



City of Afton

Natural Resources and Groundwater Committee (NRGC)

**Agenda
Tuesday, May 2, 2017
5:00 PM**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Minutes**
 - A. Meeting Minutes from April 4, 2017
- 5. Business**
 - A. Development of a Template for the Committee's Review of Future Major Subdivisions and Particularly PLCD's
 - C. Well Testing Update
 - D. Natural Resources and Groundwater Management Organizations Updates
 - E. Update on Council and Planning Commission Business – Council Member Palmquist
 - F. Joint Work Session with the City Council
- 6. Adjourn**

City of Afton

Natural Resources and Groundwater Committee (NRGC)

Tuesday, April 4, 2017 *meeting minutes*

1. **Call to Order** – 5:07 Jack calling to order – Chair for May tonight.
2. **Roll Call**

Susan Winsor	x	May Bend		Mark Have	x
Jack Kollmer	x	Annie Perkins	x	Keith Hoffmann	x
Bill Palmquist	x	Bake Bakker	x	Perry Eggers	x

3. **Approval of Agenda** – Jack has item to add to 5E, need to add 5E1. Bake moves to accept to approve as amended. Perry 2nd motion. Voted and approved.
4. **Approval of Minutes**
 - a. Meeting minutes from March 7, 2017. Susan had one question on EAW, going to 30 external agencies. Yes, Joe confirmed and explained how this process goes. No other comments to meeting minutes. Susan motion to accept; Bake 2nd. No discussion. All in favor. Approved minutes.
5. **Business:**
 - a. **Will Carlson Sketch Plan Application for a PLCD Subdivision** of 2018 acres on 60th Street West of Trading Post Trail.
 - i. Discussion – Review Bake’s proposed lot lines away from steep slopes and trout stream. Shifting SW lots 1 and 2 to the East so that the NW corner of lot 1 doesn’t directly abut the creek. Also, proposed lot consolidation of lots 3 and 4 into one lot and pull boundary line away from steep bank and creek. Also, lots 13 and 14 combined into one lot, again to move away from steep banks. Leave remaining area to the Open Space. See Bake’s revised preliminary sketch plan submitted prior to April 4, 2017 meeting.
 - ii. Joe commented – the required governing ordinances – all lots meets all those city ordinances. Bake replied not understanding why we wouldn’t make these moves due to high sensitivity areas. Joe not opposed to shifting lots, but doesn’t want to consolidate any lots. Joe says consolidating those lots wouldn’t make any differences.
 - iii. Susan – agrees with Bake’s proposals. Stating it supports comp plan – read from page 19 – “protect and preserve steep slopes.....” These proposed changes speak to the spirit of what’s noted in comp plan. These proposals take into consideration the outlined goals within the comp plan. Citing the DNR concern of protection of groundwater critical to the water quality of the stream. Cites 47% of the soils are subject to erosion vulnerability. Joe – rebutted, states soil conditions are 100 fold more impacted by current ag practices. States his proposed lots will be less of an impact than the current condition.

- iv. Annie asked what % of proposed lots are currently in ag practices. Joe not sure.
- v. Susan questioned increase in impermeable – 15% increase with these slopes is substantial. And a 3x increase in lawn area. Joe states there will be very little sod on these lots vs. deep rooted prairie grasses as noted in future covenants. Joe wants to model Cloverdale Farms - east of Washington County Fairgrounds – which includes regular burning and native plantings.
- vi. Keith asked how covenants are enforced. Joe states enforced by law. Bake clarifies that first line is HOA, than the City.
- vii. Mark asked about runoff – Joe states this development should include curb and gutter. Asked the average flow for catch basin? Joe not sure. Engineers will know. 100 year maximum rainfall.
- viii. Perry – states that he feels 70% of proposed lots are currently being tilled.
- ix. Jack reminding us of the scope of NRGW committee regarding the preliminary sketch. States the EAW is generic at this time due to the sketch plan being preliminary. Jack suggesting we incorporate all neighborhood’s comments moving forward. Joe stated meeting scheduled this Friday between neighbors and developer regarding their comments. Regarding the comments of EAW – the City Engineer. Jack wants to recommend Planning Commission that we reject preliminary sketch plan.
- x. Annie suggested we recommend the EAW address all neighborhood concerns and adopt Bake’s proposed revised sketch plan.
- xi. Bake clarifying that we want clear recommendations for Planning Committee. Bake clarifying that covenants address NRGW preview.
- xii. Ron adding clarifying that we should give more specifics in potential recommendations. Protection of steep slopes, storm water and erosion management, trout stream protection.
- xiii. Keith – suggests we give an objective list of NRGW checklist/concerns. This would be a non-emotional bullet list of top concerns
- xiv. Susan starting a motion – stating the need to change from 100 year rainfall standard to higher year (200 or 500) due to climate change. Also wants real flowrate levels.
- xv. Mark shares concerns with increase towards 500 year floods to better determine flowrate.
- xvi. Ron – part of the role of our recommendation is to help guide the developer as to next steps. NRGW recommendations need to be specific such that it’s clear if/when the developer addresses those concerns/recommendations.
- xvii. Perry – South Washington County Watershed is considering changing this from a waterway (requires 100’ from stream) to a watershed (1,000’).
- xviii. Annie suggested we make an attempt at bullet point list of recommendations for Planning Commission. Bake to the whiteboard:
 - 1. Bluff line protection and setbacks
 - 2. Stream protection and setbacks

3. Groundwater recharge related to the springs supporting trout stream (highlighted as paramount concern by Jen at DNR).
 4. On-site storm water management
 - a. Rainfall design standard – modify up to 200-500 year flood
 - b. Release rate (flow)
 - c. Quality
 5. Septic design
 6. Consolidation of neighbor and committee comments (key issues and themes).
 7. Careful attention and guidance given to future covenants – buffers for stream management, open space and woodland management, evasive species and storm water management and maintenance, lawn restriction, septic system maintenance review, HOA organization/funding/capital reserve, and fertilizer/herbicide restrictions.
- xix. **Annie made a motion** recommending the Planning Commission consider Bake's revised sketch plan shifting lots 1 and 2, and including other revisions as noted, such as consolidating lots as stated above in **5.a.1** (down to 18 lots), and as illustrated in Bake's submitted revised sketch plan (also as noted above). **Additionally included in motion:** Planning Commission be diligent in considering **xviii** concerns listed above, **as well as addressing** 1) Feb. 3, 2017 Neighborhood letter conditions for approval: #1-25; 2) March 29, 2017 Neighborhood response letter to E.A.W; 3) Annie's previously submitted comments; 4) Susan's previously submitted comments. Perry seconded the motion. Susan made a recommendation for an amendment to have Bake and Jack distill items in Neighborhood letters identifying themes for the NRGW to review at next month's committee meeting. Discussion included Annie suggesting we follow up with that exercise as an additional submittal to tonight's recommendation. Jack said it can't go that way and either the amendment is accepted or not. It was voted to move forward without amendment so not to delay another month or longer. Motion passed 4 to 3 - Bake, Susan and Jack (*I believe*) opposed.
- b. **Development of a Template** for the Committee's Review of Future Major Subdivisions and Particularly PLCD's – Bake found and will forward documents for template. Bake, Keith, Mark and Annie on sub-committee.
 - c. **Well Testing Update** – Keith hold off until fall due to construction and that Kim is gone. Logistically speaking could be difficult to conduct test right now. Mark suggested it's important to continue testing this spring, with the committee members working with the county regarding testing as the City is currently short-staffed.
 - d. **Update on Council and Planning Commission Business** – Council Member Palmquist – City Council approved MIDS to be approved in ordinances. Adopted what most watersheds have adopted. Approved bond issues for roads and going ahead with trail. Suggests checklist/template we're working on is super valuable to keep our NRGW

within our scope. We must operate within current rules. We get easily lost in the details. The Planning Commission is very diligent in their work. Working on staffing – it's taking longer than planned. For checklist – ideally, Planning Commission would like to see the covenants completely in order prior to NRGW committee passing recommendations along to Planning Commission.

- e. **Natural Resources and Groundwater Management Organizations Updates** – Valley Branch Watershed, Mark Have willing to continue to serve. MSCWMO is Annie currently and will continue to serve. South Washington Watershed District was Jill so it's open. Jack suggests Perry fill that role. No comments. Keith still keeping his and Susan still keeping her role. Accept Bake and May for 2017.
 - f. **Scheduling of a Joint Work Session with the City Council** – will be part of next month's NRGW meeting. If any suggestions for 2017 work forward to Jack.
6. **Adjourn** – Keith motion to adjourn. Perry seconds. All approve to adjourn.

Council Meeting Highlights, April 18, 2017

The Council approved scheduling the annual Tire and Metal Recycling Day on Saturday, May 20.

The Council approved the layout for the Mn/DOT safety improvement project on Highway 95/Manning Avenue from County Road 18/Bailey Road to 70th Street

The Council approved the Junker/Naugle application for minor subdivision for a lot line rearrangement at 1171 Manning, and also approved transfer of ownership of the City owned right-of-way adjacent to 1171 Manning with the reservation of a public easement for road and utility purposes

The Council approved Ordinance 02-2017 eliminating Storage Enclosed and Screened Principal Use as an allowed use in the Industrial zones

The Council directed staff to meet with the Washington County Economic Development Director to obtain advice about types of uses for the Industrial zones that would fit Afton's rural character and Industrial zone goals

The Council awarded a contract for the 2017 Pavement Management Project to Park Construction Company in the amount of \$2,225,894.34

The Council approved a bond sale in the amount of \$3,500,000 to finance the 2017 Pavement Management Project and additional street improvements

The Council approved payment request No. 1 to Ellingson, Inc. for the Wastewater Treatment System Project in the amount of \$25,362.63

The Council approved the expenditure of \$3,850 for the fabrication of a culvert extension to prevent a culvert on Indian Trail from being plugged by beaver activity

The Council approved a price quote from Tri County for regrading and erosion control on the cartway off Afton Boulevard in the amount of \$5,000

The Council approved a revision of the regular City meeting schedule to reschedule the July 3 Planning Commission meeting to July 10

The Council approved pay adjustments for City staff in the amount of 2.5% for 2017

The Council approved the hiring of two seasonal maintenance workers at the pay rate of \$11.00 per hour

The Council approved a proposal from Get Connected Tech for a security/surveillance system for the wastewater treatment system site in the amount of \$5,464

The Council scheduled a work session and a Special Council meeting for Monday, April 24 at 5:00 p.m. and 5:45 p.m. respectively

The Council approved supporting an application to the County for a driveway access permit from 15991 Upper 34th Street to St. Croix Trail if the driveway can meet all City regulations

Planning Commission Meeting Highlights, April 3, 2017

The Planning Commission approved the Junker/Naugle minor subdivision for a lot line rearrangement at 1171 Manning Avenue

The Planning Commission discussed the role of the Commission and training opportunities for the Commissioners

The Planning Commission recommended rescheduling the July 3 Planning Commission meeting to July 10, due to the July 4 holiday

The Planning Commission recommended denial of the adoption of Ordinance 02-2017, an ordinance amendment to delete “storage, enclosed or screened principal use” from the list of allowed uses in the I1A and I1B zoning districts, on a vote of 4-3

The Planning Commission discussed the process of updating the Comprehensive Plan

City of Afton
Natural Resources and Groundwater Committee

Second Year Summary
2016

Committee Members: Jill Chezik (Chair). Perry Eggers, Mark Have, Keith Hoffman, Jack Kollmer (Vice-Chair), Susan Windsor. City Council liaison was Mayor Richard Bend. Sondra Larson (Secretary) resigned early in the year and was replaced by Annie Perkins (Secretary). Jill Chezik resigned in October of 2016 and was replaced by May Bend. Jack Kollmer became temporary Chair until a new chair was elected in 2017. Bake Baker was added as an additional member in February 2017 and his first meeting was March 7, 2017. Beginning in 2017 Councilman Bill Palmquist became City Council liaison to the Committee.

The Natural Resources and Groundwater Committee was established by the City Council of Afton in 2015 and held its first meeting on April 22, 2015. Monthly meetings were held thereafter. The Annual City Council Work Session with the NRGC to Plan for 2016 was held on March 16, 2016

The NRGC has accomplished:

- Assigned committee members to attend meetings of the following natural resources and groundwater management organizations:
- Valley Branch Watershed District (Mark Have)
- Middle St. Croix Water Management Organization (Sondra Larson) now open.
- South Washington Watershed District, Citizen Advisory Committee (Jill Chezik) open.
- Washington County Water Consortium (Keith Hoffman & Perry Eggers)
- Washington Conservation District (Susan Windsor).
- Reviewed and made comments for the Planning Commission and City Council on the Carlson PLCD.

Committee members attended meetings and workshops, reporting back to the NRGC pertinent information; especially as it relates to Afton. See monthly meeting minutes for specific details.

- Developed a Work plan for 2016 to include the following items; Well Testing, Park Dedication review, Conservation Farming Practices, and other projects as assigned by the City Council.
- Drafted a Quality Well Testing Program for Afton. See February 17, 2016 packet and meeting minutes.
- Schedule meeting with Washington County Department of Public Health & Environment Stephanie Souter (POC). See February 17, 2016 meeting minutes. This meeting was cancelled by Ms. Souter and has not been rescheduled.

- Presented first year Summary for 2015 to City Council on March 16, 2016
- Review and comment to City Council on MIDS; October 2016.
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- Written and published education articles in the City of Afton Newsletter.
- Susan Winsor wrote an article for the Afton Newsletter on the new updated/improved sewage treatment plant for the old Village.
- Mark Have & Keith Hoffman worked on the Well Sampling Program with an article in the Afton Newsletter for September 2016 “Free well water testing for Nitrates this Fall 2016; Resident mailing for well testing sent out September 20, 2016; Initiated sampling program October 11 and October 25, 2016. Well sampling report sent to City Council November 22, 2016.
- Formed a sub-committee to develop a template for the Committee’s review of future PLCD’s and other major subdivisions.

Ideas for 2017:

Continue and expand the water quality well testing program throughout the entire city of Afton to insure the overall health and welfare of Afton residents.

Complete recommendations on conservation farming practices, especially as related to erosion and chemical groundwater contamination for educational purposes and in cooperation with the goals to reduce chemical contamination in the ST. Croix River.

Review Park Dedication for possible updates and recommendations to the City Council (CC).

Review Comprehensive Plan Revisions as directed by the CC.

Review Septic System ordinances for possible updates and revisions.

Review City of Afton Surface Water Management Plan. The City of Afton’s local water management plan is to meet statutory and state rule requirements, to guide the City in conserving, protecting and managing its surface water resources, and to detail how these goals will be accomplished.

Review Afton Natural Resources Inventory and Stewardship plan for proposed updates and recommendations to the CC.

Submitted by Jack Kollmer, NRG – Vice-Chair.