The Board of Managers of the Coon Creek Watershed District held their regular meeting on January 9, 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: Tom Gile, Tim Kelly, Ed Matthiesen, Diana Shonyo, and Michelle Ulrich
   Others: Jim Hafner of City of Blaine, Roger Johnson of Coon Rapids, Jim Lindahl of Anoka Conservation District, Michael VonWald of Blaine

2. **Approval of the Agenda:** Kelly noted that a 2nd article has been added as item 23 of Informational Items. Motion to approve the agenda, as amended, 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:** None

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

5. **Receive Staff Report:** Motion to receive the staff report was made by Hoffman and seconded by Westlund. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

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

<table>
<thead>
<tr>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-1 Floor and Carpet Care</td>
<td>120.23</td>
</tr>
<tr>
<td>Anoka Conservation District</td>
<td>5,110.00</td>
</tr>
<tr>
<td>Anoka County</td>
<td>26,683.55</td>
</tr>
<tr>
<td>Avenet, LLC</td>
<td>650.00</td>
</tr>
<tr>
<td>Blaine Office Partners</td>
<td>2,258.70</td>
</tr>
</tbody>
</table>
Dawn Doering 3.89
Edward Fields & Sons 14,257.00
GIS Rangers 6,004.90
Integra Telecom, Inc. 454.88
Jon Janke 192.03
KTC Construction 584.62
Lineburg Mfg 700.00
Metro Sales, Inc. 186.40
Michelle Ulrich 3,130.25
Office Depot 96.88
Rick Johnson Deer & Beaver Removal, Inc. 2,142.75
Solution Builders 573.00
T Mobile 32.62
Thomas Kozitza 1,800.00
Tom Gile 105.45
Tim Kelly 247.25
Verison 141.23
Wenck 12,909.77

8. Oath of Office: Kelly noted that in 1995 the Board moved to administer the oath on an annual basis. Discussion followed regarding the necessity of the annual oath. Motion to discontinue the annual oath was moved by Bromley and seconded by Hoffman. Discussion followed with the Motion being amended to include the oath will be taken upon each Board members reappointment. Hoffman seconded as Amended. Motion carried with three yeas (Bromley, Hoffman, and Johnson) and two nays (MacNally and Westlund).

Johnson asked that the By-Laws address including the U. S. Constitution in the oath.

9. Designation of Official Paper: Kelly noted with the District boundary change there is no longer one newspaper that covers the entire District. In addition to ABC News, the Sun Focus will be added to cover the City of Fridley. Legal notifications will also be published on Coon Creek Watershed District’s website.

Motion to adopt Resolution 12-01 designating the ABC News and Sun Focus as the official newspapers was made by Westlund and seconded by Bromely.
RESOLUTION 12-01
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.

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

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

10. Designation of Depository: Motion to adopt Resolution 12-02 designating US Bank as the official depository was made by Westlund and seconded by Hoffman.

RESOLUTION 12-02
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.
Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

11. Designation of Metro MAWD Representative: Westlund volunteered to be the District representative for 2012. Motion to appoint Westlund as the CCWD representative for Metro MAWD was made by Johnson and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

12. Designation of Fund Equity: Kelly noted this is a State Auditor recommendation, as well as GASB. Staff recommended designation of $300,000 for the 2012 fund equity due to possible GASB regulations. Motion to designate $300,000 as the fund equity for 2012 was made by Westlund and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

13. Adopting 2012 Mileage Rate: Kelly stated the $.555 rate is the IRS and Anoka County rate for 2012. Motion to adopt 2012 Mileage rate of $.555 per mile was made by Johnson and seconded by Hoffman. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

14. Annual Review of Fees & Escrow Policy: Kelly noted that BWSR has increased the Anoka County recommended wetland credit values per acre from $40,215 to $55,756. Discussion followed regarding current land values and the increase in the fee. Kelly stated that the $55,756 includes land purchase, closing costs, construction costs, and monitoring costs.

Motion to table pending research of current agriculture land values and a breakdown of the Wetland Credit Value Coefficient figure of 6.0 was made by Westlund and seconded by Hoffman. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

15. Appointment of Citizen Advisory Committee Members:
Motion to approve the list of 9 candidates for the Citizen Advisory Committee was made by Bromley and seconded by Hoffman.

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>City</th>
</tr>
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<tbody>
<tr>
<td>Donna Bahls</td>
<td>Outdoor Organization</td>
<td>Fridley</td>
</tr>
<tr>
<td>Roger Johnson</td>
<td></td>
<td>Coon Rapids</td>
</tr>
</tbody>
</table>
Motion carried with four yeas (Bromley, Hoffman, MacNally, and Westlund) and one nay (Johnson).

Discussion followed regarding only one person representing Crooked Lake Area Association on the committee.

Motion to approve Gary Nereson as the Crooked Lake Area Association representative for outdoor organizations was made by Westlund and seconded by Johnson. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

PERMIT ITEMS

8. **Lakes 49th Addition:** The purpose of this project is residential development at Rendova St NE south of Lakes Parkway 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>Escrows</td>
<td>Receipt of escrows.</td>
</tr>
<tr>
<td>Escrows have not been paid.</td>
<td>Performance Escrow: $2800.00</td>
</tr>
<tr>
<td></td>
<td>Wetland Escrow: $4,504</td>
</tr>
<tr>
<td><strong>Stormwater &amp; Hydraulics:</strong></td>
<td>The applicant must acknowledge that a post-construction test on the infiltration basin will be conducted by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain.</td>
</tr>
<tr>
<td>A post-construction test on the infiltration basin will be required to verify the assumed infiltration rates are obtained.</td>
<td>Coon Creek Watershed District staff shall be notified prior to the test to witness the results.</td>
</tr>
<tr>
<td><strong>Soils &amp; Erosion Control:</strong></td>
<td>After initial grading the District requires that infiltration basins be completely surrounded by erosion control measures to prevent the basin from clogging.</td>
</tr>
<tr>
<td>Infiltration basins are not protected from erosion and sedimentation during construction.</td>
<td></td>
</tr>
<tr>
<td><strong>Wetlands:</strong></td>
<td></td>
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</tbody>
</table>
The TEP has not approved the application for impacts. The applicant must receive TEP approval of the application for wetland impacts.

This project substantially meets District standards. Stormwater & Hydraulics, Soils & Erosion Control, and Wetland issues must be addressed prior to additional board review.

Staff recommendation was to Approve with 4 Stipulations.

1. Receipt of escrows of $2,800 Performance and $4,504 Wetland.
2. The applicant must acknowledge that a post-construction test on the infiltration basin will be conducted by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain.
3. After initial grading completely surround the proposed infiltration basins with erosion control measures to prevent the basin from clogging.
4. The applicant must abide by all stipulations provided by the TEP.

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

DISCUSSION ITEMS

17. Rough Draft Section 2 District By-Laws: Kelly noted that wording will reflect this as policy and direction for Board members only. Vacancy, felony, and residency language will continue to be researched.

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

18. Space Analysis of Opportunities: Kelly presented 15 currently available sites with 3500-4000 square footage. He narrowed that selection to 6 sites meeting size and location criteria of the District. Bromley asked Kelly to research a site at the Northdale Shopping Center as well.

Staff recommendation to complete a cost analysis of the six sites was moved by Johnson and seconded by Hoffman. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

19. City of Blaine Proposal of Partnership on Ditch Inspections: Kelly stated that the City of Blaine would like to explore the possibility of hiring CCWD to do ditch inspections within the City that are not part of the Public ditch system. This would be only for areas of Blaine that are within CCWD and only open channel ditches which serve as storm sewers. This would not include private agricultural ditches. Kelly presented a 5 year schedule of ditch inspections, which include the proposed ditches for Blaine.
Hafner explained that the City of Blaine would continue maintenance and repair responsibilities.

Motion directing staff to work out timing and reimbursement issues and report to the Board February 13th was moved by Johnson and seconded by Hoffman. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

**20. Ditch Authority Status of County Ditch 17:** Kelly stated this ditch is in the recently amended area of the District and has been the responsibility of Anoka County. When CCWD was formed the County Board delegated authority of public ditches within the drainage area of Coon Creek to CCWD. Kelly would like to approach the County regarding turning authority of Ditch 17 to CCWD. Kelly stated that the District has inspected and surveyed the ditch and identified corrections that should take place. Discussion followed regarding funding of these corrections for a period of 3 years. It was agreed that this should be discussed with the Boards CCWD liaison Carol LeDoux.

Motion directing staff to enter into discussions with Anoka County regarding moving Ditch 17 authority to CCWD and funding of projects for the next 3 years was moved by Johnson and seconded by Hoffman. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

**INFORMATIONAL ITEMS**

21. **BWSR Order on Boundary Expansion & ABC News Article:** Article in ABC Newspaper by Peter Bodley

22. **Article: As Sediment Flows Downriver, resentment Builds Upriver:** In TwinCities.Com by Dennis Lien

23. **Article: Lake Pepin problem goes deeper than sediment:** In TwinCities.Com by Edward Lotterman

**ADJOURN**

The meeting adjourned at 9:13 PM on a motion by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Johnson, MacNally, and Westlund) and no nays.

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Bill MacNally, President