

BOARD MEETING AGENDA
Coon Creek Watershed District Offices - Conference Room
Monday, January 13, 2025, 5:30 p.m.

Board of Managers:

Jim Hafner, President; Erin Lind, Vice President; Jason Lund, Secretary; Mary Campbell, Treasurer; Dwight McCullough, Member at Large

Note: Individuals with items on the agenda or who wish to speak to the Board are encouraged to be in attendance when the meeting is called to order.

- 1. Call to Order**
- 2. Approval of the Agenda** (*Additions/Corrections/Deletions*)
- 3. Announcements**
- 4. Open Mic/Public Comment**

*Members of the public at this time may address the Board, for **up to three minutes**, on a matter not on the Agenda. Individuals wishing to be heard must sign in with their name and address at the door. Additional comments may be accepted in writing. Board action or discussion should **not** be expected during the presentation of public comment/open mic. Board members may direct staff to research the matter further or take the matter under advisement for consideration at a future Board meeting.*

CONSENT ITEMS

The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Items can be removed from the consent agenda at the request of a Board member, staff member or a member of the audience.

- 5. Approval of Minutes – December 9th, 2024**
- 6. Administrators Report**
- 7. Advisory Committee Report**
- 8. Bills/Accounts Payable**

POLICY ITEMS

- 9. Designation of Depository**
- 10. Designation of Official Paper**
- 11. Designation of Fund Equity**
- 12. 2025 Mileage Rates**
- 13. Board Waiver of Tort Liability**

PERMIT ITEMS

- 14. 24-045 Andover Senior Campus**
- 15. 24-040 Entsminger Estates**

DISCUSSION ITEMS

- 16. Update on the Lower Coon Creek Restoration Project**
- 17. Briefing: MPCA & DNR Regulatory Administration & Enforcement**

INFORMATIONAL ITEMS

- 18. MW Legislative Talking Points**
- 19. 2025 Board Meeting Schedule**

ADJOURN

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, December 9th, 2024, at the Coon Creek Watershed District Office.

1. Call to Order

The meeting was called to order at 5:30 PM

Board Members Present: Jim Hafner, Dwight McCullough, Mary Campbell, Erin Lind, and Jason Lund

Staff Present: Tim Kelly, Bobbie Law, Jessica Lindemyer, Corinne Elfelt, Erin Margl, Jon Janke (Virtual) and Michelle Ulrich

2. Approval of the Agenda

Board Member Lund moved to amend the agenda to add permit items 12, 13, 14, and 15 to the consent agenda. Seconded by Board Member Lind. The motion carried with 5 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

Board Member Campbell moved to approve the amended agenda. Seconded by Board Member Lund. The motion carried with 5 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

3. Announcements

1 announcement was made:

- The Lower Coon Creek Restoration project is delayed due to the Minnesota DNR's threatened and endangered species and waters permit process.

4. Open Mic/Public Comment

No one was present for comment.

CONSENT ITEMS

5. Approval of Minutes of November 12, 2024

6. Administrator's Report

7. Advisory Committee Report

8. Approval of Bills for Payment:

Claims totaling \$166,669.34 for November 25, 2024 & \$137,786.89 for December 9, 2024, on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0015--ANOKA COUNTY MN	154,872.89
V0044--HAMLINE UNIVERSITY	1,000.00
V0068--PLM LAKE AND LAND MGT CORP	550.00
V0068--PLM LAKE AND LAND MGT CORP	550.00
V0096--RANDY WESP EXCAVATING LLC	1,640.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	144.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	237.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	168.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	144.00
V0221--ABDO LLP	530.00
V0343--CHAIN OF LAKES CHURCH	1,341.40
V0344--NR PROPERTIES INC	99.55
V0345--STONE CREEK HOMES INC	392.50
Grand total	161,669.34

Vendor	Amount
V0008--US BANK	17,505.95
V0054--MICHELLE J ULRICH PA	3,334.75
V0059--NARDINI FIRE EQUIPMENT CO INC	232.65
V0110--RESPEC COMPANY LLC	11,165.00
V0128--YTS COMPANIES LLC	8,225.00
V0129--DAUPHINAIS, JUSTINE	216.02
V0140--PETERSON, JULIE	22.91
V0195--STANTEC CONSULTING SERVICES INC	4,094.50
V0195--STANTEC CONSULTING SERVICES INC	40,921.25
V0195--STANTEC CONSULTING SERVICES INC	11,288.76
V0195--STANTEC CONSULTING SERVICES INC	24,368.42
V0221--ABDO LLP	3,327.50
V0242--METRO I NET	5,398.00
V0247--POOP 911 OF MPLS STP LLC	1,152.75
V0249--PLAUDIT DESIGN	450.00
V0275--KISTERS NORTH AMERICA INC	3,000.00
V0275--KISTERS NORTH AMERICA INC	1,000.00
V0346--TOUCHDOWN TILE LLC	1,607.66
V0347--JULIE & RICHARD BRAASTAD	475.77
Grand total	137,786.89

The following permit items were moved to the Consent Agenda.

12. 24-059 Apex Lift Station

The purpose of this project, located near Riverview Heights Park Entrance, 79th Way NE in Fridley, is to complete lift station improvements.

The staff recommendation was to approve permit application number P-24-059 with 2 conditions 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 \$2,050.00

Rule 4.0 – Soils and Erosion Control

2. Update the erosion and sediment control plan to include a note to stabilize soils and soil stockpiles within 7 days of inactivity.

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. 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.

13. 24-047 Hidden Creek Woods 2nd

The purpose of this project, located north of Xeon St. and south of Sand Creek, 11790 Xeon Street, in Coon Rapids, is to develop 20 townhome units (3 buildings) along with private driveways, utilities, and site grading to include stormwater management features.

The staff recommendation was to approve permit application number P-24-047 with 3 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 \$3,400.00.

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.

Rule 4.0 – Soils and Erosion Control

3. Update the erosion and sediment control plan to include the following:

- a. A note to stabilize soils and soil stockpiles within 24 hours of inactivity.
- b. A note that streets will be swept clean of sediment by the end of each workday.

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. Completion of post construction infiltration tests on Infiltration Basin 1 and 2 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.
4. 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.
5. Submittal of grading as-builts for the project to confirm adequate floodplain compensatory storage has been provided.

14. 24-016 IDC Automatic Warehouse

The purpose of this project, located at 360 Coon Rapids Blvd in Coon Rapids, is to construct an addition of a warehouse and storage building with the associated parking lot, loading dock pavement areas, and stormwater treatment features.

The staff recommendation was to approve permit application number P-24-016 with 2 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 \$3,685.00.

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.

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. 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.
 3. Completion of post construction infiltration tests on Infiltration Basin 4P and Filtration Basin 6P 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.
 4. Completion of a post excavation (prior to rock placement) infiltration test on the Underground Filtration System 2P 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. 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.

15. 24-049 Nightingale St NW Roundabouts

This project, located at Nightingale Street between Veterans Memorial and CR18 in Andover, aims to construct 2 roundabouts and associated stormwater treatment features.

The staff recommendation was to approve permit application number P-24-049 with 1 conditions and 3 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 \$5,410.00.

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. 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. Submittal of as-builts for the proposed (not existing) 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 McCullough moved to approve the consent agenda items. Seconded by Board Member Lund. The motion carried with 5 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

POLICY ITEMS

9. 2025 Property Tax Levies

Mr. Kelly gave an overview of the staff report and the levy impact on different properties based on valuation. No comments on the proposed tax levy have been received by the District staff.

Todd McLouth entered the meeting via Zoom.

Board Member r Lund moved to adopt Resolution 24-06 adopting the Metropolitan Surface Water Management 2025 property tax levy amounts. Seconded by Board Member Lind. The motion carried with 5 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

10. 2025 CAC Appointments

Mr. Kelly explained the committee appointment process and timeline. He noted that there is no December Citizens Advisory Committee (CAC) meeting. The roster for CAC appointments was listed in the staff report including the following individuals:

Citizen Representatives:

- Barbara Goodboe-Bisschoff, Spring-Lake Park City Council representative
- Paddy Jones, Ham Lake
- Jason Margl, Andover
- Gary Nereson, Andover, Crooked Lake Area Association representative
- Nathan Schneider, Coon Rapids

Agency Representatives:

- Anoka Conservation District representative – Jim Lindahl
- Anoka County representative – Joe MacPherson

Ms. Lindemyer confirmed that all current CAC members were seeking reappointment. The Board discussed committee recruitment strategies for 2025. Board Member Campbell suggested working with partners that utilize email or text alerts to update community members.

Board Member Campbell moved to approve the reappointment of all current CAC members. Seconded by Board Member Lind. The motion carried with 5 yeas (Board Members Campbell, Lind, Lund, Hafner, and McCullough) and no nays.

11. Water Education Grant – Planting for Clean Water and Pollinators

Ms. Lindemyer gave an overview of the project requesting a CCWD water education grant, noting that it is the only outstanding application for 2024.

Board Member Lund moved to approve the Water Education Grant application of \$1,400 for the costs associated with incorporating volunteer engagement, outreach materials, and educational signage into Anoka Conservation District's pollinator plantings and habitat enhancement projects in and around CCWD. The motion was seconded by Board Member McCullough. The motion carried with 5 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

PERMIT ITEMS

All permit items on the meeting agenda were moved to the consent.

DISCUSSION ITEMS

16. CCWD Partner of the Year

Mr. Kelly gave an overview of the level of involvement Danielle Sanborn has had with District projects in 2024.

Managers discussed the recognition process for individuals receiving this award. Staff and President Hafner highlighted previous presentations of the awards, typically given out at the respective organization's official public meetings.

Board Member Campbell moved to award Danielle Sanborn, RLA, LEED AP, Anoka County Parks, the CCWD 2024 Partner of the Year Award. Seconded by Board Member Hafner. The motion carried with 5 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

INFORMATIONAL ITEMS

17. Star Tribune Farm Fields and Floods

This article follows farmers and the struggle between the benefits and drawbacks of drain tiling. Farmers save crops from flooding with the use of drain tiles but at the cost of altering the hydrologic cycle.

18. Star Tribune Tax Levies

This article covers Anoka County and the City of Blaine's increased proposed property taxes for 2025 and provides an overview of tax increases and their impact on homeowners across the metro area of MN.

Mr. Kelly advised that Friday, December 13th is Dawn Doering's official last day before retirement, and the last day all District staff are on Anoka County payroll. Staff will run parallel payrolls to test two times. Two invoices for benefits, including Unum and Blue Cross Blue Shield, have been received with errors.

With respect to the Board's December meeting schedule, Board Member Lund moved that the 23rd of December regular Board meeting be canceled. Seconded by Board Member Lind. The motion carried with 5 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

Board Member Campbell moved to adjourn at 5:49 pm. Seconded by Board Member Lund. The motion carried with 4 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

President

**COON CREEK WATERSHED DISTRICT
Request for Board Action**

MEETING DATE: January 13, 2025
AGENDA NUMBER: 6
ITEM: Administrator’s Report

AGENDA: Consent

REQUESTED ACTION:

Receive report.

ADMINISTRATOR’S EVALUATION

Upcoming Board Considerations

- Aquatic Invasive Species Annual Report

District Capacity and Capability

The District possesses the required resources and is trained to undertake most of its legislative mission for which it is organized or designed.

The District can accomplish most required tasks to the required standard under most conditions.

MANAGEMENT SITUATION

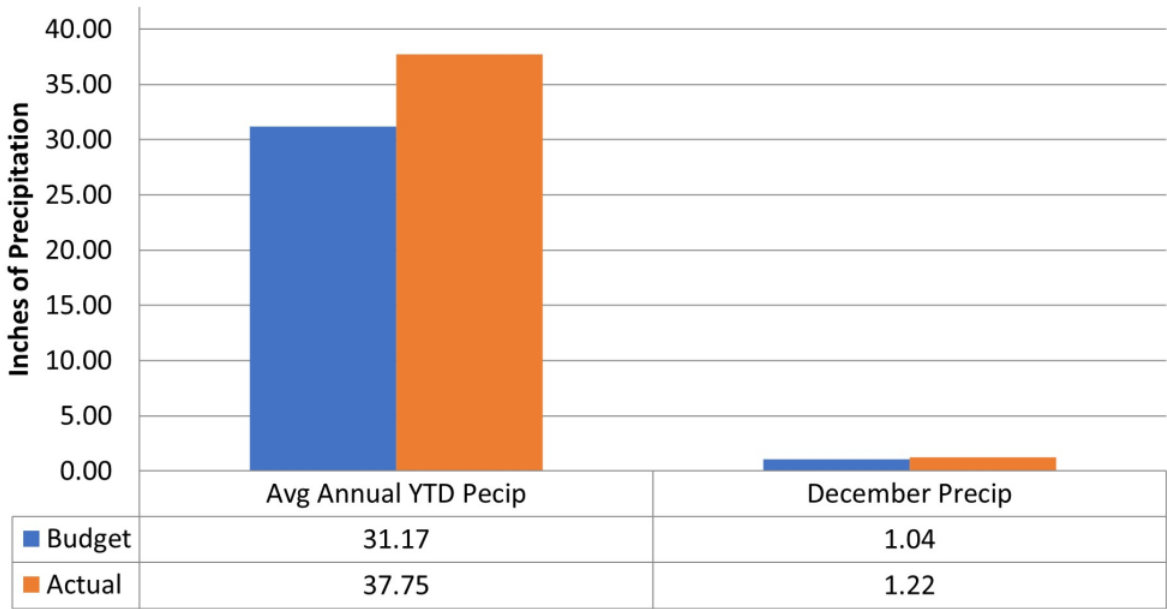
Natural Environment

The District averaged 1.2” of precipitation in the month of December. That leaves us 0.2” (17%) above average for the month and 6.6” (21%) above average for the year. The 2024 growing season ended 3.3” (15%) above average.

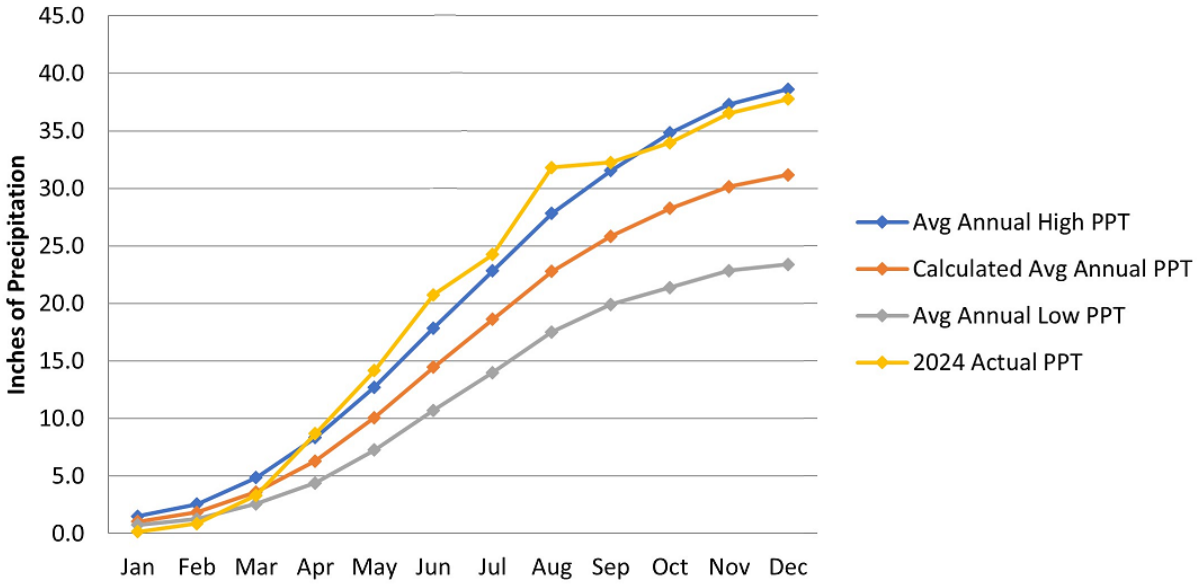
During the 2024 growing season, the District experienced minimal time under drought conditions, reaching a Moderate Drought status for only four weeks at its worst. Over the past three years, the growing season experienced an average of 19 weeks under at least moderate drought conditions. Above average precipitation during 2024 was reflected in baseflows and water levels across the District, which also spent more time in the average or above-average range compared to the previous three years.

The current lack of snowpack indicates that precipitation and temperature in the coming weeks will influence late-season frost depths and spring flood risk. While long-range forecasts show no clear trends for temperature and precipitation, short-term forecasts predict below-average temperatures and little to no precipitation over the next seven days. It is too early to predict springtime flood risk with certainty, but there is currently no indication of an elevated risk.

2024 Water Watch



2024 Year-To-Date Precipitation



Economic Environment

Smaller fund balance projected

Structural imbalance grows

- FY 2026-27 projected balance is \$616 million, \$1.1 billion less than prior estimates
- Structural imbalance widens as spending growth exceeds long term revenue forecast, driving projected deficit in FY 2028-29 biennium

Revenues

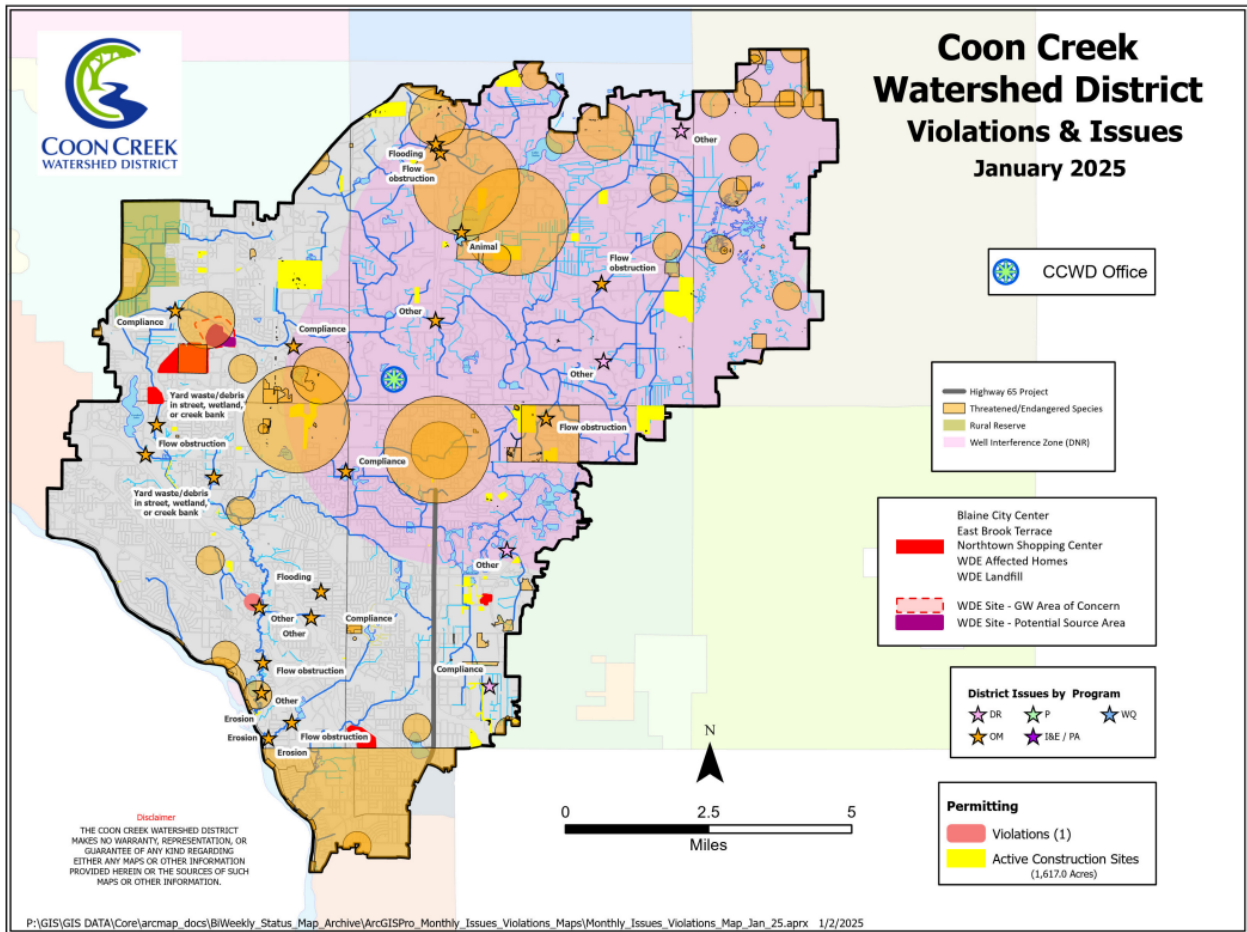
- **Individual income and sales tax revenues are lower than previously estimated.**
 - **However, January report shows revenues 1.4% higher than expected**
 - **Net sales tax receipts were \$1 million (0.1 percent) lower**
 - **than forecast.**
- Long-term care services and special education drive increased spending
- Potential policy shifts at federal level create forecast uncertainty
- Statutory allocation to budget reserve reinforces state’s commitment to strong financial planning

Management Environment

Agency	Status
US EPA	<ul style="list-style-type: none"> • Proposing modification to 2022 Construction General Permit to expand list of Federal Land areas potentially covered by permit.
Minnesota Legislature	<ul style="list-style-type: none"> • Legislature convenes Tuesday January 14 • Split houses mean Committee Co-Chairs. Expectations should be low concerning legislative change or appropriation of money
BWSR	<ul style="list-style-type: none"> • Board scheduled to meet January 22 • Staff receiving complaints about inability to complete grant funded projects because of MPCA & DNR permit process.
Clean Water Council	<ul style="list-style-type: none"> • Next meeting January 27 • Met in December to hear the General Fund and Clean Water Fund Budget reports and forecast
Department of Natural Resources	<ul style="list-style-type: none"> • Virtual meeting with Commissioner Strommen to discuss permitting planned for January 15 <ul style="list-style-type: none"> ○
Minnesota Pollution Control Agency	<ul style="list-style-type: none"> • Meeting with Commissioner Kessler to discuss permitting tentatively planned for either January 15 or 16 •
Minnesota Association of Watersheds (MAWD)	<ul style="list-style-type: none"> • Pursuing two legislative/Policy priorities <ul style="list-style-type: none"> ○ Chloride ○ DNR permitting
MN Legislature - House	<ul style="list-style-type: none"> • Speaker of the House: Lisa Demuth (R-Cold Spring) is officially the Republican speaker-designate

	<ul style="list-style-type: none"> House Environment & Natural Resources: Co-Chairs Rick Hansen (D) Cottage Grove and Josh Heintzeman (R), Nisswa, former Watershed Manager Thirty-Lakes WD.
MN Legislature - Senate	<ul style="list-style-type: none"> Senate Environment and Natural Resources Committee Co-Chairs: Bill Ingebrigtsen (R) and Dan D. Hall (R) Met with Senator Kreun January 2 to Discuss DNR & PCA permitting

Problems, Issues, and Concerns



Collaborator Actions Capacity and Capability

Collaborator	Description
Anoka Conservation District	<ul style="list-style-type: none"> No Report
Anoka County Highways	<ul style="list-style-type: none"> Has petitioned for review of Administrative Penalty Order issued by MPCA in Lower Coon Creek. CSAH 18/20 Roundabout being planned CSAH 17 improvements being planned

Andover	<ul style="list-style-type: none"> • New City Administrator, Sarah Cotton, has started. • Council meets January 7 & 20th • Council will initiate process to fill vacant Council seat
Blaine	<ul style="list-style-type: none"> • Council meets January 6 & 22nd. • Only new council member, Chris Ford.
Columbus	<ul style="list-style-type: none"> • Council meets January 13 & 27
Coon Rapids	<ul style="list-style-type: none"> • Council meets January 6 & 20
Fridley	<ul style="list-style-type: none"> • Council meets January 13 & 27
Ham Lake	<ul style="list-style-type: none"> • Council meets January 6 & 20 • City Engineer Tom Collins was killed December 30 in an auto accident. Dave Krugler is presumed to take his place.
Spring Lake Park	<ul style="list-style-type: none"> • Council will meet January 21
Crooked Lake Area Assoc	<ul style="list-style-type: none"> • No report
Ham Lake Lake Assoc	<ul style="list-style-type: none"> • No report

STAFF ACTIVITIES

Strategic Management Activities

- 1) Goal: Request Legislature allocate more money to achieve TMDL by 2045: In December, Staff spoke with BWSR and the Water Resource Council on funding for TMDL implementation and the delays and negation of these agency grant programs on TMDL achievement.
- 2) Goal: Staged TMDL deadline: Discussion and lobbying on the suddenness and absence of standards in state permit requirements has references the 2045 TMDL deadline. Staff meeting with Sen. Keun.
- 3) Goal: Differentiate water resources: No report
- 4) Goal: Comp Plan Updates: Staff discussing updates to Capital Improvement Plan

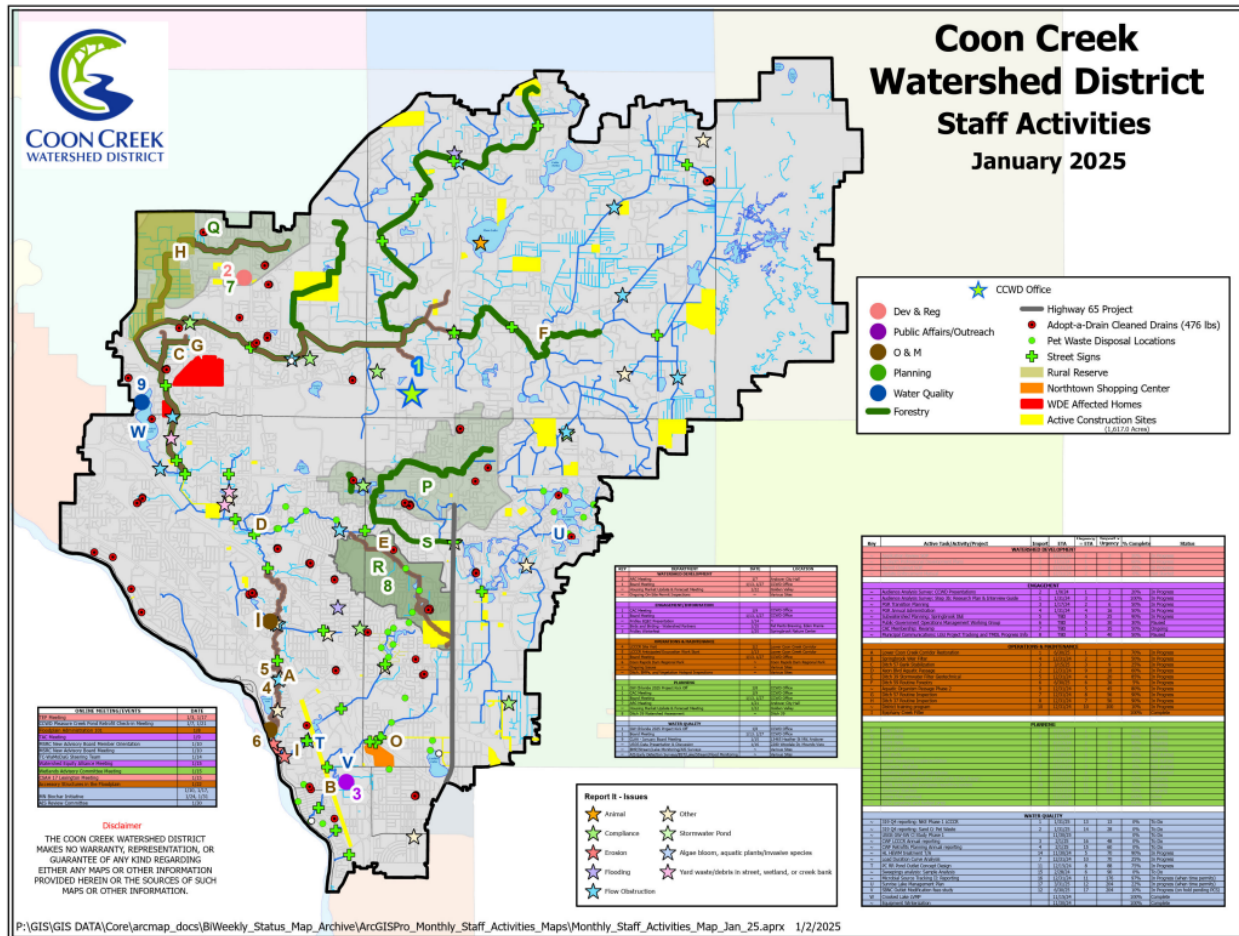
Special Projects

Anoka County Transition:

Benefits Replacement: Benefits are in place.

Payroll Replacement: First payroll was made 1/3. It went OK (Grade of C). Need to audit payments and correct

Operations Management Activities



District Capacity and Capability

Equipment and Facilities:

All equipment is in good working condition.

Training:

- We are currently reviewing and rethinking the District’s training plan for staff preparation and development.

Staffing:

- Compliment:** The District is at 86% staffing with two vacancies
- Vacancies/New Hires:** Staff has met to review and discuss position, evolution in duties. No timetable has been set for posting position.
- Health:** The current round of influenzas and Covid have hit the office. Cases are sporadic. Staff has been advised of basic hygiene measures to help prevent introduction.
- Personnel Manual:** The re-write of the Personnel Guidance Manual is in rough draft form and will be discussed tonight and at the January 27 Board meeting

Financial Position:

**Coon Creek Watershed District
CCWD - Budget Report**

As of Date:

12/31/2024

	Year Ending 12/31/2024	Year To Date 12/31/2024			
	CCWD 2024 Budget	CCWD 2024 Budget YTD	Actual Expenses YTD	Variance YTD	
Revenue					
Property Taxes	4,965,765.00	4,965,765.00	4,888,075.46	77,689.54	-2%
Fees & Charges	298,423.00	298,423.00	248,905.91	49,517.09	-17%
Grants	314,539.00	314,539.00	235,502.01	79,036.99	-25%
Other Revenue	28,042.00	28,042.00	176,855.56	(148,813.56)	531%
Total Revenue	5,606,769.00	5,606,769.00	5,549,338.94	57,430.06	-1%
Expense					
Salaries & Benefits	1,981,605.00	1,981,605.00	1,743,000.86	238,604.14	-12%
Professional Services	589,000.00	589,000.00	353,016.85	235,983.15	-40%
Operating Expenses	239,164.00	239,164.00	191,425.11	47,738.89	-20%
Program Expense	2,757,867.00	2,757,867.00	1,325,440.48	1,432,426.52	-52%
Capitalized Expenses	166,708.00	166,708.00	114,432.46	52,275.54	-31%
Total Expense	5,734,344.00	5,734,344.00	3,727,315.76	2,007,028.24	-35%

Created on : 01/07/2025 10:36 AM PST

**Coon Creek Watershed District
Cash Balance**

As of Date:

12/31/2024

	Escrow Fund	General Fund	All Funds
	Month Ending 12/31/2024	Month Ending 12/31/2024	Month Ending 12/31/2024
Cash and Cash Equivalents			
Cash	1,723,607.12	(2,181,056.45)	(457,449.33)
Petty Cash	0.00	250.00	250.00
Investment Account	5,070.00	5,680,006.30	5,685,076.30
Total Cash and Cash Equivalents	1,728,677.12	3,499,199.85	5,227,876.97

Created on : 01/07/2025 10:36 AM PST

December started with an operational fund balance of approximately \$1,630,116.40
 Change in net cash position was +\$1,869,083.45
 Balance of the escrow trust fund is \$1,729,537.12
 Eleven months into the fiscal year, the budget variance is -%34 less than planned

Facilities & Installations:

South Pleasure Creek Filter: Pump is not working properly

Epiphany Creek Filter: Wash out adjacent to filter and pump has been repaired

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: January 13, 2025
AGENDA NUMBER: 7
ITEM: Advisory Committees Report

AGENDA: Policy Discussion Information

ACTION REQUESTED

Receive Report

BACKGROUND

Neither the Citizen Advisory Committee (CAC) or the Technical Advisory Committee (TAC) met in December.

- The next CAC meeting is scheduled: January 8th at 4:30 pm hybrid with Zoom.
- The next TAC meeting is scheduled: January 9th at 8:30 am hybrid with Zoom.

RECOMMENDATION

Receive the report.

**COON CREEK WATERSHED DISTRICT
Request for Board Action**

MEETING DATE: January 13, 2025
AGENDA NUMBER: 8
ITEM: Bills to Be Paid

FISCAL IMPACT: Budgeted
POLICY IMPACT: Policy

REQUEST
 Approve bills

BACKGROUND

Claims totaling \$330,679.03 December 31, 2024 & \$134,910.59 January 13, 2025, on the following disbursement(s) list will be issued and released upon Board approval.

December 31, 2024

Vendor	Amount
V0010--A1 FLOOR AND CARPET CARE INC	1,076.25
V0221--ABDO LLP	4,618.75
V0015--ANOKA COUNTY MN	153,184.50
V0268--ANOKA COUNTY PARKS	15,000.00
V0348--BLUE CROSS BLUE SHIELD OF MN	25,797.38
V0351--DELTA DENTAL OF MN	1,824.42
V0350--FIRST UNUM LIFE INSURANCE COMPANY	1,192.34
V0349--HOUSE RESCUERS LLC	2,400.00
V0052--LOFFLER COMPANIES INC	127.16
V0299--MP+G MARKETING SOLUTIONS LLC	18,500.00
V0302--PETTY CASH C/O JULIE PETERSON	109.21
V0247--POOP 911 OF MPLS STP LLC	1,049.40
V0096--RANDY WESP EXCAVATING LLC	12,755.00
V0110--RESPEC COMPANY LLC	6,787.50
V0195--STANTEC CONSULTING SERVICES INC	57,068.15
V0094--STATE OF MN AUDITOR	15,935.98
V0008--US BANK	7,112.99
V0111--WELL GROOMED LAWNS INC	890.00
V0128--YTS COMPANIES LLC	5,250.00
Grand Total	330,679.03

**COON CREEK WATERSHED DISTRICT
Request for Board Action**

MEETING DATE: January 13, 2025
AGENDA NUMBER: 9
ITEM: Designation of Depository

AGENDA: Policy

BACKGROUND

The District is required to disclose its official depository. In 1999, the District transferred its remaining funds to the US Bank for investment into the Minnesota Association of Governments Investing for Counties (MAGIC) fund.

ACTION REQUESTED

Adopt Resolution 2025-01 designating the US Bank as the official depository.

COORDINATION

None required.

PERTINENT FACTS

1. Minnesota Statutes 103D.351 requires the District to report its financial transactions.
2. Minnesota Statutes 103D.925 authorizes the District to issue warrants for payment of contracts and general expenses.

ISSUES/CONCERNS/RISKS

Investments: The MAGIC fund was formed in part to deal with both the restraints and constraints of investing public funds.

OPTIONS FOR ACTIONS

1. Designate US Bank
2. Table for additional information
3. Suggest and act on an alternative.

CONCLUSION

US Bank and the MAGIC fund provides the assurance the District funds are invested in a manner consistent with current restrictions on public funds, is coordinated with Anoka County and therefore facilitates the District's annual audit.

RECOMMENDATION

Adopt Resolution 2025-01 DESIGNATING THE US BANK AS THE OFFICIAL DEPOSITORY.

ACTION & IMPLEMENTATION STEPS

1. Adopt the Resolution

Board Member _____ moves to adopt resolution 2025-01 designation the US bank as the official depository of the Coon Creek Watershed District. Seconded by Board Member _____.

**RESOLUTION 2025-01
DESIGNATING THE US BANK AS THE OFFICIAL DEPOSITORY**

WHEREAS, The Coon Creek Watershed District is authorized and formed under Minnesota Statutes 103D, and

WHEREAS, Minnesota Statutes 103D.351 requires the District to report its financial transactions, and Minnesota Statutes 103D.925 authorizes the District to issue warrants for payment of contracts and general expenses, and

WHEREAS, To accomplish both payment, and reporting the District must have a depository for its funds.

THEREFORE, BE IT RESOLVED THAT, The US Bank is the Official depository of the Coon Creek Watershed District.

Board Member _____ moved to adopt Resolution 2025-01 designating the US Bank as the official depository. Seconded by Board Member _____.

Upon a vote, there were _____ yeas and _____ Nays as follows:

	Yea	Nay	Absent	Abstain
Hafner				
Lind				
Lund				
Campbell				
McCullough				

Date: January 13, 2025

CCWD Board President

Date: January 13, 2025

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: January 13, 2025
AGENDA NUMBER: 10
ITEM: CCWD Official Papers

AGENDA: Policy

BACKGROUND

Historically, the Coon Creek Watershed District (CCWD) has designated the ABC newspapers, the Union Herald (Andover - Coon Rapids) and The Life (Blaine-Spring Lake Park-Fridley), as the newspapers where legal notices pertaining to the Coon Creek Watershed District are published to ensure broad coverage to CCWD constituents.

ACTION REQUESTED

Adopt a resolution 2025-02 designating the ABC newspapers, Anoka Union-Herald and The Life, as the official newspapers of the Coon Creek Watershed District.

COORDINATION

None required

PERTINENT FACTS

As a local unit of government, the CCWD is required to publish printed legal notices in a designated Official Newspaper. According to MN statute, the newspaper shall be “a newspaper of general circulation in the watershed management organization area.” (MS 103B.227, <https://www.revisor.mn.gov/statutes/?id=103B.227>)

ISSUES/CONCERNS/RISKS

1. **Note:** We also publish our legal notices on our website for the same duration and in the same format as the newspapers.

OPTIONS FOR ACTIONS

1. Designate identified papers
2. Table pending clarification
3. Review and discuss proposed alternative

CONCLUSION

The two papers listed meet the statutory requirements.

RECOMMENDATION

Designate the ABC newspapers, Anoka Union-Herald and The Life, as the official newspapers of the Coon Creek Watershed District.

**RESOLUTION 2025-02
DESIGNATING THE ABC NEWS AS THE OFFICIAL NEWSPAPERS**

WHEREAS, The Coon Creek Watershed District is authorized and formed under Minnesota Statutes 103D, and

WHEREAS, Minnesota Statutes 103D requires that under certain circumstances, the CCWD notice its meetings, hearings, and decisions, and

WHEREAS, the requirement and the CCWD goal of keeping the public informed is best served by always Noticing CCWD information in a specified source(s),

BE IT RESOLVED THAT, the ABC Newspapers Union Herald and The Life are designated as the official newspapers of the Coon Creek Watershed District where all legal notices pertaining to the Business of the District will be published.

BE IT FURTHER RESOLVED THAT, in addition to publishing its legal notices in the above official newspapers, the CCWD will also post its legal notices on the CCWD Website to facilitate public access to this information. The CCWD will post the legal notices in the same format and for the same period of time or longer as required for publication in the official newspapers.

Board Member _____ moved to adopt Resolution 2025-02 designating ABC News as the official newspapers for Coon Creek Watershed District. Seconded by Board Member _____.

Upon a vote, there were _____ yeas and _____ Nays as follows:

	Yea	Nay	Absent	Abstain
Hafner				
Lind				
Lund				
Campbell				
McCullough				

Date: January 13, 2025

CCWD Board President

Date: January 13, 2025

**COON CREEK WATERSHED DISTRICT
Request for Board Action**

MEETING DATE: January 13, 2025
AGENDA NUMBER: 11
ITEM: Designation of Fund Equity

AGENDA: Policy

BACKGROUND

The State Auditor recommends that the District maintain an unreserved Fund Balance of approximately 35% to 50% of Operating Revenue or no less than five (5) months (21%) of operating expenditures.

ACTION REQUESTED

Designate fund equities of \$1,892,365

COORDINATION

Amount presented is the minimum in the range recommended in the 2023 audit of District funds.

PERTINENT FACTS

Year End Fund Balances

	2022	2023	2024
General & 509 Fund	\$2,637,242	\$2,534,806	\$1,923,015
Designated Fund Equity	\$ 1,098,850	\$1,126,020	\$998,248

ISSUES/CONCERNS/RISKS

Guideline	Amount
2025 Operating Budget	\$9,209,437
35% of Operating Revenue	\$3,223,303
50% of Operating Revenue	\$4,604,719
5 months (21%) Operating Expenditures	\$1,892,365

OPTIONS FOR ACTIONS

1. Adopt
2. Table pending clarification(s)
3. Review and act on an alternative proposal

CONCLUSION

The 5-month operating alternative of \$1,892,365 is the least cost option.

RECOMMENDATION

Designate \$1,892,265 for Fund equity.

RECOMMENDED MOTION

Board member _____ moves to designate \$ _____ for fund equity. Seconded by Board member _____.

ACTION & IMPLEMENTATION STEPS

1. Motion to designate \$1,892,365 for fund equity
2. Staff will manage fund balances to ensure this minimum balance

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: January 13, 2025
AGENDA NUMBER: 12
ITEM: 2025 Mileage Rate

AGENDA: Policy

BACKGROUND

The State Auditor has recommended that the Board explicitly adopt mileage rates effective for the year.

ACTION REQUESTED

Board adoption of 2025 Mileage rate of \$0.70/mile

COORDINATION

Recommendation of State Auditor

PERTINENT FACTS

Effective January 1, 2025, the IRS reimbursement mileage rate is \$0.70 per mile.

ISSUES/CONCERNS/RISKS

The standard mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

OPTIONS FOR ACTIONS

1. Use standard rate of \$0.70.
2. Calculate the actual costs of using their vehicle rather than using the standard mileage rates.
3. Combination of standard rate and actual costs: Use the standard mileage rate but must opt to use it in the first year the car is available for business use. Then, in later years, choose either the standard mileage rate or actual expenses.

CONCLUSION

Standard rate is the most efficient and effective alternative for reimbursing employees.

RECOMMENDATION

Adopt standard rate of \$0.70/mile for reimbursement for use of personal vehicle.

RECOMMENDED MOTION

Board member ____ moves to adopt the standard IRS issued mileage rate for 2025; at the rate of \$0.70/mile. Seconded by Board member ____.



IRS increases the standard mileage rate for business use in 2025; key rate increases 3 cents to 70 cents per mile

IR-2024-312, Dec. 19, 2024

WASHINGTON — The Internal Revenue Service today announced that the optional [standard mileage rate](#) for automobiles driven for business will increase by 3 cents in 2025, while the mileage rates for vehicles used for other purposes will remain unchanged from 2024.

Optional standard mileage rates are used to calculate the deductible costs of operating vehicles for business, charitable and medical purposes, as well as for [active-duty members of the Armed Forces who are moving](#).

Beginning Jan. 1, 2025, the standard mileage rates for the use of a car, van, pickup or panel truck will be:

- 70 cents per mile driven for business use, up 3 cents from 2024.
- 21 cents per mile driven for medical purposes, the same as in 2024.
- 21 cents per mile driven for moving purposes for qualified active-duty members of the Armed Forces, unchanged from last year.
- 14 cents per mile driven in service of charitable organizations, equal to the rate in 2024.

The rates apply to fully-electric and hybrid automobiles, as well as gasoline and diesel-powered vehicles.

While the mileage rate for charitable use is set by statute, the mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes, meanwhile, is based on only the variable costs from the annual study.

Under the Tax Cuts and Jobs Act, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses. And only taxpayers who are members of the military on active duty may claim a deduction for moving expenses incurred while relocating under orders to a permanent change of station.

Use of the standard mileage rates is optional. Taxpayers may instead choose to calculate the actual costs of using their vehicle.

Taxpayers using the standard mileage rate for a vehicle they own and use for business must choose to use the rate in the first year the automobile is available for business use. Then, in later years, they can choose to use the standard mileage rate or actual expenses.

For a leased vehicle, taxpayers using the standard mileage rate must employ that method for the entire lease period, including renewals.

[Notice 2025-5](#) [PDF](#) contains the optional 2025 standard mileage rates, as well as the maximum automobile cost used to calculate mileage reimbursement allowances under a fixed-and variable rate (FAVR) plan. The notice also provides the maximum fair market value of employer-provided automobiles first made available to employees for personal use in 2025 for which employers may calculate mileage allowances using a cents-per-mile valuation rule or the fleet-average-valuation rule.

Page Last Reviewed or Updated: 19-Dec-2024

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: January 13, 2025
AGENDA NUMBER: 13
ITEM: Board Waiver of Tort Liability

AGENDA: Policy

BACKGROUND

Effective for claims arising on or after July 1, 2009, the statutory municipal tort liability increased to \$500,000 per claimant and a total is \$1,500,000 per occurrence.

Organizations obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased.

ACTION REQUESTED

Approve the signing of LMCIT Liability Coverage - Waiver Form indicating that the District **DOES NOT WAIVE** the monetary limits.

COORDINATION

Requested action is consistent with League of Minnesota Cities Guidelines and is a request from North Risk Partners, our insurance agent.

PERTINENT FACTS

The League of Minnesota Cities Insurance Trust (LMCIT) is a self-insured member cooperative that provides cost-effective coverage designed for the unique needs of cities.

The exposure of the District to legal liability has evolved over the years from almost complete protection under the doctrine of sovereign immunity to the current system where—with specific immunities, exceptions, and limits—the District is generally subject to liability for its wrongful acts and omissions (torts) in the same way that private individuals and corporations are liable. A tort is defined as a civil wrong or injury which arises out of a violation of a duty owed to an injured or damaged plaintiff.

Under Minnesota Statute 466.02 the District is also generally responsible for the torts of their agents when those people are acting within the scope of their authority. It makes no difference whether the tort happened while the District was performing a governmental function (like enforcing state or federal regulations) or performing a proprietary function (like maintaining drainage).

ISSUES/CONCERNS/RISKS

Claim Recovery: If the District does not waive the statutory tort limits an individual claimant cannot recover more than \$500,000.

OPTIONS FOR ACTIONS

Option	If the District:	Then, Maximum Claimant Recovery is:
1	Does not waive	Up to \$500,000
2	Waives and does not purchase excess liability insurance coverage	Up to \$2,000,000
3	Waives & Purchases excess liability insurance coverage	Up to the amount of excess coverage purchased

CONCLUSION

Do not waive the statutory tort liability limits.

RECOMMENDATION

Move to **not waive** the statutory tort liability limits.

RECOMMENDED MOTION

Board member _____ moves **NOT** to waive the statutory tort liability limits as outlined in the waiver form from the League of Minnesota Cities Insurance Trust. Seconded by Board Member _____.

ACTION & IMPLEMENTATION STEPS

1. Motion to not waive the statutory tort liability limits.
2. Inform insurance agent so they can finalize 2025 policy.

Permit Application Review Report
Date: 1/8/2025

Board Meeting Date: 1/13/2025
Agenda Item: 14

Applicant/Landowner:

J.A. Wedum Foundation
Attn: Jay Portz
Two Carlson Pkwy Ste 335
Plymouth, MN 55447

Project Name: Andover Senior Campus

Project PAN: P-24-045

Project Purpose: development of a 15-acre parcel in Andover to include senior living buildings, future brownstone and townhome buildings, and commercial buildings – This review applies to the construction of phase 1 and approval of a stormwater master plan

Project Location: Southeast corner of Hanson Blvd NE & Crosstown Blvd NE, Andover

Site Size: size of parcel - 15.0 acres; size of disturbed area - 13.7 acres; size of regulated impervious surface - 6.74

Applicable District Rule(s): Rule 2, Rule 3, Rule 4

Recommendation: Approve with 2 Conditions and 3 Stipulations

Description: The application proposes the development of a 15-acre parcel in Andover to include senior living buildings, future brownstone and townhome buildings, and commercial buildings. It'll include parking, utilities, and stormwater treatment features. This phase of the project will only include the construction of Phase 1 and an overall stormwater master plan. The total project will disturb 13.7 acres and create 6.74 acres of new/regulated impervious. The parcel drains to County Ditch 57. The relevant Water resource concerns are stormwater treatment and erosion and sediment control. These correspond to District Rules 3 and 4. See attached Figure 1: Project Location and Figure 2: Site Plan.

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$8,850.00.

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.

Rule 4.0 – Soils and Erosion Control

- Update the erosion and sediment control plan to include a note to stabilize soils and soil stockpiles within 24 hours of inactivity.

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:

- 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.
- Completion of post construction infiltration tests on Infiltration Basins 1 through 6 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.
- 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.

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Site Assessment	Kjolhaug Environmental Services	08/30/2022	08/31/2022
SWPPP Rev	Plowe Engineering Inc	12/16/2024	12/16/2024
ACHD Approval Letter	ACHD	11/26/2024	12/10/2024
Stormwater Drainage Report	Plowe Engineering Inc	12/10/2024	12/10/2024
Construction Plans	Plowe Engineering Inc	12/05/2024	12/10/2024

Findings

Fees and Escrows (Rule 2.7):

The applicant has submitted a \$4,510.00 application fee and deposit which corresponds with the nonrefundable application fee (\$10) and base fee for a Commercial/Industrial Development project of 15.0 acres (\$4,500.00). The applicant will be required to submit a performance escrow in the amount of \$8,850.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (13.7 acres of land disturbance proposed).

Stormwater Management (Rule 3.0):

Rule 3.0 applies to the proposed project because it includes land disturbing activities creating a cumulative total of 10,000 sf or more of new or fully reconstructed impervious surface.

The Hydrologic Soil Group (HSG) of soils on site are HSG B. Curve Numbers have been shifted down one classification to account for the impacts of grading on soil structure.

Rate Control: Peak stormwater flow rate at each point of site discharge increases from the pre-development condition for most 24-hour precipitation events with a return frequency of 2-, 10-, 100-years as shown in Table 1. The project will not impact Drainage Sensitive Use areas. The Anoka County Highway Department has approved the rate increase to Hanson Blvd. The City of Andover has approved the rate increase to 150th Lane. The rate increase in the 2-year event for the Existing Pond drainage point is within model tolerance. The rate control standard is met to the maximum extent practicable.

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed

150th Ln	0	0.59	0.02	1.47	0.06	3.2
Existing Pond	1.73	1.78	4.01	3.61	10.97	9.56
Hanson Blvd	0.87	0.99	3.86	3.84	8.75	8.95

Table 1.

Volume Control: The proposed project is new development; therefore, the volume reduction requirement is equal to 1.1 inches over the area of all impervious surface. The amount of proposed impervious required to be treated is 346,740 ft².

The applicant is proposing the Stormwater Management Practices (SMPs) described below:

Drainage Area	Impervious required to be treated (ft²)	Proposed SMP	TP Removal Factor	Required Water Quality Volume (ft³)	Water Quality Volume Provided (ft³)
Untreated (K, HJ, G, J)	10,527	none	0	965	0
Area f, 602, 604	39,990	Infiltration Basin 6	1	3,666	6,938
Area E	32,224	Infiltration Basin 5	1	2,954	3,548
Area 3, 8, D	36,715	Infiltration Basin 4	1	3,366	5,300
Area C, 308	89,824	Infiltration Basin 3	1	8,234	13,198
Area 1, A, INT	137,460	Infiltration Basin 1	1	12,601	12,844
Totals:	346,740			31,785	41,828

Table 2.

The following pretreatment has been provided:

SMP ID	Pretreatment Device/Method	Percent TSS Removal
Infiltration Basin 6	overland flow	80
Infiltration Basin 5 Pretreatment Cell	Sediment Forebay	80
Infiltration Basin 5 CBMH 502	Catch Basin Sump	69
Infiltration Basin 4 Pretreatment Cell	Sediment Forebay	80
Infiltration Basin 3 Pretreatment Cell	Sediment Forebay	80
Infiltration Basin 3 CBMH 302	Catch Basin Sump	80
Infiltration Basin 1 Pretreatment Cell	Sediment Forebay	80
Infiltration Basin 1 Pretreatment Cell	Sediment Forebay	80

Table 3.

Pretreatment is required to be designed such that the device/method provides removal of 80% TSS entering an infiltration or filtration Stormwater Management Practice. Catch basin manhole 502 flows into a pretreatment cell which removes additional TSS, therefore achieving at least 80% removal. The proposed project meets pretreatment requirements as shown in Table 3.

The Crosstown Blvd/Bluebird Street roundabout will not be covered under this permit, but a conceptual roundabout was shown and an assumed impervious percentage was used in the stormwater master plan to size the applicable BMP. The untreated drainage area encompasses the entry ramps to the underground garages which are not feasible to be routed to the infiltration basin because they are at a lower elevation than the basins. This area accounts for 3.6% of the total impervious required to be treated. The volume control standard has been met as shown in Table 2.

Water Quality: The total Water Quality Volume has been provided in aggregate.

Stormwater treatment on site must remove at least 80% of the average annual post development TSS per discharge location. The following TSS removal has been provided:

Discharge Point	TSS Removal Provided
150th Ln	86
Existing Pond	86
Hanson Blvd	86

Table 4.

The TSS removal standard is met at each discharge point as shown in Table 4.

Discharges to Wetlands: Stormwater from the proposed project is not being discharged into any wetlands, therefore this section does not apply.

Landlocked Basins: The proposed drainage system does not outlet to a landlocked basin, therefore this section does not apply.

Low Floor Freeboard: The proposed project is new development which includes buildings and habitable structures. Therefore, SMPs must be designed such that the lowest basement floor elevations are at least 2 feet above the 100-yr high water level and 1 foot above the emergency overflow. The lowest basement floor elevations proposed range from 896.3 – 902.3 ft NAVD 88. The applicable 100-year high water levels range from 899.7- 904.7 ft NAVD 88 and the applicable emergency overflows range from 899.6 – 904.6 ft NAVD 88. Darcy’s Law calculations were provided which show no adverse impacts to surrounding structures. The freeboard requirement is met.

Maintenance:

Access: Sufficient maintenance access has been provided on the plans for all stormwater management practices.

Easements: All required maintenance easements have been provided on the plans.

Maintenance Agreements: The proposed stormwater management practices will not be maintained as part of standard municipal public work activities. Therefore, a maintenance agreement that meets District standards will be required.

Soils and Erosion Control (Rule 4.0)

Rule 4.0 applies to the proposed project because it is a land disturbing activity that requires a permit under another District rule.

The proposed project drains to County Ditch 57. The soils affected by the project includes Sartell and Lino which have a soil erodibility factor of 0.15 or greater. Disturbed areas are not proposed to be stabilized within 24 hours, as required. The proposed erosion and sediment control plan includes perimeter control, inlet protection, stabilized construction entrance, erosion control blanket, and street sweeping. The erosion control plan does not meet District requirements because soils and soil stockpile are not proposed to be stabilized within 24 hours of inactivity. The applicant has applied for an NPDES permit as required. See Figure 3: Erosion and Sediment Control Plan.

Wetlands (Rule 5.0)

The proposed project does not include activities which result in the filling, draining, excavating, or otherwise altering the hydrology of a wetland. Rule 5.0 does not apply.

Floodplain (Rule 6.0)

The proposed project does not include land disturbing activities within the floodplain as mapped and modeled by the District. Rule 6.0 does not apply.

Drainage, Bridges, Culverts, and Utility Crossings (Rule 7.0)

The proposed project does not include land disturbing activities which construct, improve, repair, or alter the hydraulic characteristics of a bridge profile control or culvert structure on a creek, public ditch, or major watercourse. The proposed project does not include land disturbing activities which involve a pipeline or utility crossing of a creek, public ditch, or major watercourse.

The proposed project does not include land disturbing activities which construct, improve, repair or alter the hydraulic characteristics of a conveyance system that extends across two or more parcels of record not under common ownership and has a drainage area of 200 acres or greater. Rule 7.0 does not apply.

Buffers (Rule 8.0)

The proposed project does not include a land disturbing activity on land adjacent or directly contributing to a Public Water, Additional Waters, High or Outstanding Ecological Value Waters, a Public Ditch, or Impaired Waters/waters exceeding state water quality standards. Rule 8.0 does not apply.

Variances (Rule 10.2)

The proposed project is not requesting a variance from the District's rules, regulations, and policies. Rule 10.2 does not apply.

P24-045 Andover Senior Campus



Figure 1: Project Location

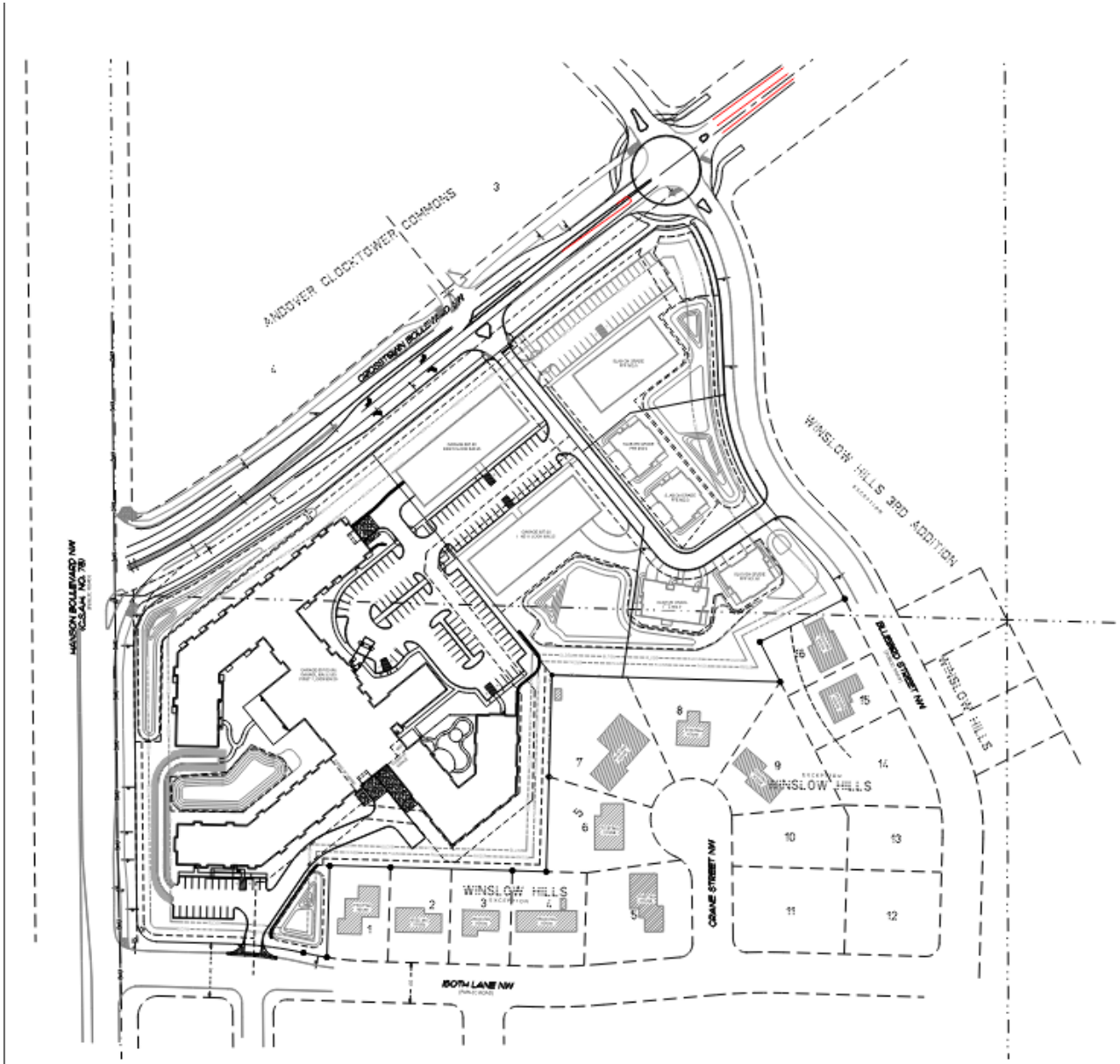


Figure 2: Site Plan

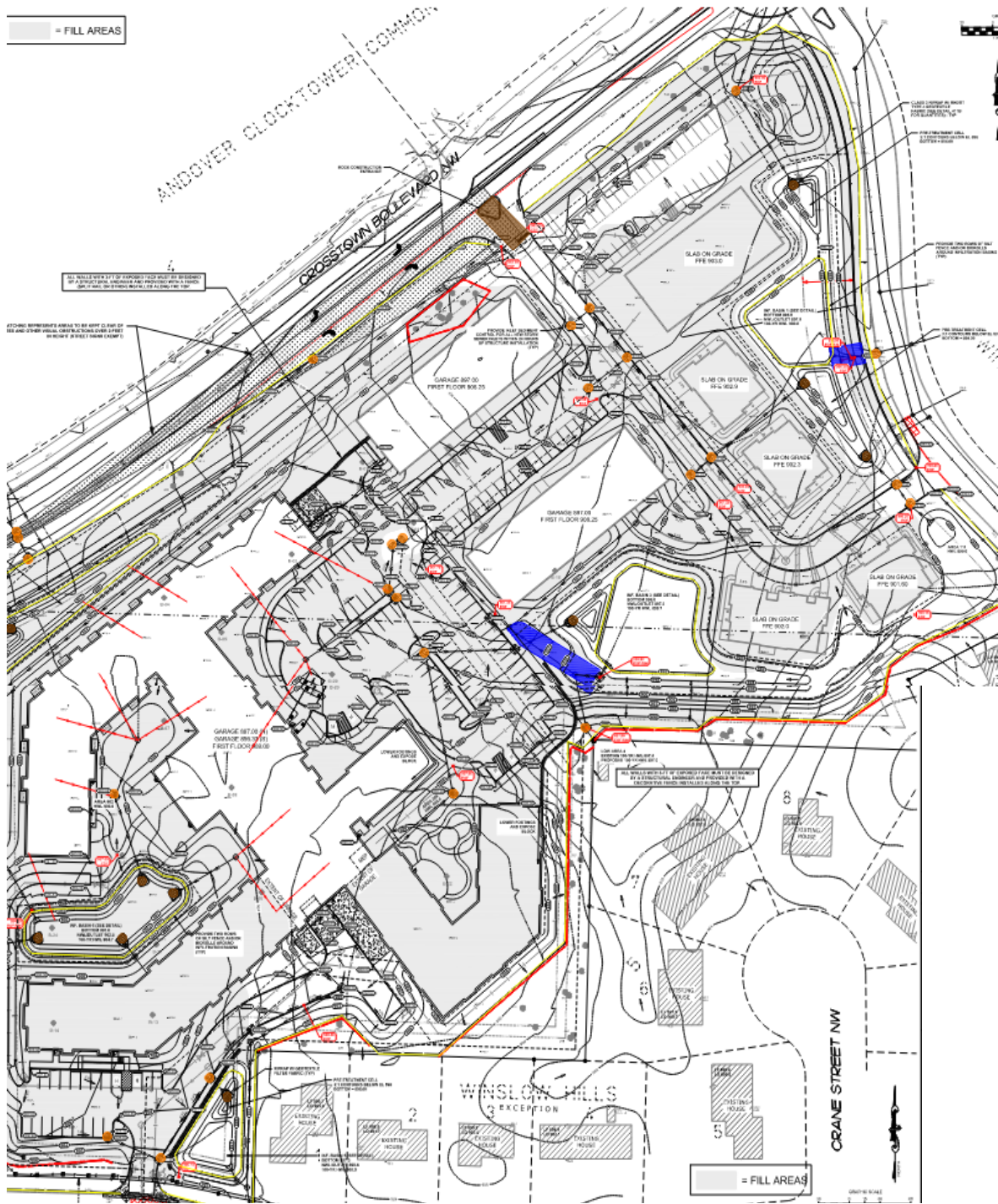


Figure 3: Erosion and Sediment Control Plan

Permit Application Review Report
Date: 1/8/2025

Board Meeting Date: 1/13/2025
Agenda Item: 15

Applicant/Landowner:

Entsminger Enterprises LLC
Attn: Jeff Entsminger
14916 Central Ave NE
Ham Lake, MN 55304

Project Name: Entsminger Estates

Project PAN: P-24-040

Project Purpose: Mass grading, construction of stormwater management, house pad preparation and site restoration for 3 new single-family residences

Project Location: 2045 Constance Blvd NE, Ham Lake

Site Size: size of parcel - 16.3 acres; size of disturbed area - 2.2 acres; size of regulated impervious surface - 0.34 acres

Applicable District Rule(s): Rule 2, Rule 3, Rule 4, Rule 5, Rule 8

Recommendation: Approve with 3 Conditions and 4 Stipulations

Description: The application proposes the mass grading, construction of stormwater management, house pad preparation and site restoration for 3 new single-family residences in Ham Lake. The project will disturb 2.2 acres and create 0.34 acres of regulated impervious. The area drains to County Ditch 58. The relevant water resource concerns are stormwater management, erosion and sediment control, wetlands, and buffers. These correspond to District Rules 3, 4, 5, and 8. See attached Figure 1: Project Location and Figure 2: Site Plan.

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$3,100.00.

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.

Rule 8.0 – Buffers

3. Update the buffer surrounding the Public Water to an average of 50 ft with a minimum of 30 ft.

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 the stormwater management practices and associated structures listed in Tables 2 and 3, including volume, critical elevations and proof of installation for hydrodynamic separators.
2. Completion of a post construction infiltration test on Infiltration Basins 1, 2, and 3 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.
3. 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.
4. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001).

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Wetland Delineation Report	Jacobson Environmental, PLLC	07/05/2024	07/30/2024
Additional Soil Boring	Tradewell Soil Testing	09/06/2024	10/30/2024
Darcy's Law Calculations, Hydrographs	Plowe Engineering, Inc.	12/30/2024	12/30/2024
Drainage Map	Plowe Engineering, Inc.	12/16/2024	12/20/2024
Stormwater Drainage Report	Plowe Engineering, Inc.	12/16/2024	12/16/2024
Soil Borings	Tradewell Soil Testing	12/11/2024	12/16/2024
Construction Plans	Plowe Engineering, Inc.	12/16/2024	12/16/2024

Findings

Fees and Escrows (Rule 2.7):

The applicant has submitted a \$7,010.00 application fee and deposit which corresponds with the nonrefundable application fee (\$10), base fee for a Single Family/Multifamily Residential Development project of 16.3 acres (\$7,000.00). The applicant will be required to submit a performance escrow in the amount of \$3,100.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (2.2 acres of land disturbance proposed).

Stormwater Management (Rule 3.0):

Rule 3.0 applies to the proposed project because it includes land disturbing activities creating a cumulative total of 10,000 sf or more of new or fully reconstructed impervious surface.

The Hydrologic Soil Group (HSG) of soils on site are HSG B. Curve Numbers have been shifted down one classification to account for the impacts of grading on soil structure.

Rate Control: Peak stormwater flow rate increases from the pre-development condition for the 10- and 100-year event for the wetland 2 discharge point. This increase has a static bounce of 0.01 ft, which is acceptable for the receiving waters. The peak flow rate to Constance Blvd also increases for the 2-, 10- and 100-year events. This increase has been reviewed and approved by the Anoka County Highway Department. The project will not impact Drainage Sensitive Use areas. The rate control standard is met.

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Constance Blvd	0.89	1.18	2.31	2.98	6.5	7.36
Wetland 2	18.62	17.94	44.36	44.46	119.55	121.13
Wetland 1	1.15	0.93	3.42	2.54	10.34	7.29

Table 1.

Volume Control: The application proposes redevelopment which does not disturb more than 50% of the site or reconstruct more than 50% of the existing impervious surface, therefore the volume reduction requirement is equal to 1.1 inches over the area of new and fully reconstructed impervious surface. The amount of proposed impervious required to be treated is 14,678 ft².

The applicant is proposing the Stormwater Management Practices (SMPs) described below:

Drainage Area	Impervious required to be treated (ft ²)	Proposed SMP	TP Removal Factor	Required Water Quality Volume (ft ³)	Water Quality Volume Provided (ft ³)
Impervious Disconnect	5,800	Impervious Disconnect	1	532	532
Basin 3 (Area L3)	3,734	Infiltration Basin 3	1	342	563
Basin 2 (Area L2)	1,888	Infiltration Basin 2	1	173	650
Basin 1 (Area L1)	3,256	Infiltration Basin 1	1	298	1,040
Totals:	14,678			1,345	2,785

Table 2.

The following pretreatment has been provided:

SMP ID	Pretreatment Device/Method	Percent TSS Removal
Basin 3	Sediment Forebay	80
Basin 2	Sediment Forebay	80
Basin 1	Sediment Forebay	80

Table 3.

Pretreatment is required to be designed such that the device/method provides removal of 80% TSS entering an infiltration or filtration Stormwater Management Practice. The proposed project meets pretreatment requirements as shown in Table 3. The volume control standard has been met as shown in Table 2.

Water Quality: The total Water Quality Volume has been provided in aggregate.

Stormwater treatment on site must remove at least 80% of the average annual post development TSS per discharge location. The following TSS removal has been provided:

Discharge Point	TSS Removal Provided
Constance Blvd	80
Wetland 2	80
Wetland 1	80

Table 4.

The TSS removal standard is met at each discharge point as shown in Table 4.

Discharges to Wetlands: Stormwater from the proposed project is being discharged into the following wetlands.

Wetland ID	Wetland 2
Wetland Type	Slightly Susceptible
Change of Bounce 2-yr (ft)	0
Change of Bounce 10-yr (ft)	0
Change of Run out Control (ft)	no change

Wetland ID	Wetland 1
Wetland Type	Slightly Susceptible
Change of Bounce 2-yr (ft)	-0.00008
Change of Bounce 10-yr (ft)	-0.00004
Change of Run out Control (ft)	no change

Table 5.

Wetland 1 is a ditched wetland and therefore cannot be analyzed for inundation as there is no defined outlet. Wetland 2 was not analyzed for inundation because it does not discharge for the 2- and 10-year events. The proposed project meets bounce, discharge rate, and runoff control requirements for all wetlands receiving discharge from the site as shown in Table 5.

Landlocked Basins: The proposed drainage system does not outlet to a landlocked basin, therefore this section does not apply.

Low Floor Freeboard: The proposed project is new development which includes buildings and habitable structures. Therefore, SMPs must be designed such that the lowest basement floor elevations are at least 2 feet above the 100-yr high water level and 1 foot above the emergency overflow. The lowest basement floor elevations proposed are 908.9, 917.2 and 911.7 ft NAVD 88. The applicable 100-year high water levels are 912, 918.3 and 914.1 ft NAVD 88 and the applicable emergency overflows are 911.4, 918, and 913.5 ft NAVD 88. Darcy’s law calculations were provided which indicate the high water levels will not impact adjacent low floors. The freeboard requirement is met.

Maintenance:

Access: Sufficient maintenance access has been provided on the plans for all stormwater management practices.

Easements: All required maintenance easements have been provided on the plans.

Maintenance Agreements: The proposed stormwater management practices will not be maintained as part of standard municipal public work activities. Therefore, a maintenance agreement that meets District standards will be required.

Soils and Erosion Control (Rule 4.0)

Rule 4.0 applies to the proposed project because it is a land disturbing activity that requires a permit under another District rule.

The proposed project drains to County Ditch 58. The soils affected by the project includes Zimmerman, Isanti, Lino and Markey which have a soil erodibility factor of 0.15 or greater. Disturbed areas are proposed to be stabilized within 24 hours, as required. The proposed erosion and sediment control plan includes perimeter control, street sweeping, and stabilized construction entrance. The erosion control plan meets District Requirements. The site does require a NPDES permit. See attached Figure 3: Erosion and Sediment Control Plan.

Wetlands (Rule 5.0)

Wetlands exist on site, but no impacts are proposed. Wetlands were delineated under PAN W24-025. The boundary and type application was reviewed and approved. The Notice of Decision was issued on 08/26/2024. See Figure 4: Wetlands.

Floodplain (Rule 6.0)

The proposed project does not include land disturbing activities within the floodplain as mapped and modeled by the District. Rule 6.0 does not apply.

Drainage, Bridges, Culverts, and Utility Crossings (Rule 7.0)

The proposed project does not include land disturbing activities which construct, improve, repair, or alter the hydraulic characteristics of a bridge profile control or culvert structure on a creek, public ditch, or major watercourse. The proposed project does not include land disturbing activities which involve a pipeline or utility crossing of a creek, public ditch, or major watercourse.

The proposed project does not include land disturbing activities which construct, improve, repair or alter the hydraulic characteristics of a conveyance system that extends across two or more parcels of record not under common ownership and has a drainage area of 200 acres or greater. Rule 7.0 does not apply.

Buffers (Rule 8.0)

Rule 8.0 applies because it includes a land disturbing activity that requires a permit under another District Rule and is on land adjacent or directly contributing to a Public Water.

A continuous buffer is proposed on the plans. Because the resource is a Public Water, the average buffer width must be 50 ft, with a minimum width of 30 ft. The total buffer provided is 16.5 ft in width, which does not meet the requirement. Permanent monumentation at each parcel line, and every 200 ft as needed, have been proposed on the plan.

VariANCES (Rule 10.2)

The proposed project is not requesting a variance from the District's rules, regulations, and policies. Rule 10.2 does not apply.

P24-040 Entsminger Estates



Figure 1: Project Location

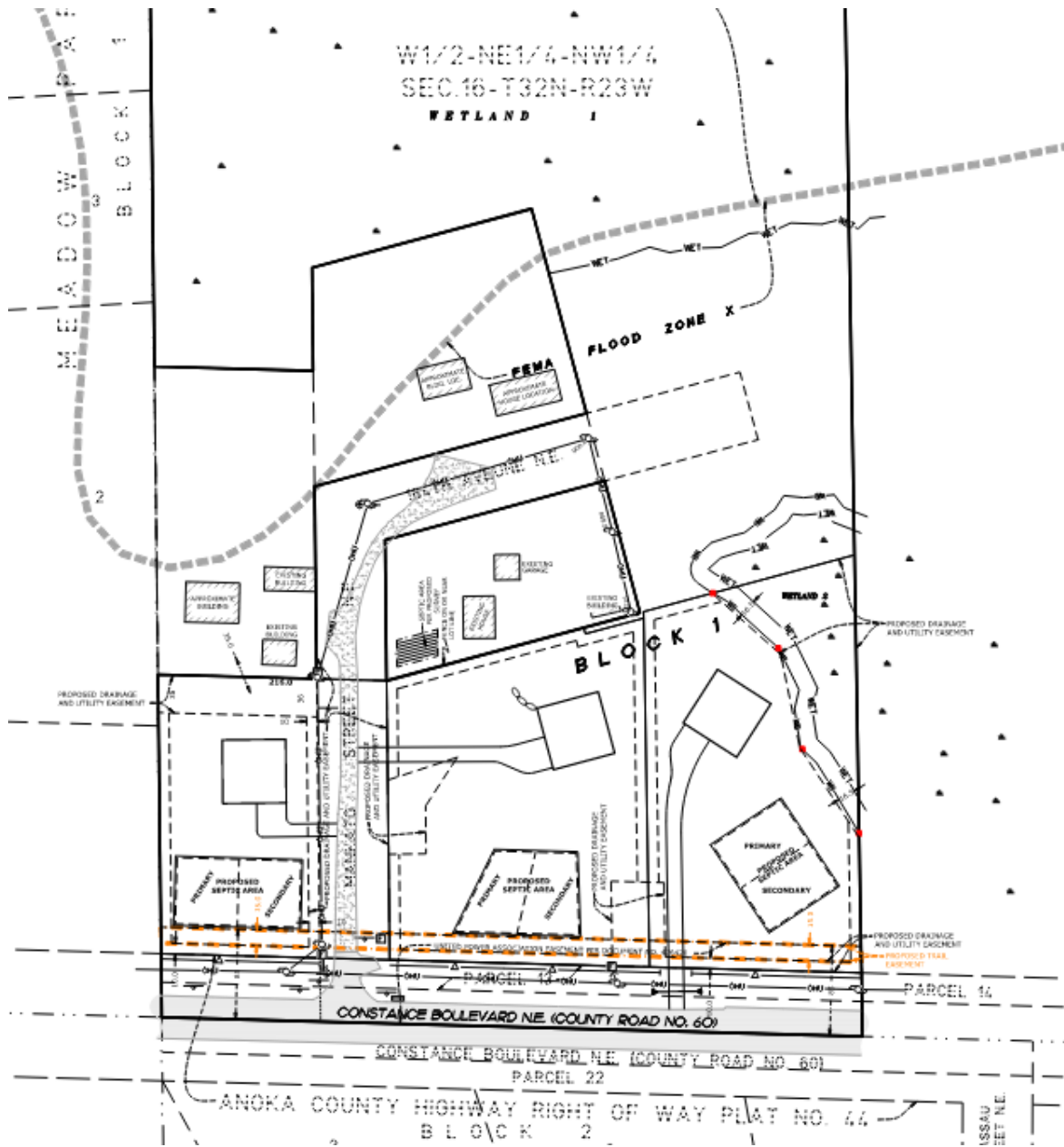


Figure 2: Site Plan

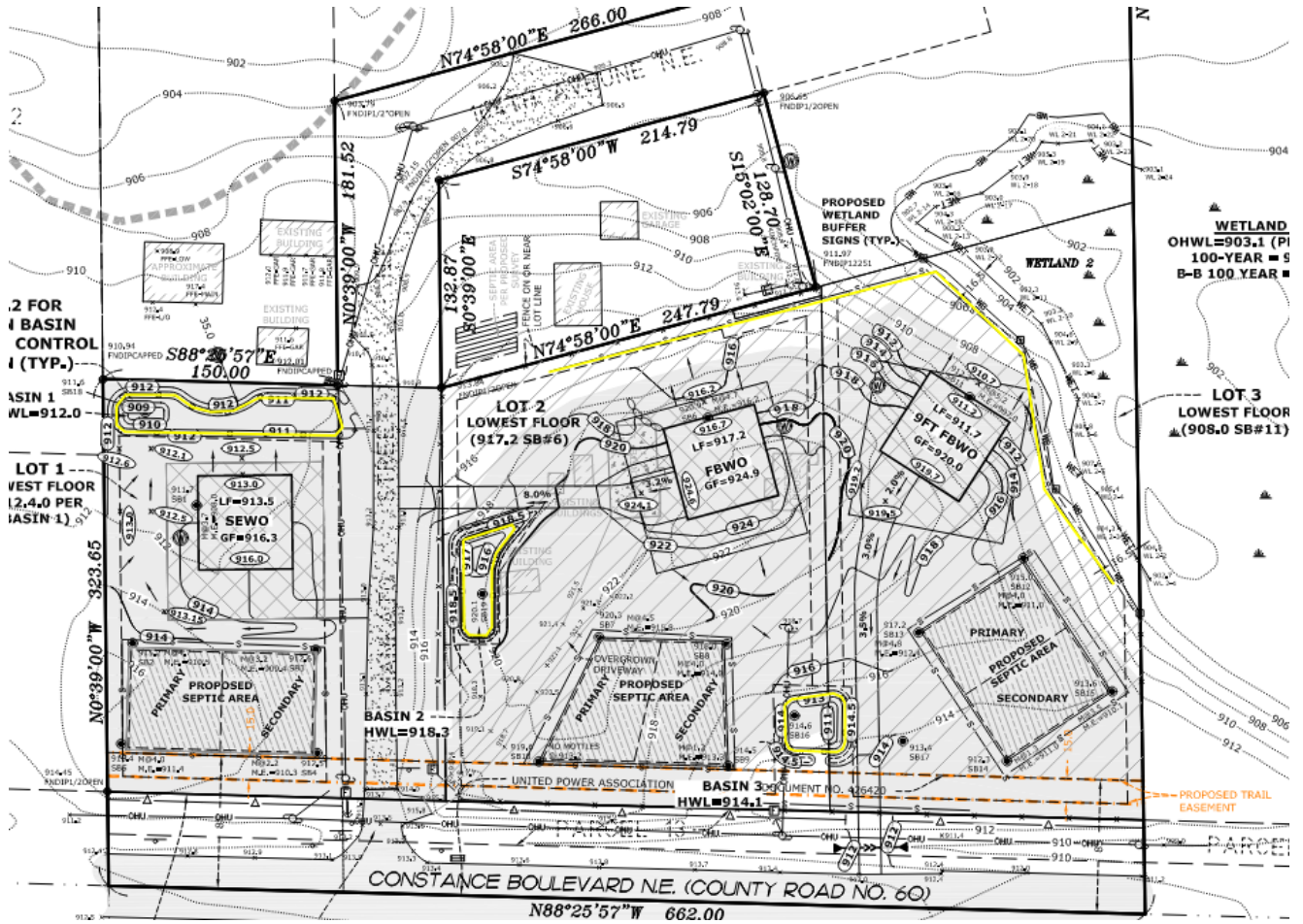


Figure 3: Erosion and Sediment Control Plan

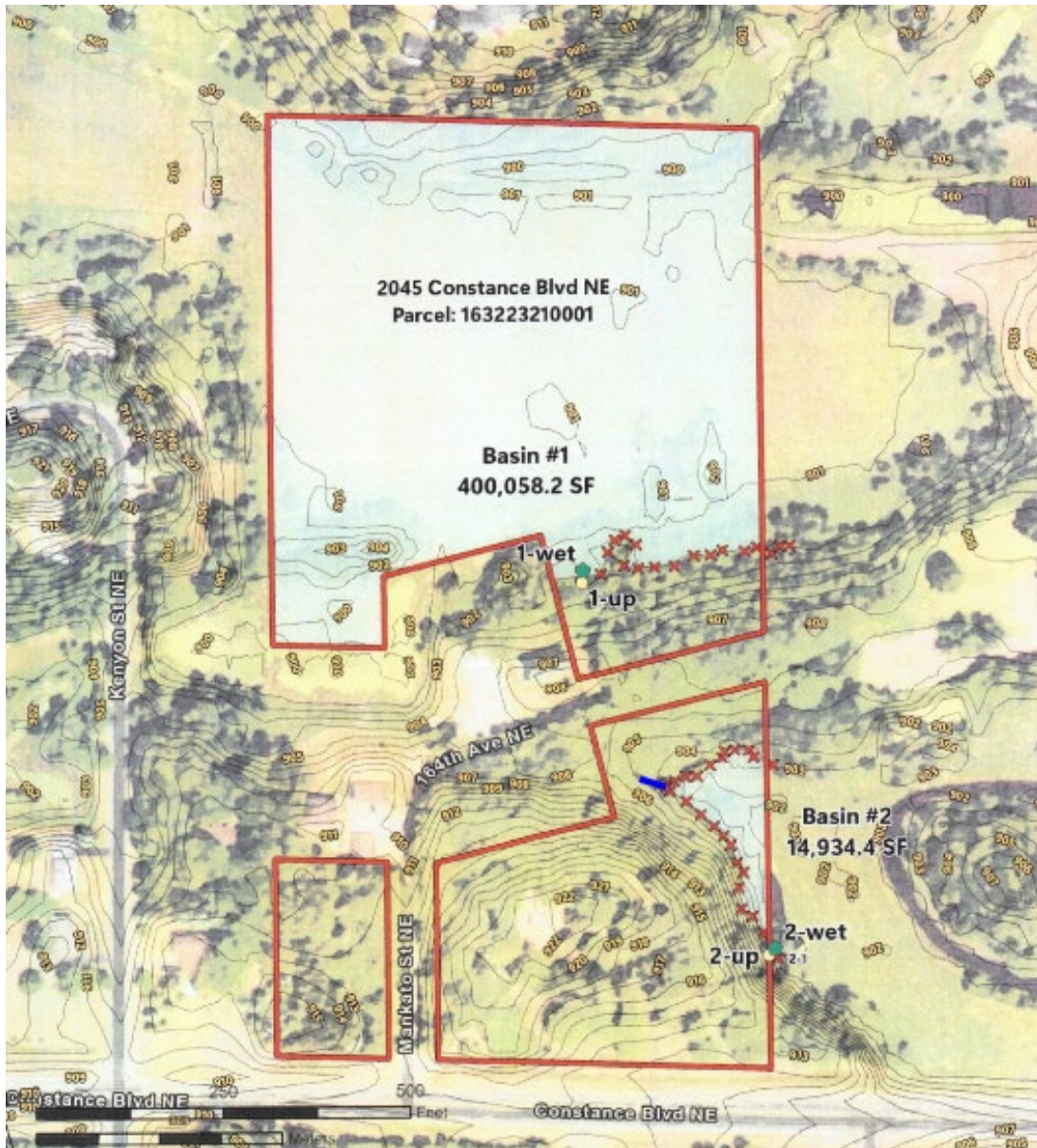


Figure 4: Wetland

**COON CREEK WATERSHED DISTRICT
Request for Board Action**

MEETING DATE: January 13th, 2025
AGENDA NUMBER: 16
ITEM: Update on the Lower Coon Creek Restoration Project

AGENDA: Discussion

ACTION REQUESTED

None

PURPOSE AND SCOPE

To provide a project status update on the Lower Coon Creek Corridor Restoration project

BACKGROUND

At the October 28, 2024, Board meeting the Board awarded the contract for the Lower Coon Creek Corridor Restoration project to the lowest responsible bidder Sunram Construction Inc. The District had applied for approvals from DNR, MPCA, and ACOE noting a notice to proceed would not be issued until all applicable permits and approvals were received. Construction was anticipated to be substantially completed by March 15, 2025, followed by site restoration in the spring/summer.

During the DNR Public Waters Work Permit review process, the DNR Natural Heritage staff advised to exclude in water work during the Blandings turtle hibernation period between September 15 and April 15. The DNR permit also requires excluding in water work during the fish spawning period between March 15 and June 15. To accommodate these exclusions the project timeline was amended to complete above water work (tree removals, backwater excavations...) this winter followed by in water work (bank stabilizations, grade control structures...) between June 15 and September 15, 2025.

ISSUES/CONCERNS

Project cost-phasing the work will result in additional costs for mobilization, erosion control, and site restoration. Staff anticipate these additional costs will remain within the project budget and will not require re-bidding the project.

Public communication-District staff will continue to communicate project updates with direct mailings to adjacent properties, onsite signage, and the project website. Staff anticipate additional questions and concerns from the public following the initial disturbance of the above water work about the delay in completing the in water work.

Site accessibility-the project area is within the floodplain, can be inundated with standing water following spring snow melt or large storms, and can have wet soft ground during periods of consistent rainfall. Therefore, accessing heavy construction equipment and materials is highly dependent on the weather. Staff are working on contingencies if site

conditions prevent completing the in-water work during the permitted construction period between June 15 and September 15.

RECOMMENDATION

None



MINNESOTA WATERSHEDS

Connecting People. Protecting Water.

2025 TALKING POINTS – TOP TWO LEGISLATIVE PRIORITIES

DEVELOP LEGISLATION TO IMPLEMENT A 60-DAY PERMIT REVIEW PERIOD FOR THE DEPARTMENT OF NATURAL RESOURCES AND MINNESOTA POLLUTION CONTROL AGENCY

- As political subdivisions of the State of Minnesota, watershed organizations are required to have a state-approved Watershed Management Plans (WMP). The plans are reviewed by the Department of Natural Resources (DNR), Minnesota Pollution Control Agency (MPCA), and other state agencies. Comments from state agencies on the plans are addressed in the WMP approval process.
- Projects identified in WMPs are eligible for grant funds and bonding dollars.
- Many watershed organizations have permitting authority with a statutory responsibility to issue permits to landowners, contractors, and developers. Those permits must be issued within a 60-day timeframe.
- Minnesota Statute § 15.992 requires that state agencies have a 60-day deadline to take final action on a written permit request, except the statute excludes an application requiring one or more hearings on an Environmental Impact Statement or Environmental Assessment Worksheet.
- Watershed organizations are experiencing considerable delays in the permit approval process, well in excess of the 60-day statutory requirement, which creates cost overruns, project delays, wasting taxpayer funds, and in some cases loss of state and federal grant funds.
- Watershed organizations are concerned about the unpredictability of, lack of transparency in, and inconsistency of not just the DNR permitting process, but also that of the MPCA.
- Minnesota Watersheds supports a framework, not just in the isolated case of Minnesota Statute § 15.99, but that requires all state agencies to conduct permit reviews in a predictable, transparent, and consistent manner.

DEVELOP REGULATORY APPROACHES TO REDUCE CHLORIDE CONTAMINATION

- There is no easy way to remove chloride from our lakes, rivers, and wetlands once it gets there. Prevention is our best and really our only option for limiting the negative impacts of excess chloride in our waters.
- For several years, Minnesota Watersheds and others have pursued an incentive-based approach to reducing chloride use by supporting legislation that would provide a liability limitation for those who are certified by the MPCA as applicators trained to apply the correct amount of salt to achieve safe surface conditions and who document their practice of protective low-salt maintenance techniques.
- During the 2024 session, Minnesota Watersheds worked with several metro-area watersheds to secure the endorsement of the Minnesota Center for Environmental Advocacy, Freshwater Society, Minnesota Association for Justice (which represents trial lawyers) and Stop Over Salting on a legislative approach that provided owners and applicators with protection to the extent of negligence.
- The Minnesota Nursery and Landscape Association, which represents property-maintenance providers, would not join the coalition, arguing for a bill that provided more extensive liability protection, less frequent training and certification, and looser trainer controls.
- The trial lawyers' lobbyist has indicated they would strongly oppose the more extensive liability protection; in addition, allowing for protection when a provider is in fact negligent is contrary to sound public policy.
- Minnesota Watersheds supports working with the state, counties, cities, and watershed organizations to develop a regulatory approach to reducing chloride contamination.

2025 LEGISLATIVE EFFORTS TO SUPPORT

SUPPORT CLEAN WATER LAND AND LEGACY FUNDING

- Minnesota Watersheds supports water quality improvement and natural resources protection projects recommended by the Clean Water Council, Lessard Sams Outdoor Heritage Council, and the Environment and Natural Resources Trust Fund.

SUPPORT THE DRAINAGE WORK GROUP

- Minnesota Watersheds supports the Drainage Work Group consensus process to work cooperatively with drainage stakeholders and state agencies to address state policy issues related to M.S. Chapter 103E drainage.

SUPPORT LEGISLATION REGARDING DNR REGULATORY AUTHORITY OVER PUBLIC DRAINAGE MAINTENANCE AND REPAIRS

- The public waters inventory was never intended to restrict the right to maintain existing drainage systems. The legislature specifically exempted repairs from DNR permitting, gave the DNR a mechanism to ensure proposed work was repair; and directed the DNR to provide for the lawful function of public drainage systems that affected public waters.
- The DNR adopted a rule exempting repairs from permitting and announced a policy in 1980 that stated repair of public drainage systems should be allowed without permits.
- More recent DNR practices have departed from the 1980 policy and clear language in both statute and rule.
- The DNR issued a new guidance document in February of 2018 that was intended to provide clarity for both DNR staff and drainage authorities on the role of the DNR regarding public drainage activities. The guidance has had the opposite effect.
- There is a lack of clarity and consistency in DNR's role on public drainage system repairs across the state.
- Clarifying legislation is needed to reinforce existing law regarding the DNR and the drainage authorities' roles and responsibilities when maintaining public drainage systems and reduce the unnecessary expenditure of dollars by the drainage authority and DNR.

SUPPORT 2025 BONDING REQUESTS AND STABLE FUNDING FOR MULTIPURPOSE FLOOD MITIGATION AND WATER STORAGE PROJECTS

- Inconsistent and inadequate Flood Hazard Mitigation Program (FHMP) funding affects timing and coordination of local, state, and federal funds to construct multipurpose flood mitigation and water storage projects, as well as placing increased pressure on local government to fund projects through local taxes.
- Flooding and climate-related impacts are not going away. Magnitude, frequency, and intensity of rainfall events are increasing. Continued deferred FHMP funding reduces local government's ability to meet climate resiliency goals and reduce downstream impacts.
- Frequent flooding greatly diminishes and severely erodes equity, financial resources, and capital acquired over decades by farmers and landowners in rural areas. Consistent and adequate FHMP funding is needed for the future of Minnesota to remain strong.

SUPPORT STREAMLINING THE FLOOD HAZARD MITIGATION PROGRAM

- The FHMP is a primary funding source for multipurpose flood mitigation and water storage projects statewide.
- The FHMP needs to be modernized and applications should be scored, ranked, and prioritized adequately by the DNR. Applicants do not have knowledge of the scoring, ranking, and prioritization process.
- Minnesota Watersheds supports action requiring the DNR to establish transparent scoring, ranking, and funding criteria for the FHMP and asks the Minnesota Legislature to fully fund the state's share of eligible projects that are on the DNR's project list within each two-year bonding cycling.

Thank you for sharing these issues with your legislators! We'd appreciate hearing about your interactions.

2025 Board of Managers Meetings and Permit Application Submittal Due Dates

Board Meetings are held at 5:30 pm at our office:
13632 Van Buren St NE, Ham Lake, MN 55304
Phone: 763.755.0975 | Email: info@cooncreekwd.org

Complete Permit Applications must be provided via the online portal and fees must be paid by the following dates to be considered at the following regular board meetings.

<i>Applications are due</i>	<i>for the Board Meeting on</i>
December 11, 2024	January 13, 2025
December 23, 2024	January 27, 2025
January 8, 2025	February 10, 2025
January 22, 2025	February 24, 2025
February 5, 2025	March 10, 2025
February 19, 2025	March 24, 2025
March 12, 2025	April 14, 2025
March 26, 2025	April 28, 2025
April 9, 2025	May 12, 2025
April 23, 2025	<i>Tuesday, May 27, 2025</i>
May 7, 2025	June 9, 2025
May 21, 2025	June 23, 2025
June 11, 2025	July 14, 2025
June 25, 2025	July 28, 2025
July 9, 2025	August 11, 2025
July 23, 2025	August 25, 2025
August 6, 2025	September 8, 2025
August 20, 2025	September 22, 2025
September 10, 2025	October 13, 2025
September 24, 2025	October 27, 2025
October 8, 2025	November 10, 2025
October 22, 2025	November 24, 2025
November 5, 2025	December 8, 2025
November 19, 2025	December 22, 2025

*Board meeting dates are subject to change or cancellation.