

RICE CREEK WATERSHED DISTRICT

BOARD OF MANAGERS MEETING

November 14, 2001

Sign-In Sheet

SVCH

Please Print

Name	Organization/Reason Here	Application
* John Waller	14010 Homestead Ave N	Hugo, MN 55038
* STEVE BRADY	CIRCLE PINES CONCERNED CITIZENS	REVENUE DEVELOPMENT
FRAN Zachau	109TH DITCH	
George Zachau	109TH DITCH	
Johanna	12760 HANSON CR-	
* Lou Neustadt	9922 88th Lane	Property Owner
* Kent Torve	Wenck Associates Engineers	
→ Jamie Schurbon	Anoka Conservation District	2002 monitoring contracts
Roger Aiken	4360 HAMLIN AVE	Arden Hills MN
* Ted Capistrano	4394 92nd Circle NE	Circle Pines property owner
Coalin Olivier	Emmons and Olivier Resources	
* Kick LEIER	4370 92nd Circle NE, CP M5510	CP Development watershed
Mary Jo Truchon	AC member & recipient of Science-Liaison	(BT)

1 Approved at the 11-28-01 Board Meeting.

Rice Creek Watershed

3585 N. LEXINGTON AVENUE, SUITE 330
ARDEN HILLS, MINNESOTA 55126-8056
PHONE 651-766 4191 • FAX 651-766-4196



www.mnwatershed.com

Board of Managers
Regular Meetings:
2nd and 4th Wednesdays
at Shoreview City Hall

BONITA TORPE, Admin. Assist.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF MANAGERS OF THE RICE CREEK WATERSHED DISTRICT

Shoreview City Hall Council Chambers
4600 North Victoria Street, Shoreview Minnesota
November 14, 2001

ROLL CALL

Present: President Waddell, 1ST Vice-Pres. Leroux, 2nd Vice-Pres. Doege, Secretary Cardinal, Treasurer Braathen
Absent: None

Staff: Administrative Assistant Torpe, Inspector Daleiden, Program Coordinator Miersch, Biologist Johnson
Consultants: District's Attorneys Sheff & Ulrich, District's Engineers Fabian, Almer, Polzin & Olivier of EOR
Visitors: John Waller, 14010 Homestead Ave. N, Hugo, MN 55038
Steve Brady, Ted Capistrant, Rick Leier, Circle Pines Concerned Citizens—Review Development
Fran & George Zachau re: AnCo Ditch 53-62 Loren Hentges, John Trost,
Kent Torve, Wenck Associates Engineers Jamie Schurbon, Anoka Conservation District
Roger Aiken, 4360 Hamline Avenue, Arden Hills MaryJo Truchon, Blaine

CALL TO ORDER

Pursuant to due call and notice thereof, a Regular Meeting of the Rice Creek Watershed District Board of Managers was called to order by President Waddell on November 14, 2001, at 6:59 p.m.

SETTING OF THE AGENDA

Under ACTION ITEMS, Braathen added Check #10911 to Item 8. Accounts Payable; Leroux added Item 9. Engineering on Washington JD2. Under INFORMATION ITEMS, Doege added Item 8.1 Computer System at District Office. The Board adopted the amended Agenda by consensus.

PUBLIC HEARINGS AND/OR PRESENTATIONS

None.

READING OF THE MINUTES AND THEIR APPROVAL

1. Minutes of October 24, 2001, Board Meeting. Motion to dispense with the reading of the minutes and approve as revised: Cardinal/Doege. Engineer Almer made the following changes: Line 149, delete Jason Naber and insert "Carl Almer"; at Line 190, delete RGWD and insert "Ramsey SWCD"; at Line 191, insert "(through EOR)" after "oversight", and after "Scope of Work", insert "(submitted to the Ramsey SWCD)". Managers Cardinal and Doege included these changes in their motion and second. Motion carried 5-0.

PERMIT APPLICATIONS REQUIRING BOARD ACTION

The following application has been reviewed by the District Engineer and Staff and will be presented:

No.	Applicant	#Plan Type	Description/Location	*Recommendation
49	01-116 Thomas & Bonnie Spivak	FSD	SFR riparian Clearwater Creek, 0.4±A loc. 7050 Eagle Trail, Centerville.	TABLE pro 3 FP items + consider variance request

Variance request made by Applicant for encroachment within the 100-foot from centerline easement corridor of Clearwater Creek and into existing drainage and utility easements. Motion by Leroux, seconded by Cardinal, to approve the setback variance request. Carried 5-0.

Motion to adopt the District Engineer's Findings and Recommendation as contained in the Engineer's Report dated 11-7-01 to TWAFAA PA#01-116 pro 2 items: Cardinal/Leroux. Carried 5-0.

*KEY: FSD=Final Site Drainage *TWAFAA =Table With Authorization For Admin.Action pro = pending receipt of

OPEN MIKE (LIMIT 3 MIN./PERSON)

1. John Waller, 14010 Homestead Avenue N, Hugo, informed that he has been attempting to recreate the Waller Drainage Problem file at District Office, and has had some success in providing key documents. However, rather than placing his own

BOARD OF MANAGERS

A.J. CARDINAL, SR.
ANOKA COUNTY

TOM WADDELL
RAMSEY COUNTY

JAMES A. LEROUX
WASHINGTON COUNTY

ORDEEN J. BRAATHEN
RAMSEY COUNTY

ROBIN C. DOEGE
ANOKA COUNTY

62 copies of letters/memos received from the District's Attorney in the file, he feels it would lend greater authenticity if Mr. Sheff, as
63 the author, submitted copies of those documents for the recreated file. He asked the Board to make that request.
64

65 2. Loren Hentges, 2922-88th Lane NE, Blaine, once more respectfully requested the District supply him with the criteria the
66 District used to establish 891.46 MSL elevation for Anoka County Ditch 53-62. Manager Waddell responded that he does not
67 have knowledge of that. Manager Doege offered that Engineer Emmons is researching this, and Doege will call Mr. Hentges
68 after Doege and Emmons meet on this subject.
69

70 3. Steve Brady, 54 West Golden Lake Road, Ted Capistrant, 4394-92nd Circle, and Richard Leier, 4370-92nd Circle, all in
71 Circle Pines, appeared to seek direction on concerns about redevelopment, wherein the Council allegedly signed an agreement
72 with a developer tripling the number of homes and impervious area without due process before the citizens. Managers listened,
73 made some references for information, and clarified that RCWD's jurisdiction is limited to water.
74

75 4. Ken Torve, 90 Mallard Lane, Loretto, an employee of Wenck Associates, introduced himself and said he was present to
76 observe the RCWD meeting.

77 There being no others who wished to address the Board, the Open Mike segment ended at 7:30 p.m.
78

79 **ADDITIONAL ITEMS REQUIRING BOARD ACTION**

80 1. **Consider Letter dated 10-31-01 from DNR to Board of Managers Responding to Board's Request for Return of**
81 **\$65,000 DNR has held since 1997, relative to the Howard Lake Rough Fish Control/Lake Vegetation Establishment**
82 **Project.** The Managers reviewed a letter dated 10-31-01 from Timothy Bremicker, DNR, which detailed what he termed a
83 temporary recovery of Howard Lake through a partial winter fish kill in Howard Lake, and provided several reasons why, in his
84 opinion, the District should not consider winter 2000-2001 a success, but leave its money with the DNR for Rotenone treatment in
85 the future. Discussion. *By consensus the Board directed the Administrative Assistant to write Mr. Bremicker, sign President*
86 *Waddell's name, and inform that he should be assured that the rough fish population in Howard Lake is important to the*
87 *Managers and that the matter will be carefully reviewed in the future, but at this time it is the Board's desire to have the \$65,000*
88 *returned to RCWD.*

89 1.a. **See Memo Updating Howard Lake Status.** The Managers reviewed Chuck Johnson's 11-8-01 Memo entitled
90 "Status of Howard Lake Test Plantings" including a vegetation map of the Lake which indicated plantings and their current status,
91 and heard a detailed verbal report on same.
92

93 2. **Consider Award of Contract for LaMotte Ditch Water Quality Improvement Project.** Engineer Fabian, EOR
94 distributed his Memo dated 11-13-01 to the Board of Managers which tabulated the bids received for this project. *Motion was*
95 *made by Cardinal and seconded by Leroux to award the contract for LaMotte Ditch Water Quality Improvement Project to Park*
96 *Construction in the amount of \$110,339. Carried 5-0.*
97

98 3. **Consider Memo of Understanding from Anoka Conservation District for RCWD to Participate in 2002 Plan of**
99 **Work.** Jamie Schurbon, Water Resources Specialist, presented a proposed Memorandum of Understanding between Anoka
100 Conservation District (ACD) and the RCWD which continued two programs from previous years: (1) Lake Level Monitoring on six
101 lakes observed weekly (\$1,500), and (2) Biomonitoring on Rice, Clearwater, and Hardwood Creeks (\$1,950). He requested
102 participation in (3) a Groundwater Elevation Monitoring Program at three reference wetland sites (\$1,500) and (4) Website
103 Development about natural resources of Anoka County (\$1,500). Discussion followed.

104 3.a. **See Memo Regarding ACD's Request.** The Managers reviewed a Memo dated 11-6-01 from Chuck Johnson
105 which supported participation in all four components of ACD's proposal.

106 *Motion was made by Leroux and seconded by Cardinal to participate in three components: Lake Level Gauging,*
107 *Biomonitoring, and Groundwater Elevation Monitoring for a total cost of \$4,950. Carried 5-0.*

108 Schurbon held the floor to present an item that was not on the Board Meeting Agenda. He distributed a letter dated 11-
109 14-01 from himself, representing ACD, to the Board of Managers informing that the City of Fridley would like the RCWD to
110 consider a \$500 grant to the City to pay for water sample analysis on both East and West Moore Lakes, with ACD doing the
111 monitoring so that the City might detect runoff changes during construction of the new Medtronic World Head-quarters.
112 Discussion revealed the Managers would have preferred seeing this request in advance of the meeting, with time for
113 consideration. *Motion by Leroux, seconded by Cardinal, to authorize a one-time grant of \$500, payable to the City of Fridley, for*
114 *analysis of water quality samples. Carried 5-0.*
115

116 4 **Consider Memo on Engineering Authorizations—Budget Status/Program Authorization Request.** Carl Almer,
117 EOR, reviewed a Memo dated 11-7-01 to the Board of Managers, which informed of budget status for all District Projects and
118 Programs authorized to be completed by EOR, and requested allocation of additional funds for a few programs that have shown
119 greater activity this year. Discussion. *Motion by Leroux, seconded by Braathen, to authorize allocation of \$37,000 to three*
120 *programs. Carried 5-0.*
121

122 5. **Consider St. Anthony Letter of Request for Cost-Share Funding of a Feasibility Study to Alleviate Flooding in**
123 **common between their City and New Brighton.** The Managers reviewed a letter dated 10-3-01 from Jay Hartman, Director of

Public Works at St. Anthony, regarding Silver Lane Flood Problem Area Feasibility Report. *By consensus, they directed Administrative Assistant to invite a City(s) representative to come explain the problem and discuss the cost share proposal.*

6. **Consider Findings-of-Fact for Schmidt Variance Request (Permit 01-105).** *Motion by Leroux, seconded by Cardinal, to approve and execute the Findings of Fact, Conclusions and Order in the matter of Application for Variance by Mr Schmidt. Carried 5-0.*

7. **Consider Appointment of District Representative to N. Washington Co. Groundwater Study Steering Committee.** Jon Michels, North Washington County Groundwater Study, requests in a memo dated 10-24-01, that the RCWD assist in assembling a steering committee for assistance with the study designed to integrate groundwater and surface water management by appointing one person to attend occasional meetings during the 2.5 year project. Manager Leroux volunteered to attend meetings in the short term.

8. **Consider Approval of Accounts Payable dated 11-14-01 in the amount of \$35,311.71, as Prepared by Boyum & Barencheer, CPAs, and Check #10911 Payable to Ramsey County Greenhouse Nursery in amount of \$617.70.** *Motion by Braathen, seconded by Cardinal, to approve checks as presented, including #10911, for a new total of \$35,929.41. Carried 5-0.*

9 **Additional Engineering on Washington JD2 (per Leroux).** Manager Leroux introduced Jodi Polzin of EOR, who attended the latest Blue Ribbon Task Force meeting. She distributed and reviewed a Draft document dated 11-13-01 entitled "Comparison of Existing vs. Original Culvert Crossings" for four culverts in JD2. MnDOT wants one project, not four, she reported, because they see this as a system. Discussion. *By consensus, the Board authorized EOR to go forward in designing a one-system project and present the results of the combination at next meeting.*

At 8:37 p.m., Chair Waddell called a short recess. He reconvened the meeting at 8:43 p.m.

ITEMS FOR DISCUSSION AND INFORMATION

1 **Project Updates.**

Local Plan Review. Have prepared summary memo of Clearwater Creek HydroCAD/HEC-RAS modeling effort and Responded to Preliminary Draft EA report for the Anoka County-Blaine Airport expansion. Next will review City of Hugo CSMP and modeling effort; respond to AUAR for Everton Ave. area, Hugo, review and provide comments on Draft CSMPs for Cities of Arden Hills and Centerville.

Infiltration BMP Evaluation Study. No recent actions. Next will consider another demo site(s), and finalize report with guidance on revising infiltration standards for future Rules revisions.

Hardwood Creek Outlet Treatment System Options Analysis. Have discussed treatment goal with staff and Board, continued draft report preparation and internal review and editing. Next will prepare final recommended treatment option and concept plan and present the report.

Highway 61 Water Quality Improvement Wetland Project. Completed draft plans and submitted for agency review, developed hydrologic model, met with District staff and Ramsey SWCD to determine wetland impacts and held neighborhood meeting. Will finalize Plans and Specifications, develop cost estimate, submit permit applications, and negotiate easements.

SBBS Cost-Share Program. Continued coordination for Ridge cost-share application. Will coordinate with Ramsey SWCD regarding project design.

Cost-Share Program for Municipal Water Quality Retrofits. Coordinated Mounds View Community Center and Edgewood Junior High School regional pond projects and I-694/Pike Lake pond. Will continue coordination as necessary

Hugo City Hall Infiltration Demonstration Site. Held additional Design Team meetings, developed draft raingarden landscaping plan and cost estimates, and completed Met Council grant application for same. Next will present draft raingarden landscaping plan to Hugo City Council and finalize raingarden landscaping plan.

LaMotte Ditch Water Quality Improvement Project. Plans and Specs approved 10-24-01 by the Board, have solicited bids and held pre-bid meeting on 11-8-01. Next will open bids 11-13-01, review bids and prepare bid summary/recommendation memo, and Board will award the contract 11-14-01.

Mounds View Highway 10 Regional Pond. Collected soil samples, completed vegetation analysis, and developed XP-SWMM (water quantity model). Next will develop preliminary pond design and water quality model.

Ditch Operation and Maintenance Program. Continued engineering assistance for Washington JD7 inspection and repair project. Will provide additional engineering assistance as requested.

2001 Clearwater Creek Bank Stabilization Projects. Initiated landowner contacts, completed site survey and began preliminary design and landowner/DNR coordination. Next will continue preliminary design drafting.

Anoka County Ditch 53-62 Mitigation Design. Drafted concept plans and presented them to landowners. Next will present concept plan to permitting agencies and discuss financial involvement and land ownership issues with stakeholders.

2000 Long Lake Sediment Removal Project. Held pre-construction meeting with City of New Brighton and contractor Next will do construction observation and contract management. (Jodi Polzin, EOR, verbally reported information received from Contractor on 11-1-01 regarding their approach to the project.)

184 Washington JD2 Hydraulic Analysis/Harrow Avenue Crossing Design. Compiled and reviewed past reports and models,
 185 met with road authorities and discussed combining design of all culverts, and completed soil borings and survey at Harrow
 186 Avenue. Next will finalize modeling, develop plans and specifications for Harrow Avenue, and consider combining all culverts
 187 into joint project through a JPA.
 188

189 2. **Memo on Preliminary Draft Environmental Assessment for Anoka County-Blaine Airport.** Managers reviewed for
 190 information a copy of an 11-5-01 memo sent to Kelly Bettendorf, SEH, by Emmons and Almer, EOR, which provided comments
 191 on the Preliminary Draft Environmental Assessment (EA) for the Anoka County-Blaine Airport, in the areas categorized as
 192 general, stormwater management, wetland impact, and floodplain issues. Engineer noted this will come back later in final form.
 193

194 3. **Memo on Anoka Co. Ditch 53-62 Mitigation Design Cost-Share/Land Ownership Issues.** Managers reviewed a
 195 memo from Emmons and Naber, EOR, dated 11-7-01 which informed the Board of issues raised at recent landowner and agency
 196 meetings. Discussion. *By consensus the Board awaits delineator's estimate for (1) discussion of delineation cost-share with*
 197 *landowner, (2) directed the Engineers to "hold" on discussion of wetland mitigation costs (until ditch elevation is firm) and other*
 198 *project costs such as land easements, open space set-aside, pipe costs at I-35W, but (3) go forward in discussing open space*
 199 *acquisition with the City of Blaine and Anoka County.*
 200

201 4. **Update on Washington Judicial Ditch 4 Abandonment Procedure (by Attorney).** Mr. Sheff reported nothing new
 202 here—have talked to developer and City, and will get a model petition to the developer.
 203

204 5. **Inspector's Report on October Activities.** Daleiden briefly reviewed his one-page Report, noting Wash. JD7 is half
 205 cleaned as of last week; hope to have main line done by 11/22/01. His Report becomes part of these minutes by reference.
 206

207 6. **Memo/Letter from U of MN re: Water Quality Management Presentation.** Emmons addressed a Water Quality
 208 Management Class at the University, and received a letter of thanks from instructor.
 209

210 7. **Minutes of Advisory Committee Meeting with the Board of Managers held 11-7-01.** Reviewed informationally.
 211

212 8. **Reminder of 11-21-01 Budget Workshop Meeting, 6:00 p.m., at District Office & Consider beginning 11/28/01**
 213 **Board Meeting at 5:00 p.m.** Duly noted the budget workshop meeting. *By consensus, the Board set the hour of their 11/28/01*
 214 *meeting at 5:00 p.m., to afford reasonable travel time to Annual Minnesota Association of Watershed Districts Meeting in*
 215 *Alexandria, with Notice to be posted at District Office and Shoreview City Hall.*
 216

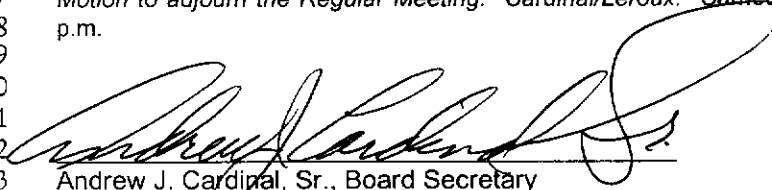
217 8.1 **Computer System at District Office (Doege).** After discussion of certain deficiencies in the existing set-up, *the Board*
 218 *directed the Administrative Assistant to collect proposals, including cost and timing, to analyze the present computer system,*
 219 *suggest improvements and administer the network.*
 220

221 9. **Update on Matters in Litigation (Closed Session).** *Motion to go into closed session at 9:12 p.m.: Braathen/Doege.*
 222 *Carried 5-0.*

223 *At 9:50 p.m., the closed session ended and Regular Meeting re-opened on a motion by Cardinal, seconded by Leroux.*
 224 *Carried 5-0.*
 225

226 ADJOURNMENT

227 *Motion to adjourn the Regular Meeting: Cardinal/Leroux. Carried 5-0.* Chair Waddell declared the meeting adjourned at 9:51
 228 p.m.
 229

230
 231
 232 
 233 Andrew J. Cardinal, Sr., Board Secretary
 234 Rice Creek Watershed District
 235

236 bct
 237
 238

239 c: Managers (5), Attorney, Engineers (2), Accountant, Advisory Committee (9), Municipalities (29), Blaine Councilman T. Capra, Anoka
 240 Co. Commissioners (4), Chair, Anoka Co. Board of Commissioners, Chair, Hennepin Co. Board of Commissioners, Ramsey Co. Commissioners
 241 (2), Chair, Ramsey Co. Board of Commissioners, Chair, Washington Co. Board of Commissioners, Ramsey Co. DPW, MN Board of Water & Soil
 242 Resources, MN Dept. of Natural Resources, DNR Fisheries, Anoka Conservation District, Hennepin Conservation District, Ramsey Soil & Water
 243 Conservation District, Washington Soil & Water Conservation District, St. Paul Water Utility, M.Jouseau, Metropolitan Council, MPCA Clean
 244 Waters, Biomonitoring, Brown's Creek WD, Capitol Region WD, Comfort/Forest Lake WD, Coon Creek WD, Minnehaha Creek WD, Ramsey-
 245 Washington Metro WD, Lower St. Croix Valley WD, White Bear Lake Cons. District, Loren Hentges, Joe Preiner, John Waller, Fran Miron, Marisa
 246 Agha of *St. Paul Pioneer Press*, Hannah Tilsen of *The Hugonian*, Krebsbach & Haik, G.Rehbein Cos., Dave Curtis, ReMax Results
 247 tonybrough@yahoo.com, kateonhilo@aol.com

Rice Creek Watershed District Inspectors Work Report – Lee Daleiden
October 8th thru November 9th 2001

Highlights

- Office work Oct. 8 – 10 (Bus tour work + general)
- Oct. 10th - Coon Creek Watershed District WCA meeting
- Hunting Oct. 12 & 15
- Field work October 16 – 20; Ditch inspections RamCo 1, 3, & 5, Trappers crossing wetland violation, Wetland delineation review Grant Twn, JD 7 Walk- thru with contractor / Bonstroo, wetland delineation review forest lake air port, wetland violation complaint investigation in Lino Lakes, bus tour work, wetland mitigation reviews in Anoka County with member from the TEP, bus tour
- The week of October 22nd – Rice Creek Corporate park mitigation review, 2 pre-permit site reviews, follow-up on wetland violation in Centerville and Lino Lakes, fall sweep Dellwood, Mahtomedi, parts of Hugo (site stabilization / erosion and sediment control practices), JD7 field work and office work, 3 pre permit site inspections.
- The week of October 29th – Trappers crossing wetland / storm water site visit with EOR and developer, attended Low Impact Development seminar on the 30th, permit inspections (requested finals) 2 Centerville, 1 Blaine, 1 Lino Lakes, 3 pre permit inspections, Long Lake Dredging project meeting, JD 7 project work
- The Week of November 5th – The flu bug got me! (Some sick time used), JD 7 project started on Monday, field work JD 7 all week, EOR Water Quality Improvement Project meeting

Lee Daleiden, Water Resource Technician / Inspector

 11/05/01

Meeting Date: 11-14-01