



## Capitol Region Watershed District

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Approved

**Regular Meeting** of the Capitol Region Watershed District (CRWD) Board of Managers, for **Tuesday, March 21, 2018, 6:00 p.m.** at the office of CRWD, 1410 Energy Park Drive, Suite 4, St. Paul, Minnesota.

### REGULAR MEETING MINUTES

#### I. A) Call to Order of Regular Meeting (*President Joe Collins*)

##### Managers

Joe Collins  
Seitu Jones  
Shirley Reider  
Rick Sanders, Absent  
Mary Texer

##### Staff Present

Mark Doneux, CRWD  
Anna Eleria, CRWD  
Forrest Kelley, CRWD  
Michelle Sylvander, CRWD

##### Public Attendees

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

President Collins asked for any additions or changes to the agenda.

**Motion 18-034:** *Approve the Agenda of March 21, 2018.*

Reider/Texer  
Unanimously Approved

#### II. Public Comment – For Items not on the Agenda

No Comments made.

#### III. Permit Applications and Program Updates

##### A) Permit #15-029 Midway Office Warehouse Consent and Subordination (Kelley)

Mr. Kelley reviewed permit #15-029 Midway Office Warehouse. This property was used as a municipal dump site and required contamination mitigation and a Response Action Plan (RAP) approval from the MPCA. An Environmental Covenant is required to be recorded with the property in favor of MPCA that restricts certain activities (mainly excavation in contaminated areas). Because a Declaration for Maintenance of Stormwater Facilities has been recorded with the property in favor of CRWD, the District must consent to this covenant. Staff have worked with the owner's legal counsel to ensure the language and exhibits within the covenant do not unreasonably restrict any potential future maintenance of the underground infiltration system. Documents have been reviewed by Attorney Mogen.

**Motion 18-035:** *Authorize Board President to Execute the Consent and Subordination Form for the Environmental Covenant Required by the MPCA for Permit #15-029 Midway Office Warehouse.*

Reider/Jones  
Unanimously Approved

B) Permit #18-001 Sylvan Park Improvement (Kelley)

Mr. Kelley reviewed permit #18-001 Sylvan Park Improvement. The applicant, St. Paul Parks and Recreation is installing new synthetic turf on the athletic field, sidewalk and utilities. The applicable rules are Stormwater Management (Rule C), Flood Control (Rule D), and Erosion and Sediment Control (Rule F). The disturbed area of this project is 2.57 acres with .19 acres impervious surface.

**Motion 18-036:** *Approve permit #18-001 Sylvan Park Improvements with one condition:*  
1. *Provide a copy of the NPDES permit.*

Reider/Jones  
Unanimously Approved

C) Permit #18-003 Marydale Park Improvements (Kelley)

Mr. Kelley reviewed permit #18-003 Marydale Park Improvements. The applicant, St. Paul Parks and Recreation is reconstructing the Marydale Playground and associated sidewalks. The applicable rules are Stormwater Management (Rule C), and Erosion and Sediment Control (Rule F). The disturbed area of this project is .37 acres with .12 acres impervious surface.

**Motion 18-037:** *Approve permit #18-003 Marydale Park Improvements with no conditions.*

Reider/Jones  
Unanimously Approved

D) Permit #18-004 Como Paving 2018 (Hosch)

Ms. Hosch reviewed permit #18-004 Como Paving 2018. The applicant, St. Paul Public Works is reconstructing Como Avenue between Commonwealth and Brompton. The applicable rules are Stormwater Management (Rule C), Flood Control (Rule D), and Erosion and Sediment Control (Rule F). The disturbed area of this project is 3.5 acres with 3.5 acres impervious surface.

**Motion 18-038:** *Approve permit #18-004 Como Paving with two conditions:*

1. *Provide a copy of the NPDES permit*
2. *Revise SWPPP or erosion and sediment control plan to include the following notes:*
  - a. *Infiltration perimeter control and erosion control practices shall remain in place until the final completion of the project or vegetation has been established (whichever is later).*
  - b. *Installation of infiltration practices shall be done during periods of dry weather and completed before a rainfall event. Placement of engineered soils shall be on dry native soil only.*
  - c. *Excavation of infiltration areas shall be completed using a backhoe with a toothed bucket.*
  - d. *Native soils in infiltration areas shall be de-compacted to a minimum depth of 18 inches.*
  - e. *The bottom excavation surface of infiltration areas shall be level without dips or swales.*

- f. *During construction, stormwater must be routed around infiltration areas until all construction activity has ceased and tributary surfaces are cleaned of sediment.*
- g. *Engineered soil shall remain uncontaminated (not mixed with other soil) before and during installation.*

Reider/Jones

Unanimously Approved

E) Permit #18-005 Higher Ground Academy (Hosch)

Ms. Hosch reviewed permit #18-005 Higher Ground Academy. The applicant, Higher Ground Academy is constructing a new school building, parking lot, and associated infrastructure. The applicable rules are Stormwater Management (Rule C), Flood Control (Rule D), and Erosion and Sediment Control (Rule F). The disturbed area of this project is 1.44 acres with .9 acres impervious surface.

**Motion 18-039:** *Approve permit #18-005 with 10 conditions:*

1. *Receipt of \$4,500 surety.*
2. *Receipt of documentation of maintenance agreement recorded with Ramsey County.*
3. *Provide plans signed by a professional engineer per the Minnesota Board of AELSLAGID.*
4. *Provide a copy of the NPDES permit.*
5. *Revise plans to address the following:*
  - a. *Add note to grading plan (C2.0) stating: Bottom of rain garden shall be placed in native poorly graded (SP) sand. Over excavation of clayey sand/fill (approximately 2 feet) may be necessary to reach desired soil type.*
  - b. *Add energy dissipation such as riprap at STRM #14 where storm sewer daylight on grade in rain garden.*
  - c. *Add RIM elevation to STRM #13 in storm sewer table on Sheet C3.0. The proposed HydroCAD models this grate at an elevation of 226.0'.*
  - d. *Add RIM elevation to STRM #4 in storm sewer table on Sheet C3.0.*
  - e. *Increase outlet diameter to a 4-inch minimum for the underground infiltration and rate control tanks to prevent clogging.*
  - f. *Remove sump from STRM #3A and install another manhole between STRM #3A and the underground infiltration tank that has a 4' sump. The drainage area to the inflow pipe before a sump shall be at least three times greater than the drainage area to the grate above per the Minnesota Stormwater Manual. The proposed sump in STRM #3A receives a majority of flow through above grate.*
  - g. *Add elevations for each terrace contour shown in rain garden cross-section on Detail 8 on Sheet C5.0 in plans.*
6. *Revise HydroCAD to address the following:*
  - a. *Use MSE 24-hr Storm Curve 3 rainfall distribution.*
  - b. *Model exfiltration for 1P (underground infiltration system) and 2P (rain garden) at a rate of 0.8 in/hr. Soil borings ST-1 and ST-3 indicate poorly graded sand (SP) under each system, which has an associated design infiltration rate of 0.8 in/hr according to the Minnesota Stormwater Manual.*
  - c. *Model rain garden storage (2P) as custom storage data to more accurately reflect the vertical terraced steps shown in Detail 8 on Sheet C5.0 in plans.*
7. *Revise model or plans to correspond:*
  - a. *1P (Underground Infiltration System):*
    - i. *Invert elevation for 48" CMP is 221.33' in HydroCAD and 221.5' on Detail 9 on Sheet C5.0 in plans.*

- b. 2P (Rain Garden):
  - i. Invert of the primary outlet is 224.5' in HydroCAD and 222.25' on Sheet C3.0 in plans.
  - ii. Downstream invert of the primary outlet is 222.00' in HydroCAD and 221.25' on Sheet C3.0 in plans.
  - iii. Primary outlet diameter is 8" in HydroCAD and 12" on Sheet C3.0 in plans.
- 8. Include a site-specific maintenance plan that includes the following:
  - a. List all stormwater management practices.
  - b. Person(s) responsible for maintenance of stormwater management device(s).
  - c. Frequency of inspection/ indicator that maintenance is needed.
  - d. Description of inspection activities.
  - e. Description of maintenance activities.
- 9. Revise SWPPP to include the following:
  - a. Infiltration perimeter control and erosion control practices shall remain in place until the final completion of the project or vegetation has been established (whichever is later).
  - b. Installation of infiltration/filtration practices shall be done during periods of dry weather and completed before a rainfall event. Placement of engineered soils shall be on dry native soil only.
  - c. Excavation of infiltration areas shall be completed using a backhoe with a toothed bucket.
  - d. Native soils in infiltration areas shall be de-compacted to a minimum depth of 18 inches.
  - e. The bottom excavation surface of infiltration areas shall be level without dips or swales.
  - f. During construction, stormwater must be routed around infiltration areas until all construction activity has ceased and tributary surfaces are cleaned of sediment.
  - g. Engineered soil shall remain uncontaminated (not mixed with other soil) before and during installation.
- 10. Include a landscape plan that includes the following:
  - a. Specify potted plants or plugs to vegetate infiltration areas. Basin seeding should be avoided.
  - b. Specify deep rooted, salt tolerant, native plants according to Plants for Stormwater Design (Shaw and Schmidt, 2003).

Reider/Jones  
Unanimously Approved

**IV. Special Reports – No Special Reports**

**V. Action Items**

- A) AR: Approve Minutes of the March 7, 2018 Regular Meeting (Sylvander).

**Motion 18-040:** Approve Minutes of the March 7, 2018 Regular Meeting.

Jones/Texer  
Unanimously approved

- B) AR: Approve Accounts Payable/Receivables for February 2018 (Sylvander)

**Motion 18-041:** Approve February 2018 Accounts Payable/Receivable and February Budget Report, direct Manager and Board President to endorse and disperse checks for these payments.

Reider/Texer  
Unanimously approved

C) AR: Approve Application for MN GreenCorps Member (Bromelkamp)

Ms. Bromelkamp reviewed the Minnesota GreenCorps is a statewide program designed to help preserve and protect Minnesota's environment while training a new generation of environmental professionals. This program places AmeriCorps members with local governments, educational institutions, and non-profit organizations around Minnesota, where they will serve for 11 months on focused environmental projects. The program is coordinated by the Minnesota Pollution Control Agency and funding is provided through a grant from ServeMinnesota and the Corporation for National and Community Service.

CRWD has hosted two GreenCorps members including Kat McCarthy from 2010-2011 and Steven Yang from 2017-2018. Kat designed evaluation tools for the Stop the Rain Drain program adapted in 2012, developed roof run-off calculations for small-scale residential stormwater projects and participated in a KAP study work group for Como Lake residents. Steven Yang's year of service is underway. To date, he has completed significant updates to the District's BMP GIS Database. He also developed a survey for Stewardship Grantees to better understand their experiences and the resources needed to maintain rain garden projects. Mr. Yang is in the process of creating maintenance materials in response survey feedback. Once completed, Education and Outreach staff will work with him to identify follow-up events such as maintenance workshops or neighborhood meet-ups.

CRWD proposes to host a GreenCorps Member for 2018-2019 under the Green Infrastructure Stormwater Track. The GreenCorps member will be involved in three key program areas: Education and Outreach and the District's Stewardship and Partner Grant Programs. The GreenCorps Member will work closely with Education and Outreach staff to develop and/or deepen relationships with diverse communities by attending cultural and community events, developing culturally appropriate resources, and engaging community organizations and schools in hands-on learning about water resource protection. As part of this work, the member will coordinate with Stewardship Grant Program staff and community organizations to identify potential locations for stormwater Best Management Practices. These projects will serve as demonstration sites for the larger community. Partner Grantees represent environmental, arts and other community organizations working with diverse populations to raise awareness about the importance of protecting our lakes and rivers and how to reduce pollution flowing into them. Partnership building will begin with Partner Grantees in an effort to deepen these relationships, many of which are focused on introducing youth of color to environmental careers.

**Motion 18-042:** *Adopt a resolution supporting a Minnesota GreenCorps Host Site Application and authorize CRWD staff to submit the application to the Minnesota Pollution Control Agency for the 2018-2019 program year.*

Reider/Texer  
Unanimously approved

Managers asked how our chances were for being approved for a GreenCorps member. Ms. Bromelkamp felt CRWD's chances were very good.

## VI. Unfinished Business

### A) Building Update (Doneux)

Administrator Doneux announced that the bond proceeds are in the bank. Confirmation has been received from the Ramsey County Attorney's office to proceed with the construction contract. At this time CRWD is still waiting for the City of St. Paul to issue the permit. Manager Jones recommended some poems be stamped into

the sidewalk that are related to water. Managers liked the idea of sidewalk poems. Administrator Doneux and Ms. Sylvander have met with the building owner regarding extending the lease till December 2018.

## **B) Trout Brook Stormdrain Update (Fossum)**

Mr. Fossum provided the Board with an update on the Trout Brook repairs. The work is just getting wrapped up. Funding for this project and the timeline have been very tight. Mr. Fossum will be returning and provide the board with a review. Manager Texer suggest a grand reopening of the park to relaunch. Manager Jones added that at the City Department workshop, discussions were related to more gatherings such as a Trout Brook relaunch. Administrator Doneux suggested that CRWD should look at leading projects in the future. Managers agreed.

## **VII. General Information**

### **A) Board of Managers Updates**

Manager Jones attended the CAC meeting and was very excited about the Property site history presentation. Zenman will be providing an update on the website on April 4<sup>th</sup>.

**Motion 18-043:** *Adopt a resolution supporting a Minnesota GreenCorps Host Site Application and authorize CRWD staff to submit the application to the Minnesota Pollution Control Agency for the 2018-2019 program year.*

Reider/Texer  
Unanimously approved

Manager Texer gave an update with upcoming MAWD meetings.

## **VIII. Next Meetings**

- A) Wednesday, April 4, 2018 Website Workshop 5:00pm
- B) Wednesday, April 4, 2018 Regular Board Meeting Jones will be absent
- C) Wednesday, April 11, 2018 CAC Meeting, Manager Reider will be attending
- D) Wednesday, April 18, 2018 Regular Board Meeting

## **IX. Adjournment**

**Motion 18-044:** *Adjournment of the March 21, 2018 Regular Board Meeting at 6:55 p.m.*

Texer/Jones  
Unanimously Approved

Respectfully submitted,

Michelle Sylvander

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