Item 4A.
BCWMC 3-19-26

Bassett Creek Watershed Management Commission

Draft Minutes of Regular Meeting
February 19 15,2026
8:30 a.m.
7800 Golden Valley Rd., Golden Valley MN

1. CALL TO ORDER and ROLL CALL

On February 19, 2026 at 8:35 a.m. Chair Cesnik called the Bassett Creek Watershed Management Commission (Commission) to order.

Commissioners, city staff, and others present

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	Joan Hauer	*Absent*	*Absent*
Golden Valley	Paula Pentel	Wendy Weirich	Emma Rakestraw, Rikita Patel
Medicine Lake	Clint Carlson	*Absent*	*Absent*
Minneapolis	Jodi Polzin	Nick Minderman	*Absent*
Minnetonka	*Vacant*	*Vacant*	Eric Eckman
New Hope	Jere Gwin-Lenth	Jen Leonardson	*Absent*
Plymouth	Catherine Cesnik	*Absent*	*Absent*
Robbinsdale	*Absent*	*Vacant*	Jenna Wolf
St. Louis Park	*Absent*	David Johnston	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Stephanie Johnson, Greg Wilson, and Karen Chandler, Barr Engineering Co.		
Recording Secretary	*Vacant Position*		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Guests/Public	Andrea Trabelsi, Minnetonka resident		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

None

3. APPROVAL OF AGENDA

MOTION: Commissioner Pentel moved to approve the agenda as presented. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

4. CONSENT AGENDA

Commissioner Hauer requested the removal of 4J from the consent agenda.

MOTION: Commissioner Hauer moved to approve the consent agenda as amended. Commissioner Pentel seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

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

- Approval of Minutes – January 15, 2026 Commission Meeting
- Acceptance of February Financial Report
- Approval of Payment of Invoices
    - Keystone Waters, LLC – January 2026 Administration
    - Keystone Waters, LLC – January 2026 Administrative Expenses
    - Barr Engineering – January 2026 Engineering Services
    - Triple D Espresso – February Meeting Catering
    - City of Plymouth – January 2026 Accounting Services
    - Kennedy & Graven – December 2025 Accounting Services
    - HDR, Inc. – Website Maintenance
    - Met Council Environmental Services – 2025 CAMP Monitoring
    - Hennepin County – Tax Settlement
    - Bolton & Menk – Parkers Lake Chloride Reduction Project
- Approval of Resolution of Appreciation for Alternate Commissioner Vadali
- Approval to Designate *Finance and Commerce* as the Official News Publication of the BCWMC
- Approval to Adopt Data Practices Policy
- Approval of Resolution 26-04 Approving Electronic Fund Transfers
- Approval of Resolution 26-05 Designating Depositories
- Approval of Agreement for FY25 Financial Audit

4J. Approval of Marsh Run III Project, Minnetonka

Commissioner Hauer noted that this redevelopment project is a good opportunity to require smart salting practices or low salt design. Minnetonka TAC member Eckman reported that even though the Commission’s new requirement for chloride management plans is not yet in effect, the city will require that the development have a chloride management plan. Commission Engineer Johnson noted that low salt design techniques are incorporated into the site design early in the redevelopment process and long before the Commission is involved with project reviews. It was noted that some cities are discussing low salt design with developers in some instances.

MOTION: Commissioner Hauer moved to approve the Marsh Run III Project. Commissioner Pentel seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

5. ORGANIZATIONAL MEETING

A. Elect Officers

Administrator Jester reviewed the current officers, noted only primary commissioners could hold officer positions, noted that she understood Chair Cesnik was interested in being reelected, and that the secretary and treasurer positions are currently one position but could be split into two positions. Commission Attorney Anderson noted the Chair could gage interest from commissioners on officer positions and could vote to elect a whole slate of candidates. Upon a question from Chair Cesnik, Vice Chair Pentel and Secretary/Treasurer Polzin indicated they were willing to continuing serving in those roles. Chair Cesnik asked if others were interested in these positions. Commission Hauer indicated she is interested in the secretary position.

A slate of officers was brought forth: Commissioner Cesnik as Chair; Commissioner Pentel as Vice Chair; Commissioner Polzin as Treasurer; and Commissioner Hauer as Secretary.

MOTION: Commissioner Pentel moved to elect the proposed slate of officers. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

B. Review Roles and Responsibilities Document and Bylaws

Administrator Jester reminded commissioners about these documents included with meeting materials and also found online. Commissioner Pentel highlighted the responsibility of commissioners to evaluate staff. Commissioner Polzin noted that there is good oversight in the establishment of the capital improvement program (CIP) and setting of an appropriate levy, but there is a need for more oversight on tracking CIP implementation and spending. She noted this could be the work of a committee. It was noted this may be an area where the organizational assessment helps to provide recommendations.

C. Review 2026 Commission Calendar and Areas of Work

Administrator Jester briefly reviewed the calendar, list of contractors, and overview of committees. It was noted that the October and November meetings are not on the regular third Thursday. There was a question about how/if the calendar interacts with or is aligned with the watershed plan. Administrator Jester noted no current, obvious alignment.

MOTION: Commissioner Gwin-Lenth moved to approve the calendar of regular meetings of the BCWMC Board of Commissioners. Commissioner Polzin seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

Later in the meeting Administrator Jester reminded commissioners that if Robbinsdale Area School District was closed on a BCWMC meeting day due to a snow event, the Commission meeting would be cancelled. If the school district was delayed or cancelled due to extreme cold, the Commission meeting would proceed at normal meeting time.

D. Appoint Committee Members

MOTION: Commissioner Pentel moved to appoint the following committee members. Commissioner Carlson seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

i. Administrative Services Committee - Cesnik, Gwin-Lenth, Hauer, Minderman, Pentel, Polzin, Twiford
ii. Budget Committee – Carlson, Cesnik, Hauer, Polzin
iii. Education Committee - Cesnik, Leonardson, Pentel, Twiford, Weirich, TAC member Wolf
iv. Technical Advisory Committee Liaison – Pentel; alternate appointed as needed

Administrator Jester noted that she will check with absent commissioners, TAC members, and previous committee members to get their interest in serving on committees. Future appointments would be on a consent agenda.

There was a request for all commissioners and alternates to receive committee meeting materials, rather than only committee members. Administrator Jester will begin that practice.

E. Review Open Meeting Law

Commission Attorney Anderson gave a brief overview of the open meeting law, noting that the intent of the law is to ensure that all discussions and decisions are open and transparent. He noted the law applies to committees of the Commission. He noted that when the law is broken, it's usually through serial emails, texts, or calls between commissioners. He noted that although hybrid meetings are allowed, he does not recommend using them as there are logistical issues and the Commission does not have an assigned IT staff person.

6. BUSINESS

A. Consider Resolution of Appreciation for Commission Engineer Chandler

Administrator Jester thanked Engineer Chandler for her 15 years as principal engineer for the Commission and praised her technical insights, policy development, and relationship building. Commissioner Gwin-Lenth appreciated the foresight and planning for a new engineer and the smooth transition to Engineer Johnson. Commissioner Hauer thanked Engineer Chandler for fielding a myriad of questions and for her patience. Engineer Chandler noted that her role was always to support the Commission's leadership and direction. She noted that she began working with the Commission long before becoming the primary engineer, even helping to develop the capital improvement program in 2004. She relayed her appreciation for good teamwork and collaboration with the BCWMC cities. Chair Cesnik praised Engineer Chandler noting the Commission is on good footing thanks to her work. Others also praised Engineer Chandler for her work over the years. There was consensus on approval of the resolution of appreciation.

B. Review 2025 Monitoring Results and Consider Recommendations for Schaper Pond

Commission Engineer Wilson provided background including the original Schaper Pond Diversion CIP Project which was designed to reduce total phosphorus entering Sweeney Lake to address the lake's total maximum daily load (TMDL), the history of carp surveys and removals in Schaper Pond and Sweeney Lake, and the changes in water quality in the pond over time. He noted that monitoring in the pond (in 2017) after the construction of the CIP project showed worse water quality than prior to the CIP project which led to an evaluation of the carp population and carp removal activities.

Engineer Wilson reported that water monitoring in 2025 showed reduced phosphorus concentrations indicating that the original goals of the Schaper Pond Diversion project were now being met. He also showed carp survey data showing that carp management activities within the pond have been successful, at least in the short term. He noted that Schaper Pond is considered a carp "nursery" and is likely to continue impacting Sweeney Lake water quality without long term carp management. Engineer Wilson noted that the Commission previously approved additional carp surveys in 2026.

Engineer Wilson reviewed a recommendation directing Commission Engineers to work with Carp Solutions to evaluate future carp management options. He noted the estimated additional cost of developing cost-benefit analyses for the future carp management options and adding it to the carp biomass survey memo is $10,000 which could be paid with the remaining CIP funds. He noted that one option to be evaluated is regular carp surveys and carp removals. Other options include physical or electric barriers to limit the movement of carp.

Engineer Wilson reviewed the CIP budget status. Commissioner Polzin noted a discrepancy between Engineer Wilson's project balance and the project balance included in the financial report. If the financial report figure was found to be the accurate number, the cost of the proposed cost-benefit analyses for the future carp management options would be slightly more than funds available.

There was discussion about potentially requesting maintenance levy funding for on-going carp management in 2027 or future years.

MOTION: Commissioner Polzin moved to approve the cost-benefit analyses for the future carp management options for Schaper Pond and Sweeney Lake for $10,000 with funding coming from the Schaper Pond Diversion

Project CIP budget and up to $5,000 from the Special Project Account. Commissioner Carlson seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

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

C. Review Results of 2025 Staff Performance Evaluations

Commissioner Pentel reviewed the responses gathered from commissioners, alternate commissioners, and TAC members on the performance for Administrator Jester and the Commission Engineers. She noted that only 8 responses were gathered from a possible 25 reviewers. She reported that scores were high and comments were positive overall. Both Administrator Jester and Commission Engineer Johnson indicated they appreciate the feedback, are happy to take feedback anytime during the year, and enjoy working with the Commission. It was noted that the Administrative Services Committee could consider methods to increase participation in evaluations.

[Commissioner Pentel leaves the meeting. Alternate Commissioner Weirich is Golden Valley voting member.]

D. Consider Approval of Commissioner and Administrator Attendance at MN Watersheds Legislative Event

Administrator Jester reported that Minnesota Watersheds is hosting its annual Legislative Event in St. Paul on March 3rd with $107/person registration fee. Additionally, she noted there is a MN Association of Watershed Administrators (MAWA) quarterly meeting she would like to attend that day with a $50 registration fee. She recommended approving attendance at the Legislative Event by any commissioner or alternate commissioner.

Commissioner Carlson noted the value in engaging with legislators and expressed interest in attending the event. Administrator Jester was directed to invite all legislators representing parts of the BCWMC to the event.

MOTION: Commissioner Carlson moved to approve attendance at the Legislative Event by Administrator Jester and any commissioner or alternate commissioner; and the attendance of the Administrator at the MAWA meeting. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

E. Consider Approval of Administrator Attendance at Stormwater Pond Research and Practice Symposium

Administrator Jester reported there is an upcoming symposium on recent research on the function and performance of storm water ponds in St. Louis Park with a registration fee of $100. She requested the ability to attend, noting her interest in this topic as it relates to BCWMC projects. Commissioner Hauer also expressed interest in attending.

MOTION: Commissioner Carlson moved to approve attendance at the Storm Water Pond Symposium by Administrator Jester and any commissioner or alternate commissioner. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

F. Receive Update on Phase II Lagoon Dredging Project Feasibility Study

Administrator Jester gave an overview of a potential new option that could be evaluated in the feasibility study for the Lagoon Dredging Project that aims to restore the wetland and/or stream channel in Lagoon G rather than dredging and returning the pond to an open water state. She noted this option will be previewed at the public open house that night to gage the public's interest. Commission Engineer Johnson relayed some of the data and information that would be assessed if this option were to be added to the study. It was noted that additional fieldwork to assess wetland plant communities would be needed. Administrator Jester noted the Commission may be asked to consider a revision to the feasibility scope and budget at a future meeting.

7. COMMUNICATIONS

A. Administrator's Report

i. Update on Grant Application for Comprehensive Assessment Project – Will likely be applying for this grant if the RFP for the project is sufficiently developed at the Administrative Services Committee meeting

ii. Reminder of Auditors Conflict of Interest Forms – Please complete the forms and return

iii. Comments on 90-day Review of Watershed Management Plan – Comments received from review agencies were only to thank the commission for including them in the plan development process. The draft plan will be presented to the BWSR Metro Committee the following week.

B. Engineer – Engineer Johnson noted the MAISRC research grant opportunity and the desire on advancement on starry stonewort control. She gave an update on the status of the Bassett Creek Restoration Project, noting the project is out for bid. TAC member Rakestraw noted that 2/3 of the easements from residents had been received and she is working on gathering the remaining easements and/or connecting with homeowners. Engineer Johnson reported that stakeholders will meet this afternoon to discuss the Double Box Culvert project and that 30% designs are complete.

C. Legal Counsel – No report.

D. Chair – No report.

E. Minnesota Watersheds – No report.

F. Commissioners – No report.

G. TAC Members – No report.

H. Committees

i. Administrative Services Committee Meeting March 4th

2. INFORMATION ONLY (Information online only)

A. Administrative Calendar

B. CIP Project Updates www.bassettcreekwmo.org/projects

C. Grant Tracking Summary and Spreadsheet

D. WMWA February Media Kit

E. MN Watersheds January Newsletter

F. WCA Notice, Golden Valley

G. Three Rivers Parks Big Year of Rivers Events

3. ADJOURNMENT

The meeting adjourned at 10: 55 a.m.