



Capitol Region Watershed District

1410 Energy Park Drive, Suite 4 • Saint Paul, MN 55108
T: (651) 644-8888 • F: (651) 644-8894 • capitolregionwd.org

Approved

Regular Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, May 2, 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 absent w/notice
Shirley Reider
Rick Sanders
Mary Texer

Staff Present

Anna Eleria, CRWD
Forrest Kelley, CRWD
Lindsay Schwantes, CRWD
Michelle Sylvander, CRWD

Public Attendees

Richard Weil, CAC
Zach Moen, Loucks Associates
Steve Mitrione - Master Water
Steward
Peggy Thomas, Master Water
Steward

B) Review, Amendments and Approval of the Agenda

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

Motion 18-067: *Approve the Agenda of May 2, 2018.*

Reider/Texer
Unanimously Approved

II. Public Comment – For Items not on the Agenda

No Comments were made.

III. Permit Applications and Program Updates

A) Permit #13-023 Dew Drop Pond - Closure (Hosch)

Mr. Kelley reviewed permit #13-023 Dew Drop Pond. The permit was issued for the removal of accumulated sediment and invasive cattails from the Dew Drop Pond on the campus of St. Catherine University. No stormwater treatment was required; only erosion/sediment control and wetland (no-loss to an incidental wetland). The project is complete, and the site is stable. No surety was collected.

Motion 18-068: *Approve Certificate of Completion for permit #13-023, Dew Drop Pond.*

Reider/Sanders
Unanimously Approved

B) Permit #13-033 Fairview-Bohland

Mr. Kelley reviewed permit #13-033 Fairview-Bohland. Stormwater treatment was met by withdrawal from the St. Paul Public Works volume bank. The project is complete, and the site is stable. No surety was collected.

Motion 18-069: *Approve Certificate of Completion for permit #13-033, Fairview-Bohland.*

Reider/Sanders

Unanimously Approved

C) Permit #18-011 The Hendrickson (Kelley)

Mr. Kelley reviewed permit #18-011 The Hendrickson. The applicant, 1750 Larpenteur, LLC is constructing an apartment building, surface pavement, underground infiltration, 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 1.18 acres with 1.02 acres impervious surface.

Motion 18-070: *Approve permit#18-011 The Hendrickson with three conditions:*

1. Receipt of documentation of maintenance agreement recorded with Ramsey County.
2. Provide a copy of the NPDES permit.
3. Revise plans to address the following:
 - a. Revise rock specification for the underground storage system shown on Sheet C8-2. Specification shall include the following:
 - i. Acceptable rock types: igneous and crystalline metamorphic (granite, rhyolite, gabbro, basalt, quartzite).
 - ii. Unacceptable rock types: carbonate (limestone, dolomite, dolostone) and non-crystalline metamorphic (shale).
 - b. Revise sump design so that the drainage area to the inflow pipe is at least three times greater than the drainage area to the grate above per the University of Minnesota. The proposed sump ratios in CBMH 6 is 1.5:1. Install MH sump between CBMH 6 and the infiltration system.

Reider/Texer

Unanimously Approved

D) Permit #18-012 Scheffer Community Center

Mr. Kelley reviewed permit #18-012 Scheffer Community Center. The applicant, City of St. Paul Parks and Recreation is redeveloping a community center and associated athletic field. 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 3.97 acres with 1.38 acres impervious surface.

Motion 18-071: *Approve permit#18-012 Scheffer Community Center with four conditions:*

1. Provide a copy of the NPDES permit.
2. Revise plans to address the following:
 - a. Detail 5 on C503 refers to chamber control structure in Detail 2 on Sheet C503. This shall refer to Detail 1 on Sheet C503.
 - b. Detail 5 on C503 refers to manhole structure in Detail 2 on Sheet C503. This shall refer to Detail 7

on Sheet C503.

3. Revise HydroCAD to address items a.-d. in the 4/24/18 engineer's report.

4. Revise HydroCAD or plans to correspond for items a.-b. in the 4/24/18 engineer's report.

Reider/Sanders

Unanimously Approved

IV. Special Reports – no reports

V. Action Items

A) AR: Approve Minutes of the April 18, 2018 Regular Meeting (Sylvander).

Motion 18-072: *Approve Minutes of the April 18, 2018 Regular Meeting.*

Reider/Texer

Unanimously approved

B) B) AR: Approve Consultant Services for TBI Easement Site Plan and Legal Description Work (Eleria)

Ms. Eleria reviewed that in 2004, Sunde Land Surveying utilized GIS data, survey data of TBI manhole locations, and existing easement documents to create a map of the TBI system and identify approximate locations of easement areas. These maps have been useful in CRWD's preliminary evaluation of easement area needs. Ms. Eleria shared that the quality of mapping has improved since 2004.

For the TBI Easement Project, legal descriptions and site plans of desired easement areas need to be prepared to survey industry standards for inclusion in easement agreements with affected property owners. Sunde is familiar with the TBI system and initial survey and easement documentation work.

The site plan and legal description scope of work involves two phases. The first phase includes development of a base map of the entire TBI system that is of survey quality and some field work to verify property positions. The second phase involves preparation of site plans and legal description of easements for 20 parcels targeted for acquisition in 2018. The total estimated cost for the project is \$37,994.

President Collins asked Ms. Eleria if the work could be done this year. Ms. Eleria replied that the work could be completed this year and added that there is money in the TBI Easement project budget.

Motion 18-073: *Approve the TBI Easement Site Plan and Legal Description Proposal from Sunde Land Surveying and authorize the Administrator to execute a consultant services agreement with Sunde Land Surveying for an amount not to exceed \$38,000 and any amendments to the agreement up to \$4,000.*

Reider/Texer

Unanimously approved

VI. Unfinished Business

A) Building Update (Doneux)

President Collins reflected on the site visit from April 26th for the Board, CAC, and Staff.

Manager Reider asked Ms. Schwantes about a neighborhood cleanup project prior to the ground-breaking ceremony. Ms. Schwantes replied that she is currently working on setting something up.

Ms. Eleria gave an update on the planning of a ground-breaking ceremony. Ms. Eleria is just waiting to hear back from Manager Jones and Russ Stark from Mayor Carter's office. A tentative date is being set for Tuesday, May 22 at 11:30 am.

Mr. Kelley attended a construction update meeting and provided an update. Mr. Kelley noted that 90% of the interior demolition is done. The roofing demolition is at 75% with tearing off decking material. More water damage was discovered on the roof than was anticipated.

B) Master Water Stewards Update (Schwantes)

Ms. Schwantes reviewed for the board of managers that CRWD has sponsored three classes of Master Water Stewards and currently has 17 active stewards. The Master Water Stewards program is modeled after University of Minnesota Extension's Master Gardener certification program and started in 2012 as a partnership between the Freshwater Society and Minnehaha Creek Watershed District (MCWD) with funding through a Clean Water Land and Legacy grant. The program trains, certifies and supports community leaders to install pollution prevention projects that educate community members and reduce polluted runoff. After a three-year pilot at MCWD, in 2015 Freshwater Society developed a plan to expand the program to other Metro-area partners.

Two graduates from the 2017 classes reviewed their projects. Ms. Peggy Thomas shared how she taught grade school classes about water quality by creating water stories and presented the improvements she's making on her property. Mr. Steve Mitrione reviewed his raingarden project and shared some of the challenges coordinating with City of St. Paul and Ramsey County. The project has not been constructed yet.

The Managers thanked Mr. Mitrione and Ms. Thomas for their work. No action was taken.

VII. General Information

A) Board of Managers' Updates

Manager Texer attended the Metro GIS, GEO Data Summit and shared concerns of duplicated efforts regarding runoff calculations. Ms. Eleria will follow up with Mr. Geoff Maas regarding correct contact information for CRWD.

VIII. Next Meetings

- A) Wednesday, May 9, 2018 CAC Meeting – Manager Rick Sanders will be attending
- B) Wednesday, May 16, 2018 Regular Board Meeting

IX. Adjournment

Motion 18-074: *Adjournment of the May 2, 2018 Regular Board Meeting at 6:55 p.m.*

Reider/Sanders
Unanimously Approved

Respectfully submitted,
Michelle Sylvander