



Approved October 7, 2009

# Capitol Region Watershed District

1410 Energy Park Dr., Suite 4 St. Paul, MN 55108  
Phone: (651) 644-8888 Fax: (651) 644-8894 www.capitolregionwd.org

**Regular Meeting Minutes** of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, September 16, 2009, 6:00 p.m.** at the office of the CRWD, 1410 Energy Park Drive, Suite 4, St. Paul, MN 55108.

**I. Called to Order at 6:00 p.m.** (President, Robert Piram)

**A) Attendance**

Robert Piram  
Joe Collins  
Seitu Jones  
Mike Thienes  
Marylyn Deneen

**Others Present**

Mark Doneux, CRWD  
Bob Fossum, CRWD  
Dawn Nelson, CRWD  
Forrest Kelley, CRWD  
Anna Eleria, CRWD  
Elizabeth Beckman, CRWD

Tom Petersen, RCD  
Geoff Nash, RCD  
Todd Shoemaker,  
Wenck & Associates  
Jerry Wagner, CAC Member

**B) Review, Amendments and Approval of the Agenda**

Manager Piram asked for additions or changes to the Agenda. Administrator Doneux asked to remove Consent Agenda item B. September 3<sup>rd</sup> Board Minutes.

*The Board adopted the Agenda as amended by consensus.*

**II. Public Comment – For items not on the Agenda.**

**III. Permit Applications**

**A) Permit # 09-024 (Kelley)**

Forrest Kelley reviewed Permit # 09-024 700 Raymond Ave. Mr. Kelley reminded the Board that the applicant, Update Company requested a Variance which the Board denied and the permit was tabled at the August 19<sup>th</sup> meeting. Mr. Kelley said the project is renovation of an existing building and a parking lot reconstruction. Mr. Kelley said this project has 1.1 acres of disturbed area and the proposed impervious surface changed from 0.67 to 0.53 acres. Mr. Kelley noted that the proposed stormwater management is one surface filtration basin and the staff recommendation is to approve the permit with two conditions.

**Motion 09-09-14:** *Approve Permit #9-024 700 Raymond Avenue with two conditions.*

1. *Receipt of \$2,650 surety and maintenance agreement.*
2. *Submit a copy of the NPDES permit application.*

Collins/Thienes

Unanimously Approved

**B) Permit #09-026 Brookfield Renewable Power (Kelley)**

Forrest Kelley reviewed CRWD Permit #09-026 Brookfield Renewable Power. Mr. Kelley said the applicant is Brookfield Renewable Power. Mr. Kelley said the project is a flood wall and river bank erosion repair on the East bank of the Mississippi River, directly downstream of the Ford Dam. Mr. Kelley said according to FEMA there is a floodplain on the property. The applicant proposes to add approximately 1000 cubic yards of MnDOT Class V riprap to stabilize the eroded slope. Mr. Kelley said the staff recommendation is to approve the permit with two conditions.

**Motion 09-09-15:** *Approve Permit #09-026 Brookfield Renewable Power with two conditions.*

1. *Receipt of \$500 surety.*

2. *Provide a detail or note providing for proper disposal of all concrete, grout and other construction waste to prevent debris from entering the Mississippi River.*

Jones/Deneen

Unanimously Approved

### **C) Permit Program/Rules Update (Kelley)**

Mr. Kelley said today was the deadline for submittals and staff did not received any new applications.

### **IV. Special Reports – Ramsey County Groundwater Plan Update, Geoff Nash, RCD**

Administrator Doneux said Geoff Nash and Tom Petersen from the Ramsey Conservation District are here to seek contribution for local matches for Clean Water Partnership (CWP) Grants. Mr. Nash explained that RCD submitted three CWP grant proposals to the Minnesota Pollution Control Agency (MPCA) who provide a 50% cost share match on water quality projects. Mr. Nash said the three projects were selected from initiatives in the draft Ramsey County Groundwater Protection Plan. The projects include groundwater monitoring for water quality, groundwater elevation monitoring and mapping of subsurface Stormwater infiltration structures and all three projects would be county wide. Manager Piram noted that the proposal says 10 wells will be sampled and asked where the wells are located. Mr. Nash said the wells need to be located. Manager Piram asked why this is important. Mr. Nash said it is important because the agencies should acquire baseline groundwater data across the county. Manager Piram noted that a majority of the data will be from RWMWD and RCWD. Mr. Nash agreed but noted that the area within CRWD's boundaries will also be represented.

**Motion 09-09-16:** *Authorize local match commitment to RCD Clean Water Legacy Grant Applications for \$11,013 for 2010, \$10,063 for 2011 and \$8,875 for 2012.*

Deneen/Jones

Unanimously Approved

### **V. Action Items**

#### **Consent Agenda**

Manager Piram asked for a motion to approve the September 16, 2009 Consent Agenda as amended.

#### **Motion 09-09-17:**

- Approve Minutes of the September 2, 2009 Regular Meeting as presented.*
- Minutes of the September 3, 2009 Special Meeting were pulled from the Agenda.*
- Approve Accounts Payables for \$143,446.07 and the Accounts Receivable for \$146,528.82 for the month of August 2009 and direct Board President and Treasurer to endorse and disperse checks for payment.*
- Approve Lundberg Stewardship Grant with reimbursement funding not to exceed \$405.00 subject to the following conditions:*
  - CRWD and Jane Lundberg must approve and enter into a Cooperative Agreement;*
  - Any changes to project plans must be approved by the CRWD; and*
  - All conditions must be met and the project completed within one year after project approval.*
- Approve Leegard Stewardship Grant with reimbursement funding not to exceed \$360.00 subject to the following conditions:*
  - CRWD and Paul Leegard must approve and enter into a Cooperative Agreement;*
  - Any changes to project plans must be approved by the CRWD; and*
  - All conditions must be met and the project completed within one year after project approval.*

*F) Approve Service Agreement between the District and the University of Minnesota for laboratory analysis of macroinvertebrate samples not to exceed \$8,500, subject to the review and approval of the Ramsey County Attorney.*

Thienes/Deneen

Unanimously approved

Manager Jones asked if there is a way that some of the macroinvertebrate samples could be done by interns. Ms. Eleria said the Gordon Parks High School interns did help with the collection. Administrator Doneux explained that this service agreement is for the lab work associated with the project.

## **Discussion**

### **G) Approve 2008 Annual Report (Beckman)**

Ms. Beckman discussed the final draft of the CRWD 2008 Annual Report and said she is still accepting comments. Administrator Doneux added that staff would like comments by Friday.

**Motion 09-09-18:** *Approve 2008 CRWD Annual Report for distribution to the Minnesota Board of Soil and Water Resources, and to CRWD partners and stakeholders.*

Collins/Jones

Unanimously approved

### **H) Approve Agreement and Work Order #1 for Trout Brook Engineer (Eleria)**

Ms. Eleria reminded the Board that Barr Engineering Company was selected as the Trout Brook Storm Sewer Interceptor (TBI) Engineer at the August 19<sup>th</sup> Board Meeting. Ms. Eleria said Barr Engineering has submitted a Professional Consulting Services Agreement for providing TBI engineering services. Ms. Eleria explained that the agreement serves as the master contract between CRWD and Barr and outlines the schedule of the contract, compensation, obligations, insurance requirements, and other terms of the agreement. Ms. Eleria said the agreement also explicitly states that Barr shall provide professional services pursuant to one or more written work orders agreed upon by CRWD and Barr. Ms. Eleria explained that the first work order authorizes Barr to provide CRWD general TBI engineering assistance on an as-needed basis. Tasks to be performed by Barr may include: general day-to-day consulting, site visits and inspections, attendance of meetings, assistance in determining the general scope, extent, character and estimated costs of TBI projects, and other tasks requested by CRWD.

**Motion 09-09-19:** *Approve and direct Board President and Administrator to execute the Professional Consulting Services Agreement and Work Order No. 1 between CRWD and Barr Engineering, subject to the review and approval of the Ramsey County Attorney.*

Thienes/Collins

Unanimously approved

### **I) Approve Clean Water Partnership Grant Proposals (Eleria and Fossum)**

Anna Eleria said the Minnesota Pollution Control Agency (MPCA) is accepting proposals until September 18, 2009 for water resource project grants and loans that will be funded through the State Clean Water Partnership Program. In late August, CRWD Board of Managers directed staff to prepare proposals for the development of the Crosby Lake Management Plan and implementation of the Villa Park Wetland System Improvement Project. Ms. Eleria said CRWD is requesting a \$50,000 grant for the Crosby Lake Management Plan. This amount is 50% of the total cost of the project, which would cover most of the costs associated with hiring a consultant for the technical and writing portions of the project. PCA requires a 50% match comprised of money and/or in-kind services, which will be provided by CRWD and project partners who include City of Saint Paul, Ramsey Conservation District, National Park Service, Friends of Mississippi

River and others. Mr. Fossum said CRWD is requesting a \$430,000 loan to enhance nutrient removal from the Villa Park Wetland System by removing sediment from the wetland cells. Mr. Fossum explained that with this project is not eligible for grant funds but is eligible for loan funds. Mr. Fossum explained that the loans do not require a match and the full project amount can be requested. Manager Jones asked if the would cover the whole project. Mr. Fossum said yes. Mr. Fossum continued saying that the current interest rate is 2%, which PCA does not anticipate increasing in the immediate future. Mr. Fossum said any future action on this project is dependent upon Board adoption of the final Villa Park Wetland System Plan.

**Motion 09-09-20:** *Authorize submission of proposals for the Crosby Lake Management Plan and Villa Park Wetland System Improvement Project to the Clean Water Partnership Program.*

Thienes/Collins

Unanimously approved

**J) Authorize 2010 Special Grant Solicitation (Fossum)**

Mr. Fossum said for the past several years the District has budgeted and levied funds for budget fund 440 Special Projects and Grants. Mr. Fossum said in 2009, the District budgeted \$220,000 and has thus far approved two \$88,000 grants which were the Falcon Height's City Hall pervious pavement parking lot and the City of St. Paul Fire Station green roof. Mr. Fossum said at the June 3, 2009 Board Meeting the Managers delayed the authorization of the solicitation letter for the 2010 Special Grants until the preliminary 2010 budget was approved. Mr. Fossum explained that the preliminary 2010 budget provides \$150,000 in budget category 440—Special Projects. Mr. Fossum said per the previously adopted process for special grants, staff have drafted a solicitation letter to be sent to our partners requesting applications for potential special projects. Manager Collins said he is hesitant on sending out the solicitation letter at this time saying the Central Corridor Light Rail Transit (CCLRT) is a high priority. Manager Jones agreed. Manager Thienes noted that partners who will receive the letter are involved with the CCLRT. Administrator Doneux suggested adding a statement that projects in the Central Corridor will be given a higher priority. Discussion occurred.

**Motion 09-09-21:** *Authorize staff to send out solicitation letter for the 2010 Special Grants as amended.*

Thienes/Collins

Unanimously approved

**K) Authorize Engineering Contract Amendments for Central Corridor Light Rail Transit Project Review (Doneux)**

Administrator Doneux said on June 25<sup>th</sup>, the CRWD, along with the Metropolitan Council, City of Saint Paul, Ramsey County and other partners held a CCLRT Stormwater Workshop. Many issues are being worked on with partners and staff regarding this project. Administrator Doneux said as a follow up to our September 2<sup>nd</sup> meeting with CCLRT Project Office staff and others, staff has developed a scope of work, budget and timeline to review and develop BMPs for the CCLRT project. Administrator Doneux said his understanding of what is required for the next phase of the project for the consultant team is as follows:

- 1) Review stormwater tree planter system for each firm's respective section of the CCLRT project (does not include downtown).
  - Review will evaluate locations, quantities and provide comments on specific design provided.
- 2) Develop preliminary design level plans for additional stormwater BMPs for each firm's respective section of the corridor.
- 3) Attend coordination meetings.

Administrator Doneux said the consultant team has clarified the deliverables for these two tasks, recommended sub-tasks as appropriate and provided hour and dollar estimates based on staff working on the project. Administrator Doneux said the recent meeting with staff from the Central Corridor Project Office, City of Saint Paul, Ramsey County as well as Kurt Leuthold, Barr Engineering, Ed Matthiesen, Wenck Associates and Cecilio Olivier, EOR, Inc. provided valuable information on the level of effort needed to allow our consultants to have meaningful input. Administrator Doneux discussed the draft Scope of Services for Engineering and Consulting Services for the three firms. The cost estimate based upon the work required for this effort is \$29,000 per firm for their respective sections. Manager Piram recognized Greg Brick's report on historical waters and suggested Mr. Brick meet with the Engineers.

**Motion 09-09-22:** *Approve Contract Amendment for Consulting Services and Authorize Board President and Administrator to Execute Amendments to the Engineering Consultant Agreements with Barr Engineering Company, Emmons Olivier Resources and Wenck Associates for Engineering Consulting Services for the CCLRT Stormwater BMP Preliminary Review and Design for an amount not to exceed \$29,000 for each firm, subject to the review and approval of the Ramsey County Attorney.*

Collins/Jones

Unanimously approved

## **VI. Unfinished Business**

### **A) Cleveland Randolph Groundwater Study Update (Kelley)**

Mr. Kelley said Groundwater observation wells were installed in January of 2009 and groundwater elevations have been taken monthly throughout the Spring and Summer. Mr. Kelley noted that Dan Sola of Wenck Associates presented preliminary groundwater maps at the April 15, 2009 Board Meeting. Mr. Kelley said in order to better understand the potential interaction between groundwater and resident basements, staff have created a postcard with survey questions to be distributed to the homeowners within the study area. One of the goals is to compile a list of residents willing to have the elevations of their basements surveyed by Wenck Associates. Mr. Kelley said in an effort to raise awareness and increase the number of survey responses, staff will present a brief overview of the Study and survey to the Highland District Council Board at their meeting on Thursday October 1, 2009. In addition to presenting to the District Council, staff will hold a neighborhood meeting the Hillcrest Recreation Center to present the goals and intent of the study and some of the preliminary findings. Manager Piram said the letter should reference the District's role in groundwater and protecting water resources.

### **B) Lake McCarrons Shoreline Tour (Eleria)**

Ms. Eleria said CRWD and RCD are hosting a shoreline walking tour of Lake McCarrons on September 29<sup>th</sup>. The tour will begin at 5:30 at 456 Bayview Drive and end at 363 South McCarrons Blvd with a boxed dinner served at 7:00 pm. Ms. Eleria added that there are still funds available for shoreline restoration.

## **VII. General Information**

### **A) Administrators Report**

Administrator Doneux gave the Administrator's Report and noted the following events and announcements:

- 1) Reminder – Special Board Meeting. The second of two Special Board meetings to review the Watershed Management Plan. **The meeting is scheduled for September 22<sup>nd</sup> from 5:00 -7:00 PM** at the District office.
- 2) **Land Conservation and Clean Water Summit, Thursday, September 24<sup>th</sup> and Friday, September 25<sup>th</sup>.**

- 3) **Recreation for Adults 50+ Rain Garden Tour, Wednesday, September 30, 10:00 - 11:00am.** Walking tour of Frankson-McKinley and Hamline-Midway gardens for St. Paul Division of Parks and Recreation Adults 50+ Program.
- 4) Lake McCarrons Shoreline Tour, Tuesday, September 29<sup>th</sup>, 5:20-7:00 PM.
- 5) Two articles appeared in the September Park Bugle. One was written by WMP Community Group member Janna Caywood and the other was written by the District's 2009 Education and Outreach intern Alyssa Neeb.

**B) Ramsey Conservation District (RCD) Board Meeting (Deneen)**

Manager Deneen provided Dawn Nelson with a written summary of the September 14, 2009 RCD meeting. Michael Fix, Commander's Representative, US Army provided a thorough talk about the many problems that still remain at the Twin Cities Army Ammunition Plant but noted some areas have improved. Melissa Lewis, BSWR provided information explaining the next Supervisors election procedures. Geoff Nash was granted approval to send out the RCD Groundwater Plan. Tom Petersen was granted amendment to FY09 BWSR Native Buffer Workplan. The Supervisors adopted a Resolution to encumber FY09 BWSR Native Buffer Funds.

**VIII. Meeting Agenda Review**

Wednesday, October 7, 2009 Regular Meeting Agenda Review

**IX. Adjournment** – 7:20 p.m. adjourned by consensus.

Respectfully submitted,

Dawn Nelson