

# Capitol Region Watershed District



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Meeting Minutes of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, June 4, 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 6:00 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  
Anna Eleria, CRWD  
Forrest Kelley, CRWD  
Pat Conrad, EOR, Inc.

Todd Shoemaker, Wenck  
David MacMillan,  
Ramsey County Attorney  
Jerome Wagner, CAC  
Bill Barton, CAC  
Steve Klein, Barr Engineering

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

Manager Piram asked for additions or changes to the agenda. Administrator Doneux requested adding discussion about the Gordon Parks stewardship grant to take place before the special report. Manager Thienes said to move the Heritage Place stewardship grant from the Consent Agenda to the Discussion Agenda due to the agreement exceeding \$1,000 for stewardship grants as previously discussed.

*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 #07-019, the Winnipeg Apartments (Kelley)

Forrest Kelley reviewed CRWD Permit #07-019, The Winnipeg Apartments. Mr. Kelley stated that the Applicant submitted plans that meet the Rules to amend the current permit. Manager Jones asked about documenting the process of creating the green roof. Mr. Kelley said he is not sure of the access to the green roof that will be allowed, but he has requested access while the contractor is doing the work.

**Motion 08-06-01:** *To amend current permit # 07-019 The Winnipeg subject to one condition.*

1. *Receipt of revised maintenance agreement.*

Jones/Collins

Unanimously Approved

#### B) Permit # 08-018 United Products (Kelley)

Forrest Kelley reviewed CRWD Permit #08-018 United Products. The applicant is United Products and the Engineer is LHB. The project includes a new warehouse building, storage lot improvements and stormwater management facilities. The project is located west of Rice Street at 200 West 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 and 2.02 acres of proposed impervious surface. Mr. Kelley said the proposed stormwater management is underground infiltration pipes. Mr. Kelley reminded the Board that this permit was originally tabled in May so the applicant could document compliance with our Storm Rules.

**Motion 08-06-02:** *To approve permit #08-018 United Products subject to the following two conditions:*

1. *Receipt of \$10,100 surety and maintenance agreement.*
2. *Submit a copy of the NPDES permit application.*

Thienes/Jones

Unanimously Approved

### **C) Permit # 08-019 City House (Kelley)**

Forrest Kelley reviewed CRWD Permit #08-019 City House. The applicant is St. Paul HRA and the Engineer is BKBM Engineering, Inc. The project is renovation of the historic Head/Sack House, pedestrian path improvements and installation of stormwater utilities. The project is located at 258 Mill Street on the Mississippi River. The applicable rules are Stormwater Management (Rule C), Erosion Control (Rule F) and Floodplain Management (Rule D). Mr. Kelley said this project has 0.30 acres of disturbed area and 0.11 acres of proposed impervious surface. Mr. Kelley said the proposed stormwater management is filtration trenches and raingardens. 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. The staff recommendation is to approve the permit with one condition. Manager Deneen asked if the project is in the floodplain. Mr. Kelley said yes, a portion of the building is in the floodplain. Manager Deneen asked what will happen. Mr. Kelley said the applicant proposes to use the building as a park trail head. There will not be restrooms or utilities. Manager Piram asked who the maintenance agreement is with. Mr. Kelley said that has yet to be determined.

**Motion 08-06-03:** *To approve permit #08-019 City House subject to one condition.*

1. *Receipt of maintenance agreement.*

Jones/Thienes

Approved by Thienes, Piram, Deneen and Jones

Collins abstained

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

Mr. Kelley said Permit #08-017 Highland Park High School has resubmitted an application for the next meeting. A new permit for review is the Town and Country Club who will be submitting an application to expand their maintenance facility.

### **E) Gordon Parks High School Stewardship Grant**

Administrator Doneux said at the last Board meeting, Manager Collins expressed concern about the students' safety during monitoring especially at the Saint Anthony site. Manager Collins said he wanted Attorney MacMillan to review the cooperative agreement. Administrator Doneux said there is a hold harmless clause in the cooperative agreement indicating that the students are independent contractors, not employees. Administrator Doneux added that there is also an insurance requirement in the agreement. Administrator Doneux said the School District has signed this agreement for a previous grant and is sure the School District would comply with the agreement for this project. Manager Deneen asked how the students would be paid for their internships. Administrator Doneux said the grant will be paid to the school. Once the students have successfully completed their course work, the students will receive a one time scholarship.

#### **IV. Special Reports – Trout Brook Interceptor – Maryland Avenue Repair Feasibility Study, Steve Klein, Barr Engineering Company**

Anna Eleria introduced Steve Klein, Barr Engineering to present the feasibility study for the rehabilitation of the 700 foot section of the Trout Brook Storm Sewer Interceptor at Maryland Avenue and I-35E. Mr. Klein explained that the Scope of work includes a detailed in-pipe survey and inspection, subsurface exploration and geotechnical analyses. There was a review of the existing XP-SWMM model for issues related to repair options. The environmental issues were reviewed and included a separate report. Mr. Klein said the concrete in the storm sewer is in good to fair condition. There are some cracks at joints, concrete spauling and exposed corroding reinforcement steel. There is water seeping through some areas. There are two sag areas of serious concern. Sag 1 is located at L'Orient Street and Sag 2 is located under Maryland Ave. Mr. Klein said there is no indication of recent settlement. There are cracks ranging from 1" to 6" wide. The maximum settlement is 37" for Sag 1 and 20" for Sag 2. Manager Piram asked if there are pilings. Mr. Klein said the original pile foundation did not perform as intended. There was sediment that was filled in the sags. Settlement likely occurred shortly after TBI was constructed or when loads were placed at Maryland Avenue and L'Orient Street. Mr. Klein said future settlement likely to be no more than 0.1 - 0.3 feet in the next 50 -100 years. Manager Collins asked about the unloading and over burdening of Maryland Avenue, how likely would that occur? Mr. Klein said it is very likely to occur. Mr. Klein said there is discussion of raising Maryland Avenue to raise the Maryland Ave Bridge over 35E. Several repair options were discussed.

Review of CRWD's Computer Model shows that the model may compute too much flow in storm sewer and lower than realistic flood levels upstream, the model incorporates curve numbers as opposed to impervious and turfed areas. The Model also appears to significantly overestimate the storm sewer size and flow area. Mr. Klein said the Watershed areas are not broken down into small urban watersheds and the Sag areas were not initially modeled. Mr. Klein proposes adding the sag areas to the model to show minimal impacts. The stabilizing in the foundation as discussed has slight impact and reduces flow capacity 3 to 7%.

Mr. Klein said the pipe is repairable and does not need to be completely replaced. Option 3B is recommended and consistent with "in good operating condition" definition. Mr. Klein noted that of the preferred Option comes with the least amount of on-going maintenance. Replacing the entire pipe would require a major disturbance of Maryland Avenue. Mr. Klein recommended minimizing potential settlement by "unloading" Maryland Avenue using light-weight fill. Mr. Klein also recommended upgrading and correcting the District's XP SWMM model as it may currently be overestimating the flow capacity of the Trout Brook System and underestimating flood levels.

Manager Thienes asked if the estimates were discounted due to the economy. Mr. Klein said no. Manager Thienes asked if the estimates include engineering cost. Mr. Klein said yes. Manager Piram asked what the latest date is to begin the work this winter. Mr. Klein said probably December. The work should be completed December through February. Mr. Klein said there is a stakeholder meeting June 17<sup>th</sup> with MNDOT, Ramsey County, Met Council and the City of St. Paul. Ms. Eleria said staff is seeking guidance from the Board on their preference of a repair option. It was the general consensus of the Board to repair in-place with TBI replacement for the 200 foot Sag 1 and foundation support for 200 foot Sag 2. The Capital Cost is \$2,420,000 and the Total Cost is \$2,640,000.

Ms. Eleria said staff anticipates the scope of services to be presented to the Board for their approval at the June 18<sup>th</sup> meeting for the repair option selected.

The Board thanked Mr. Klein for his presentation.

## V. Action Items

### Consent Agenda

Manager Piram asked for a motion to approve the June 4, 2008, Consent Agenda.

- A) **Approve Minutes of the May 21, 2008 Regular Meeting (Nelson)**
- B) **Approve Alexander Stewardship Grant (Storey)**
- C) **Approve Schatz Stewardship Grant (Storey)**
- D) **Approve 2007 SWPPP Annual Report (Eleria)**

#### **Motion 08-06-04:**

- A) *Approve Minutes of the May 21, 2008 Regular Meeting as presented*
- B) *Approve Alexander Stewardship Grant raingarden project with reimbursement funding not to exceed \$300.00 subject to the following conditions:*
  - 1. *The CRWD and Shirley Alexander 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.*
- C) *Approve Schatz Stewardship Grant with reimbursement funding not to exceed \$525.00 subject to the following conditions:*
  - 1. *The CRWD and Susan Schatz 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.*
- D) *Approve the 2007 Stormwater Pollution Prevention Program Annual Report and authorize the Administrator to submit the report to PCA.*

Thienes/Jones

Unanimously approved

#### **E) Approve Heritage Stewardship Grant (Doneux)**

Administrator Doneux said on May 12, 2008 CRWD received a Stewardship Grant application from Heritage Place of Roseville for a series of four raingardens to be located on the south side of the property at 563 County Road B West in Roseville. Heritage Place was a development review in 2003 and the staff recommended different stormwater BMPs. The four proposed raingardens on the south side of the property total 6,000 ft<sup>2</sup> with a 25,000 ft<sup>2</sup> drainage area. During a 1" rain event the four gardens will infiltrate approximately 3,000 ft<sup>3</sup> of runoff. Staff recommends approval of funding for the four raingardens on the south side of the Heritage Place of Roseville property not to exceed \$2,000.00

**Motion 08-06-05:** *Approve Heritage Place of Roseville raingarden Stewardship Grant with reimbursement funding not to exceed \$2,000.00 subject to the following conditions:*

- 1. *The CRWD and Heritage Place of Roseville 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 four raingardens on the south side of the property completed within one year after project approval.*

Collins/Jones

Unanimously approved

#### **F) Approve Central Corridor Development Strategy Comment Letter (Kelley)**

Mr. Kelley said the Central Corridor Light Rail Transit Project is a large construction involving many partners that will require a permit from CRWD to meet the stormwater standards in District rules. The St.

Paul City Council adopted a Central Corridor Development Strategy in October of 2007. The Department of Planning and Economic Development has requested comments on the document prior to submittal to the Metropolitan Council on June 13, 2008. Staff has reviewed the document as it pertains to stormwater management and drafted a comment letter for the Boards review. Manager Piram said after reviewing the letter, comment 6 should be more specific. Manager Piram added that under general comments staff should add that CRWD is willing to assist in developing a Central Corridor Stormwater Management Strategy. Discussion occurred.

**Motion 08-06-06:** *Authorize comment letter regarding stormwater management for the Central Corridor Development Strategy with the changes noted.*

Deneen/Thienes

Unanimously approved

**G) Adopt 2010 Watershed Management Plan Resolution (Fossum)**

Mr. Fossum said on April 22<sup>nd</sup>, the Managers reviewed a draft of the scope, workplan, and schedule. On May 7<sup>th</sup>, the Managers reviewed a revised workplan which included a draft budget. On May 21<sup>st</sup>, the Managers adopted the 2010 Watershed Management Plan workplan, budget, schedule, and financing for a total project budget of \$413,811. The Managers also approved the scope, budget and schedule with EOR, Inc. for the 2010 Watershed Management Plan for an amount not to exceed \$350,911, and authorized the Board President to execute a contract, subject to the review and approval of the Ramsey County Attorney. Mr. Fossum said given the significance of the action the Managers took at the last meeting, the Board should formalize the two motions in a resolution. Manager Piram noted that the third whereas in the draft resolution should read “mandates that the District adopt a new”. Manager Jones noted to include the correct adoption date.

**Motion 08-06-07:** *Adopt the resolution initiating the 2010 Watershed Management Planning Process.*

Collins/Jones

Unanimously approved

**H) Approve Agreement for Wetland Management Plan (Fossum)**

Mr. Fossum said the Board must approve the scope and budget with EOR, Inc. to be included in the Wetland Management Plan. Manager Jones noted that there was nothing mentioned of biological indicators and asked if they will be a part of it. Mr. Conrad said that the District's original Wetland inventory included a function and values assessment. That assessment took into account biological factors, habitat, and vegetation types.

**Motion 08-06-08:** *Approve the scope and budget with EOR, Inc. for the Wetland Management Plan for an amount not to exceed \$12,500, and authorize the Board President to execute a contract, subject to the review and approval of the Ramsey County Attorney.*

Thienes/Deneen

Unanimously approved

**I) Approve Agreement for P-8 Model Update (Fossum)**

Mr. Fossum said the Board must also approve the scope and budget with EOR, Inc. for the P8 Model Update.

**Motion 08-06-09:** *Approve the scope and budget with EOR, Inc. for the P8 Model Update for an amount not to exceed \$20,000, and authorize the Board President to execute a contract, subject to the review and approval of the Ramsey County Attorney.*

Deneen/Collins

Unanimously approved

## **VI. Unfinished Business**

### **A) Draft 2009 CRWD Work Plan (Doneux)**

Administrator Doneux noted that the 2007 Year in Review and 2008 work plan were included for reference. Administrator Doneux reviewed the preliminary 2009 Work Plan. Administrator Doneux said he added the vision statement and goals from the 2008-2012 Strategic Plan to the cover page. Administrator Doneux noted that the work plan goals are substantially the same as 2008. Administrator Doneux said staff added implementing a joint illicit discharge detection monitoring program with the cities. Administrator Doneux said the Maryland Avenue repairs for Trout Brook will be complete in 2009. The District will collaborate with the cities to perform street maintenance consistent with the good housekeeping practices for BMP's. Staff added implementing a trash net demonstration site on Como Lake as an educational tool.

Manager Thienes said to change Lake McCarrons to read complete implementation of Villa Park Management Plan.

Administrator Doneux said staff will continue implementing an efficient and equitable permitting program. Administrator Doneux noted that the city requested that the date to complete the revisions to the adopted rules be completed prior to their bidding and design process so that will need to begin later this summer. Staff will create a post-construction inspection process for assessing BMP function and surety funds. Administrator Doneux said there have not been many permits completed and closed out this year. But we will need a process next year.

Administrator Doneux said there has been discussion with other agencies to develop a database for long term storage of monitoring data.

The Board and staff discussed the Education components of the Work Plan. Manager Piram asked about the status of the Education Plan. He also stated the Plan is essential for the District to plan and budget for next year. Administrator Doneux stated that the Education Plan was not done so the Work Plan items were more general. Manager Piram reiterated the need for an Education Plan. Manager Thienes said an Education Plan will constantly be changing because the work will never be complete. The Education Plan is and will be ongoing. Administrator Doneux explained that a short term education plan has specific implementation activities similar to what we have seen in the past year.

Administrator Doneux said staff will actively participate in the review, comment and coordination of stormwater management planning for the Central Corridor, Ford Plan site and other large projects.

Administrator Doneux said staff would like to continue the internship program. Manager Piram asked what is all involved, how much staff time is necessary for the intern program. Administrator Doneux said the time to process a grant and then some additional staff time to work with the students.

The managers agreed they would need some time to consider the workplan. Administrator Doneux said he would make the revisions as discussed.

### **B) Local Planning Update (Staff)**

Administrator Doneux said there is a lot of ongoing local planning. The St. Paul Comp Plan, Falcon Heights Comp Plan and local Water Plan, City of Lauderdale Local Water Plan, Maplewood Local Water Plan, the Central Corridor Development Study, the Ford Site and the Roseville Comp Plan are all items that will be recurring on the Agenda that may require action items or comment letters.

Mr. Fossum said the City of Lauderdale Surface Water Management Plan will be a more formal process that will be on the agenda the first meeting of July.

## **VII. General Information**

### **A) Administrators Report (Doneux)**

Administrator Doneux noted that October 1, 2008 will be the 10 year anniversary of the first District Board meeting. Administrator Doneux asked the Managers if they would like to plan something special in recognition of the anniversary. Manager Piram suggested the Managers think of an event to celebrate the occasion. Administrator Doneux said the Metro MAWD meeting is June 10. Manager Thienes said he will be absent the June 18<sup>th</sup> Board Meeting.

## **VIII. Wednesday, June 18, 2008 Regular Meeting Agenda Review**

**IX. Adjournment** – The meeting was adjourned at 8:50 p.m. by consensus.

Respectfully submitted,

Dawn M. Nelson

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