



Capitol Region Watershed District

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November 20, 2024

Board Meeting

Approved

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

BOARD WORKSHOP MINUTES

I. A) Call to Order of Board Workshop (*President Joe Collins*)

Managers

Mary Texer
Hawona Sullivan Janzen (excused)
Shawn Mazanec
Joe Collins
Rick Sanders

Staff Present

Anna Eleria
Bob Fossum
Meilina Dalit
Sarah Wein

Public Attendees

Della Young, Young Environmental
Susy Lindberg, Young Environmental

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

Motion 24-203: *Approve the Workshop Agenda of November 6, 2024.*

Mazanec/Sanders

Unanimously Approved

II. Chloride Management Plan Workshop (Wein)

In June 2024, CRWD's Board of Managers approved the Scope of Work and Budget for CRWD's Chloride Management Plan and staff began working with the hired consultant, Young Environmental, on the first steps of the scope of work. Part of the scope of work was to develop an engagement plan that laid out who we wanted to engage with, how and when we would engage with them, and what we wanted to learn from them to help develop our plan. Engagement to provide feedback (through both workshops and independent review) will occur at the following key points: identifying issues, validating themes and goals, prioritizing actions, and final plan review.

In this first workshop, Sarah Wein and Della Young of Young Environmental facilitated a group activity with the Board that involved discussion to help identify and prioritize chloride-related issues, constraints, and roles from the Board's perspectives. The Board was asked to discuss three questions: 1) What are the main issues, constraints, and challenges to reducing chloride use in CRWD?, 2) What should CRWD's role be in chloride reduction and management?, and 3) If there were no limitations, what would you do to reduce chloride pollution?

The Board shared their responses to each question, which was recorded by Ms. Young and will be used to inform the development of draft themes and goals for the plan. Staff will meet with the Board in early 2025 to verify these themes and goals, and to begin to prioritize actions for the plan. Ms. Wein and Ms. Young thanked the Board for their participation in this important discussion.

III. Adjourn Board Workshop

Motion 24-204: Adjournment of November 6, 2024, Board Workshop at 5:54 P.M.

Mazanec/Sanders
Unanimously Approved

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
Meilina Dalit
Terrence Chastan-Davis
Nate Zwonitzer
Sarah Wein
Forrest Kelley
Elizabeth Hosch

Public Attendees

Mike Trojan (CAC Member)
Michael MicKinney, Barr Engineering
Nathan Campeau, Barr Engineering
Joe Welna, Barr Engineering

Other Attendees

Caitlin Mohamed, Ramsey County
Attorney (Legal Counsel for CRWD)

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

Motion 24-205: *Approve the Agenda of November 6, 2024, Board Meeting*

Administrator Eleria requested to add an agenda item under Special Reports: Approve Scope of Work for Irrigation Specialist Professional Services at Snelling-Midway. The Board approved the agenda as amended.

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 #24-023, MnDOT Arcade/7th St. (Chastan-Davis)

The applicant proposes pavement resurfacing, curbing, and adding ADA improvements. Permanent stormwater management consists of six infiltration tree trenches and an infiltration basin. The project spans both CRWD and Ramsey-Washington Metro Watershed District (RWMWD). Additional stormwater management is proposed in RWMWD and is considered with the applicant's variance request.

Motion 24-206: Approve request for variance from the requirement of Stormwater Rule C.3.c. for required runoff volume allowing the applicant to meet the linear cost cap across watershed district boundaries.

Mazanec/Sanders
Unanimously Approved

Motion 24-207: Approve with 5 Conditions:

- 1) Provide approved final plans signed by a professional engineer per the Minnesota Board of AELSLAGID incorporating all revised plan sheets.
- 2) Provide a copy of the NPDES permit once received by awarded contractor as planned.
- 3) Provide proposed soil boring schedule and results once received from the awarded contractor. BMP design may need to be adjusted based on updated soil boring results.
- 4) Submit final shop drawings associated with the underground infiltration BMPs for review and approval at least seven (7) days before construction of permanent stormwater treatment systems.
- 5) Include the following note to Sheet 85 (Underground Infiltration Basin Cross-Section), sheet 598 (Surface Infiltration Basin Grading/Cross-Section), and Sheet 602 (Infiltration Basin and Underground Infiltration BMP construction notes): Native soils in infiltration areas shall be de-compacted to a minimum depth of 18 inches below the subgrade.

Mazanec/Sanders
Unanimously Approved

B) Permit #24-033, Heegaard Residence (Martinkosky)

The applicant proposes to construct a new single-family home on a previously vacant lot in the new Highland Bridge Custom Homes neighborhood. Runoff will connect to approved permanent stormwater management outlined in CRWD permit 20-013 Ford Site Redevelopment Stormwater Master Plan. This lot includes new/reconstructed impervious area from CRWD permit 21-006 (alley) along with the current application for a single family home. Single family homes are under construction on both adjacent parcels (permits 22-022 and 24-005).

Motion 24-208: Approve with 4 Conditions:

- 1) Receipt of \$700 surety.
- 2) Include a landscape plan that clearly delineates areas to be revegetated post project.
- 3) Provide energy dissipation/scour protection such as riprap at the outlet of the 8-inch HDPE pipe under the sidewalk.
- 4) SWPPP indicates Jake Nau is erosion control supervisor. Applicant to provide training documentation for Mr. Nau or update SWPPP to indicate John Mitchell is erosion control supervisor.

Mazanec/Sanders
Unanimously Approved

IV. Special Reports

A) Approve Scope of Work for Irrigation Specialist Professional Services at Snelling-Midway Snelling Midway Redevelopment (Kelley)

Since 2019, CRWD has partnered with the City of St. Paul to operate the rainwater capture and use system at Allianz Field through a cooperative Operation and Maintenance Agreement. The system is currently functioning well as the source of site irrigation, but has needed varying levels of repair and maintenance, with annual costs ranging from \$32,000-\$45,000. Those costs are covered by the City of St. Paul.

During conversations with the redevelopment design team and City of St. Paul staff, it became clear that some knowledge gaps exist in how to best integrate the new public and private irrigation systems into the existing treatment and distribution infrastructure and controls, and it is the position of the private development team that guidance on how to do so should come from the public entities.

To fill this gap, CRWD provided a Scope of Work and request for proposal to Water in Motion, a local irrigation design firm specializing in water capture and use. In addition to being a sub-consultant on the McMurray Field project, Water in Motion has worked closely with the groundskeeping staff at Allianz Field. Based on this professional connection, tight timelines, and the small number of firms with this specialized knowledge, CRWD requested a quote from this one firm, as we are not required to obtain more than one quote for projects at the estimated \$25,000 cost. CRWD anticipated providing assistance for the project after initial construction and included funding for Snelling-Midway Redevelopment Opportunities for many years. This budget item has since been incorporated into Partner Owned Facilities with an approved 2024 budget of \$227,000 and proposed \$230,000 for 2025.

Motion 24-209: Authorize the Administrator to execute an agreement with Water in Motion for Irrigation Specialist Professional Services at the Snelling-Midway Redevelopment site for an amount not to exceed \$25,000.

B) TBI Repairs Project-Final Construction Report (Kelley)

Joe Welna, of Barr Engineering, presented the final construction report for the Trout Brook Storm Sewer Interceptor (TBI) Repairs Project. The Board authorized a Notice of Award of a \$999,101.00 contract to Engineering and Construction Innovations, Inc. (ECI) for construction of the Trout Brook repair project from station 135+00 to 180+50 on November 15, 2023.

ECI started construction in December 2023 at the upstream access point near Willow Reserve. During removal of failing concrete, the contractor identified more extensive defects than expected. Work in this section was put on pause while alternative repair methods were explored. The agreed upon solution was to add three construction details to better address the areas of thin pipe liner, add reinforcing anchors to some defects, and account for additional labor of applying multiple layers of concrete for deep repairs. This resulted in Change Order #1, for a contract increase of \$61,904.74.

Changer Order #2 was executed to add installation of a permanent, lockable gate at the northern access point to the Willow Reserve surcharge structure at Arundel Street. The contract price was increased by \$8,590.50. The total construction costs amounted to \$1,069,596.24. Work within the pipe was complete in March 2024, and the gate installation occurred in mid-July. Final payment was made in September, and the project is ready to be closed out. The draft project report was distributed to the Board prior to the meeting.

Manager Mazanec asked about the status of the last half-mile of the TBI, which is managed by the City of St. Paul. Administrator Eleria responded that transferring ownership of this section from the City to CRWD is being considered. The City has inspected this section in recent years.

Manager Sanders asked if the access entry point that was made during the recent repairs was kept for future repairs. Mr. Welna responded that it would be high maintenance to keep the access entry there and decided against keeping it there because of its location.

Motion 24-210: Accept the Final Project Report from Barr Engineering for TBI Repairs from Station 135+00 to 185+50.

Mazanec/Sanders
Unanimously Approved

C) Approve TBI 5-Year Inspection and Capital Improvement Plan Work Order (Kelley)

CRWD completed the last inspection of the entire length of the TBI in 2019. The purpose of the inspection was to assess the condition of TBI, identify defects such as cracks, holes, and water intrusion, and recommend sections to repair.

Barr Engineering has prepared a draft work order for a full system inspection of TBI and preparation of 10-year CIP. This inspection will be similar to the one conducted in 2019, which used a modified National Association of Sewer Service Companies (NASSCO) rating system to observe and compare previously identified defects relative to their condition in 2019, with only new defects receiving a NASSCO rating. This will shorten the inspection duration while still ensuring that TBI is sufficiently inspected.

The estimated cost for the TBI inspection and update of the TBI CIP is \$104,359. The preliminary 2025 budget includes \$112,150 for TBI inspection and maintenance, and the 2024 Facility Management budget includes \$319,000 for District Owned Facilities which assumed around \$95,000 for Trout Brook Inspection and Maintenance.

Motion 24-211: *Approve TBI Work Order No. 16 for Barr Engineering in an amount not to exceed \$104,359.00 and authorize the Administrator to execute work order amendments in an amount not to exceed \$20,000.*

Mazanec/Sanders
Unanimously Approved

D) Accept TBI Flood Mitigation Feasibility Study Report (Zwonitzer)

Michael McKinney, Barr Engineering, and Mr. Zwonitzer presented on the findings of the Trout Brook Flood Mitigation Feasibility Study. The study focused on three priority flood areas identified during model development. The North End Community Center (NECC), Flood Area 19 (FA19) and Flood Area 11 (FA11) are somewhat connected via storm sewer systems. FA11 was rated as the highest priority flood area due to the extent of the flooding and number of potentially impacted structures. Additionally, upcoming efforts such as the Rice Street Revisioning Project made timely investigation of these areas imperative. Ultimately, the study determined the causes of flooding in these areas are varied and complex, and cost-effective impactful opportunities for flooding and water quality improvements are limited. Mr. McKinney highlighted the challenges of flood mitigation in these areas and shared future considerations.

Manager Sullivan Janzen asked about pilot areas for private property owners who would be willing to allot a portion of their land together with rain gardens. Mr. Zwonitzer responded that recent research has shown that rain gardens or smaller BMPs are not making a meaningful dent in a 5- or 10-year flood event. Manager Sullivan Janzen also asked about the public knowledge surrounding these long-term issues as property values could be impacted and there is potential for property loss post-flood events. She noted she is surprised there are not neighborhood-rooted efforts of addressing this and inviting people to develop creative solutions in their community. Mr. Zwonitzer responded these are all excellent points that staff are also grappling with as they learn about these flood areas. He said that they are just starting out in thinking of how to implement strategies and communicate with people. These are big and new challenges and CRWD will need to figure out its role in communicating these issues.

Manager Collins asked if there is anything that can be done upstream to mitigate water getting into these flood areas. He asked whether Opti technology can be used to draw down water basins before a big storm event. Mr. McKinney responded that this is being investigated in other watershed districts; however, there has to be an adjacent water body in the flood area that is controllable through an Opti-like technology.

Motion 24-212: *Accept the Trout Brook Storm Sewer Interceptor Flood Mitigation and Water Quality Improvement Study Final Report.*

Mazanec/Sanders
Unanimously Approved

V. Action Items

A) Approve Minutes of October 16, 2024, Regular Board Meeting (Armstead)

Motion 24-213: *Approve the October 16, 2024, Minutes, Regular Board Meeting*

The Board noted a few errors in the minutes for the October 16th, 2024 meeting. Corrections were provided to staff. The Board of Managers approved the minutes as amended.

Mazanec/Sanders
Unanimously Approved

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

Motion 24-214: *Approve a partial October 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 October US Bank and Menards credit card payments.*

Mazanec/Sanders
Unanimously Approved

C) Approve 2025 Employee Benefits (Eleria)

Administrator Eleria presented on the proposed 2025 Employee Benefits Program. The Personnel Committee previously met and reviewed the proposed program and supported Board approval. In 2025, CRWD will continue to offer a generous benefits package to its employees that includes medical, dental and vision insurance, health savings and flexible savings accounts, life insurance, and long-term disability insurance. In addition, optional ancillary benefits can be purchased by employees including short-term disability insurance, accident insurance and buy-up life insurance. Insurance premiums in 2025 are estimated to increase by approximately 15% for medical insurance and 4% for dental insurance. The rates for vision insurance and the CRWD-provided and optional ancillary benefits will not change in 2025.

Manager Sullivan Janzen asked if the possibility of pooling watershed districts in the state to offset the cost increases has been explored. Administrator Eleria responded that would be a good idea to explore. Manager Mazanec noted his organization utilizes Public Employees Insurance Program (PEIP) for its employee benefits and could be worth looking into at CRWD.

Motion 24-215: Approve the 2025 Employee Benefits Program.

Mazanec/Sanders
Unanimously Approved

VI. Unfinished Business – None.

VII. General Information

A) Board of Managers' Updates

At the next Board meeting, the Board will identify two delegates and an alternate to vote on MN Watersheds Annual Meeting items in December. At least one of the delegates will need to stay through the Friday meeting to meet quorum requirements.

Manager Sullivan Janzen can no longer attend the CAC meeting on November 13th. She shared will be attending a book launch for a new book that will feature three of her poems. Manager Collins will attend the CAC meeting in her place.

B) Administrator's Update

Administrator Eleria shared that CRWD has been selected as the Right Track Employer of the Year. The City will make an official announcement next year. Before the November 20th Board meeting between 5-6 PM, there will be a celebration to celebrate the 10-year anniversary of the Adopt-a-Drain program. The Board is invited to attend.

VIII. Adjournment

Motion 24-216: *Adjournment of November 6, 2024, Regular Board Meeting at 7:53 PM.*

Mazanec/Sanders
Unanimously Approved

Respectfully submitted,
Meilina Dalit