COON CREEK WATERSHED DISTRICT  
BOARD OF MANAGERS' MEETING  
June 11, 2012

The Board of Managers of the Coon Creek Watershed District held their regular meeting on June 11, 2012, at Bunker Hills Activity Center.

POLICY ITEMS

1. Call to Order: The meeting was called to order at 7:30 PM

Present: Scott Bromley, Warren Hoffman, Brad Johnson, Bill MacNally, and Byron Westlund  
Staff: Tim Kelly, Diana Shonyo, and Michelle Ulrich  
Others: Roger Johnson of Coon Rapids, Duane Steele of Ham Lake

2. Approval of the Agenda: Motion to approve the agenda was made by Hoffman and seconded by Johnson. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally and Westlund) and no nays.

3. Open Mike: Duane Steele addressed the Board regarding Ditch 58 2011 flooding, in which he lost trees. He provided a copy of the document, including photos, which he sent to Anoka County Highway Department. Mr. Steele is attempting to find out who is responsible for cleaning up his dead trees. Kelly stated staff will research and report back to the Board within the next 2-4 weeks. Kelly stated the culvert was replaced in 2012 and a beaver dam was discovered shortly after the construction.

4. Approval of Minutes: Motion to Approve the Minutes was made by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally and Westlund) and no nays.

5. Receive Staff Report: Kelly stated the District broke its May precipitation record this year. Kelly also noted that Mr. Steele's issue is noted on this report. Motion to receive the staff report was made by Westlund and seconded by Hoffman. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally and Westlund) and no nays.

6. Receive Monthly Financial Statements: Motion to receive monthly financial statements was made by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally and Westlund) and no nays.

7. Approve Bills: Motion to approve the bills was made by Hoffman and seconded by Johnson. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally and Westlund) and no nays.

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<th>To</th>
<th>Amount</th>
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<tr>
<td>A-1 Floor and Carpet Care</td>
<td>120.23</td>
</tr>
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8. **Elect Officers:** Motion electing Westlund, as President, was made by Bromley and seconded by Johnson. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

Motion electing Johnson, as Vice President, was made by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

Motion electing Hoffman, as Secretary, was made by Bromley and seconded by Westlund. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

Motion electing Bromley, as Treasure, was made by Hoffman and no second. Motion electing MacNally, as Treasure, was made by Johnson and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

9. **Office Space Lease:** Bromley stated the final copy of the lease was received today. Johnson noted that the cost per square foot is less than that of the present space. He also stated a $5000 capital improvement contribution will be paid to the District by 21st Century
Bank for necessary improvements to the new space. Johnson also suggested an automatic payment plan be considered to prevent an 18% service charge for late payments. In the case of an early termination of the lease prior to 5 years would result in District paying any remaining balance of the $5000 capital improvement contribution. Westlund questioned what would happen if the building were sold by 21st Century. Ulrich stated a 90 day notice is required of 21st Century Bank.

A motion to accept the Lease with 21st Century Bank was made by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

A motion to authorize staff to work Anoka County to make automatic lease payments was made by Johnson and seconded by Hoffman. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

10. Establish Budget Guidelines, Priorities & Assumptions: Kelly noted that this addresses guidelines and assumptions only at this point in time. He discussed the County goals for 2013, as well as projected property values. New methods of property valuation were used for 2013, which resulted in a projected decline in values. The County states had the previous methods been used values would have held steady or slightly increased.

MacNally questioned the County goal regarding no increases in healthcare costs. Westlund reminded the Board that this is just a starting point in the budget process.

A motion to Accept Option 2 with a 2013 levy keeping any tax impact at or below $11.78 was made by Bromley and seconded by Hoffman. Motion carried with three yeas (Hoffman, Johnson, and Westlund) and two nays (Bromley and MacNally).

PERMIT ITEMS
11. Xylite Street Culvert Replacement: The purpose of this project is replacement of existing Xylite Street Culvert at CD 58-1 approximately 1000 feet North of Crosstown and 550 feet upstream from CD 58 in Andover, MN.

The staff report provided to the Board identified the following issues and concerns:

<table>
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<tr>
<th>ISSUES/CONCERNS</th>
<th>Needs</th>
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<tr>
<td>Escrows: Escrows have not been paid.</td>
<td>Performance Escrow: $1500 + ($10 * 75 Lf of Ditch) = $2250.00.</td>
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The project does meet District standards. Maintenance issues need to be submitted prior to issuance of a permit.

Staff recommendation was to Approve with 1 Stipulations.

1. Receipt of escrows of $2,250.00
Staff recommendation to Approve with 1 Stipulation was moved by MacNally and seconded by Johnson. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally and Westlund) and no nays.

DISCUSSION ITEMS
12. Water Education Grant Report: Kelly presented the final report submitted by Christ Lutheran and St. Timothy’s Catholic churches community cleanup on May 5, 2012. He stated this cleanup was done on the section of Ditch 17 south of 610 that the District visited on the June 4th tour.

Motion to Receive Grant Report was made by MacNally and seconded by Johnson. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally and Westlund) and no nays.

13. Overview of Revisions to MS4 General Permit: Kelly gave the first overview of the NPDES permit released in May, as well as the new Nondegradation guidelines. There was no Board action taken.

14. Review District Tour: Kelly asked for comments on the June 4th tour of the District by the Board and staff. Westlund stated it is beneficial to actually view projects that the District is involved with. Bromley questioned who is responsible for unplugging culverts located in Coon Rapids near Robinson.

INFORMATIONAL ITEMS
15. Andover Walmart: Article in ABC Newspaper by Eric Hagen

16. Anoka County Board Primary: Article in ABC Newspaper by Peter Bodley

ADJOURN
The meeting adjourned at 8:29 PM on a motion by Hoffman and seconded by Johnson. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

Bill MacNally, President