



Capitol Region Watershed District

595 Aldine Street • Saint Paul, MN 55104
T: 651-644-8888 • F: 651-644-8894 • capitolregionwd.org

Approved
February 27, 2019

Regular Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, February 6, 2019, 6:00 p.m.** at the office of CRWD, 595 Aldine Street, 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 w/notice
Mary Texer

Staff Present

Jessica Bromelkamp, CRWD
Anna Eleria, CRWD
Forrest Kelley, CRWD
Lindsay Schwantes, CRWD
Michelle Sylvander, CRWD
Sarah Wein, CRWD
Jim Mogen, Ramsey County Attorney

Public Attendees

Richard Weil, CAC
Julie Marckel, Master Water Steward
Cara Donovan, Master Water Steward
Sean Campbell, Master Water Steward
Anthony Swichtenberg, Master Water Steward

B) Review, Amendments and Approval of the Agenda.

Motion 19-011: *Approve the Agenda of February 6, 2018.*

Reider/Texer
Unanimously Approved

II. Public Comment – For Items not on the Agenda

No Comments.

III. Permit Applications and Program Updates

A) Permit 19-001 Fairview Ave 2019 (Hosch)

Mr. Kelley reviewed permit #19-001 Fairview Ave 2019. The applicant, St. Paul Public Works is reconstructing Fairview Avenue from Shields to University. 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 1.25 acres with 1.13 acres' impervious surface.

Motion 19-012: *Approve permit #19-001 Fairview Ave 2019 with four conditions.*

1. *Provide plans signed by a professional engineer per the Minnesota Board of AELSLAGID.*
2. *Provide a copy of the NPDES permit.*
3. *Revise plans to address items a.-d. in the 1-21-19 permit report.*
4. *Provide additional soil boring information to support the proposed design or plan notes to investigate during construction.*

President Collins commented about water seepage located near the top of the hill in this permitting area. Mr. Kelley replied that the applicant has cut into hillside, the area does have shallow ground water levels. Manager Reider asked about any work being done by City of St. Paul to correct this problem. Mr. Kelley replied that he is not aware of any work planned by the City of St. Paul at this time.

Reider/Texer
Unanimously approved

IV. Special Reports – 2020 WMP Stakeholder Engagement Plan (Eleria)

Ms. Eleria reviewed that in December 2018, CRWD's Board of Managers approved a consultant services agreement with Barr Engineering for updating CRWD's Watershed Management Plan. The plan is being drafted into three phases. One of the first tasks of the Plan is to develop a stakeholder engagement plan that defines the goals of our engagement, our stakeholders, target groups, engagement strategies, methods, and schedule. Ms. Eleria described the consideration of stakeholder input as an important step in establishing the priorities of the plan. Attention will be given to reaching areas that are underrepresented in the district. The recommended engagement process includes strategies to obtain meaningful and representative input from a diverse group of stakeholders. Manager Texer and Manager Jones each shared concern that some of the underrepresented areas of the district, not having internet access and having options available for a survey to be completed without the use of internet service. Ms. Eleria added that CRWD will make sure to reach out to schools where relationships have been built with in the past.

No action was taken. Managers shared ideas of locations to reach stakeholders such as: churches, schools, neighborhood websites, and local newspapers.

V. Action Items

- A) AR: Approve Minutes of the January 16, 2019 Regular Board Meeting (Sylvander).

Motion 19-013: *Approve the Meeting Minutes of the January 16, 2019 Regular Board Meeting.*

Reider/Jones
Unanimously approved

- B) AR: Adopt the revised Diversity Statement (Doneux)

In 2010, CRWD's Board of Managers developed the following diversity statement.

“The Capitol Region Watershed District embraces and values diversity and seeks to recruit, promote and retain employees that reflect the community we serve. We believe that a diverse mix of employees enrich the workplace and enhance the quality of our service. The capitol Region Watershed district encourage all qualified to apply for open positions.”

As part of the 2019 Best Hiring Practices staff requested a review of the current job description. Dana Mitchell Assistant Ramsey County Attorney reviewed and revised the diversity statement as part of her review. Ms. Mitchell made the following suggestions:

“Capitol Region Watershed District embraces and values diversity and inclusion. CRWD seeks to recruit, promote and retain employees that reflect the community we serve. We believe that diversity enriches the workplace and enhances the quality of our service. We are committed to a team that represents a variety of backgrounds, perspectives, and skills. Capitol Region Watershed District encourages anyone who is interested and qualified to apply for open positions.

Nothing was eliminated from the original diversity statement, only additions.

Motion 19-014: *Adopt the revised Diversity Statement.*

Texer/Jones

Unanimously approved

C) AR: Approve 2019 Lake Monitoring Agreement with Ramsey County (Wein)

Ms. Wein reviewed that the Ramsey County Public Works (RCPW) has been conducting in-lake water quality testing on all Ramsey County lakes, including CRWD’s five District Lakes (Como, Crosby, Little Crosby, Loeb, McCarrons). At each lake, water quality data is collected twice monthly from May-September. The data collected includes chemical, physical, and biological parameters that are measured along a depth profile at set sampling locations on each lake. The data is provided by RCPW to CRWD for analysis and reporting. CRWD has provided financial support to RCPW for lake sampling services since 2005.

Following recommendations outlined in the *2014 Monitoring Program Review* and the *Como Lake Water Quality Drivers Analysis Study*, CRWD has worked with RCPW to increase monthly monitoring of District lakes to include April and October sampling. This extension of the sampling season is intended to capture early- and late-season water chemistry fluctuations, which helps to inform in-lake processes.

Ms. Wein shared that with assistance from the Ramsey County Attorney, RCPW has developed an annual cooperative agreement for all services related to CRWD Lake monitoring. This annual contract from RCPW is being proposed for all 2019 lake water quality sampling.

Motion 19-015: *Approve 2019 Lake Monitoring Agreement with Ramsey County.*

Reider/Texer

Unanimously approved

VI. Unfinished Business

A) 2018 Rules Revisions (Kelley)

Mr. Kelley reviewed that the Joint Rules Technical Advisory Committee (TAC) met on September 19, 2018. CRWD and RWMWMD distributed document to the TAC on January 23rd and requested preliminary comment on the draft rule revisions by February 6th. Mr. Kelley shared that the TAC meeting was well attended.

President Collins inquired about the cost cap, and shared that he was unclear if the city was excepting the change. Mr. Kelley replied that the City was actually surprised that changes were not adopted sooner. The impact will take place in 2020 since 2019 budgets have already been planned. Manager Reider asked for clarification that the changes in cost caps will take place in 2020. Mr. Kelley confirmed the cost caps to begin in 2020.

No action was requested, Mr. Kelley provided information as an update.

B) Watershed Steward Awards (Bromelkamp)

Ms. Bromelkamp reviewed the Watershed Stewards Awards. The Managers were very pleased with the event and shared reflections of how well the new spaced worked for the event. Managers thanked Ms. Bromelkamp for her work.

C) 2018 Lakes Update (Wein)

Ms. Wein provided an update to the Board of Mangers on the lake monitoring. Ms. Wein added that no fish monitoring was conducted in 2018. The late snow melt in 2018 resulted in sample grabs in April of 2018. The ice out on Como Lake in 2018 was recorded April 30th. This is the longest number of days with ice recorded. The longer number of days with ice on the lakes gives weeds such as curly leaf more time to grow and delays the growth period for native plants.

Ms. Wein shared with the Board of Managers that a canoe was purchased from Urban Boat Builders. The new canoe allows staff to reach additional monitoring locations. In 2017 staff installed a new Aqua Troll data logger in Como Lake. The logger measures when points of no oxygen occur.

In 2018, CRWD, in partnership with RCPW and the Ramsey County Soil and Water Conservation Division, collected chemical, physical, and biological data from all five District lakes. Data collected included: dissolved oxygen, total phosphorus, chlorophyll-a, temperature, Secchi depth, phytoplankton, zooplankton, macrophyte samples, biovolume surveys of vegetation, and continuous water level data.

All of the lakes data collected in 2018 have been analyzed and summarized. Historical lake data and summer average total phosphorus, chlorophyll-a, and Secchi depth calculations are also available online via the CRWD Water Data Portal.

No action was taken. Information shared with the Board of Managers as an update.

D) Master Water Stewards (Schwantes)

Ms. Schwantes provided an update for the Board of Managers of the Master Water Stewards and reviewed a map of volunteers distributed thru the district. Ms. Schwantes introduced Anthony Swichtenberg and Sean Campbell who worked together on building a raingarden at 32 South Dunlap Street. Mr. Swichtenberg and Mr. Campbell provided a review of their project. Ms. Schwantes introduced Julie Marckel and Cara Donavan. Ms. Marckel and Ms. Donavan provided a review of their project providing education and outreach and installing two rain gardens at 1099 Pleasant. Ms. Marckel works with Science Meuseum to train trainers in a program called "Ground Water". The models show students how ground water and polluted water seep into lakes & rivers. President Collins shared that he was grateful that the stewards are working with students. Manager Reider thanked the Stewards for making the commitment and making connections. Manager Reider asked the Stewards how they felt about time commitment. Ms. Marckel shared that she felt time commitment was doable. Ms. Donavan replied that she enjoyed the amount of time and meeting similar minded people. Manager Jones asked the Stewards what brought them to be a steward. Mr. Swichtenberg replied that a neighbor told him about the program. Mr. Campbell replied that he is new to the area and found the program online and that he was interested in meeting people. Ms. Donavan replied that she just moved to the area. Ms. Marckel replied that she was involved with the Central School planning and was looking for a way to get involved and give back.

Ms. Schwantes also shared that the Stewards have been trained to complete Boulevard inspections. The Managers thanked Ms. Schwantes and the Stewards for their work.

E) Building Update (Eleria)

Ms. Eleria provided a building update for the Board of Managers. Staff are seeing less contractors in the building as they are wrapping up punch list items. Ms. Eleria reviewed plans for the pocket park. Concerns were shared about the stream being a tripping hazard. The design includes a trench grate over part of the stream. Ms. Eleria also shared the lighting plan for the park which will provide adequate and even brightness through the park and help guide the walking path thru the pocket park. President Collins shared concerns regarding the depth of the shallow pond and concerns about kids playing in the basin unsupervised. Ms. Eleria stated that the pond has been designed to be as shallow as possible and still demonstrate a pond. Manager Jones suggested seeing a working model of the design. Attorney recommended that staff contact CRWD's insurance company. Ms. Eleria will talk to designer and insurance regarding President Collins concerns. Manager Reider felt the location of the pocket park is vulnerable to accidents. Ms. Eleria agreed to additional discussions at the next board meeting.

VII. General Information

- A) Board of Managers Updates – no updates were given

VIII. Next Meetings

- A) Wednesday, February 13, 2019 CAC Meeting 7:00 pm. President Collins will attend
- B) Wednesday, February 20, 2019 MAWD Day at the Capitol
- C) Wednesday, February 27, 2019 Board Meeting

IX. Adjournment

Motion 19-016: *Adjournment of the February 6, 2019 Regular Board Meeting at 8:31 p.m.*

Jones/Reider
Unanimously Approved

Respectfully submitted,
Michelle Sylvander