



Capitol Region Watershed District

595 Aldine Street
Saint Paul, MN 55104
(651) 644-8888 • capitolregionwd.org

October 16, 2024
Board Meeting
V. Action Item
APPROVED

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, October 2, 2024, at 6:05 p.m.**

REGULAR MEETING MINUTES

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

A) Attendance

Managers

Mary Texer
Hawona Sullivan Janzen
Shawn Mazanec
Joe Collins
Rick Sanders

Staff Present

Anna Eleria
Rachele Krivichi
Terrence Chastan-Davis

Public Attendees

None

Other Attendees

Bradley Cousins, Ramsey County Attorney
(Legal Counsel for CRWD)

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

Motion 24-179: *Approve the Agenda of October 2, 2024, Board Meeting*

Mazanec/Sanders
Unanimously Approved

II. Public Comment

A) Public Comment on items not on the Agenda (please observe a limit of three minutes per person.) None.

III. Permit Applications and Program Updates

A) Permit #17-010, Swede Hollow Wetland Improvements – Closure (Chastan-Davis)

Mr. Chastan-Davis presented on the Swede Hollow Wetland Improvements. This permit was issued to Saint Paul Parks and Recreation to improve the Swede Hollow Park between E. 7th Street and Minnehaha Ave. E. in Saint Paul. Site improvements included groundwater management, watercourse dredging, stormwater improvements, and reconstruction of the lower pond outlet structure. This work was also partially funded by CRWD's special grants program, following a stream restoration feasibility analysis conducted in the early 2010s. That grant agreement and reimbursement have been completed and closed. No surety was collected for this public project.

Motion 24-180: *Approve Certificate of Completion for permit #17-010, Swede Hollow*

Wetland Improvements

Mazanec/Sanders

Our mission is to protect, manage and improve the water resources of Capitol Region Watershed District.

Unanimously Approved

B) Permit #21-028, Highland Bridge Lot 2 Block 1 B Emma Norton – Closure (Martinkosky)

Mr. Chastan-Davis presented on the Highland Bridge Lot. This permit was issued for the construction of a 60-unit affordable housing building located near the southeast corner of Block 1 at Highland Bridge, now referred to as Lot 2 Block 1B, at Bohland Avenue and Mount Curve Road in Saint Paul. Stormwater treatment is provided by a regional stormwater filtration system that is part of the Ford Site stormwater master plan. Work is complete, the site is stable, and the stormwater treatment will be evaluated as part of permit #20-013. \$1,500 of surety was collected for this project and is available for return. There were no surety deductions for inspection charges.

Motion 24-181: *Approve permit \$1,500 surety return and Certificate of Completion for permit #21-028 HB L2B1 B Emma Norton.*

Mazanec/Sanders

Unanimously Approved

C) Permit #21-033, Trout Brook Nature Sanctuary Internal Trails – Closure (Martinkosky)

Mr. Chastan-Davis presented on Trout Brook Nature Sanctuary. This permit was issued to construct a 6' wide bituminous trail connecting Geranium Avenue East and the main trail through Trout Brook Regional Trail at Geranium Avenue East and Agate Street in Saint Paul. Stormwater treatment is provided by impervious area disconnection and withdrawal from Saint Paul Parks and Recreation volume bank. Work is complete, and the site is stable. No surety was collected for this public project.

Motion 24-182: *Approve withdrawal of 51 cubic feet of volume credits from the City of Saint Paul Parks and Recreation volume bank.*

Motion 24-183: *Approve Certificate of Completion for permit #21-033 Trout Brook Nature Sanctuary Internal Trails.*

Mazanec/Sanders

Unanimously Approved

IV. Special Reports- None

V. Action Items

A) Approve Minutes of September 18, 2024, Regular Board Meeting (Armstead)

Motion 24-184: *Approve the September 18, 2024, Minutes, Regular Board Meeting.*

Mazanec/Sanders
Unanimously Approved

B) Approve Partial Accounts Payable/ Receivable for September 2024 (Dalit)

Motion 24-185: *Approve a partial September 2024 accounts payable and direct Board Treasurer and President to endorse and disperse checks for these payments. Authorize the Administrator to issue electronic payments for September US Bank and Menards credit card payments.*

Mazanec/Sanders
Unanimously Approved

D) Approve Change to First December 2024 Board Meeting Date (Eleria)

In December 2023, the CRWD Board of Managers adopted the 2024 Board meeting schedule that established the dates for two Board meetings each month. Generally, the first and third Wednesdays in each month were adopted as Board meeting dates. Occasionally, the Board adjusts a meeting date to accommodate holidays and conflicts with other meetings or conferences.

The Board set Wednesday, December 4th, as the first Board meeting in December 2024. This date is also the first day of the MN Watersheds Conference, which will be held in Nisswa, MN. It is anticipated that the Administrator, other staff, and some Board of Managers will be at the conference on the first day and unable to attend a Board meeting on the 4th. CRWD staff propose that the first December Board meeting be moved to Monday, December 2, 2024, at 6:00 PM. December 3rd was also considered.

The Board did not have any issues with this change.

Motion 24-186: *Approve the change of the first December 2024 Board meeting date from December 4th to December 2nd.*

Mazanec/Sanders
Unanimously Approved

D) Approve 2024 MN Stormwater Research Council Contribution (Fossum)

Administrator Eleria presented on behalf of Deputy Administrator Fossum. The Funding for stormwater research has been included in CRWD's Budget and Workplan for each year from 2014—2024. Multiple small-scale research projects have been funded and completed by District staff and through partnerships with local research institutions. Since 2017, CRWD has contributed to the MN Stormwater Research Council to fund applied stormwater research jointly.

Over the past seven years, the Managers have approved an annual \$25,000 contribution to the MN Stormwater Research Council. This money, along with funding from other organizations and leveraged state funds, has totaled several million dollars and has funded dozens of research projects. This level of effort would not have been possible without the collective approach being implemented. Staff are requesting approval of an increased contribution of \$35,000 for the next round of funding currently being solicited.

President Collins mentioned that last year he attended the Clean Sweep Training, which he said was very informative about dealing with chloride and salt. He commented that CRWD Staff Member Forrest Kelley might want to attend this at some point for Facility Management since they're doing research on pond issues.

Motion 24-187: *Approve 2024 MN Stormwater Research Council Contribution in an amount not to exceed \$35,000.*

Mazanec/Sanders

Unanimously Approved

VI. Unfinished Business

A) CAC Reinvigoration Project Update (Eleria)

Administrator Eleria gave a quick update on the CAC's work on their draft Reinvigoration plan, particularly the implementation side. The CAC co-chairs have a draft of the plan they're working on. They brought some key highlights to the last CAC meeting. Some feedback they heard was that they'd like to change their meeting time to 6:00 PM. They will likely recommend that change. They're considering changing the format to virtual in the winter and more in-person in the summer. They plan to promote the CAC once they complete this plan to promote specific groups within the DEI plan. They also talk about creating committees within the CAC once they increase the diversity in membership.

Administrator Eleria asked the Board's opinion on potentially providing a per diem to CAC Members for their meeting attendance. Currently, the meetings are two hours once a month, and there is travel time. The per diem could help incentivize these extra steps and help diversify the CAC. The Board expressed support for potential per diem for CAC members. Administrator Eleria stated that this idea still needs to be discussed with the Ramsey County Attorney.

VII. General Information

A) Board of Managers' Updates

Manager Mazanec said he most likely would not be able to attend the following meeting on October 16th but would not know until the day of. President Collins said he might not be at the first meeting in November. Manager Texer said she will not attend the next Metro MN Watersheds meeting. Manager Texer asked when resolutions were due. Administrator Eleria replied that they were due the day before this meeting. Manager Sullivan Janzen said she would not be at the meeting on December 18th.

B) Administrator's Update

Attorney Cousins mentioned that he shared the duties here at CRWD with Christopher Bates, who moved to a different position. They have hired a new attorney named Caitlin Mohamed, who is a good fit for the District. She is a U of M and Hamline Graduate who recently joined the Ramsey County Attorney's office.

Administrator Eleria said the District is planning the Annual Watershed Steward Awards ceremony. The first step is finding a date for the ceremony. The proposed dates are Thursday, January 30. The second date is Wednesday, the 29th, and the third is Wednesday, the 28th. Manager Sullivan Janzen said these dates do not work for her. The fourth date is January 16th. Manager Sanders said he may be out of town for that date. The Board asked if the District would consider dates in February. Administrator Eleria responded that staff will investigate possible dates in February and return to the next meeting with some options. If the District cannot find a date that works for all in February, the date will likely be the 16th of January.

The next CAC meeting will be October 9th. The next board meeting will be on October 16th.

VIII. Adjournment

Motion 24-188: *Adjournment of October 2, 2024, Regular Board Meeting at 6:45 PM.*

Mazanec/Sanders
Unanimously Approved

Respectfully submitted,
Rachele Krivichi