



Capitol Region Watershed District

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Meeting Minutes of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, November 19, 2008, 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 6:01 p.m. (Vice President, Joe Collins)

A) Attendance

Joe Collins
Seitu Jones
Mike Thienes
Marylyn Deneen
Robert Piram (Absent w/notice)

Others Present

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

Sarah Stai, Westwood
Professional Services, Inc.

B) Review, Amendments and Approval of the Agenda

Manager Collins asked for additions or changes to the agenda. Manager Collins requested moving the Special Report to follow Unfinished Business. Manager Deneen gave Dawn Nelson a written summary of the Ramsey Conservation District Meeting on November 19, 2008 to add to the minutes.

Motion 08-11-11: *To approve the November 19, 2008, Regular Meeting Agenda as amended.*

Deneen/Thienes
Unanimously approved

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

No Public Comments.

III. Permit Applications

A) Permit Program/Rules Update (Kelley)

Rules Update

Mr. Kelley said that he and Tina Carstens from Ramsey Washington Metro Watershed District are working on the draft rule language revisions for a 45-day review period with a public hearing in December. Mr. Kelley said Administrator Doneux informed the Watershed Management Plan TAC that the District will go through the TAC process to review projects less than 1 acre and how to address stormwater for those sites.

V. Action Items

Consent Agenda

Manager Collins asked for a motion to approve the September 17, 2008, Consent Agenda.

Motion 08-11-12:

- A) *Approve Minutes of the October 29, 2008 Special Meeting as presented.*
- B) *Approve Minutes of the November 5, 2008 Regular Meeting as presented.*
- C) *Approve Minutes of the November 10, 2008 Special Meeting as presented.*
- D) *Approve Accounts Payables for \$270,079.54 and the Accounts Receivable for \$6,952.69 for the month of October 2008. (Nelson)*

E) *Approve the Johnston House Condominium Association Stewardship Grant with reimbursement funding not to exceed \$275.00 subject to the following conditions:*

1. *The CRWD and Johnston House Condominium Association must approve and enter into Cooperative Agreement;*
2. *Any changes to project plans must be approved by the CRWD; and*
3. *All conditions must be met and the project completed within one year after project approval.*

Thienes/Jones

Unanimously approved

F) Approve Comments on City of Roseville Comprehensive Plan (Kelley)

Mr. Kelley said Staff have reviewed Chapter 8, Environmental Protection of the draft City of Roseville Comprehensive Plan and find it to be consistent with the CRWD 2000 Watershed Management Plan. The Plan clearly identifies a number of goals and policies related to water quality and resource protection and summarizes some of the programs in place to help achieve these goals.

Motion 08-11-13: *Approve the Roseville Comprehensive Plan Comment Letter.*

Deneen/Thienes

Unanimously approved

G) Approve Comments on Ramsey County Comprehensive Plan (Kelley)

Mr. Kelley said Staff have reviewed the Surface Water Management chapter of the draft Ramsey County Comprehensive Plan. The Plan identifies “values” but does not clearly state goals or policies. The focus throughout much of the document is on the regulatory side of stormwater management and did not emphasize the positive role that the County can take to provide water quality improvements. Mr. Kelley said the recommended comment letter focuses on a few of the major concerns identified within the plan. The District will have the opportunity to comment on subsequent drafts.

Motion 08-11-14: *Approve the Ramsey County Draft Comprehensive Plan Comment Letter.*

Deneen/Jones

Unanimously approved

VI. Unfinished Business

A) 2010 Watershed Management Plan – Work Plan Update (Fossum)

Mr. Fossum discussed the upcoming Issue Identification Meeting dates. Mr. Fossum said a Watershed Management Plan Technical Advisory Committee meeting was held November 18th. Both Managers Piram and Deneen attended. There were a total of 22 attendees. Mr. Fossum said there was a lot of suggestions and comments. The Managers discussed the Community Group meetings they plan to attend.

B) Trout Brook Interceptor – Maryland Avenue Repairs Update (Eleria)

Ms. Eleria said staff received a fully executed agreement November 13th with Minger Construction. As part of executing the agreement, the performance and payment bonds and certificates of insurance were reviewed by Ramsey County and deemed sufficient including coverage for general, automobile, umbrella, and worker’s comp liability. CRWD received a fully executed temporary construction easement agreement with Sears Holdings Corporation on November 17th. Ms. Eleria said a preconstruction meeting was held at the CRWD office with representatives from Barr Engineering, City of Saint Paul Right-of-Way, Minger Construction and their subcontractors including the safety plan consultant, ARK Management Assoc. Ms. Eleria said the construction schedule extends from now until June 14th with substantial completion by Feb. 20th, which is when the repairs for Sag 1 and 2 will be finished. They have begun installation of a silt fence to protect the wetland resource areas and high visibility fence around the perimeter of the project site and the large trees to be saved. They have also begun grading at the site. They are also laying and fusing together the 12” pipe for dewatering TBI. Dewatering comprises pumping of water from upstream end of TBI repair section and piping it downstream along and near the DNR bike trail to the downstream section near Mississippi Street/I-35E. Ms. Eleria said next week, they anticipate pumping water out of TBI, installing

the electrical lines in the pipe, installing new stairs in manholes with broken or missing stairs and possibly starting the in-pipe repairs, which will begin at the southern end of the project as well as demolition for repairing Sag 1 pipe under L'Orient Street. The replacement of the Sag 1 pipe will be conducted in three sections. It will start with demolishing/removing the pipe section, installing the helical piles, constructing/installing the grade beam, and finally installing the box culvert section. The first section of box culvert is anticipated to be installed in mid-December with the final section completed by mid-February. Stabilization of the foundation at Sag 2 will begin after Thanksgiving and end by January. Ms. Eleria said safety is of great importance to Minger Construction. They have hired an outside specialist to ensure the highest level of safety practices to minimize hazards and prevent accidents. As part of their commitment, they will be installing new stairs at 10 manholes throughout the length of the pipe. Manager Collins asked Ms. Eleria if she had Confined Space Entry training. Ms. Eleria said she does have training.

IV. Special Reports – Education and Outreach Plan Update – (Storey)

Ms. Storey said Sarah Stai is going to review with the Board the Plan process to date; and review a detailed portion of the Plan using Objective 4: “Educate homeowners about landscape practices that reduce phosphorus and sediment in runoff as well as runoff volume.” Ms. Storey said the subsequent sections of the draft Plan illustrate how one objective can be targeted to one group by proceeding through the planning steps of audience analysis, message creation, format selection, implementation, and evaluation. Ms. Storey noted that the Implementation and Evaluation sections of the Plan are currently in outline form. Ms. Stai said the job the characterizing the audience, the more successful the Plan will be. Manager Jones said he had a hard time deciphering the route the Plan was taking but now it is beginning to take shape and resemble other work plans the Board has created. Administrator Doneux said the next step is to provide Ms. Stai with some direction on selecting the next audience groups to work with. Manager Deneen asked if Street Sweeping and cleaning stormsewers will be a part of the Plan. Ms. Stai said it is up to the Board on what programs are implemented in the Plan. Manager Collins suggested including County Staff with the City & Agency Staff. Administrator Doneux asked the Board to review the Contractor list and provide some feedback at the next Board meeting. Staff discussed with the Board the need to extend the timeline of the contract and to include additional funding for extra Board meetings and work the plan has required. The Board thanked Ms. Stai for the update and her work on the Plan.

For Discussion

VII. General Information

A) CAC Update (Thienes)

Manager Thienes said Anna Eleria gave an excellent presentation on the Loeb Lake Area Management Plan. Updates for the Education and Outreach Plan and the 2010 Watershed Management Plan were postponed until the December CAC meeting.

B) Administrator’s Report (Doneux)

Administrator Doneux said Managers Jones, Collins and Deneen were all reappointed. Administrator Doneux suggested Managers Collins and Deneen be appointed Delegates for the MAWD conference and Manager Jones be the alternate. Administrator Doneux said one of the topics that will be discussed is the increase in Dues. Administrator Doneux reminded the Board that there is a Loeb Lake Management Plan meeting December 10th at Crossroads Elementary School at 6:30 p.m. Administrator Doneux said there is a listening session about the Constitution Amendment that was passed earlier this month on December 19th at 9:30 a.m. at the CRWD office.

C) Ramsey Conservation District (RCD) Board Meeting (Deneen)

Manager Deneen provided Dawn Nelson with a written summary of the November 19 RCD meeting. The three newly elected Supervisors were in attendance. Much of the meeting was given to explaining most of each item on the Agenda. The Natural Resource Conservation service person gave her report and received additional information on the RCD’s work on invasive plant irradiation program.

Ryan Johnson confirmed 5 Lake McCarrons homeowners have signed up to do Lakeshore reconstruction in 2009. Mr. Nash reported MPCA is asking for information of the numbers of dumpsites, construction sites, and sites showing groundwater degradation at industrial areas. The staff handbook is being revised. Area IV Soil and Water Conservation Districts is requesting Districts to raise the cost of hourly rate to \$60.00 per hour for the service given to Lake Shore Restoration projects. The Board meeting was a productive meeting explaining “on going” projects that will improve life of the citizen’s of Ramsey County for many years to come.

VIII. Wednesday, December 3, 2008 Regular Meeting Agenda Review

IX. Adjournment – The meeting was adjourned at 7:23 p.m. by consensus.

Respectfully submitted,

Dawn M. Nelson

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