

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

