

# Capitol Region Watershed District



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**Meeting Minutes** of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, September 21, 2011, 6:00 p.m.** at the office of the CRWD, 1410 Energy Park Drive, Suite 4, St. Paul, MN 55108.

## Regular Meeting Minutes

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

#### A) Attendance

Robert Piram  
Joe Collins (absent w/notice)  
Seitu Jones (absent w/notice)  
Mike Thienes  
Mary Texer

#### Others Present

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

#### Public Attendees

Eli Rupnow, TKDA  
Charles Ross,  
Charles Ross Group, LLC  
Ed Matthiesen,  
Wenck Associates  
James Mogen,  
Ramsey County Attorney

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

Manager Piram asked for additions or changes to the agenda. Administrator Doneux requested moving Unfinished Business A to follow Permit Updates for discussion while attorney James Mogen was at the meeting.

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

### II. Public Comment – There were no public comments.

### III. Permit Applications

#### A) Permit #11-023 Victoria Park (Kelley)

Forrest Kelley reviewed Permit #11-023 Victoria Park noting that the permit was tabled with 11 conditions at the September 7<sup>th</sup> meeting. Mr. Kelley said Victoria Park is the former Koch-Mobil Site at Adrian and Thurston. Mr. Kelley explained that Permit 10-006 for Exxon-Mobil was issued by the District for Erosion Control. Permit 11-020 was issued by the District for Nova Academy project for the development of a school on the north boundary of the Victoria Park project. The Victoria Park area previously was a petroleum tank farm and the site also has relatively high bed rock. Both of these conditions make infiltration undesirable as a BMP.

Mr. Kelley said the project is site grading and wetland fill for construction of a new road and parking lot. The applicable rules are Stormwater Management (Rule C), Wetland Management (Rule E) and Erosion Control (Rule F). Mr. Kelley said the project has 16 acres of disturbed area, 2.43 acres of impervious surface and the proposed stormwater management is grass swales and a filtration basin.

Mr. Kelley said TKDA has requested a variance from the rate control requirement for the Victoria Park project. A new connection is proposed to tie into the storm sewer on Montreal Way. Mr. Kelley explained that the proposed variance will have a negligible effect on the District and its overall plan. The proposed rate of 3.6 cfs is well below the City of St. Paul's limit for their storm sewer system for this land area. The

property exhibits special conditions that are unique to other land in the District. It is currently “landlocked” and not connected to the City’s storm sewer system. The variance is required because the property formerly drained into the sanitary sewer, and had zero drainage to the City storm sewer system. Therefore, any amount is an increase to the existing rate. The proposed variance is in compliance with the intent of the Rules. The proposed rate is reasonable for the subject property, and failure to provide an outlet into the City’s storm sewer system would result in potential bluff erosion and property flooding.

**Motion 11-09-15:** Approve the requested variance to allow 3.6 cfs to discharge from the site for the 100-yr rain event as requested by TKDA.

Thienes/Texer

Unanimously approved

**Motion 11-09-16:** Approve Permit #11-023 Victoria Park with 5 Conditions:

1. *Show a 25’ buffer around the wetland mitigation area. Sheet 6 of 8 scales the buffer at 25’ but the note says 20’.*
2. *Document the drawdown time for the filtration bench is within the 48-hr requirement.*
3. *Clarify the NWL for the filtration basin. Sheet 3 of 8 shows 86.0 but the detail on sheet 8 of 8 shows 85.0.*
4. *Adjust the rip rap overflow elevation and filtration bench elevation (NWL) to ensure the required volume is directed through the filtration bench.*
5. *Remove geotextile fabric between crushed rock and sand in the filtration bench.*

Thienes/Texer

Unanimously approved

**B) Permit #11-025 Barole Trucking (Kelley)**

Forrest Kelley reviewed Permit #11-025 Barole Trucking. Mr. Kelley said the project is construction of a new light industrial building and parking lot. The applicable rules are Stormwater Management (Rule C), Flood Control (Rule D) and Erosion Control (Rule F). Mr. Kelley said the project has 2.25 acres of disturbed area, 1.74 acres of impervious surface and the proposed stormwater management is pervious asphalt filtration system and a surface filtration basin. Mr. Kelley said staff recommendation is to approve the permit with five conditions.

**Motion 11-09-17:** Approve Permit #11-025 Barole Trucking with 5 Conditions:

1. *Receipt of \$8,700 surety and proof of recorded maintenance agreement*
2. *Consider need for CB#1.*
3. *Correct HWL on sheet C1 for the bio-filtration basin to 197.4.*
4. *Remove the topsoil from the filtration medium and specify 80% sand and 20% compost mixture.*
5. *Remove option for using seed and provide a planting plan for the filtration basin.*

Thienes/Texer

Unanimously approved

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

Mr. Kelley said the Joint Technical Advisory Committee (TAC) convened on June 21, 2011 to discuss possible revisions to the Districts’ Rules. While CRWD and RWMWD continue to gather information regarding costs for linear projects, draft Rule language has been modified to address the topics discussed at the TAC meeting. Mr. Kelley discussed proposed changes of the Rules with the Board noting that the language has not been finalized and is intended as a basis for discussion and to receive feedback from the Board regarding prioritizing Rule Amendments.

**A) Trout Brook Interceptor/35E Reconstruction Project Update (Eleria)**

Ms. Eleria said in early 2011, MnDOT approached CRWD about the upcoming reconstruction of I-35E from University Avenue to Maryland Avenue and bridge and access ramp realignment and construction at Cayuga Street and Pennsylvania Avenue. Since that time, periodic updates about the design of the project and its potential impacts to TBI and other issues pertinent to CRWD have been discussed. In early September, MnDOT presented their latest conceptual plan to CRWD and Barr Engineering staff for bridge realignment and reconstruction at Cayuga Street and Pennsylvania Avenue. The proposed new bridge piers/footings are located on the existing TBI. Ms. Eleria said MnDOT is proposing to replace approximately 175 feet of TBI and construct it south of the existing TBI and at a minimum, nine feet away from the proposed bridge piers and the BNSF railroad.

Ms. Eleria said District staff and Barr Engineering staff have identified a number of issues related to the proposed realignment of TBI and provides two preferred, alternative TBI realignment options for MnDOT to consider. Ms. Eleria discussed a draft memo to MnDOT that provides comments and preferred alternative options on the Conceptual Plans.

**IV. Special Reports – Visual Identity Audit, Charles Ross**

Ms. Eleria introduced Charles Ross from the Charles Ross Group, LLC. Mr. Ross is the graphic designer selected to update the CRWD logo or create a new logo for CRWD. Mr. Ross reviewed a series of logos from other organizations. After each group of logos, Mr. Ross discussed with the Board why they liked a particular logo design. Mr. Ross explained the phases of identity rebranding. Ms. Eleria said staff hope to have design concepts by the end of October.

Administrator Doneux explained to the Board that there will be a presentation for the Visual Identity Audit that uses an automated, instant electronic voting process. Administrator Doneux explained that the presentation is a series of questions that everyone answers anonymously with clickers. When all votes are in, the computer tallies the votes and then everyone can discuss the answers.

**V. Action Items**

**A) Minutes of the September 7, 2011 Regular Meeting (Nelson)**

Manager Piram requested approval of the September 7, 2011 Regular Meeting Minutes.

**Motion 11-09-18:** *Approve Minutes of the September 7, 2011 Regular Meeting Minutes as presented.*

Thienes/Texer

Unanimously approved

**B) Accounts Payables/Receivables of August 2011**

Manager Piram requested approval of the Accounts Payables/Receivables for the month of August 2011.

**Motion 11-09-19:** *Approve the Accounts Payables for \$140,338.41, the Accounts Receivable for \$4,000.00 and the Budget Report for the month of August 2011 and direct Managers Thienes and Texer to endorse and disperse checks for payment.*

Thienes/Texer

Unanimously approved

**C) Construction Agreement for Pillsbury Street Rain Garden (Eleria)**

Ms. Eleria said in early September, CRWD's Board of Manager's authorized staff to solicit bids for the construction of the CCLRT Pillsbury Street Rain Garden pending the review and approval of the bidding documents by the Ramsey County Attorney.

CRWD staff and the Ramsey County Attorney have completed their review and comment on the bidding documents for the Pillsbury Street Rain Garden. Barr Engineering has addressed these comments and finalized the bidding documents. The bidding documents were distributed to three contractors who are currently working on the CCLRT Project including Veit Construction, Bolander Construction and Meyer Construction. Bids for the rain garden project are due on Wednesday, September 28, 2011.

Ms. Eleria said District staff and Barr Engineering staff will review the submitted bids and CRWD staff will select the lowest, qualified, responsible bidder. Ms. Eleria explained that staff are seeking authorization from the Board to execute a construction agreement with the selected bidder at this meeting to ensure that the construction of the Pillsbury Street Rain Garden can be expedited and its schedule coincide with the CCLRT Project construction schedule in this area.

Ms. Eleria said the engineer's estimate is \$35,000 for the rain garden. Ms. Eleria noted that staff are requesting authorization to execute an agreement up to \$40,250, which is 15% higher than the estimate.

**Motion 11-09-20:** Authorize Administrator to execute a construction agreement for the Pillsbury Street Rain Garden with the lowest, qualified, responsible contractor selected by CRWD staff not to exceed \$40,250 and subject to the approval of the Ramsey County Attorney.

Thienes/Texer

Unanimously approved

**D) GreenCorps Host Site Member Agreement (Beckman)**

Ms. Beckman said the Minnesota Pollution Control Agency (MPCA) administrates the Minnesota GreenCorps program, which places AmeriCorps members with organizations to serve for a year addressing critical environmental issues while gaining valuable job skills. AmeriCorps is a national service program funded by the U.S. Congress through the Corporation for National and Community Service. Americorps members receive a living allowance, health insurance, and an educational stipend after successfully completing a year of service.

At the May 4, 2011 meeting, Board Managers authorized staff to submit an application to host a GreenCorps Member for the 2011-12 program year, and CRWD has been selected. CRWD staff is developing a work plan for the member who will begin service on Monday, October 17, 2011. The member will serve full time through September 11, 2012. Cost to CRWD includes supervision equal to 0.08 FTE and equipment and supplies for the GreenCorps member. This contribution equals approximately \$4,500.00 in in-kind costs.

**Motion 11-09-21:** Authorize the Board President to enter into an agreement with Minnesota Pollution Control Agency for CRWD to host a 2011-12 GreenCorps Member.

Thienes/Texer

Unanimously approved

**VI. Unfinished Business**

**A) Trout Brook Interceptor/35E Reconstruction Project Update (Eleria)**

Moved to follow permit update.

**B) Como Park Golf Course Pond Maintenance Update (Doneux)**

Administrator Doneux said staff provided an update at the last meeting on the fairway that is not draining properly at the Golf Course Pond. District Staff has met with Parks Staff who have found a low cost sod estimate. The sod will be laid for \$2,500 for a seasonal fix. District Staff and Parks Staff will continue working together to find a permanent solution.

**C) Highland Ravine Update (Eleria)**

Ms. Eleria said District staff applied for a 2012 Clean Water Fund Grant. Staff applied for a \$150,000 grant to conduct the ravine stabilization and restoration work. The grant requires a 25% local (CRWD) match of \$37,500.

Ms. Eleria said she recently spoke to a representative from the Deer Park Condominium Association. The representative told Ms. Eleria that the Deer Park Condominium Association Board is not interested in the District developing an engineer plan for storm sewer improvement work. Manager Piram asked if there was a reason. Ms. Eleria said the Association requested more time to consider the project.

**D) Williams Street Pond Update (Kelley)**

Mr. Kelley said the project is on schedule and there will be a full update at the next Board meeting.

**E) Villa Park Wetland Restoration Project Update (Fossum)**

Mr. Fossum said in 2010, the District was awarded a \$430,000 for sediment removal from the wetland cells in the Villa Park Wetland System. At the July 6, 2011 Board meeting the Managers approved HDR as the engineer for Villa Park Wetland Restoration Project Preliminary Engineering. Mr. Fossum said the preliminary engineering study is underway and significant work has been completed so far. Staff will update the Board on progress of the study and indicate what items will be reviewed in more detail at a Board meeting in October.

**F) Trillium Water Resource Features Study Update (Fossum)**

Mr. Fossum said there is a meeting with Parks staff this Friday. Interfluve will be at the October 19<sup>th</sup> Board meeting to provide an update.

**VII. General Information**

**A) CAC Update**

Manager Thienes said the committee heard a presentation on the Como Neighborhood Knowledge, Attitudes and Practices (KAP) Study by Karlyn Eckman from the U of M Water Resources Center.

**B) Administrator's Report (Doneux)  
Administrator Approved Agreements**

There were no Administrator approved grants.

**General updates including recent and upcoming meetings and events**

1) September-October Meetings and Events

Sept 14 – CAC meeting, 7:00 pm

Sept 21 – CRWD Board meeting, 6:00 pm

Oct 4 – Water Resource Work Group meeting, 2:30 pm (City Hall)

Oct 5 – CRWD Board meeting, 6:00 pm

2) Eastside Rain Garden Tour, coordinated by the Lower Phalen Creek Project, was held September 8th. The tour visited five sites, including the Maria-Bates raingarden, and raingardens at the Bruce Vento Regional Trailhead (at Seventh and Payne), First Covenant Church, and residential properties.

3) The District will celebrate its 13<sup>th</sup> anniversary on September 23<sup>rd</sup>.

4) Water Resources Conference, October 18-19, RiverCentre St Paul

CRWD staff Anna Eleria, Forrest Kelley and Matt Loyas will be participating in this year's Water Resources Conference.

- a. Matt Loyas (along with Brooke Asleson, Minnesota Pollution Control Agency; Rachael Crabb, Minneapolis Park & Recreation Board; and Kent Johnson, Metropolitan Council Environmental Services) will present a poster titled “Twin Cities Metropolitan-Area Chloride Monitoring”
- b. Forrest Kelley will present a poster titled “Iron-Enhanced Sand Filter Pond Retrofit”
- c. Anna Eleria will present her paper “Green Infrastructure Practices for the Central Corridor Light Rail Transit Project” on a panel for creative approaches to stormwater best management practices

**VIII. Wednesday, October 5, 2011 Regular Meeting Agenda Review**

There was no discussion.

**IX. Adjournment** – The meeting was adjourned at 8:17 p.m. by consensus.

Respectfully submitted

Dawn Nelson