



## Capitol Region Watershed District

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April 15, 2020 Board Workshop  
APPROVED

**Regular Meeting** of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, April 1, 2020, 6:00 p.m.** (Regular Meeting) **via telephone and/or the web-based application Go To Meeting.**

### REGULAR MEETING MINUTES

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

##### Managers

Joe Collins, remote  
Seitu Jones, remote  
Shawn Murphy, remote  
Rick Sanders, remote  
Mary Texer, remote

##### Staff Present

Mark Doneux, CRWD  
Michelle Sylvander, CRWD - remote  
James Mogen, Ramsey County Attorney

##### Public Attendees

Douglas Kahl  
U of M Students:  
Sydney Peyerl  
Eleanor Arpin  
Nick Bentelspacher

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

**Motion 20-053:** *Approve the Agenda of April 1, 2020 with no changes.*

Murphy/Sanders  
Unanimously Approved

#### II. Public Comment

Administrator Doneux, made introductions and noted that students from the University of Minnesota were in attendance.

#### III. Permit Applications and Program Updates

##### A) 19-023 AgroPur 60K Silo Addition – Closure (Martinkosky)

Administrator Doneux reviewed permit 19-023 AgroPur 60K Silo Addition. This permit was issued for construction of 60,000 gallon silo and associated 200SF building addition and site grading. No stormwater treatment was required. The site is currently stable, and construction is complete. No surety was collected for this project.

**Motion 20-054:** *Approve Certificate of Completion for permit #19-023, AgroPur 60K Silo Addition.*

Murphy/Sanders  
Unanimously Approved

B) 19-026 Tumble Fresh Laundromat (Hosch)

Administrator Doneux reviewed permit 19-026 Tumble Fresh Laundromat. The applicant, Linn Investment Properties, LLC plans to build a new Tumble Fresh Coin Operated Laundry. This permit is for the redevelopment of former gas station with new construction of a building, parking lot, and associated utilities and stormwater management. Permanent stormwater management consists of one infiltration/filtration basin. The applicable rules are Stormwater Management (Rule C), Flood Control (D), and Erosion and Sediment Control (Rule F). The disturbed area of this project is 1.2 acres with .8 acres of impervious surface.

**Motion 20-055:** *Approve with 6 Conditions:*

1. *Receipt of \$4,100 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 project plans to address the following:*
  - a. *Revise site-specific maintenance plan to include a description of inspection activities for the filtration basins. It should include inspecting in winter months to ensure plowed snow is not being stored on filtration practices.*
  - b. *Extend riprap at FES and Rain Guardian outlets of Filtration Basin B to the toe of the slope to prevent erosion.*
  - c. *Clarify the EOF for Filtration Basin A. Currently, the elevation of the west basin berm is not labeled such that the noted EOF (859.5) may not be used. CRWD suggests lowering the EOF elevation of Filtration Basin A to 859.00 and provide three spot elevations of 859.50' between the property limit and west side of Filtration Basin A.*
  - d. *Include CBMH 105 in the storm sewer structure schedule table at the top of Sheet C6.01. The Neenah Foundry casting number is unclear for that catch basin.*
6. *Revise HydroCAD model to address the following:*
  - a. *Revise existing HydroCAD model to accurately account for flow from the north property.*
    - i. *Flows from subcatchments EX and E1 shall be routed to a pond node to represent the low spot in the pavement area of the existing site.*
    - ii. *The primary outlet from the pond shall be the catch basin grate routed to the pipe flowing to the west, which ultimately connects to the total west flow link.*
    - iii. *The secondary outlet shall be the EOF to the east.*
  - b. *Revise proposed HydroCAD model to accurately account for flow from the north property.*
    - i. *Flows from subcatchments PX and P1 shall be routed to a pond node to represent the low spot in the northern parking lot.*
    - ii. *The primary outlet from the pond shall be the pipe flowing to the west; the catch basin grate device(s) shall be routed to the primary outlet pipe.*
    - iii. *A secondary outlet shall be used for the EOF to the east at 856.00'.*
  - c. *Ensure rate control is provided for discharge to the west and to the east after these revisions are made.*

Murphy/Sanders  
Unanimously Approved

C) 20-004 Griggs-Scheffer Street Reconstruction (Hosch)

Administrator Doneux reviewed permit 20-004 Griggs-Scheffer Street Reconstruction. The applicant, City of Saint Paul is reconstructing the streets of Juno, Hartford, Bayard and Scheffer between Hamline and Edgumbe in addition to Syndicate from Scheffer to Bayard and Juno to Randolph. The total length of the project is about 9300 feet. Phase 1 permanent stormwater management for consists of five infiltration trenches. Future phase 2 permanent stormwater management may consist of three infiltration trenches. The applicable rules are Stormwater Management (Rule C), Flood Control (D), and Erosion and Sediment Control (Rule F). The disturbed area of this project is 13 acres with 9.5 acres of impervious surface.

President Collins commented about how this is a good project to share with the City of St. Paul.

**Motion 20-056:** *Approve with 1 Condition:*

- 1. Provide a copy of the NPDES permit.*

Murphy/Sanders  
Unanimously Approved

D) 20-005 Washington Technical High School Improvements (Hosch)

Administrator Doneux reviewed permit 20-005 Washington Technical High School Improvements.

The applicant, St. Paul Public Schools has proposed a site plan divided into two phases. The first phase of the project set to take place in 2020, includes a new 8-lane track and synthetic turf field. The site plan includes new concrete sidewalks and bituminous pavement. The proposed Phase 2, set to take place in future years, includes bleachers, a bathroom and concessions building, and a concrete plaza. The applicable rules are Stormwater Management (Rule C), Flood Control (D), and Erosion and Sediment Control (Rule F). The disturbed area of this project is 10 acres with 2.398 acres of impervious surface.

**Motion 20-057:** *Approve with 2 Conditions:*

- 1. Provide a copy of the NPDES permit.*
- 2. Revise proposed HydroCAD models or plans to correspond for Pond 2P (Synthetic Turf Rock Base):*
  - a. Invert of primary outlet is 147.83' in HydroCAD and 146.52' in the storm sewer table on Sheet CC3.000.*
  - b. Downstream invert of primary outlet is 146.83' in HydroCAD and 144.53' in the storm sewer table on Sheet CC3.000.*
  - c. Diameter of primary outlet is 8-inches in HydroCAD and 12-inches in the storm sewer table on Sheet CC3.000.*
  - d. Clarify or remove secondary outlet (14.2-inch Horizontal Orifice/Grate). This outlet is unable to be verified by the plans.*

Murphy/Sanders  
Unanimously Approved

#### **IV. Special Reports – No report**

No special reports.

#### **V. Action Items**

- A) AR: Approve Minutes of the March 19, 2020 Regular Meeting (Sylvander)

**Motion 20-058:** *Approve the Minutes of the March 19, 2020 Board Workshop.*

Murphy/Sanders  
Unanimously approved

- B) AR: Adopt COVID-19 Response Plan and Temporary Delegation of Authority to the Administrator (Doneux)

Administrator Doneux reviewed that Capitol Region Watershed District is following the Minnesota Department of Health's (MDH) guidance to slow the spread of COVID-19 and reduce impacts to health and safety as well as complying with the Governor's declaration of a peacetime state of emergency. CRWD's office was closed to the public starting on Tuesday, March 17, 2020. Staff have been working remotely, except for essential services, and will be available via phone or email.

On March 25, 2020 Governor Walz issued Emergency Executive Order 20-20 - Directing Minnesotans to Stay at Home. Governor Walz has issued other Emergency Executive Orders and may issue further Emergency Executive Orders to address the COVID-19 peacetime emergency. State and District Response Plans prescribe necessary and prudent administrative actions to address emergency situations to assure local government services are managed in the public interest. It is in the public interest to accomplish timely, but not always foreseeable decisions, when operating under a state of emergency. The Administrator and Division Managers recognize the need to streamline processing of District business in a timely manner to address decisions related to or impacted by the COVID-19 peacetime emergency. It may be necessary and is thus prudent to temporarily delegate certain actions during the COVID-19 peacetime emergency to the Administrator where practical or possible. Staff have updated the COVID-19 Response Plan and drafted a list of Essential Services consistent with the Governors Emergency Executive Order 20-20. The proposed Board resolution also ratifies the determination that CRWD Board meetings will be conducted electronically and the updated, March 27, 2020 COVID-19 Response Plan.

Managers discussed essential projects. Administrator Doneux replied how staff will continue working safely. Attorney Mogen added that CRWD is deemed essential to remain operating.

**Motion 20-059:** *Adopt Resolution for COVID-19 Response Plan and Temporary Delegate certain Authority to the Administrator with two amendments.*

Murphy/Sanders  
Unanimously approved

## **VI. Unfinished Business**

- A) Targeted Watershed Program Update (Doneux)

Due to COVID-19 the district has closed the Building for public use. Staff are working offsite. Monitoring team has donated a number of masks and protective equipment for medical purposes. Administrator Doneux is coming into the office on a regular basis.

## **VII. General Information**

- A) Board of Managers' Updates

Manager Texer will be sharing a video sent out by MAWD. Manager Texer added that MAWD is reviewing the contract for the annual meeting in case it will need to be cancelled as well as the summer tour. Manager Texer provided an explanation of MAWD for the U of M students. The Metro MAWD meeting schedule for next week will be cancelled.

Manager Murphy asked about Como Lake alum treatment. Administrator Doneux replied that both Parkview and Como Lake are both being considered essential projects and work is continuing for these projects. President Collins asked about public meetings. Administrator Doneux replied that two public meetings were held for the Como Lake prior to the Governors state of emergency.

## **VIII. Next Meetings**

- A) ~~Wednesday, April 8, 2020 5:00 PM – CAC Meeting~~ **Cancelled**  
B) Wednesday, April 15, 2020 7:00 PM – Board Meeting – **Electronic Only**  
C) Wednesday, April 22, 2020 5:00 PM- Board Workshop (Tentative)

## **IX. Adjournment**

**Motion 20-060:** *Adjournment of the April 1, 2020 Regular Board Meeting at 7:05 P.M.*

Murphy/Sanders  
Unanimously Approved

Respectfully submitted,  
Michelle Sylvander