



Capitol Region Watershed District

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October 21, 2020 Board Meeting
APPROVED

Regular Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, October 7, 2020, 6:05 p.m.** (Regular Meeting) **via telephone and/or the web-based application Go To Meeting.**

REGULAR MEETING MINUTES

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

A) Oath of Office

President Joe Collins, and Manager Rick Sanders were reappointed and sworn in. Ms. Hawona Sullivan Janzen was sworn in as the new Manager replacing Manager Seitu Jones. Former Manager Jones was in attendance to welcome Manager Hawona Sullivan Janzen.

B) Attendance

Managers

Joe Collins, remote
Hawona Sullivan Janzen, remote
Shawn Murphy, remote
Rick Sanders, remote
Mary Texer, remote

Staff Present

Mark Doneux, CRWD
Bob Fossum, CRWD – remote
Elizabeth Hosch, CRWD - remote
Lindsay Schwantes, CRWD - remote
Michelle Sylvander, CRWD – remote
James Mogen, Ramsey County Attorney, remote

Public Attendees

Bob Simonet, CAC
Seitu Jones, former Manager

C) Review, Amendments and Approval of the Agenda.

Motion 20-183: *Approve the Agenda October 7, 2020 with no changes.*

Murphy/Sanders
Unanimously Approved

II. Public Comment

Managers used this time to provided introductions to Manager Sullivan Janzen. Manager Sullivan Janzen introduced herself.

III. Permit Applications and Program Updates

A) 20-018 2227 University – Extend Review Period (Hosch)

Ms. Hosch reviewed permit #20-018 for 2227 University. The current review period for Permit 20-018 2227 University Ave Mixed Use Project expires on 10-9-2020. The applicant requested a second extension to the 60-day review period prior to the expiration. The applicant is still pursuing the permit and has requested the additional time to complete the required conditions.

Motion 20-184: *Approve 60-day review period extension for Permit 20-018 2227 University Ave Mixed Use Project to expire December 8, 2020.*

Murphy/Sanders
Unanimously Approved

B) 20-028 Gillette POP22 (Hosch)

Ms. Hosch reviewed permit #20-028 for Gillette POP22. The applicant, Gillette Children's Specialty HC will demolish the existing structures and construct a parking ramp with some office and park space. 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 acres with 1.655 acres impervious surface.

Motion 20-185: *Approve with 8 Conditions:
Conditions:*

1. *Receipt of \$8,300 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. *Provide documentation from the City that grading activities in Valley Park is acceptable.*
6. *Revise civil plans to address the following:*
 - a. *Revise HWL label on Sheet C501 to correspond with HydroCAD output. Sheet C501 indicates a HWL of 123.56' and HydroCAD indicates a HWL of 123.42'.*
 - b. *Revise WQV elevation label on Sheet C501 to correspond with the 9" orifice elevation. Sheet C501 indicates a WQV elevation of 119.75' and the 9" orifice elevation is 119.60'.*
 - c. *Revise underground infiltration system length and width labels on Sheet C400 to match the HydroCAD dimensions (55.71'W x 59.50'L).*
7. *Revise the northern boundary of proposed Subcatchment 2S to include the entire land area to the south of the parking lot curb and retaining wall. Update the HydroCAD accordingly.*
8. *Identify the person(s) responsible for maintenance of stormwater devices in the maintenance plan.*

Murphy/Sanders
Unanimously Approved

IV. Special Reports – District Recognitions (Doneux)

Administrator Doneux gave a review of recent recognitions made to the District. CRWD was awarded the 2020 Phase II MS4 Award. CRWD had the highest overall score. CRWD also earned the highest score in

2016, 2017, and 2019. Typically, this award is presented at the annual conference (WEFTEC) stormwater luncheon.

CRWD has also earned the Utility of the Future today. This award is typically awarded to a utility company for recovery and engagement in community. The award came in the form of a flag. Since CRWD does not have a flagpole, the flag is being displayed on the cistern in the entry of the office.

V. Action Items

A) AR: Approve Minutes of the September 16, 2020 Regular Meeting (Sylvander)

Two corrections were noted and corrected

Motion 20-186: *Approve the Minutes of the September 16, 2020 Regular Meeting.*

Murphy/Sanders
Unanimously Approved

B) AR: Approve 2021 Minnesota Water Stewards Program and Agreement (Schwantes)

Ms. Schwantes provided a review of The Minnesota Water Stewards program. The program trains, certifies, and supports community leaders to install pollution prevention projects that educate community members and reduce polluted runoff. CRWD recruited its first class of Stewards in 2016 and currently has five cohorts and 20 active stewards. Ms. Schwantes shared responses to feedback from partner organizations as well as challenges with in-person gatherings due to COVID 19, Freshwater has made changes to the program for the upcoming cohort. The program is now called Minnesota Water Stewards to better align with anti-racist values. Changes to the upcoming program year were made with the goals to use the same curriculum, reduce the cost per stewards and accommodate changes required to keep stewards and staff safe during COVID 19. The training will shift to be held fully online with opportunities for scheduled in-person or virtual check-ins and kick-off and closing gatherings hosted by Freshwater. The cost for partners to sponsor stewards in 2021 has been reduced to \$1,500 compared to \$2,500 in previous years. The training schedule has shifted to run from January – May 2021 compared the October – April of previous program years. Freshwater will provide the following services for the 2021 cohort:

- online recruitment gatherings/info sessions planned with partners
- a kick-off virtual workshop/intro class
- independent online course study
- and a concluding workshop to lead into capstone work

Freshwater plans to shift entirely to a self-led online training curriculum that would be offered at a lower cost per Steward and have opportunities for partner organizations like CRWD to sponsor and engage with Stewards upon completing the coursework. Staff plan to provide a future update to the Board as the program details become clear.

President Collins supports the changes and requested that Ms. Schwantes share some examples of projects completed. Ms. Schwantes explained the two parts of the program and shared some examples of rain

garden and Manager Sullivan Janzen asked about training for the Stewards having the ability to interact since classes are being held online. Ms. Schwantes replied that the Stewards find that a sense of community is very important for the Stewards. Ms. Schwantes has been scheduling virtual check ins with the stewards and hopes that by next summer she will be able to return to group settings.

Motion 20-187: *Authorize the Administrator to enter into an Agreement with Freshwater to host up to six Minnesota Water Stewards for the 2021 program year at a cost of \$1,500 per steward with a total not to exceed \$9,000.*

Murphy/Sanders
Unanimously approved

VI. Unfinished Business

A) Como Lake 319 Grant Update (Fossum)

Mr. Fossum provided an update on a small watershed grant. Last year, CRWD was awarded a grant for work related to Como. The grant is renewable for up to 16 years. The grant is a federal program and only eligible for in-lake projects. Staff have been working on a plan and agreement. CRWD has made good progress in explaining how we do not fit the model. Specific project needs to be defined in a ten-year work plan. Every three years the plan would be reevaluated. President Collins asked about projects such as the alum treatment qualifying for the grant. Mr. Fossum replied that monitoring work, shoreland restoration work, and the alum treatment all qualify in the program. Mr. Fossum explained that this program is different from other grants where funding is received for just one project. With this program funding would help in future projects.

Manager Murphy asked if the grant would cover testing and treatment of chloride levels. Mr. Fossum replied that funding would cover education and outreach.

B) Adopt a Drain Update (Schwantes)

Ms. Schwantes provided an update on the Adopt-a-drain program. Ms. Schwantes explained how the adopt-a-drain program has involved residents. The annual promotion of the program is in partnership with the City of St. Paul. The program is promoted through social media posts and educating residents.

C) Watershed Based Implementation Funding Update (Doneux)

Administrator Doneux provided an update on the Watershed Based Implementation Funding. Administrator Doneux reviewed where the funding has been used in the past and future plans. Past funding was unreliable. A focus group now meets to review funding allocation spread over seven watersheds in four counties.

President Collins asked for clarification of the Mississippi East area. Administrator Doneux explained how the boundaries in the metro area are defined.

The funding approach for the East Mississippi River Collaborative is:

- 10% - groundwater implementation
- 30% - soil and water implement activities
- 60% - Watershed Organizations with state approved plans

CRWD will receive \$93,042 in funding. The funding will support CRWD's 2021 curb cut rain gardens. Administrator Doneux will continue to be an advocate for watershed districts to receive equal funding.

Manager Texer shared how funding is an issue and that BWSR has stronger background in soil conservation not from watershed districts. MAWD is trying to educate BWSR about watershed districts.

VII. General Information

A) Board of Manager's Updates

Manager Texer provided an update on the MAWD annual conference. The conference will be held virtually Dec. 1-4. The preconference will be included with registration.

Manager Sanders shared an update on the Lake McCarron's meeting.

Manager Murphy asked if there is a list on the website of additional organization that CRWD is affiliated with. Administrator Doneux replied that this would be a good page to add and will talk to Ms. Bromelkamp and Ms. Van Sant about adding.

VIII. Next Meetings

- A) Tuesday, October 13th, 2020 – 4:00 PM – BWSR 10-year plan review
- B) Wednesday, October 14, 2020 - 7:00 PM – CAC Meeting Manager Sanders will attend
- C) Tuesday, October 20, 2020 – 7:00 PM – Metro MAWD
- D) Wednesday, October 21, 2020 - 6:00 PM – Regular Board Meeting

IX. Adjournment

Motion 20-188: *Adjournment of the October 7, 2020 Regular Board Meeting at 7:40 P.M.*

Murphy/Sanders
Unanimously Approved

Respectfully submitted,
Michelle Sylvander