The Board of Managers of the Coon Creek Watershed District held their regular meeting on January 13, 2014, 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, Clayton Kearns, and Byron Westlund.
Staff: Dawn Doering, Rebecca Haug, Tim Kelly, Ed Matthiesen, and Michelle Ulrich
Others: None

2. Approval of the Agenda: Westlund asked if Policy Items 8, 9, 11, and 12 could be added to the Consent Agenda. Motion to approve the agenda, as amended, was made by Johnson and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, Kearns, and Westlund) and no nays.

3. Open Mike: None

CONSENT AGENDA
4. Approve Minutes
5. Receive Staff Report
6. Receive Monthly Financial Statements
7. Approve Bills

<table>
<thead>
<tr>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-1 Floor and Carpet Care Inc.</td>
<td>347.34</td>
</tr>
<tr>
<td>Anoka County</td>
<td>36,868.53</td>
</tr>
<tr>
<td>Avenet Web Solutions</td>
<td>650.00</td>
</tr>
<tr>
<td>Blaine Office Partners</td>
<td>3,563.03</td>
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<tr>
<td>Blaine Office Partners</td>
<td>130.13</td>
</tr>
<tr>
<td>Comcast</td>
<td>120.20</td>
</tr>
<tr>
<td>Dawn Doering</td>
<td>153.21</td>
</tr>
<tr>
<td>Excel Engineering, Inc.</td>
<td>171.45</td>
</tr>
<tr>
<td>Flat Rock Geographics</td>
<td>5,389.48</td>
</tr>
<tr>
<td>Forester Media, Inc.</td>
<td>79.00</td>
</tr>
<tr>
<td>Forestry Suppliers, Inc.</td>
<td>18.85</td>
</tr>
<tr>
<td>Hewlett-Packard Financial Services Company</td>
<td>242.25</td>
</tr>
<tr>
<td>Jive Communications, Inc.</td>
<td>588.44</td>
</tr>
<tr>
<td>Jon Janke</td>
<td>190.57</td>
</tr>
<tr>
<td>Metro Sales, Inc.</td>
<td>443.57</td>
</tr>
<tr>
<td>M Ulrich</td>
<td>3,106.50</td>
</tr>
<tr>
<td>Minuteman Press</td>
<td>85.17</td>
</tr>
<tr>
<td>North Pine Aggregate Inc.</td>
<td>96,280.01</td>
</tr>
<tr>
<td>Office Depot</td>
<td>264.04</td>
</tr>
<tr>
<td>Randy Wesp</td>
<td>5,500.00</td>
</tr>
</tbody>
</table>
8. Designation of Official Papers

RESOLUTION 14-01
DESIGNATING THE ABC NEWS AND SUN FOCUS 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 District notice its meetings, hearings, and decisions, and

WHEREAS, The requirement and the District goal of keeping the public informed is best served by always noticing District information in a specified source(s).

BE IT RESOLVED THAT, the Anoka County Union & Shopper, Inc. (Anoka Union, Blaine Life, and Coon Rapids Herald) is 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 RESOLVED THAT, the Anoka County Union & Shopper, Inc. (Anoka Union, Blaine Life, and Coon Rapids Herald) and the Sun Focus (Fridley) is 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.

9. Designation of Depository

RESOLUTION 14-02
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.

11. Designation of Fund Equity
As indicated in the staff report, recommendation was to designate $350,000 for fund equity.

12. Adopting 2014 Mileage Rate
As indicated in the staff report, recommendation was to adopt $0.56 as the mileage rate effective for 2014.

Motion to Approve Consent Agenda Items 4-9 and 11-12 was moved by Johnson and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, Kearns, and Westlund) and no nays.

POLICY ITEMS
10. Designation of Metro MAWD Representative: Motion Designating Westlund as the Metro MAWD Representative was moved by Johnson and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, Kearns, and Westlund) and no nays.

13. Accepting WCA Authority from the City of Coon Rapids: Kelly stated this came about due the retirement of Dave Full. A second resolution might be required at a later date.

Motion to Adopt Resolution 14-03, accepting WCA authority from the City of Coon Rapids, was moved by Johnson and seconded by Bromley.

RESOLUTION 14-03
A RESOLUTION REGARDING THE ADMINISTRATION OF THE MINNESOTA WETLAND CONSERVATION ACT

WHEREAS, the Minnesota Wetland Conservation Act of 1991 (WCA) requires local government units (LGUs) to implement the rules and regulations promulgated by the Board of Water and Soil Resources (BWSR) pertaining to wetland draining, filling and excavation; and

WHEREAS, Minnesota Rules, chapter 8420 have been adopted by BWSR in accordance with the rulemaking provisions of Minnesota Statutes, chapter 14, for the purpose of implementing WCA; and
WHEREAS, the Coon Creek Watershed District agrees to provide knowledgeable and trained staff with expertise in water resource management to manage the program as required by Minnesota Rule 8420.0200, Subpart 2, Item B; and

WHEREAS, Minnesota Rule 8420.0200, Subpart 2, Item A requires that each LGU of the State send a written acknowledgement, including a copy of the adopting resolution, to BWSR that it is assuming its responsibilities under chapter 8420 and the act.

THEREFORE, BE IT RESOLVED that the Coon Creek Watershed District hereby accepts the authority and administrative responsibility to implement WCA as the LGU within the legal boundaries of City of Coon Rapids as of January 13, 2014 in accordance with Minnesota Rules, Chapter 8420.

Motion carried with five yeas (Bromley, Hoffman, Johnson, Kearns, and Westlund) and no nays.

PERMIT ITEMS
14. Adams Elementary School: The purpose of this project is classroom addition and alteration to enhance the school district’s performance at 8989 Sycamore St. NW in Coon Rapids, MN. The staff report provided to the Board identified the following issues and concerns:

<table>
<thead>
<tr>
<th>ISSUES/CONCERNS:</th>
<th>NEEDS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soils &amp; Erosion Control: Stabilizing vegetation is not proposed for disturbed areas within two weeks of rough grading.</td>
<td>Provide statement indicating vegetation will be stabilized within two weeks of rough grading.</td>
</tr>
<tr>
<td>Escrows:</td>
<td>Receipt of escrows</td>
</tr>
<tr>
<td>$1,500 + (.95 acres x $500/acre) = $2,475</td>
<td></td>
</tr>
</tbody>
</table>

Staff recommendation is to Approve with 3 Stipulations:
1. Receipt of escrows of $2,475
2. Statement indicating vegetation will be stabilized within two weeks of rough grading.
3. City approval

Staff recommendation to Approve with 3 Stipulations was moved by Johnson and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, Kearns, and Westlund) and no nays.

15. Eisenhower Elementary School: The purpose of this project is classroom addition and alteration to enhance the school district’s performance at 151 Northdale Blvd. NW in Coon Rapids, MN. The staff report provided to the Board identified the following issues and concerns:

<table>
<thead>
<tr>
<th>ISSUES/CONCERNS:</th>
<th>NEEDS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Escrows:</td>
<td>Receipt of escrows</td>
</tr>
<tr>
<td>$1,500 + (1.34 acres x $500/acre) = $2,670</td>
<td></td>
</tr>
</tbody>
</table>
Staff recommendation is to Approve with 2 Stipulations:
1. Receipt of Escrows of $2,670
2. City approval

Staff recommendation to Approve with 2 Stipulations was moved by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, Kearns, and Westlund) and no nays.

16. **Jefferson Elementary School**: The purpose of this project classroom addition and alteration to enhance the school districts performance at 11331 Jefferson St. NE in Blaine, MN. The staff report provided to the Board identified the following issues and concerns:

<table>
<thead>
<tr>
<th>ISSUES/CONCERNS:</th>
<th>NEEDS:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Stormwater &amp; Hydraulics</strong>: A post construction test on the infiltration basin will be required to verify the assumed infiltration rates are obtained.</td>
<td>1. The applicant must acknowledge that they will conduct a post construction test on the infiltration basin by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain. The Coon Creek Watershed District shall be notified prior to the test to witness the results.</td>
</tr>
<tr>
<td><strong>Soils &amp; Erosion Control</strong>: A drainage and utility easement is not provided for the storm water/infiltration ponds shown on the drainage plan.</td>
<td>2. The applicant must provide for a drainage and utility easement for the infiltration ponds shown on the drainage plan.</td>
</tr>
<tr>
<td><strong>Escrows</strong>: $1,500 + (1.79 acres x $500/acre) = $2,895</td>
<td>3. Receipt of escrows</td>
</tr>
</tbody>
</table>

Staff recommendation is to Approve with 5 Stipulations:
1. Receipt of escrows of $2,895
2. City approval
3. Provide a utility easement for the infiltration ponds. Show this easement on the drawings.
4. Complete a SWPPP and provide copy of NPDES permit to CCWD and City.
5. The applicant must acknowledge that they will conduct a post construction test on the infiltration basin by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain. The Coon Creek Watershed District shall be notified prior to the test to witness the results.

Staff recommendation to Approve with 5 Stipulations was moved by Bromley and seconded by Johnson. Motion carried with five yeas (Bromley, Hoffman, Johnson, Kearns, and Westlund) and no nays.
17. **Sand Creek Elementary School**: The purpose of this project is classroom addition and alteration to enhance the school districts performance at 12156 Olive St. NW in Coon Rapids, MN.

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

<table>
<thead>
<tr>
<th>ISSUES/CONCERNS:</th>
<th>NEEDS:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Soils &amp; Erosion Control</strong>: Stabilizing vegetation is not proposed for disturbed areas within two weeks of rough grading.</td>
<td>Provide statement indicating vegetation will be stabilized within two weeks of rough grading.</td>
</tr>
<tr>
<td><strong>Wildlife</strong>: The proposed project does include the threatened species Leonard’s Skipper (<em>Hesperia leonardus</em>).</td>
<td>Provide habitat such as native prairie restoration and/or a butterfly garden.</td>
</tr>
<tr>
<td><strong>Escrows</strong>: $1,500 + (.72 acres x $500/acre) = $2,360</td>
<td>Receipt of escrows</td>
</tr>
</tbody>
</table>

Staff recommendation is to Approve with 4 Stipulations:
1. Receipt of escrows of $2,360
2. Statement indicating vegetation will be stabilized within two weeks of rough grading.
3. Statement indicating habitat will be established for the Leonard’s Skipper.
4. City approval

Staff recommendation to Approve with 4 Stipulations was moved by Hoffman and seconded by Johnson. Motion carried with five yeaes (Bromley, Hoffman, Johnson, Kearns, and Westlund) and no nays.

18. ** Emberwood Apartments**: The purpose of this project is construction of multi-family apartment complexes on parcels 1-6 along Ulysses St. NE & Central Ave. NE (Frontage road of Hwy 65/Central Ave NE) near intersection of 125th Ave NE & HWY 65/Central Ave NE in Blaine, MN.

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

<table>
<thead>
<tr>
<th>ISSUES/CONCERNS:</th>
<th>NEED:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Stormwater &amp; Hydraulics</strong>: The HydroCAD model input data and results do not match the plans. Additionally, a full HydroCAD report must be submitted for existing and proposed conditions to show all catch basins, ponds, swales, etc. A map of the proposed hydrology subwatershed delineation will assist with the review. There are concerns with the 6” outlet pipe to the pond getting clogged.</td>
<td>1. The applicant needs to provide a full HydroCAD report and map of the proposed hydrology subwatershed delineation. 2. Please reconsider this design to account for clogging.</td>
</tr>
<tr>
<td><strong>Soils &amp; Erosion Control</strong>: The applicant</td>
<td>3. Applicant must provide a landscaping</td>
</tr>
</tbody>
</table>
still needs to provide the revegetation information for the swale, rain gardens and pond. The lead sheet states that there is a landscape plan, but we did not receive one.

The extent of silt fencing needs to be clearly shown on the plan set such that proposed water quality basins and adjacent properties are protected from sediment deposition. It is suggested that a new line weight is used to clearly identify areas where silt fence is to be installed.

A detail for the sand bag protection of the catch basins needs to be provided as part of the erosion control plan.

<table>
<thead>
<tr>
<th>Escrows:</th>
<th>Receipt of Escrows</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,500 + (6.97 x $500/acre) = $5,485</td>
<td></td>
</tr>
</tbody>
</table>

Staff recommendation is to Table with 9 Stipulations:

1. Receipt of escrows of $5,485
2. The City must approve discharge offsite to the pond/wetland north of the property.
3. Discharge offsite to the pond/wetland north of the property should be completely shown in the drawings and should show any proposed riprap spillway to the bottom of the pond.
4. After initial grading, completely surrounded the proposed infiltration basins and ponds with erosion control measures.
5. Silt fencing needs to be clearly shown on plan set. Suggest a line weight that stands out from the rest of the drawing.
6. Provide the landscaping plan.
7. Provide a full hydroCAD report with a map/figure of the existing and post project hydrology subwatershed delineation and modeling layout.
8. Provide a design for the 6” pipe outlet to the pond that considers clogging.
9. The applicant needs to provide City approval for the garage floors at elevation 908.5 being that it does not meet the criteria for the City of Blaine (2 ft above mottled soil elevation, 2 ft above 100-year).

Staff recommendation to Table 9 Stipulations was moved by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, Kearns, and Westlund) and no nays.

19. Bent Creek Shores: The purpose of this project is proposed development of 6 family homes on Crooked Lane Blvd. just south of Bunker Lake Blvd. in Andover, MN. The staff report provided to the Board identified the following issues and concerns:
**ISSUES/CONCERNS:**

**Stormwater & Hydraulics:** The applicant is not meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation. The provided calculation accounts for all of the impervious area. However, the regulatory volume of flow does not reach the proposed infiltration basins. Most of the proposed impervious is in the front of the houses, which drain to the streets. The runoff that actually gets to the basins is only what falls on the backyard portion of the rooftop and the back yard itself. All projects in the Coon Creek Watershed District must meet this requirement. If applicants cannot meet this requirement due to site constraints in its entirety, they must meet it to the greatest extent practical and explain why it cannot be met.

1. There is no acknowledgment from the applicant that they will conduct a post construction infiltration test.
2. The applicant must provide a plan for meeting the volume management requirement to the greatest extent practical or explain why it cannot be met.

**Soils & Erosion Control:**
There is no statement provided to the grading and/or the erosion plan that states that all rough graded areas will be stabilized within 14 days.

3. A statement must be added to the grading and/or the erosion plan that states that all rough graded areas will be stabilized within 14 days.

**Escrows:**

$1,500 + (3.7 \times \$500/acre) = \$3,700

4. Submit escrow

Staff recommendation is to Table with 4 Stipulations:

1. Receipt of escrows of $3,700
2. The applicant must acknowledge that they will conduct a post construction test on the infiltration basin by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain. The Coon Creek Watershed District shall be notified prior to the test to witness the results.
3. Provide a statement on the grading/Erosion control plan sheets that states that stabilizing vegetation will be provided within 14 days.
4. Applicant must demonstrate they are meeting the District’s 1” infiltration rule through the entirety of the site by showing a soil management plan testing or infiltration basins capable of accepting 1” of runoff from the front of the houses.

Staff recommendation to Table with 4 Stipulations was moved by Johnson and seconded by Hoffman. Motion carried with five yees (Bromley, Hoffman, Johnson, Kearns, and Westlund) and no nays.
DISCUSSION ITEMS

20. **Review and Update of Recent Projects:** Matthiesen gave a PowerPoint presentation showing before and after photographs of the following 2013 projects, all of which will be completed by January 16, 2014.

1. Woodcrest Water Quality Pond
2. Woodcrest Rain Gardens (9)
3. Cappiello Bank Stabilization
4. Sand Creek Trail
5. Pleasure Creek Bank Stabilization
6. Oak Glen Creek Bank Stabilization
7. Stonybrook Bank Stabilization
8. Ditch 44 Repairs
9. Pleasure Creek Trees
10. Ditch 17 Trees

Kelly noted Pleasure Creek and Ditch 17 tree projects will encounter forestry practices in the future.

Doering gave an overview of District 2013 education statistics.

21. **Atlas 14 Update:** Matthiesen stated permit reviews will now use an updated version of rainfall patterns, which are causing more runoff. Prior to Atlas 14 60% of rainfall happened within a 6 hour time period, however now 80% of rainfall happens in this 6 hour period.

22. **Datum Issue Briefing: 1929 vs. 1988:** Matthiesen stated 1988 datum is now being used.

INFORMATIONAL ITEMS

23. **BWSR request for comments on the One Watershed, One Plan Draft Boundary:** Kelly stated this discussion started in a round table discussion 2 years ago.

24. **Waters and Rates are Rising:**

ADJOURN

The meeting adjourned at 8:28 PM on a motion by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, Kearns, and Westlund) and no nays.

_____________________________
Byron Westlund, President