

Capitol Region Watershed District

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Regular Meeting Minutes of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, January 7, 2009, 6:00 p.m.** at the office of the CRWD, 1410 Energy Park Drive, Suite 4, St. Paul, MN 55108.

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

A) Attendance

Robert Piram
Mike Thienes
Joe Collins
Seitu Jones
Marylyn Deneen

Others Present

Mark Doneux, CRWD
Dawn Nelson, CRWD
Elizabeth Storey, CRWD
Forrest Kelley, CRWD
Jerome Wagner, CAC

David MacMillan,
Ramsey County Attorney
Todd Shoemaker,
Wenck & Associates
Sarah Stai, Westwood
Professional Services, Inc.

B) Review, Amendments and Approval of the Agenda

Manager Piram asked for additions or changes to the agenda. Manager Deneen requested discussing the Bylaws after the Administrators Report.

The Board adopted the Agenda as amended by consensus.

II. Public Comment – For Items not on the Agenda

There were no public comments.

III. Permit Applications

A) Permit # 08-016 Payne Avenue Permit Extension Request (Kelley)

Forrest Kelley said the permit application for 08-016 Payne Avenue was approved on July 9, 2008 with no conditions. The permit was issued on July 10, 2008 and will expire on July 10, 2009. The City of St. Paul has submitted a letter indicating the project was postponed until the 2009 construction season for political reasons. The letter requests a one year permit extension to expire on July 10, 2010. Mr. Kelley explained that the permit requires 7,451 cubic feet of volume reduction. One infiltration trench was proposed to provide 8,984 cubic feet. At the time, the City elected to not include the volume achieved by a proposed raingarden 1,043 cubic feet due to maintenance concerns. The City wishes to assume maintenance responsibilities for the raingarden and requests the total excess volume from the trench and raingarden 2,576 cubic feet be used to offset the St. Paul Public Works volume bank deficit.

Motion 09-01-01:

1. *Approve the Requested One-year Permit Extension for 08-016 Payne Avenue.*
2. *Approve 2,576 cubic feet of Volume Reduction Credits with the Following Conditions:*
 - a. *Submittal of As-Built Plans to Verify Post-Construction Volume Reduction.*
 - b. *Review and approval of the Ramsey County Attorney.*

Deneen/Jones

Unanimously Approved

B) Permit #08-018 – Amendment 08-018A United Products (Kelley)

Forrest Kelley reviewed CRWD Permit #08-018A United Products. The applicant is United Product and the consultant is LHB. The project is construction of a new warehouse building, storage lot improvements and stormwater management facilities. The project is located west of Rice Street at 200 Sycamore Street. The applicable rules are Stormwater Management (Rule C), Erosion Control (Rule F) and Floodplain Management (Rule D). Mr. Kelley said this project has 2.02 acres of disturbed area, 2.02 acres of proposed impervious surface and the proposed stormwater management will include off site filtration basin due to poor soils. Mr. Kelley said the applicant acquired the Acme Auto site and salvage yard next to their project and they will resurface the site. The staff recommendation is to table the permit with 3 conditions. Manager Collins said this is really all that can be done in this area.

Motion 09-01-02: *To table permit #08-018 – Amendment 08-018A United Products subject to the following three conditions:*

1. *Receipt of revised maintenance agreement.*
2. *Increase filtration trench size and the drainage area to the trench to satisfy CRWD volume retention and TSS removal standards.*
 - a. *The HydroCAD model indicates 4,312 cubic feet (0.099 acre-feet) is filtered for the 1.3-inch storm event. A filtration volume of 8,876 cubic feet is required.*
 - b. *The P8 computer model predicts an annual TSS load of 1,372 pounds for a 2.09-acre impervious site. For 90% removal, approximately 1,235 pounds per year must be removed by the proposed filtration trench. For a 1.1-acre impervious site and the proposed filtration trench, only 692 pounds per year are predicted to be captured.*
3. *Revise the “custom stage data” for the proposed filtration trench. A “storage multiplier” of two is entered in the model, which over-calculates the storage in the trench. It appears that the stage areas entered are accurate without the storage multiplier.*

Collins/Thienes

Unanimously Approved

C) Permit #08-032 – St. Joseph’s Hospital Expansion (Kelley)

Forrest Kelley reviewed CRWD Permit # 08-032 St. Joseph’s Hospital Expansion. The applicant is HealthEast Care System and the project purpose is the construction of a new building for expansion of the Emergency Department. The project is located south of the intersection of Main Street and West Tenth Street. The applicable rules are Stormwater Management (Rule C), Erosion Control (Rule F) and Floodplain Management (Rule D). Mr. Kelley said this project has 1.43 acres of disturbed area, .093 acres of proposed impervious surface and the proposed stormwater management will include a filtration raingarden and stormwater reuse system for irrigation. The staff recommendation is to approve the permit with three conditions. Manager Jones asked how large the tank is. Mr. Shoemaker said he could not remember but it is larger then what CRWD requires in order to meet the City’s requirements.

Motion 09-01-03: *To approve permit #08-032 St. Joseph’s Hospital Expansion subject to the following three conditions:*

1. *Receipt of surety and maintenance agreement.*
2. *Submit a copy of the NPDES permit application.*
3. *Provide a complete description of the irrigation pump operation. Include information regarding the pump size, turn-on and turn-off elevations, and pump design details.*

Jones/Thienes

Unanimously Approved

D) Permit Program/Rules Update (Kelley)

Mr. Kelley said the Technical Advisory Committee on rules met October 7, 2008 to discuss potential revisions for 2009. It was determined that a revision was necessary to accommodate negative banking for

linear projects. Draft rule revisions incorporating volume reduction deferral for linear projects went out for 45 day public review and comment on November 21, 2008. The comment period ended on January 5, 2009. Mr. Kelley said two comment letters were received and compiled with recommended responses.

Motion 09-01-04: *Adopt Resolution Approving Response to Comments and Amend Watershed District Rules.*

Thienes/Collins
Unanimously Approved

Motion 09-01-05: *Adopt Resolution Setting Fees and Sureties for 2009.*

Thienes/Deneen
Unanimously Approved

Motion 09-01-06: *Adopt Resolution Setting Stormwater Impact Fund for 2009.*

Thienes/Jones
Unanimously Approved

Motion 09-01-07: *Adopt Resolution Setting a Cap on Costs for Linear Projects for 2009.*

Thienes/Jones
Unanimously Approved

Mr. Kelley said he has met with future applicants including the University of St. Thomas who will have projects in 2009 and 2010.

IV. Special Reports – Education and Outreach Plan Update, Elizabeth Storey

Elizabeth Storey reviewed the past work on the Education and Outreach Plan and summarized discussions from previous meetings. Manager Deneen requested changing the order of the key behavior patterns for homeowners. Manager Deneen said street sweeping and grass clippings should be listed before fertilizing. Ms. Stai said that can be revised. Manager Jones asked how was the criteria selected for the demographic profiles of homeowners. Ms. Storey reviewed the homeowner selection process. Ms. Storey said staff needs to complete the process for the contractor audience, and develop the Implementation and Evaluation sections of the Plan. The full draft Plan will come back to the Board in February.

V. Action Items

Consent Agenda

Manager Piram asked for a motion to approve the January 7, 2009, Consent Agenda.

Motion 09-01-08:

- A) Approve Minutes of the December 3, 2008 Regular Meeting as presented.*
 - B) Approve Minutes of the December 17, 2008 Regular Meeting as presented.*
- Jones/Thienes
Unanimously approved

Discussion

C) Approve Mississippi River Gorge Stewards Grant (Storey)

Ms. Storey reminded the Board that FMR staff provided a mid-project update to the Board of Managers on October 15, 2008. Friends of the Mississippi River (FMR) will facilitate the Mississippi River Gorge Stewards program in St. Paul through a series of activities focused on improving water quality, preventing soil erosion, and adding native habitat in the gorge. The only gorge on the entire length of the Mississippi River is a unique natural treasure enjoyed by thousands of residents and visitors. The 2009 St. Paul project area includes the gorge parkland from Eustis Avenue to I-35E near Otto Avenue, with restoration activities

focused on Crosby Park and the Meeker Dam Site. Ms. Storey noted that the proposed stewardship project meets several of the CRWD grant program goals. The work to be conducted will restore native plant communities in the river floodplain, enhance wildlife habitat, prevent bank erosion, and improve water quality by providing natural filtration and flood storage for stormwater runoff before it enters the river. The project engages volunteers in educational programming that will complement their hands-on learning experiences as volunteer stewards. Each volunteer event will include training and learning opportunities. The Educational programs during the season will also serve to raise awareness with the broader community about the project, CRWD, water quality protection, and the site's natural ecology. Ms. Storey said at the Crosby Park site, CRWD funds will be used to coordinate volunteer training, stewardship and education activities, with matching funds going towards project planning, plant material and park crew work the site. At the Meeker Dam Site CRWD funds will be used to coordinate volunteer training, stewardship, and education activities with matching funds going towards project planning, plant material and park crew work the site. CRWD staff is invited to both events at the Meeker Dam Site to present information about the District's water quality monitoring program, and the monitoring site at nearby St. Anthony Park outfall. Gorge Litter Clean-up events will be coordinated in concert with St. Paul Parks, and funding for clean-up coordination events is provided by matching funds from the City of St. Paul. Manager Deneen asked how much funds are available. Ms. Storey said there is currently \$35,000 available and this request is in the median range of typical partner grants. Manager Deneen recommended adding the fund balance information to the requests so Board Managers have a better understanding of what is available. The Managers agreed that would be very helpful.

Motion 09-01-09: *To approve the FMR Mississippi River Gorge Stewards grant request with reimbursement funding from the 2009 Partner Grants budget (210) not to exceed \$12,800.00 subject to the following conditions:*

1. *The CRWD and Friends of the Mississippi River must approve and enter into Cooperative Agreement;*
2. *Any significant grant-funded programming changes will be approved by CRWD staff; and*
3. *All conditions must be met and the project completed by December 31, 2009.*

Thienes/Deneen

Unanimously Approved

VI. Unfinished Business

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

Administrator Doneux provided a photo update of the progress for the Trout Brook Interceptor-Maryland Avenue Repairs. Administrator Doneux said the project is on schedule and informed the Board that there will be some large invoices for the December accounts payables for this project.

VII. General Information

A) Administrators Report

Administrator Doneux said he received and distributed a letter from Joe Fox expressing his appreciation for the Boards resolution.

B) Bylaws (Deneen)

Manager Deneen suggested the Board review the Bylaws. The Board asked Administrator Doneux to provide copies of the current By-laws. The Board will form a committee and review the By-laws.

Ramsey Conservation District (RCD) Board Meeting (Deneen)

Manager Deneen provided Dawn Nelson with a written summary of the January 5th, 2009 RCD special meeting. The Meeting was called for the swearing in of the newly elected Supervisors. Mr. Peterson announced that MaryJane Reagan passed away in December. The RCD staff introduced themselves and explained their title and provided a brief explanation of their duties. The newly elected Supervisors each took their Oath of Office. They shared their interests, employment background and family who were there.

The BWSR representatives included Steve Woods, Jim Haertel and Melissa Lewis who also provided an overview of their responsibilities.

C) Personnel Committee Report – Salary Administration Plan (Doneux)

Administrator Doneux reviewed the draft Salary Administration Plan with the Board. The Board felt the Plan needed to clarify the Board’s oversight role and include a description of how an employee would move to the next zone or grade. The Board asked Administrator Doneux to set up a Personnel Committee meeting with the consultant to address these questions. The Plan would then be brought back to the Board for adoption.

VIII. Wednesday, January 21, 2009 Regular Meeting Agenda Review

IX. Adjournment – 8:28 p.m. adjourned by consensus.

Respectfully submitted,

Dawn Nelson