



## Capitol Region Watershed District

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**November 4, 2020 Board Meeting**  
APPROVED

**Regular Meeting** of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, October 21, 2020, 6:00 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) Attendance**

###### **Managers**

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

###### **Staff Present**

Mark Doneux, CRWD  
Anna Eleria, CRWD – remote  
Belinda Gardner, CRWD – remote  
Elizabeth Hosch, CRWD – remote  
Chris Kucek, CRWD – remote  
Joe Sellner, CRWD – remote  
Michelle Sylvander, CRWD – remote  
Britta Belden, CRWD – remote  
James Mogen, Ramsey County Attorney – remote

###### **Public Attendees**

Richard Weil, CAC

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

**Motion 20-189:** *Approve the Agenda October 21, 2020 with no changes.*

Murphy/Sanders  
Unanimously Approved

#### **II. Public Comment**

No comments were made.

#### **III. Permit Applications and Program Updates**

##### **A) 18-011 Hendrickson Apartments – Closure (Martinkosky)**

Ms. Hosch reviewed permit #18-011 for Hendrickson Apartments. This permit was issued for the construction of an apartment building, surface pavement, and associated utilities. Stormwater is treated via

one underground infiltration system. The site is stable, and the stormwater treatment system has been confirmed to be functional. There is a \$5,000 surety to return.

**Motion 20-190:** *Approve \$5,000 surety return and Certificate of Completion for permit #18-011, Hendrickson Apartments.*

Murphy/Sanders  
Unanimously Approved

B) 20-012 McMurray Fields resurfacing – Closure (Hosch)

Ms. Hosch reviewed permit #20-012 for McMurray Fields resurfacing. This permit was issued for the replacement of athletic turf fields and additional minor improvements at McMurray Field in St. Paul. This was only an erosion and sediment control permit. The site is stable and there was no surety collected for this public project.

**Motion 20-191:** *Approve Certificate of Completion for permit #20-012, McMurray Field resurfacing.*

Murphy/Sanders  
Unanimously Approved

C) 20-021 Hope Community Academy – Extend Review Period (Hosch)

Ms. Hosch reviewed permit #20-021 for Hope Community Academy. The applicant requested an extension to the 60-day review period prior to the expiration. The applicant has requested the additional time to complete the required conditions.

**Motion 20-192:** *Approve 60-day review period extension for Permit 20-021 Hope Community Academy to expire December 26, 2020.*

Murphy/Sanders  
Unanimously Approved

D) 20-029 Fairview and University – Extend Review Period (Hosch)

Ms. Hosch reviewed permit #20-029 for Fairview and University. The applicant requested an extension to the 60-day review period prior to the expiration. The applicant has requested the additional time to complete the required conditions.

**Motion 20-193:** *Approve 60-day review period extension for Permit 20-029 Fairview and University to expire December 22, 2020.*

Murphy/Sanders  
Unanimously Approved

E) 20-031 Highland Bridge Rowhomes Model Home (Hosch)

Ms. Hosch reviewed permit #20-031 for Highland Bridge Rowhomes Model Home. The applicant, Pulte Homes will construct 14 rowhomes and a privately owned alley. Runoff will connect to the approved Ford Site Redevelopment Stormwater Management Plan. 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 .93 acres with .64 acres impervious surface.

**Motion 20-194:** *Approve with 6 Conditions*

*Conditions:*

1. *Receipt of \$3,200 surety.*
2. *Provide a copy of the NPDES permit.*
3. *Provide a grading plan for the final build out. Currently on the phase 1 and phase 2 grading plans are included.*
4. *Provide a separate landscaping plan for all three phases of construction that detail both temporary and permanent stabilization.*
5. *Revise Exhibit 9 Stormwater Impervious Design Spreadsheet to reflect up-to-date impervious areas for Block 3 Lot 1 and for Outlet A. The areas provided in the spreadsheet to not reflect the most up-to-date permit report for CRWD permit 20-025.*
6. *Update and submit the Ford Site subwatershed map and XP-SWMM model so they accurately reflect the changes proposed by this development.*

Murphy/Sanders  
Unanimously Approved

**IV. Special Reports**

No special report.

**V. Action Items**

- A) AR: Approve Minutes of the October 7, 2020 Regular Meeting (Sylvander)

**Motion 20-195:** *Approve the Minutes of the October 7, 2020 Regular Meeting.*

Murphy/Sanders  
Unanimously Approved

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

**Motion 20-196:** *Approve September 2020 Accounts Payable/Receivable and Budget Report and direct Board Treasurer and President to endorse and disperse checks for these payments.*

Murphy/Sanders  
Unanimously approved

- C) AR: Approve 2021 Benefit Program (Doneux)

Administrator Doneux reviewed the District has purchased a health benefit package from Health Partners through North Risk Partners since 2012. Each year the District must renew and enroll employees into benefit plans.

Staff has obtained benefit quotes from North Risk Partners for health, dental and insurance coverage. North Risk Partners obtains quotes from at least three vendors when soliciting benefit quotes. Rates increased 5-18% for medical and were unchanged for Dental. Open enrollment will begin on October 22nd and end on November 23rd. There will be an employee benefits informational meeting on Tuesday, October 27th. The Personnel Committee met and recommends approval of the plan for 2021.

**Motion 20-197:** *Approve the 2021 Employee Benefit Program*

Murphy/Sanders  
Unanimously approved

D) AR: Approve Villa Park Sediment Pond Outlet Design Agreement (Sellner)

Mr. Sellner reviewed the pipe that connects the Sedimentation Basin to Wet Cell #5 in Villa Park is the location of the District's Villa Park Inlet Monitoring Station. This pipe and its upstream inlet structure have had a long history of becoming blocked with debris following rain fall events. This clogging has required the use of significant maintenance time and resources for the City of Roseville. The debris around and in the pipe that cause clogging has led to additional CRWD staff time to ensure high quality monitoring data. Additionally, an inlet channel that drains to the sedimentation basin from County Rd B is eroding and the existing geogrid structure is failing. In 2014, CRWD and Roseville staff discussed replacement of the pipe and the inlet structure. The board approved an agreement in 2014 with EOR for a new design, but the project was ultimately put on hold by Roseville. In 2020, Roseville approached CRWD with the intention of resuming the project and expanding the scope to include the eroding inlet channel.

Roseville and CRWD staff have discussed a cost-share of the engineering and construction costs for this project. CRWD would fund the engineering and design while Roseville would fund construction.

Staff have solicited an updated proposal from EOR, Inc. to complete the engineering design for the project. Fiscal note: 2020 CRWD Budget Fund: 310-18476 Upper Villa Maintenance, budget \$29,160, current balance \$25,715.

**Motion 20-198:** *Approve Villa Park Sediment Pond Outlet Design Agreement and authorize Administrator to execute a consultant services agreement with EOR, Inc. for an amount not to exceed \$19,800.*

Murphy/Sanders  
Unanimously approved

**VI. Unfinished Business**

A) Diversity Plan Update (Gardner)

Ms. Gardner provided an update on the diversity plan. Ms. Gardner will be presenting the diversity plan at the MAWD annual conference in December.

#### B) Citizen Science Update (Kucek)

Mr. Kucek reviewed the 2020 CRWD Watershed Management Plan (WMP) calls for a citizen science monitoring program that expands the District's data collection capabilities and allows residents to engage with the District and invest in their water resources (2020 WMP 211G). At the same time, trash pollution was identified by stakeholders in the WMP as an important issue to address. Trash reduction planning and implementation around water resources District-wide is also specified in the WMP (Goals WQ-1, WQ-2, WQ-7, Implementation Item 370-I).

CRWD does not currently collect data specifically on trash as part of its monitoring program. Trash pollution is difficult to quantify using typical water quality monitoring methods: it is spread out on the landscape and it does not fit nicely into a sample bottle. Trash filtered out by BMPs is also difficult to quantify because it requires maintenance, sorting, identification, and disposal.

To address both needs identified in the 2020 WMP, CRWD staff have developed a volunteer monitoring program, the Trash Data Project. The goal of the program is to determine: 1) How much trash is there in the watershed; 2) What kinds of trash are typically found; 3) Where is trash located; and 4) How can we help reduce trash in the watershed?

Mr. Kucek reviewed the Trash Data Project with the Board of Managers and demonstrate the trash survey and interactive dashboard. The Trash Data Project asks watershed residents to monitor trash around CRWD and submit data on the amount, type, and location of trash they observe through an online survey. Participants are also encouraged, but not required, to pick up and remove the trash they observe. Data is displayed on an interactive dashboard which allows participants to immediately see their contribution to the program. The webpage also lists safety instructions as well as information on the detrimental impacts of trash pollution.

The Trash Data Project is currently in a testing phase. Community partners and the CAC have been asked to participate in the program and provide feedback through a follow-up questionnaire. Following the testing phase, staff will incorporate their feedback over winter 20/21, followed by a broader District-wide rollout spring 2021.

Manager Murphy wanted to know what people should do with the trash they have collected. Manager Murphy shared that the MN mosquito patrol will pick up tires and recommended that a link be added to the website. President Collins asked if Parks and Rec have been contacted. Ms. Belden replied that CRWD has been in contact with Parks and Rec to coordinate efforts. Administrator Doneux added that trash clean up is part of the watershed management plan. Managers were very pleased with the program. No action requested. For information only.

#### C) 2020 Watershed Plan Update (Eleria)

Ms. Eleria and Administrator Doneux will be presenting the 2020 Watershed Plan to BWSR.

D) Seminary Pond Update (Eleria)

Ms. Eleria provided a video review of the seminary pond. Provided a review of time lapse video showing to progress of reconstruction.

**VII. General Information**

A) Board of Manager's Updates

Manager Texer gave an update on the MAWD Annual Meeting. Plans are just getting wrapped up for the conference to be held virtually this year because of COVID-19. The dates of the conference will be December 1-4. Registration will be opening soon.

**VIII. Next Meetings**

- A) Wednesday, November 4, 2020 – 5:00 PM – Board Workshop and Regular Meeting
- B) Wednesday, November 10, 2020 – 7:00 PM – CAC Meeting – Manager Murphy will be attending

**IX. Adjournment**

**Motion 20-199:** *Adjournment of the October 21, 2020 Regular Board Meeting at 7:35 P.M.*

Murphy/Sanders  
Unanimously Approved

Respectfully submitted,  
Michelle Sylvander