



**Ramsey-Washington Metro Watershed District  
Minutes of Regular Board Meeting  
November 1, 2023**

The Regular Meeting of November 1, 2023, was held at the District Office Board Room, 2665 Noel Drive, Little Canada, Minnesota, and via Zoom web conferencing at 6:30 p.m. A video recording of the meeting can be found at <https://us02web.zoom.us/j/88388272003>. Video time stamps included after each agenda item in minutes.

**PRESENT:**

Val Eisele, President  
Dr. Pam Skinner, Vice President  
Mark Gernes, Manager  
Ben Karp, Secretary

**ABSENT:**

Matt Kramer, Treasurer

**ALSO PRESENT:**

Tina Carstens, District Administrator  
Tracey Galowitz, Attorney for District  
Nicole Maras, Permit Inspector  
Eric Korte, Water Monitoring Coordinator  
Pat Williamson, Natural Resources Specialist  
Amanda Thomas, ISG, Inc.  
Adam Wangsness, Westwood Professional Services

Paige Ahlborg, Project Manager  
Brandon Barnes, Barr Engineering  
Nick Nelson, Water Quality Intern  
Stephanie Wang, CAC  
Dave Vlasin, Project Coordinator  
Greg Williams, Barr Engineering

**1. CALL TO ORDER**

The meeting was called to order by President Eisele at 6:30 p.m.

**2. APPROVAL OF AGENDA (00:22)**

Motion: Manager Skinner moved, Manager Karp seconded. Motion carried unanimously.

**3. CONSENT AGENDA (00:36)**

- A. Approval of Minutes from October 4, 2023
- B. Treasurer's Report and Bill List
- C. Permit Program
  - i. 23-24 Washington County Service Center, Woodbury
  - ii. 23-26 500 Bielenberg Redevelopment, Woodbury
  - iii. 23-27 Gladstone Crossing, Maplewood
  - iv. 23-28 Taco Bell, North St. Paul
- D. Stewardship Grant Program
  - i. 23-49 CS Little Canada Rain Garden Refurbish
- E. Change order No. 3 – Arbogast Underground Stormwater Filter

President Eisele asked for clarification on permit applications #23-24 and #23-26 regarding the incidental wetland determination. Nicole Maras explained how the Wetland Conservation Act applies to the project and how that

defines incidental wetlands and what the requirements are for incidental wetlands. Nicole confirmed that incidental wetlands do not require replacement if impacted.

Manager Skinner asked if it may be valuable to consider replacement of the incidental wetlands. Nicole Maras stated that they are taken in to consideration from a flood control perspective and they are required to replace the water storage and are required to follow flood management rules.

President Eisele requested more information on the Storm Impact Fund and what it means. Tina Carstens explained how the funds are held and distributed.

Motion: Manager Skinner moved, Manager Karp seconded, to approve the consent agenda as presented. Motion carried unanimously.

#### **4. VISITOR COMMENTS (12:07)**

No comments.

#### **5. PERMIT PROGRAM (12:25)**

##### A. Applications

##### Permit #23-25: Woodbury Lake Road Trail, Woodbury

Nicole Maras stated that this permit includes a variance request regarding wetland buffers. The project is a city trail project. The existing conditions before the proposed project do not meet the current buffer requirements and this project will add a trail in this location. The applicant is proposing to designate an adjacent area to the wetland as counted buffer to make up the difference.

Manager Karp questioned the existing vegetative buffer area being used as a replacement buffer unless it will be maintained as such in perpetuity. President Eisele stated that he would also like to see a maintenance plan included for the buffer.

President Eisele asked if there will be plantings added to make the buffer more effective. Nicole Maras stated that the understanding is that the buffer would not be changed.

Tina Carstens stated that a special provision can be added that states that this buffer area would need to be maintained. Tracy Galowitz stated that a recorded easement could be requested. Manager Skinner asked if language could be corrected from buffer replacement to buffer preservation. Nicole Maras stated that the change could be made on the variance request.

Manager Gernes requested more information on a way to record the preservation of the buffer to make sure it is not developed in the future. Tracy Galowitz stated that a special provision could be added as an agreement to maintain the buffer in recordable form.

Motion: Manager Skinner moved, Manager Kramer seconded, to approve Permit #23-25 with an added provision to receive verification from the applicant that the buffer will be maintained for the life of the project. Motion carried unanimously.

##### B. Monthly Enforcement Report

During October, 23 notices were sent to address: contain liquid/solid wastes (2), install/maintain perimeter control (7), install/maintain inlet protection (1), install/maintain construction entrance (2), general permit requirements (4), sweep streets (2), and stabilize exposed soils (3), remove discharge sediment (2).

Nicole Maras provided information on the enforcement reports that went out in October.

**6. STEWARDSHIP GRANT PROGRAM (47:40)**

A. Applications – See consent agenda

B. Budget Status Update

Paige Ahlborg provided a brief overview of the report.

**7. ACTION ITEMS (48:37)**

A. Pioneer Park Project Bid Award

Brandon Barnes explained the bids received and gave an overview of the bid award process.

Motion: Manager Skinner moved, Manager Karp seconded, to accept the bid and award the Pioneer Park reuse project to Peterson Company and direct staff to prepare and mail notice of award, prepare the agreements and review requirement submittals. Motion carried unanimously.

B. Roosevelt Homes Project Bid Award

Brandon Barnes gave an overview of the bid process.

Motion: Manager Skinner moved, Manager Gernes seconded, to accept the bid and award the Pioneer Park reuse project to Fitzgerald Excavating and Trucking Inc. and direct staff to prepare and mail notice of award, prepare the agreements and review requirement submittals. Motion carried unanimously.

C. 2024 CIP Maintenance and Repair Project Approval of Plans and Authorization to Advertise for Bids

Brandon Barnes stated that a summary of anticipated cost breakdown was provided for nine sites. He gave information on the projects listed.

Motion: Manager Skinner moved, Manager Gernes seconded, to approve the preliminary design estimated cost and proposed project schedule and direct staff to finalize the design and bidding documents and advertise the project for bid. Motion carried unanimously.

**8. ATTORNEY REPORT (1:05:06)**

Tracey Galowitz reviewed the work legal counsel has done for the District during the last month including an easement for the Fish Creek project, as well as working on a permit transfer for a project.

**9. BOARD DISCUSSION TOPICS (1:06:06)**

No comments.

**10. NEW REPORTS AND/OR PRESENTATIONS (1:06:29)**

A. Water Monitoring Intern Experience Presentation, Nick Nelson

Nick Nelson gave an overview of the duties of a water quality intern. He explained tasks he has completed throughout the season including cleaning of trash racks, compositing ISCO samplers, conducting pond, stream, and lake sampling, taking stream flow measurements and gathering data. He explained how cleaning trash racks mitigates flooding throughout the district, how ISCO samplers work to capture samples in real time and how samples are sent in to test for nutrients such as nitrogen, phosphorus and chloride. He went on to explain how pond, lake and stream sampling is completed and explained the purpose of the sampling. He described the process of stream flow measurements and how the data collected is used. He explained that the data is then used to analyze trends which can be important in decision making and funding for water treatments and improved water infrastructure such as the spent lime filter and the alum treatment plant. He also gave examples of memorable moments from his time as a water quality intern.

B. Watershed Management Plan Gaps Summary

Greg Williams gave an overview of what the Watershed Management Plan document is and how it is updated every ten years. He explained the process of the gaps analysis, what is looked at during the analysis and how it is helpful in identifying points that may need more focus when planning for the ten-year update of the Watershed Management Plan. He continued giving more detailed explanations of what was found in the analysis and the next steps in the planning process. He explained the next steps could include identifying key issues through focused and targeted studies as well as partner and community engagement.

C. Beltline Mississippi River Branch Repair Evaluation Report

Brandon Barnes explained the failure and emergency repair of the Beltline that happened earlier in the year. He provided information on permanent repair options available and how to prevent impacting upstream areas. He explained the next steps in the permanent repairs and what the repairs entail. Tina Carstens stated that continued updates will be provided in future Project and Program Status Reports. The Board members agreed that they liked the information provided and gave the ok to move ahead with the process.

**11. ADMINISTRATOR'S REPORT (2:18:45)**

A. Meetings Attended

No comments.

B. Upcoming Meetings and Dates

No comments.

C. Board Action Log and Updates

No comments.

D. Staff Presentations at MN Water Resources Conference

Tina Carstens gave highlights of the staff presentations that took place at the MN Water Resource Conference.

E. Minnesota Watersheds Updates

Tina Carstens provided an overview of the Minnesota Watersheds updates. President Eisele requested everyone look over the information provided regarding the Minnesota Watersheds annual meeting information and send any questions or comments to Tina ahead of the conference.

Tina Carstens took a motion to select Manager Karp and President Eisele as the delegates for the Minnesota Watersheds annual business meeting.

Motion: Manager Skinner moved, Manager Gernes seconded, to appoint Manger Karp and President Eisele as the delegates for the Minnesota Watershed Conference. Motion carried unanimously.

F. Governance and Employee Manuals

President Eisele stated that it would be nice to have a workshop prior to a board meeting to review the Governance and Employee Manuals.

**12. PROJECT AND PROGRAM STATUS REPORTS (2:31:04)**

*Project Feasibility Studies*

- A. Interim Emergency Response Planning
- B. Kohlman Creek Flood Risk Feasibility Study
- C. Phalen Village Area Flood Risk Reduction
- D. Ames Lake Area Flood Risk Reduction Planning Study
- E. Resiliency Study for Non-Beltline Tributary Areas
- F. Owasso Basin/North Star Estates Improvements

- G. Retrofit Inventory
- H. WMP Grabs Analysis
- I. New Technology Mini Case Studies
- Research Projects*
- J. Kohlman Lake Aquatic Plant Management Effects Study
- K. Shallow Lake Aeration Study
- Project Operations*
- L. Lake Level Station Maintenance and Rain Gage Installation
- Capital Improvements*
- M. Woodbury Target Store Stormwater Retrofit Project
- N. Roosevelt Homes Targeted Retrofit Project
- O. Targeted Retrofit Projects 2023
- P. Arbogast Stormwater Filtration BMP
- Q. Pioneer Park Stormwater Reuse
- R. Double Driveway Pond and Fish Creek Tributary Improvements
- S. County Road C Culver Project
- CIP Project Repair and Maintenance*
- T. 2024 CIP Maintenance and Repair Project
- U. Beltline 5 Year Inspection
- Program Updates*
- V. Natural Resources Program
- W. Public Involvement and Education Program
- X. Communications and Outreach Program
- Y. Citizen Advisory Committee (CAC) Update

No comments.

**13. MANAGER COMMENTS AND NEXT MONTH'S MEETING**

No comments.

**14. ADJOURN**

Motion: Manager Skinner moved, Manager Gernes seconded, to adjourn the meeting at 9:04p.m. Motion carried unanimously.