

**COON CREEK WATERSHED DISTRICT  
BOARD OF MANAGERS' MEETING**

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Tuesday, November 12, 2024, at the Coon Creek Watershed District Office.

**1. Call to Order**

The meeting was called to order at 5:33 PM

Board Members Present: Jim Hafner, Mary Campbell, and Jason Lund

Board Member Absent: Erin Lind and Dwight McCullough

Staff Present: Bobbie Law, Tim Kelly, Jessica Lindemyer, Erin Margl, Erik Bye, and Michelle Ulrich

Staff Present on Zoom: Jon Janke

Others Present: Jan Voit, Minnesota Watersheds

**2. Approval of the Agenda**

Board Member Campbell moved to add permit items 11 and 12, permit 24-052 and permit 24-050, to the consent agenda. Seconded by Board Member Lund. The motion carried with 3 yeas (Board Members Lund, Hafner, and Campbell) and no nays.

Board Member Campbell moved to approve the amended agenda. Seconded by Board Member Lund. The motion carried with 3 yeas (Board Members Lund, Hafner, and Campbell) and no nays.

**3. Announcements**

One announcement was made as follows:

- Public Government Relations Information Coordinator Dawn Doering will be retiring after 18 years at the Coon Creek Watershed District. Her last day will be December 13<sup>th</sup>.

Managers discussed the succession planning process.

**4. Open Mic/Public Comment**

No one was present for comment.

**CONSENT ITEMS**

**5. Approval of Minutes of October 28, 2024**

**6. Administrator's Report**

**7. Advisory Committee Report**

**8. Approval of Bills for Payment:**

Claims totaling \$144,083.85 on the following disbursement(s) list will be issued and released upon Board approval.

<b>Vendor</b>	<b>Amount</b>
V0008--US BANK	28,381.66
V0010--A1 FLOOR AND CARPET CARE INC	1,116.25
V0026--CITY OF COON RAPIDS	9,550.00
V0027--CITY OF FRIDLEY	2,535.00
V0046--HOUSTON ENGINEERING INC	6,000.00
V0048--IND SCHOOL DIST 16	2,335.00
V0052--LOFFLER COMPANIES INC	215.42
V0054--MICHELLE J ULRICH PA	4,389.50
V0068--PLM LAKE AND LAND MGT CORP	550.00
V0111--WELL GROOMED LAWNS INC	399.00
V0128--YTS COMPANIES LLC	6,500.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	72.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	108.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	216.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	93.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	168.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	1,125.00
V0195--STANTEC CONSULTING SERVICES INC	980.00
V0195--STANTEC CONSULTING SERVICES INC	20,764.50
V0195--STANTEC CONSULTING SERVICES INC	17,539.25
V0195--STANTEC CONSULTING SERVICES INC	21,940.47
V0221--ABDO LLP	3,327.50
V0242--METRO I NET	5,398.00
V0269--CENTERPOINT ENERGY-ESCROW	2,730.30
V0342--PARK CONSTRUCTION COMPANY	7,650.00
<b>Grand total</b>	<b>144,083.85</b>

*The following permit items were moved to the Consent Agenda.*

**11. 24-052 BLAN-CNRD Crossings**

The purpose of this project, located at multiple locations, including 4 total in Coon Rapids and Blaine, is to bore new fiber optic lines directionally.

The staff recommendation was to approve permit application number P-24-052 with 1 condition and 1 stipulation as presented in the staff report:

**Conditions to be Met Before Permit Issuance:**

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,005.00.

**Stipulations:** The permit will be issued with the following stipulations as conditions of the permit. By accepting the permit, the applicant agrees to these stipulations:

1. Submittal of as-builts for utility crossing under all ditch crossings that shows 4-foot separation is maintained between the bottom of ditch and top of utility line.

**12. 24-050 Chase Bank Andover**

The purpose of this project, located at 2184 Bunker Lake Boulevard NW in Andover, is to construct a new bank building and associated stormwater treatment features.

The staff recommendation was to approve permit application number P-24-050 with 4 conditions and 5 stipulations as presented in the staff report:

**Conditions to be Met Before Permit Issuance:**

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,535.00.

Rule 3.0 – Stormwater Management

2. Provide proof of recording of a fully executed Operations and Maintenance Agreement for the perpetual inspection and maintenance of all proposed stormwater management practices after review and approval by the District.
3. Rim elevation listed on the OCS-2 detail is incorrect. Please update.
4. HWL listed for the surface infiltration basin on the Grading Plan is incorrect. Please update.

**Stipulations:** The permit will be issued with the following stipulations as conditions of the permit. By accepting the permit, the applicant agrees to these stipulations:

1. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)
2. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.
3. Notify the District when construction of Underground Filtration System is beginning. District staff or a District engineer must be on site to witness construction of the underground system.
4. Completion of post construction infiltration tests on the Surface Filtration Basin by filling the basin to a minimum depth of 6 inches with water and monitoring the time necessary to drain, or multiple double ring infiltration tests to ASTM standards. The Coon Creek Watershed District shall be notified prior to the test to witness the results.
5. Submittal of as-builts for the stormwater management practices and associated structures listed in Tables 2 and 3, including volume, critical elevations and proof of installation for hydrodynamic separators.

Board Member Lund moved to approve the consent agenda items. Seconded by Board Member Hafner. The motion carried with 3 yeas (Board Members Lund, Hafner, Campbell) and no nays.

## **POLICY ITEMS**

### **9. Comprehensive Watershed Management Plan**

Mr. Kelly thanked staff for their instrumental role in completing and obtaining approval of the District's 2024-2033 Comprehensive Watershed Management Plan (Plan). Mr. Kelly explained that the Board of Water and Soil Resources approved the Plan on October 23, 2024. The last step in the planning process is for the Board to now adopt the Plan.

Board Member Campbell moved to adopt Resolution Number 2024-05 Adopting the Coon Creek Watershed District's 2024-2033 Watershed Management Plan. Seconded by Board Member Lund. The motion carried with 3 yeas (Board Members Lund, Hafner, and Campbell) and no nays.

### **10. 2023 Audit**

Administrator Kelly explained that the 2023 audit exit interview and the final audit results were received. A copy of the 2023 audit was distributed to the Board members via the auditor.

Board Member Lund moved to receive the 2023 audit report. Seconded by Board Member Campbell. The motion carried with 3 yeas (Board Members Lund, Hafner, and Campbell) and no nays.

## **PERMIT ITEMS**

The two permit items 24-052 and 24-050 were moved to the Consent Agenda.

## **DISCUSSION ITEMS**

### **13. 2024 Minnesota Watersheds Annual Conference (Formerly MAWD)**

This agenda item includes the agenda for the Minnesota Watersheds annual conference including their Government Affairs Conversation Discussion in December.

Jan Voit spoke on the new and exciting changes to the MW's annual conference. She thanked the District for their support. Managers discussed the legislative process and the new lobbyist legal team representing Minnesota Watersheds.

### **14. Carlos Avery WMA Master Plan Comments**

Mr. Kelly presented an overview of the DNR's update of its Master Plan for the Carlos Avery Wildlife Management Area (WMA). Coon Creek Watershed District provided public comments on aspects of the Plan that would have a potential impact on the watershed and its residents.

Mr. Kelly spoke to the implications of the Master Plan regarding allocation of funds for the Department of Natural Resources projects. He highlighted discharge water as being a priority of the District.

**INFORMATIONAL ITEMS**

None

Board Member Lund moved to adjourn at 5:54 pm. Seconded by Board Member Campbell. The motion carried with 3 yeas (Board Members Lund, Hafner, and Campbell) and no nays.

  
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President

