

Capitol Region Watershed District



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Meeting Minutes of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, February 20, 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 6:05 p.m. (Vice President, Joe Collins)

A) Attendance

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

Others Present

Mark Doneux, CRWD
Bob Fossum, CRWD
Forrest Kelley, CRWD
Anna Eleria, CRWD
Pat Conrad, EOR, Inc.

David MacMillan,
Ramsey County Attorney
Ryan Johnson,
Ramsey Conservation District
Brandon Wiarda, CAC

B) Review, Amendments and Approval of the Agenda

Manager Collins asked for additions or changes to the agenda.

Motion 08-02-13: *To approve the February 20, 2008 Agenda as presented.*

Deneen/Thienes

Unanimously Approved

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

Anna Eleria introduced herself as the CRWD’s new Water Resource Specialist. Ms. Eleria said she is very happy to be here both at CRWD and her home State of Minnesota. She attended the University of Minnesota and majored in Natural Resources and Environmental Science. Ms. Eleria chose to fulfill her internship requirements in Boston which is where she lived for the past ten years. Ms. Eleria said she fulfilled her internship at the Charles River Watershed Association and was then hired fulltime. Ms. Eleria continued her education and received her Masters in Water Resources Engineering at Tufts University in Boston. The Board welcomed Ms. Eleria.

III. Permit Applications

A) Permit #07-028, St. Thomas Parking Ramp (Kelley)

Forrest Kelley reviewed CRWD Permit # 07-028 St. Thomas Parking Ramp. Mr. Kelley said the project is construction of a new four story parking ramp, expansion of the current gymnasium and stormwater facilities. Mr. Kelley said this project has 3 acres of disturbed area, 2.11 acres of proposed impervious surface and the proposed stormwater management is an underground water quality unit. Mr. Kelley said the stormwater standards for rate, water quality and volume control are met. Mr. Kelley said the flooding and erosion control standards are also met. Mr. Kelley said the staff recommendation is to approve the permit with three conditions.

Motion 08-02-14: *To approve permit #07-028 St. Thomas Parking Ramp subject to the following three stipulations:*

1. *Receipt of \$10,550 surety and maintenance agreement. The standard CRWD maintenance agreement must be amended to address field performance of the BayFilter.*
2. *Submit a copy of the NPDES permit application.*
3. *Submit a revised utility plan that includes the additional 20 feet of pipe length indicated in the HydroCAD model. Similarly, submit a revised detail sheet that includes the revised 72" storm system outlet detail.*

Thienes/Jones

Unanimously Approved

B) Permit Program/Rules Update (Kelley)

Mr. Kelley said the City of St. Paul will be requesting a permit at the March 5 Board meeting for a street project that is in both the Capitol Region Watershed District and the Ramsey Washington Metro Watershed District (RWMWD). The project is 50 acres and they are proposing five infiltration trenches of which four are in RWMWD. Mr. Kelley said the project meets the standards but are proposing virtually all of the treatment in RWMWD. Manager Jones asked if the project would require a permit from both Districts. Mr. MacMillan said the project would require a separate permit from each District. Staff will work Mr. MacMillan to recommend conditions for the permit.

Mr. Kelley said the Rules went out for the 45 day comment period which ended February 19th. Mr. Kelley said staff received 16 comments. Mr. Kelley said staff will draft responses to the comments and have final Rules ready for review at the March 5 Board meeting.

IV. Special Reports – 2007 NATURE Program Review, Ryan Johnson, Ramsey Conservation District

Ryan Johnson provided an overview of the 2007 NATURE Program. Mr. Johnson summarized his work at McCarron’s Lake and on several raingardens. The Board thanked Mr. Johnson for his presentation.

V. Action Items

A) Approve Minutes of the February 6, 2008 Meeting (Nelson)

Manager Collins asked for a motion to approve the February 6, 2008, Regular Meeting Minutes.

Motion 08-02-15: *Approve Minutes of the February 6, 2008 as presented.*

Jones/Deneen

Unanimously approved

B) Approve Accounts Payable/Receivables for January 2008 (Nelson)

Manager Collins asked for a motion to approve the Accounts Payables for \$107,289.16 and the Accounts Receivable for \$725,452.25 for the month of January 2008.

Motion 07-02-16: *Approve January 2008 Accounts Payable/Receivable and May Budget Report and direct Board Vice President and Treasurer to endorse and disperse these checks for these payments.*

Thienes/Jones

Unanimously approved

C) Approve Firms to Interview for 2010 WMP (Fossum)

Mr. Fossum said on February 14th, the 2010 Watershed Management Plan (WMP) review subcommittee of Marylyn Deneen and Mike Thienes met to review the Statement of Qualifications (SOQs) and recommend firms to be interviewed by the full board. Mr. Fossum said the subcommittee’s recommendation is to interview EOR and Wenck on March 5, 2008 from 3:30 - 5:30 p.m. prior to the regularly scheduled board meeting. Mr. Fossum said based on the recommendation

from the subcommittee and interviews of the firms, the Board would then select a firm for the 2010 WMP later that evening at the regular Board meeting.

Motion 08-02-17: *Approve the subcommittee's recommendation to interview EOR, Inc, and Wenck Associates for the 2010 Watershed Management Plan Project on March 5, 2008 at 3:30pm.*

Thienes/Deneen

Unanimously approved

D) Approve Contract Amendment Maryland Avenue Repair (Doneux)

Administrator Doneux reviewed the tasks and costs for the geotechnical exploration work. Administrator Doneux said when CRWD requested proposals for the feasibility study it was asked that they exclude the Geotechnical investigation. Administrator Doneux said we have an agreement for the Feasibility Study and now must act on a contract amendment to include the Geotechnical exploration work that is required.

Motion 08-02-18: *Authorize the Board Vice President to execute a contract amendment No. 1 with Barr Engineering to change the contract price to \$131,700 and extend the deadline to May 1, 2008, subject to the review and approval of the Ramsey County Attorney.*

Thienes/Jones

Unanimously approved

E) Approve Wang Stewardship Grant (Storey)

Administrator Doneux said on January 28, 2008, CRWD received a Stewardship Grant application for a raingarden that will total 100 ft² with a roof drainage area totaling approximately 750 ft². During a 1" rain event the garden will infiltrate approximately 62 ft³ of runoff. Staff recommends approval of funding for the Wang raingarden project not to exceed \$610.00.

Motion 08-02-19: *Approve the Wang Stewardship Grant with reimbursement funding not to exceed \$610.00 subject to the following conditions:*

1. *The CRWD and Jun-Li Wang must approve and enter into Cooperative Agreement;*
2. *Any changes to raingarden plans must be approved by the CRWD; and*
3. *All conditions must be met and the project completed within one year after project approval.*

Jones/Deneen

Unanimously approved

VI. Unfinished Business

A) Draft Strategic Plan (Doneux)

Administrator Doneux said that staff has reviewed the draft Strategic Plan and completed the review worksheet. He also mentioned that he needed a few more worksheets from Managers. Administrator Doneux stated he would compile all of the comments and determine if we need another Board/staff workshop to discuss details or if we can move to preparing the final draft Strategic Plan.

B) Cleveland – Randolph Groundwater Study (Kelley)

Mr. Kelley said on January 4, 2008, CRWD staff convened a meeting to gather information and discuss interest in conducting a groundwater study in the area to better understand the local groundwater conditions. Representatives attended from many organizations including St. Paul Public Works, Sisters of St. Joseph of Carondelet, St. Catherine's, St. Paul Academy, District 15, and Wenck Associates. It was decided that Wenck Associates would put together a draft scope of work

for the project and that CRWD staff would distribute the draft to the participants for comments. Mr. Kelley said staff has received some comments.

Mr. Kelley said Wenck Associates submitted an engineering cost estimate of \$45,000 - \$55,000 for the project based on the scope. Funding options for the study were discussed at the January 4 meeting that included CRWD paying 50% of the cost. Mr. Shoemaker said two Wenck staff will be attending the meetings. Several of the organizations indicated their willingness to support the project both technically and financially upon review of the cost estimate. Staff will bring back an action item at a future Board meeting.

VII. General Information

A) Administrators Report

Administrator Doneux said the application period for the Seasonal Intern position has closed. The District received 38 resumes. Mr. Kelley said he is working with the District 13 Community Council and the City of St. Paul Public Works Department on building raingardens as part of a Residential Street Project. Mr. Kelley said a meeting has been scheduled for March 11. There are 37 residents who are interested in learning more about the process.

B) CAC Update (Manager Jones)

Manager Jones said attendance at the February 13th CAC meeting was one member short for a quorum so the meeting started out as a discussion. Jerome Wagner arrived late to deliver some information and was able to stay to vote on the three action items.

VIII. Wednesday, March 5, 2008 Regular Meeting Agenda Review

IX. Adjournment – The meeting was adjourned at 8:00 p.m. by consensus.

Respectfully submitted,

Dawn M. Nelson

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