



Capitol Region Watershed District

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**February 21, 2024,
Board Meeting
APPROVED**

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers for **Wednesday, February 7, 2024, at 6:00 p.m.**

REGULAR MEETING MINUTES

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

A) Attendance

Managers

Mary Texer
Hawona Sullivan Janzen
Joe Collins
Rick Sanders
Shawn Mazanec

Staff Present

Anna Eleria
Belinda Armstead
Elizabeth Hosch
Sarah Wein
Britta Belden
Acadia Stephan
Bob Fossum

Public Attendees

James Mogen, Ramsey
County Attorney
Bob Simonet, CAC Member

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

Motion 24-018: Approve the Agenda of the February 7, 2024, Board Meeting.

Deputy Administrator Eleria added the following item under Permit Applications and Program Updates to the agenda:

A) Hiring of Seasonal and Permit Inspector positions

Mazanec/Sanders
Unanimously Approved

II. Public Comment

A) Public Comment For Items not on the Agenda (Please observe a limit of three minutes per person.)

None.

III. Permit Applications and Program Updates

A) 23-017, Ramsey County Environmental Services (Stephan)

Ms. Stephan presented Permit #23-017, Ramsey County Environmental Services. The purpose of the permit is to construct a new Environmental Service Center on county-owned land. Permanent stormwater management consists of a surface infiltration basin, an underground StormTech infiltration system, and disconnected impervious. The project has completed soil remediation and grading. The project, as proposed, meets the volume control requirements.

Motion 24-019: *Approve the request for a variance from the 90% TSS removal requirements of Stormwater Rule C to provide approximately 84.7% TSS removal.*

Mazanec/Sanders
Unanimously Approved

Motion 24-020: *Approve Permit #23-017 Ramsey County Environmental Services with 4 Conditions:*

- 1. Receipt of documentation of maintenance agreement recorded with Ramsey County, being sure to include attachments A (scaled site plan) and B (site specific maintenance plan).*
- 2. Provide a site-specific maintenance plan that includes the following:*
 - a. List all stormwater management practices (i.e. infiltration basins, rain guardian, outlet structures, etc.).*
 - b. Person responsible for maintenance of stormwater devices.*
 - c. Frequency of inspection/ indicator that maintenance is needed.*
 - d. Description of inspection activities.*
 - e. Description of maintenance activities.*
 - f. Map that includes stormwater management names, locations, and access routes.*
- 3. Revise plans to address the following:*
 - a. Provide additional manholes or cleanouts to facilitate future maintenance of the StormTech chamber system on Sheet C201. CRWD recommends additional access risers in rows 3, 6, and 8 (numbering from north to south).*
 - b. Submit final shop drawings for the Underground Infiltration System when available. Shop drawings need to be reviewed and approved by CRWD. The previously submitted shop drawings were marked to resubmit after making corrections.*
- 4. Revise the landscape plans to include permanent vegetation or stabilization for the entire Public Works north area.*

Mazanec/Sanders
Unanimously Approved

B) Hiring Update (Hosch)

Ms. Hosch provided an update on staffing changes in the Regulatory Division. A recent posting went live to fill vacancies for permanent and seasonal BMP Inspectors; the job descriptions have been published, and staff hope to fill the positions before the construction season gets underway.

Manager Sullivan Janzen inquired about warmer weather conditions and the impact on construction projects. Ms. Hosch replied that there has been an increase in applications; however, projects regularly happen during the winter despite the weather. Ms. Stephan commented that there are fewer heating costs and fewer heating apparatuses, so more work is being done.

IV. Special Report – None

V. Action Items

A) Approve Minutes of January 17, 2024, Regular Board Meeting (Armstead)

Manager Texer requested an edit to the heading to reflect the Regular Meeting Minutes.

Motion 24-021: *Approve the January 3, 2024 Minutes, Regular Board Meeting as amended.*

Mazanec/Sanders
Unanimously Approved

B) Approve Accounts Payable/Receivable for January 2024 (Dalit)

Motion 24-022: *Approve Accounts Payable /Receivable for January 2024*

Mazanec/Sanders
Unanimously Approved

C) Approve the Chloride Management Plan Charter and Authorize RFQ Distribution (Belden)

Ms. Belden presented the Chloride Management Plan Charter and requested approval of the CRWD Chloride Management Plan Project Charter and Authorization of RFQ distribution. Over the last 20 years, CRWD has monitored chloride concentrations in District water resources (stormwater and lakes) and participated in metro-wide initiatives for chloride prevention from the Twin Cities Metro Area Chloride Management Plan (adopted 2016). CRWD has observed chloride concentrations steadily increasing in District lakes throughout this time. CRWD’s 2021-2030 Watershed Management Plan (WMP) identified the need to develop a chloride management plan as the next step for preventing and reducing chloride pollution in CRWD’s water bodies. The WMP also calls for the plan to define the District’s role in managing chloride and recommendations for implementation activities. The staff intends to initiate a Request for Qualifications to select a consultant for the development of the CRWD Chloride Management Plan following the approval of the Project Charter. Staff recommends the following consultants to receive the RFQ: Bolton & Menk, Houston Engineering, HR Green, Stantec, and Young Environmental (DBE), all selected from CRWD’s approved consultant pool. Statements of Qualifications will be due in early March, and a review will occur in mid-March. Staff plan to recommend a consultant at the March 20th Board meeting.

President Collins commented that MN Metro Watersheds hosted a presentation on Chloride Management and design considerations. President Collins hopes this project will help inform other

project managers about where they place trees and driveways. Ms. Belden replied that we hope to get the tools and answers to what we can do and find practical solutions.

Manager Mazanec inquired about lakes in the Twin Cities that have reached a critical Chloride threshold. Ms. Belden replied that Como has had a higher concentration, and another lake in the West Metro has a higher concentration.

Manager Sanders inquired about treating the lakes to reduce the amount of chloride. Ms. Belden replied that it is not feasible to treat the lakes for chloride; instead, prevention is the best solution.

Manager Texer asked about groups researching chloride management. Ms. Belden replied that many organizations are working on infrastructure implications and other aspects to understand the issue better.

Mr. Fossum mentioned that the City Engineers Association is talking a lot about reducing salt, and this is an opportunity to get the attention of policymakers.

There was a discussion about salt-degrading bridges and their financial impact on the state.

Motions 24-023: *Approve the CRWD Chloride Management Plan Project Charter and authorize staff to distribute a Request for Qualifications (RFQ).*

Mazanec/Sanders
Unanimously Approved

VI. Unfinished Business

A) Annual Watershed Stewards Awards Debrief (Bromelkamp/Armstead)

Ms. Armstead requested feedback from the Board of Managers on the Annual Awards Ceremony logistics and programming. The Board provided the following feedback:

- Manager Texer mentioned the adequate seating; overall, it was great.
- Manager Sanders said the entire night was fun.
- President Collins mentioned that the food was excellent, and he enjoyed the bubbles during the ceremony.
- Manager Sullivan Janzen asked if speeches were necessary because some were longer than others. She also mentioned that the Community Advisory Committee Co-Chairs should have a role in the ceremony. She suggested one opportunity for the CAC might be to present all the annual grants awarded for the year.
- President Collins mentioned that although one speech went long, he enjoyed hearing from the awardees, especially the youth.
- Overall, the Board was pleased with the Annual Awards ceremony.

Ms. Armstead will compile all feedback and bring it to the debriefing meeting with Ms. Bromelkamp.

VII. General Information

A) Board of Managers' Updates.

President Collins mentioned that the Personnel Committee will meet with Division Managers on February 12th to discuss new assignments. Given all the changes he recommends in March or April, each committee meets to review the key initiatives for 2024, deadlines, and goals; for example, finance should have a quick review of priorities. Each committee should consider whether we are doing what we think we want to do and whether there are expectations that Board members should know, especially with all the changes. Manager Texer agrees that if we are all aware of the goals of each committee, they provide more support. Division Managers, Administrator, and Deputy Administrator should meet to review what we hope to achieve, deadlines, and goals. Deputy Administrator Eleria replied it is also a good look ahead for the committees so they know staff priorities in the coming year and what may require committee involvement. Manager Sanders suggested meeting twice yearly, 1st part and then a mid-year evaluation.

Manager Sullivan Janzen will be out of the country and absent from the February 21 Board meeting.

On March 6 and 7, Legislative Day, President Collins will meet with Representative Hollins and asked Deputy Administrator Eleria to join him.

B) Administrator's Update

Deputy Administrator Eleria reminded the Board to register for the Legislative Day. She also reminded the Board that the first meeting in March will be on Thursday, March 7.

Deputy Administrator Eleria mentioned that the District's staff hosted the City Council for their retreat, said it was good to meet them in person, and shared that some council members would be interested in joining them for the TBI repairs tunnel visit.

VIII. Next Meetings

- A) Monday, February 12, 2024- 1:00 PM -Board of Managers Personnel Committee Meeting
- B) Wednesday, February 14, 2024- 7:00 PM- CAC Meeting-President Collins will attend.
- D) Wednesday, February 21, 2024 – 6:00 PM –Board of Managers Meeting

IX. Adjournment

Bob Simonet mentioned that he will not be present next month. He's traveling to Singapore.

Motion 24-024: *Adjournment of February 7, 2024, Regular Board Meeting at 6:50.*

Mazanec/Sanders
Unanimously Approved

Respectfully submitted

