



**Ramsey-Washington Metro Watershed District  
Minutes of Regular Board Meeting  
November 6, 2024**

The Regular Meeting of November 6, 2024, 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://youtu.be/IByfHhZwtWO>. Video time stamps included after each agenda item in minutes.

**PRESENT:**

Val Eisele, President  
Ben Karp, Vice President  
Mark Gernes, Secretary  
Stephanie Wang, Manager

**ABSENT:**

Matt Kramer, Treasurer

**ALSO PRESENT:**

**Staff:**

Tina Carstens, District Administrator  
Paige Ahlborg, Assistant Administrator  
Nicole Maras, Regulatory Program Manager  
Ashlee Ricci, Grant Program Specialist  
Kyle Kubitzka, Monitoring Technician  
Dave Vlasin, Project Coordinator  
Patrick Williamson, Natural Resources Specialist  
Cooper Klotzbach, Green Corp. Member  
Kendra Kloth, Regulatory Technician

**Consultants:**

Tracey Galowitz, Attorney for District  
Brandon Barnes, Barr Engineering

**Visitors:**

None

**1. CALL TO ORDER**

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

**2. APPROVAL OF AGENDA (1:43)**

Manager Wang requested to move permit application 24-49 Tanners Lake Development, Oakdale to 5C under the permit program section.

Motion: Manager Wang moved, Manager Karp seconded, to approve the agenda as amended.

Motion carried unanimously.

**3. CONSENT AGENDA (2:29)**

- A. Approval of Minutes from October 2, 2024
- B. Treasurer's Report and Bill List
- C. Permit Program
  - i. ~~24-49 Tanners Lake Development, Oakdale~~
- D. Stewardship Grant Program
  - i. 24-50 CS Pass the Piano
  - ii. 24-51 CS Lindberg

- iii. 24-53 CS Owasso Hills Drainage Improvements
  - iv. 24-55 CS St. Paul Street Sweeping
  - v. 24-56 CS Redeemer Lutheran Church
- E. County Rd. C Culvert Replacement – Change Order No.1

Motion: Manager Gernes moved, Manager Karp seconded to approve the consent agenda.

Motion carried unanimously.

**4. VISITOR COMMENTS (5:56)**

No comments.

**5. PERMIT PROGRAM (6:04)**

A. Applications – See consent agenda

B. Monthly Enforcement Report

Nicole Maras provided an overview of the monthly enforcement report for October. Nicole went on to provide project updates, highlighting the progress at the Snail Lake development, stating that good compliance had been seen so far. Nicole went on to discuss a closed permit underground BMP success story discussed in the enforcement report. Nicole stated that a sink hole had been found at a permit site that had been closed in 2002. Nicole explained that this sink hole was discharging into Kohlman Creek. Nicole reviewed the steps District staff took to rectify the situation.

C. 24-49 Tanners Lake Development, Oakdale

Nicole Maras provided details of permit application 24-49 Tanners Lake Development, Oakdale. Nicole explained that a previous permit application had been approved for this site but the project was never constructed. Nicole stated that the proposed development would be residential. Nicole noted that the proposal included a decrease in impervious surface on the site by 1/3<sup>rd</sup> acre as well as installation of a number of stormwater treatments and flood compensatory storage facilities for the site. Nicole explained that there was also a proposed elevated boardwalk along the lake shore. Nicole stated that the developer was working with the City of Oakdale to make sure shoreline ordinances will be met. Nicole provided details on the permits that will be required from other agencies. Nicole stated that there was a WCA no wetland determination for the parcel. Nicole explained that there were no jurisdictional wetlands on the site.

Manager Wang questioned if there was a process in place to ensure that the owner is capable and aware of how to maintain the systems installed and ensure that it remains an effective stormwater treatment.

Nicole Maras stated that the developer had submitted a signed maintenance agreement that states they will maintain and inspect their own facilities while also allowing District staff to inspect the facilities and maintain facilities if the need arose. Nicole explained that there was also a site-specific operations and maintenance plan in place that is meant to be handed over during any change in ownership, noting that this is explained when a permit is closed. Nicole stated that projects with closed permits are added to the closed permit inspection list with long term inspections taking place. Nicole reiterated that the operations maintenance plan is site specific and updated so that anyone could pick it up and understand the maintenance requirements at the site. Nicole confirmed that the operations and maintenance plans are a vital piece of communication to aid in the maintenance of the systems.

President Eisele requested clarification on how the DNR plays a part in the permitting for this development.

Nicole Maras stated that outside of the floodplain the OHW and lake line are under DNR jurisdiction. Nicole explained that the city of Oakdale worked with the DNR to adopt shoreline ordinance for the City of Oakdale. Nicole explained the DNR had additional interaction with the developers due to the development being on the horizon when the shoreline ordinance was adopted. Nicole explained that she had been in communication with a DNR hydrologist to ensure the intent was to move forward with the project so that the District was not proposing something for approval that would

be a non-starter. Nicole stated that she hadn't heard of any issues that would prevent the project from moving forward from the DNR or City of Oakdale.

Motion: Manager moved, Manager Wang seconded, to approve permit 24-49 Tanners Lake Development, Oakdale.

Motion carried unanimously.

## **6. STEWARDSHIP GRANT PROGRAM (21:27)**

A. Applications – See consent agenda

B. Budget Status Update

Ashlee provided an overview of the budget status report noting that the remaining allocation is low. Ashlee explained that new applications are received are being moved to 2025.

Manager Gernes commented that he liked to see that the budget was being spent and that planning for 2025 was already in the works.

## **7. ACTION ITEMS**

A. 2025 CIP Maintenance and Repair Project Approval of Plans and Authorization to Advertise Bid (25:37)

Tina Carstens provided an introduction to the 2025 CIP Maintenance and Repair Project and the approval of plans and authorization to advertise bid. Tina explained that this is an annual project.

Brandon Barnes stated that every year the preliminary plans are brought to the Board with requests to review the plans and authorize bid solicitation. Brandon noted that the bids would be brought to the Board at the December meeting for approval. Brandon stated that work would begin in January 2025. Brandon went on to discuss the details of the proposed pond clean outs, noting that it is more efficient to complete the work when the ground is frozen and areas are more accessible. Brandon went on to review the summary of sites included in the 2025 CIP and the costs associated with those sites, noting that some of the sites were District managed while others were sites managed by partner cities. Brandon explained that the District would be reimbursed from the cities where the sites were located. Brandon went on to review the technical specifications that will be provided to the contractor. Brandon discussed the preliminary plan set and provided details on how the preliminary designs are created and described the process of getting approvals from the cities. Brandon noted that the scop may change as final approvals come in but the number of sites and overall concept would remain the same.

President Eisele questioned how the ponds are selected.

Brandon Barnes stated that there are two types of sites, District maintained, and City maintained. District maintained sites are identified for clean out through inspections completed by District Staff and Barr Engineering staff with a prioritization list being created from those inspections. Brandon explained that the second group of sites come from cities requesting to take participate in the program.

Manager Wang noted that the report showed that this had been the highest number of requests to date and that it was thought that came from a presentation given at a city engineer conference. Manager Wang asked what may have sparked such a large number of requests.

Paige Ahlborg stated that she believed a presentation given at a city engineer conference sparked interest and noted that staff of cities that had participated in the past were also present at the presentation and thought that may have helped spark more interest. Paige stated that there are no other programs like this being offered by other watersheds.

Manager Wang questioned if there would be any risk to an increase in disposal costs once the project is started.

Dave Vlasin stated that with the current data available there were not concerns at this time.

Brandon Barnes stated that a sediment core would be provided to the contractor. Brandon stated that with that information they would be able to determine how to dispose of the material as well as what the associated cost would most likely be.

Motion: Manger Karp moved, Manager Gernes seconded to approve the preliminary design, estimated costs, and proposed project schedule, and direct staff to finalize the design and bidding documents and advertise the project for bid.

Motion carried unanimously.

**B. Approval to Distribute Watershed Management Plan Notification Letter (43:50)**

Tina Carstens provided details of the Watershed Management Plan notification letter. Tina stated that the memo would be sent to city officials and staff. Tina noted that the memo would include an online survey with the initial ask for their input to start conversations as planning moves forward.

Predisent Eisele questioned if there is an outreach plan for community organizations.

Tina Carstens confirmed that District staff is working with Barr staff to create an outreach and engagement plan.

Motion: Manger Wang moved, Manager Karp seconded to authorize staff to distribute the notification letter to the required plan review authorities and agencies.

Motion carried unanimously.

**8. ATTORNEY REPORT (52:30)**

Tracey Galowitz provided details of the work the attorney's office had completed over the past month, including publishing the aerator notice that is sent every fall, reviewing access agreements, revising the volunteer liability waiver and continued work on the Fish Creek tributary easements.

**9. BOARD DISCUSSION TOPICS (55:01)**

No comments.

**10. NEW REPORTS AND/OR PRESENTATIONS**

**A. RWMWD Project Cost-Benefit Analysis Update (56:11)**

No comments.

**B. Maplewood Mall Assessment Report (1:00:09)**

Manager Wang questioned if maintenance should be continued as it has been done in the past or if something different is needed due to the noted sediment and weed growth.

Paige Ahlborg provided details of the maintenance being completed, noting that trash removal and aggressive native plants are the more time-consuming issues and stated that an overhaul may be done to remove and replace the more aggressive species. Paige noted that the mall does complete parking lot sweeping to help with the sediment.

Manager Wang questioned if there is any concern with the status of the mall and change of ownership.

Tina Carstens stated that there were no concerns that the mall would be going away and noted that the investment is expected to remain at the location.

Paige Ahlborg stated that the new owners of the mall are excited about continuing the work.

President Eisele questioned if there was a different direction that could be gone in regarding the pavers, noting that the current pavers seem susceptible to picking up sediment.

Paige Ahlberg stated that this is something that would be looked at to find out if it would be worth replacing.

C. Owasso Basin Lessons Learned (1:11:42)

President Eisele questioned if the property owners had been involved at the right time or if there could have been a more proactive approach.

Brandon Barnes stated that there had been ongoing communication with staff at the site for many years and there had been support going into the project. Brandon stated that the pause occurred right before mobilization. Brandon stated that one of the lessons learned is that communication could have been more direct to make sure the person with authority to give approval was supportive of the project.

Manager Gernes asked if St. Paul Regional Water should have been involved earlier in the process or if there was another issue as to why they were not on board and what are the lessons learned with their involvement.

Brandon Barnes stated that St. Paul Regional Water had different concerns including large pipelines running through the proposed easement. Brandon stated they were included in the discussion on how conveyance would be modified through the easement and once drawings and schematics were provided St. Paul Regional Water decided to hit the pause button.

Tina Carstens reiterated that St Paul Regional Water had been involved from the beginning, noting the District had worked with them in the past so they were familiar with the District's work. Tina stated that it came down to their structure and the proposed designs.

D. Manufactured Home Development Evaluation

No comments.

E. Emergency Response Plan for or Site Scale Modifications for Non-Beltline Subwatershed Scope Summary

No comments.

F. Wabasso Outlet Scope Summary

No comments.

**11. ADMINISTRATOR'S REPORT (1:21:23)**

A. Meetings Attended

No comments

B. Upcoming Meetings and Dates

No comments.

C. Staff Anniversaries

No comments.

D. Board Action Log

No comments.

E. Minnesota Watersheds Updates

Tina Carstens provided details on the packet received prior to the annual Minnesota Watersheds conference in December. Tina explained that two delegates would need to be appointed to represent RWMWD. Tina stated that there would be a business meeting that occurs at the conference and that meeting is where the items in the packet would be discussed and voted on by the delegation. Tina stated that those not chosen to be delegates would still be able to participate. Tina stated that since President Eisele and Manager Gernes have stated they will be attending the meeting they could be designated as delegates with Manager Karp as an alternate. Tina went on to discuss more details of the packet materials providing an overview of multiple topics including the proposed strategic plan revisions, proposed bylaw changes and proposed resolutions.

Motion: Manager Karp moved, Manager Gernes seconded to approve President Eisele and Manager Gernes as delegates and Manager Karp as the alternate for the Minnesota Watersheds annual conference.

Motion carried unanimously.

## **12. PROJECT AND PROGRAM STATUS REPORTS (2:04:33)**

### *Project Feasibility Studies*

- A. Street Sweeping
- B. Maplewood Mall 2024 Assessment
- C. Watershed Approach to Retrofit Projects

### *Monitoring Water Quality/Project Monitoring*

- D. Special Project BMP Monitoring

### *Watershed Management Plan Update*

- E. Watershed Management Plan Update Scoping

### *Project Operations*

- F. Lake Phalen/Keller Creek and Twin Lake Operations Support and Communications

### *Capital Improvements*

- G. Woodbury Target Store Stormwater Retrofit Project
- H. Targeted Retrofit Projects 2024
- I. Stewardship Grant Program
- J. Pioneer Park Stormwater Reuse
- K. Fish Creek Tributary Improvements
- L. Cottage Place Wetland Restoration
- M. County Road C Culvert Replacement
- N. Kohlman Creek Flood Risk Reduction Projects
- O. Kohlman Lake Alum Treatment

### *CIP Project Repair and Maintenance*

- P. Routine CIP Inspection and Unplanned Maintenance Identification
- Q. Beltline Mississippi Branch Outfall Replacement Project

Manager Gernes asked if the project was on schedule.

Dave Vlasin stated that the project is on schedule and there have not been any red flags seen that would slow progress.

### *Program Updates*

- R. Natural Resources Program
- S. Communications and Engagement Program
- T. Citizen Advisory Committee

## **13. MANAGER COMMENTS AND NEXT MONTH'S MEETING (2:07:17)**

No comments.

**14. ADJOURN**

Motion: Manager Gernes moved, Manager Karp seconded, to adjourn the meeting at 8:39 p.m. Motion carried unanimously.