



Capitol Region Watershed District

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July 12, 2023
Board Meeting
APPROVED

Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, June 28, 2023, at 6:00 p.m.**

CRWD has returned to in-person Board of Managers meetings. The public is invited to attend in person as well. Currently, a virtual attendance option is not available.

Please visit www.capitolregionwd.org to get additional CRWD COVID-19 information.

MEETING MINUTES

I. A) **Call to Order of Meeting** (*Mary Texer, Vice President*)

Managers

Mary Texer
Hawona Sullivan Janzen
Shawn Mazanec
Rick Sanders
Joe Collins (Absent w/notice)

Staff Present

Lindsay Schwantes
Anna Eleria
Elizabeth Hosch
Forrest Kelley
Lizzie Stueve
Bella Bassat
Ed Robbins

Public Attendees

Tiffa Foster
Barb Thoman
Jens Kvaal
Nigel Pickering

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

Motion 23-087: *Approve the Agenda of June 28, 2023.*

Deputy Administrator Anna Eleria requested the addition of the following action item to the agenda: V.C. Approve Opti RTC Subscription Renewal and noted the modified enclosures for V. B. May 2023 Accounts Payable/Receivable memo and financial reports.

Mazanec/Sanders
Unanimously Approved

PUBLIC HEARING – Watershed District Proposed Rule Revisions

Ms. Hosch presented a summary of the proposed rule revisions. The proposed revisions include:

- Revised and added definitions, including Disconnected Impervious, and Land Disturbance, among others.
- Enhanced filtration and soil compaction guidance reference
- Linear Cost Cap applies only to BMPs constructed on-site.
- Clarify the option to bank credits over the required volume.
- Soil borings in the BMP footprint are required.

- GPR costs not deducted from SIF or banking withdrawals.
- Manufactured home utilities in a 100-yr floodplain need floodproofing.
- Inclusion of wetland replacement sequence option outside of CRWD boundaries

The comment period ends on July 24, 2023. No public comments have been received so far. No comments were made during the meeting from the meeting attendees.

The public hearing was closed at 6:08 p.m.

II. Public Comment – No comments submitted.

III. Permit Applications and Program Updates

A) 23-009, Minnesota Street Reconstruction (Hosch)

Elizabeth Hosch reviewed permit #23-009, Minnesota Street Reconstruction, which was issued for the Reconstruct Minnesota Street between Kellogg Boulevard and Sixth Street. Permanent stormwater management consists of two Modular Wetland System Filtration Devices.

Manager Mazanec asked a couple of questions about salt and NPDES permits.

Motion 23-088: *Approve the request for a variance from the requirements of Stormwater Rule C to provide storage of runoff volume below the low outlet of the system, and use an alternative treatment calculation based on flow rate to satisfy the volume reduction standards in Rule C.*

Mazanec/Sanders
Unanimously Approved

Motion 23-089: *Approve permit #23-009, Minnesota Street Reconstruction with 2 conditions:*

1. *Provide a site-specific maintenance plan. This should be a standalone document, to be housed with the maintenance personnel or department(s) doing the maintenance, that includes all of the following:*
 - a. *List all stormwater management practices (i.e. tree trenches, etc.).*
 - b. *Plan sheet showing location of and details for all stormwater management practices.*
 - c. *Person(s) responsible for maintenance of stormwater devices, including any different responsibilities for different BMPs.*
 - d. *Frequency of inspection/ indicator that maintenance is needed.*
 - i. *Requirement to maintain the MTD when drawdown of the storage system upstream exceeds 48 hours.*
 - ii. *Maximum design maintenance interval of 1-year or per manufacturer recommendation, whichever is shortest.*
 - iii. *Submit calculations or justification that MTD sediment storage is sufficient for the maintenance interval.*
 - iv. *Recommended filtration media replacement interval.*
 - v. *Cost estimate for maintenance/replacement of filter media.*
 - e. *Description of inspection activities. Include directly in the maintenance document.*

f. Description of maintenance activities. Include directly in the maintenance document, not just as a link.

2. *Provide Phase II timeline, to include advance evaluation of regional treatment opportunities during preliminary design and identification of baseline planting regimen for downtown MTDs.*

Mazanec/Sanders
Unanimously Approved

IV. Special Report – MN Water Stewards Update (Schwantes)

Ms. Schwantes presented a Special Report on MN Water Stewards. The 2022 cohort of stewards completed their in-the-ground capstone projects by planting five curb-cut rain gardens in Roseville in the fall of 2022. The stewards worked on their outreach projects from late summer through the spring of 2023. Barb Thoman and Jens Kvaal helped staff implement a pilot of the Low Salt, No Salt campaign that included presentations and site tours to evaluate snow and ice management practices starting with a meeting with CRWD staff and then with leadership teams from two churches. Tiffa Foster is a Ramsey County Master Gardener (RCMG) in addition to a Minnesota Water Steward. Tiffa developed a rain garden workshop to share as part of the RCMG's Train the Trainer program. Both outreach projects are designed with the goal that other Water Stewards or Master Gardeners would be able to use the presentations and educate new audiences.

The Board thanked Ms. Schwantes and MN Water Stewards for their presentation.

V. Action Items

- A) Approve Minutes of June 7, 2023, Regular Board Meeting (Dalit)

Motion 23-090: *Approve the minutes of the June 7, 2023, Regular Board Meeting.*

No comments.

Mazanec/Sanders
Unanimously Approved

- B) Approve Accounts Payable/Receivable for May 2023 (Dalit)

Motion 23-091: *Approve May 2023 Accounts Payable/Receivable and 2023 Year-to-Date Financial Report*

No comments.

Mazanec/Sanders
Unanimously Approved

- C) Approve Opti RTC Subscription Renewal (Kelley)

Under an existing Master Services and License Agreement with Opti, CRWD pays annual subscription fees for data hosting, dashboard access to view and control the systems, technical support, and troubleshooting. While the rates did increase in 2021 from \$3,333, our annual subscription rates have stayed low at \$5,000 per site per year (new subscriptions start at \$24,000/year) because CRWD is an early adopter of Opti's technologies in the Midwest. We also receive a 30% reduction in the rate for the CRWD's office system (\$3,500/year) based on its outreach and demonstration benefits. For 2023, staff recommend an up-front payment for three years of

subscriptions at the existing rates for a total of \$55,500 as outlined in the table below and in the Statement of Work.

Manager Texer asked if we need an Opti RTC subscription for the cistern at the Thomas building.

Motion 23-092: *Approve 3-year Subscription Renewal for Opti Software as a Service for 4 CRWD sites for a total of \$55,500.*

Mazanec/Sanders
Unanimously Approved

VI. Unfinished Business

A) WaterCorps/Right Track Interns Update (Schwantes)

Ms. Schwantes introduced the two Right Track Interns at CRWD – Bella Basset, senior at Washington Technical Magnet High School, and Edric Robbins at Highland Park Senior High School. Bella and Edric shared their backgrounds and educational and free time interests.

B) Facility Management Program Update-Draft Report (Eleria)

CRWD and SRF staff have completed the enclosed draft program report that includes and expands upon the program policy by detailing the decision-making process, needs assessment for this program, facility request evaluation and determination for assistance, and phased implementation timeline for each approach. It also includes the findings from applying Ramsey County's Gottfried's Pit and Como Golf Course Ponds projects to the draft program policy, criteria, and evaluation process. At this meeting, CRWD staff will present the draft program report and solicit comments and questions from the Board. Afterwards, changes will be made to the draft report based on Board comments and the updated draft report will be distributed to public partners for their review and comment in July.

C) 595 Aldine Signage Update (Eleria/Bromelkamp/Van Sant)

For the past two and half months, CRWD staff have been working very closely with This is Folly on the design and content development of the signs. The project timeline was developed to ensure installation in advance of CRWD's 25th Anniversary celebration in September 2023. This is Folly will send us the final design files by July 10, 2023. Staff will work with Vacker to fabricate and install the signs in late August or early September.

VII. General Information

A) Board of Managers' Updates

Manager Sanders attended the debriefing meeting about last week's MN Watersheds Summer Tour in Albert Lea, MN. Approximately 120 people attended the summer tour last week. Next year, the tour will be held in the East Metro Area.

Manager Mazanec attended the MN Watersheds legislative group meeting. MAWA has agreed to develop policy statements.

Manager Sullivan Janzen stated that the CAC tour was postponed due to poor air quality, in June 2023. It has been rescheduled for Wednesday, July 19th at 5:30 p.m.

B) Administrator's Update – None

Administrator Doneux is attending WEF's Stormwater Summit in Kansas City. Two new employees, Jim Rudolph, Watershed Data Specialist, and Rachele Krivichi, Administrative Assistant, will be starting in July.

VIII. Next Meetings

- A) Wednesday, July 12, 2023, Regular Board Meeting
- B) Wednesday, July 19, 2023 – Rescheduled CAC Tour

IX. Adjournment

Motion 23-093: *Adjournment of June 28, 2023, Regular Board Meeting at 7:44 P.M.*

Mazanec/Sanders
Unanimously Approved

Respectfully submitted,
Anna Eleria