
BMP Implementation		variable			\$ 40,000.00			\$ -	\$ 40,000.00
Project Management	SWMO Staff	\$ 51.00	/hour	40		\$ 2,040.00		\$ 2,040.00	\$ 2,040.00
Technical Assistance	SWCD Staff	\$ 83.00	/hour	180			\$ 14,940.00	\$ 14,940.00	\$ 14,940.00
Landowner		variable					\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
								\$ -	\$ -
<b>Objective 1 - Total</b>					<b>\$ 140,000.00</b>	<b>\$ 32,640.00</b>	<b>\$ 85,940.00</b>	<b>\$ 118,580.00</b>	<b>\$ 258,580.00</b>
<b>Objective 2: MA2/FA2 Cedar</b>									
Task A: Cedar Lake wetland restoration/wet detention basin									
Design/Plan	consultant						\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Construction Implementation	installation cost				\$ 50,000.00			\$ -	\$ 50,000.00
Project Management and Technical Assistance	SWMO Staff	\$ 51.00	/hour	200		\$ 10,200.00		\$ 10,200.00	\$ 10,200.00
Administration	SWMO Staff	\$ 51.00	/hour	100		\$ 5,100.00		\$ 5,100.00	\$ 5,100.00
Landowners							\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
								\$ -	\$ -
Task B: Carp Kabob Festival, or similar community driven engagement removal activity									
Education	SWMO Staff	\$ 51.00	/hour	100		\$ 5,100.00		\$ 5,100.00	\$ 5,100.00
Event materials and equipment							\$ 4,940.00	\$ 4,940.00	\$ 4,940.00
								\$ -	\$ -
								\$ -	\$ -
Task C: BMP Implementation, Technical Assistance, and Cost-Share (NKE Table 52)									
BMP Implementation		variable			\$ 40,000.00			\$ -	\$ 40,000.00
Project Management	SWMO Staff	\$ 51.00	/hour	40		\$ 2,040.00		\$ 2,040.00	\$ 2,040.00
Technical Assistance	SWCD Staff	\$ 83.00	/hour	180			\$ 14,940.00	\$ 14,940.00	\$ 14,940.00
Landowner		variable					\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
								\$ -	\$ -
<b>Objective 2 - Total</b>					<b>\$ 90,000.00</b>	<b>\$ 22,440.00</b>	<b>\$ 39,380.00</b>	<b>\$ 61,820.00</b>	<b>\$ 151,820.00</b>
<b>Objective 3: BMP Implementation and Cost-Share MA1, 2, 5 outside of FA1-2</b>									
Task A: BMP Implementation, Technical Assistance, and Cost-Share (NKE Table 43)									
BMP Implementation		variable			\$ 50,000.00			\$ -	\$ 50,000.00
Project Management	SWMO Staff	51.00	/hour	100		\$ 5,100.00		\$ 5,100.00	\$ 5,100.00
Technical Assistance	SWCD Staff	70.00	/hour	430			\$ 30,100.00	\$ 30,100.00	\$ 30,100.00
Landowner		variable					\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
								\$ -	\$ -
<b>Objective 3 - Total</b>					<b>\$ 50,000.00</b>	<b>\$ 5,100.00</b>	<b>\$ 40,100.00</b>	<b>\$ 45,200.00</b>	<b>\$ 95,200.00</b>
	<b>TOTAL</b>				<b>\$ 280,000.00</b>	<b>\$ 60,180.00</b>	<b>\$ 165,420.00</b>	<b>\$ 225,600.00</b>	<b>\$ 505,600.00</b>

Match: min 40% of total project cost 45%

**Figure 29. Subcatchments in the Picha Creek Watershed (from Scott SWCD 2014)**

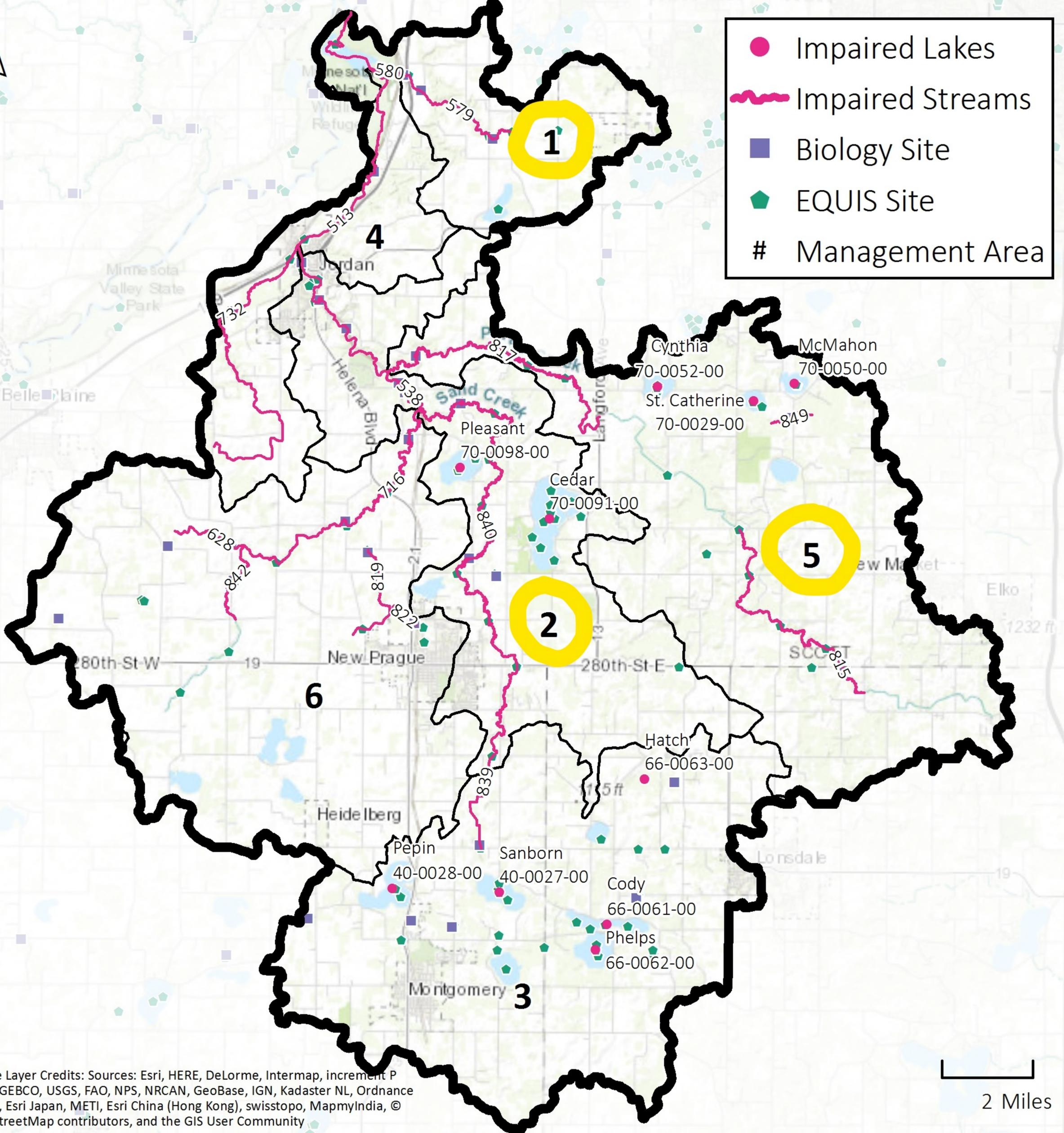


Figure 30. Priority subcatchments in the Cedar Lake Watershed (from Scott SWCD 2013)





- Impaired Lakes
- ~ Impaired Streams
- Biology Site
- ◆ EQUIS Site
- # Management Area



Service Layer Credits: Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community



Below is a hyperlink to access the Sand Creek Nine-Element Plan

<https://scottcountymn.gov/DocumentCenter/View/14295/IVaSand-Creek-NKE-Plan-2020>



*Scott Watershed Management Organization*

*200 Fourth Avenue West*

*Shakopee, MN 55379-1220*

## **New Business**



*Scott Watershed Management Organization*  
200 Fourth Avenue West  
Shakopee, MN 55379-1220  
952-496-8054 Fax 952-496-8496  
[www.co.scott.mn.us](http://www.co.scott.mn.us)

## **Memorandum**

July 27, 2020

To: Watershed Planning Commission

From: Vanessa Strong, Water Resources Supervisor

Subject: Fall Tour

Each year the SWMO and SWCD hold a joint tour for our Commissioners and other local leaders to view projects, strengthen partnerships, honor residents leading stewardship efforts and connect with the land we are committed to protect.

2020 has brought us some unique challenges with how we may carry out our annual activities. The working topic for this year is wetlands and runoff reductions. Two of the potential tour stops include Helen Wetland Bank, and McMahan Lake.

Staff believes the tour can be held safely and follow our County COVID-19 Operation Plan under the following conditions:

- The group is small (approximately 20 participants)
- The entire tour will be held outdoors
- Social distancing protocols will be followed (masks + 6')

Staff is requesting input from the Commissioners regarding:

- Their interest in attending the tour (typically held during the September WPC Meeting)
- Their transportation preference/flexibility (drive separate, bus using social distancing between seats)
- Any thoughts, concerns, and suggestions



*Scott Watershed Management Organization*

200 Fourth Avenue West

Shakopee, MN 55379-1220

952-496-8054 Fax 952-496-8496

[www.co.scott.mn.us](http://www.co.scott.mn.us)

## Memorandum

July 27, 2020

To: Watershed Planning Commission

From: Vanessa Strong, Water Resources Supervisor

Subject: 2020 Election Volunteers

The County is facing a significant challenge this year getting election judges and volunteers. In order to ensure social distancing, and sanitizing procedures are met the County needs nearly twice the number of volunteers from a typical election year. Unfortunately, but understandably, the County is seeing fewer volunteers returning this year from previous years. The County has a very dedicated pool of volunteers, however, most of them are older residents.

We are asking our Commissioners to do 3 things:

1. Promote, support, encourage Absentee Voting with your family, friends, neighbors, coworkers, social media accounts, Amazon delivery person (etc). The more people Absentee Voting the fewer volunteers needed. Absentee Voting is extremely easy to do. Register online <https://mnvotes.sos.state.mn.us/ABRegistration/ABRegistrationStep1.aspx> it only takes a couple minutes and you only need your driver's license number and last 4 of your SSN. It is safe and secure.
2. If you are able, please consider volunteering. The process for becoming an Election Judge/volunteer is below, and on the County website. Time commitment is very flexible.
3. If you know people (any people over the age of 16 will do), please forward them this information to help spread the word.

### Online Election Judge Training:

Here is the process the County is asking for assistance with:

1. Please forward this email to anyone willing to be certified as an election judge or election volunteer for 2020
2. Ask them to follow the instructions on our website – all of the training materials and videos are linked here: <https://www.scottcountymn.gov/1956/Election-Judge-Information>. You will need internet access and the ability to hear/see the (approx. 1 hour) presentation.
3. Volunteers will need to let the County know their availability for the 46 days prior to each election (understanding we are less than 46 days until the primary – please start with 7/29 if possible) as well as on election day. If possible, please include the days and times you are available.

4. The primary election is on August 11<sup>th</sup>; the general is November 3<sup>rd</sup>. We are most likely going to need some assistance leading up to both elections, as well as on election day, so if volunteers could reach out to the elections staff asap that would be appreciated.
5. Lastly, if volunteers are available on election day, we may need to train them on the equipment but will determine who needs that training once we know more about what is needed in the polling locations.

If you have questions please reach out to Julie, and she will be happy to assist you:

Julie Hanson  
Scott County Property & Customer Service Manager  
Deputy Registrar 135  
County Recorder/Registrar of Titles  
Elections Administrator  
[JHanson@co.scott.mn.us](mailto:JHanson@co.scott.mn.us)  
(952) 496-8057



*Scott Watershed Management Organization*  
200 Fourth Avenue West  
Shakopee, MN 55379-1220  
952-496-8054 Fax 952-496-8496  
[www.scottcountymn.gov/wmo](http://www.scottcountymn.gov/wmo)

## **Memorandum**

July 17, 2020

To: Watershed Planning Commission  
From: Melissa Bokman, Sr. Water Resources Planner  
Subject: Plan Amendment Procedure

The following information describes the process of completing Plan Amendments as provided in the 2019 – 2026 Scott Watershed Management Organization Comprehensive Water Resources Management Plan.

All amendments to a plan must adhere to the review process provided in Minnesota Statutes, section 103B.231, subdivision 11, except when the proposed amendments are determined to be minor amendments according to the following provisions:

- 1) the BWSR has either agreed that the amendments are minor or failed to act within five working days of the end of the comment period specified in item B unless an extension is mutually agreed to with the organization;
- 2) the organization has sent copies of the amendments to the plan review authorities for review and comment allowing at least 30 days for receipt of comments, has identified the minor amendment procedure is being followed, and directed that comments be sent to the organization and the BWSR board;
- 3) no county board has filed an objection to the amendments with the organization and the board within the comment period specified in item B unless an extension is mutually agreed upon by the county and the organization;
- 4) the organization has held a public meeting to explain the amendments and published a legal notice of the meeting twice, at least seven days and 14 days before the date of the meeting; and
- 5) the amendments are not necessary to make the plan consistent with an approved and adopted county groundwater plan.

## **Minor Amendments**

Changes to the Plan that do not represent significant changes in the SWMO's fundamental goals, policies, and implementation requirements may be incorporated into the Plan by resolution of the SWMO Board without outside input. Examples of minor amendments not representing significant changes include, but are not limited to:

- items such as recodification of the plan;
- revision of a procedure meant;
- to streamline administration of the plan;
- clarification of the intent of a policy;
- the inclusion of additional data not requiring interpretation; or
- any other action that will not adversely affect a local unit of government or diminish a water management organization's ability to achieve its plan's goals or implementation program.

The SWMO considers amendments to an approved plan's capital improvement program as minor plan amendments if:

- the original plan set forth the capital improvements, but not to the degree needed to meet the definition of "capital improvement program" as provided in Minn. Stat. 103B.205, subd.3; and
- the affected county or counties have approved the capital improvement in its revised, more detailed form.

## **Significant Changes**

Amendments that are considered significant changes must submit the draft plan for a 60-day review and comment period to all counties, the Metropolitan Council, the state review agencies, the Board of Water & Soil Resources, soil and water conservation districts, towns and statutory and home rule charter cities having territory in the watershed in accordance with the provisions of Minnesota Statute 103B.231, subdivisions 7 and 9.

## **Form and Distribution of Plan Amendments**

Unless the entire document is reprinted, all amendments must be in the form of replacement pages as follows:

- For draft amendments, deleted text will be stricken and new text underlined.
- Pages will be renumbered as appropriate.
- The effective date of the amendment shall be on the replacement page.

Draft and final amendments may be sent electronically. A receiving entity may request to receive an amendment in paper format. SWMO will maintain a distribution list of agencies and individuals who have received a copy of the Plan and shall distribute copies of amendments within thirty (30) days of adoption and post the amendments on the organization's website within 30 days of adoption.



*Scott Watershed Management Organization*

*200 Fourth Avenue West*

*Shakopee, MN 55379-1220*

*952-496-8054 Fax 952-496-8496*

*www.co.scott.mn.us*

## **Memorandum**

July 27, 2020

To: Watershed Planning Commission

From: Melissa A. Bokman Ermer, Sr. Water Resources Planner

Subject: Grant Application for the Clean Water Fund: McMahan Outlet

Staff is requesting a recommendation from the WPC to submit a BSWR Clean Water Fund grant application to construct a permanent outlet on McMahan Lake. Staff will provide additional information to facilitate a discussion during the meeting.



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## **Memorandum**

July 28, 2020

To: Watershed Planning Commission

From: Vanessa Strong, Water Resources Supervisor and Ryan Holzer, Water Resources Scientist

Subject: Assignment of Duties

The purpose of this agenda item is to discuss staff having the discretion to approve Technical Assistance and Cost-Share (TACS) contracts. The WPC plays a critical role in the oversight and citizen input of the SWMO, however, it is not always necessary to hold a monthly WPC meeting. Due to the fluctuation of workload (a result in the environmental based nature of work), timing of annual processes, pandemics and other unforeseen circumstances, and out of respect for Commissioners time the WMO may choose not to hold a monthly WPC meeting.

Holding a minimum of 6 WPC meetings per year meets statutory requirements and still provides WMO staff the opportunity to bring action and informational items to our Watershed Planning Commissioners, keep Commissioners engaged and fulfill their responsibilities as the WPC.

In some situations, however, TACS contracts need approval faster than two months in order to feasibly be constructed (within a seeding window, or to fit within the contractor's availability to install the practice etc). Staff would like to improve efficiency while maintaining a rigorous review process through the ability to approve TACS contracts in situations where timing is an issue to wait until the next WPC meeting. We will continue to bring those contracts to the WPC as informational pieces at the next available meeting with the approval status that staff gave to each contract.

This proposed change requires action from the WMO Board as well. In summary, a recommendation is being requested from the WPC on allowing staff the discretion to approve TACS contracts that meet eligibility requirements and can be funded within the approved SWMO annual TACS budget.



*Scott Watershed Management Organization*

200 Fourth Avenue West

Shakopee, MN 55379-1220

952-496-8054 Fax 952-496-8496

[www.co.scott.mn.us](http://www.co.scott.mn.us)

July 27, 2020

To: Watershed Planning Commission  
From: Ryan Holzer, Water Resources Scientist  
Subject: Minnesota Water Resources Conference

A joint application was submitted by Inter-Fluve and Scott County to present at the 2020 Minnesota Water Resources Conference. The application was accepted. SWMO staff will be presenting with Inter-Fluve virtually on October 20-21. The topic is related to our latest CIP, the Xanadu Ave log jam structures that wrapped up construction this past spring. More details regarding the conference will be discussed at the meeting.