COON CREEK WATERSHED DISTRICT
BOARD OF MANAGERS' MEETING
July 22, 2013

The Board of Managers of the Coon Creek Watershed District held their regular meeting on July 22, 2013, at Bunker Hills Activity Center.

POLICY ITEMS
1. Call to Order: The meeting was called to order at 7:30 PM
Present: Scott Bromley, Brad Johnson, Clayton Kearns, and Byron Westlund
Staff: Tom Gile, Jon Janke, Ed Matthiesen, Michelle Ulrich
Others: None

2. Approval of the Agenda: Items 12.5-Pleasure Creek Update and 20- Comprehensive Plan 90 Day Comments have been added. Motion to approve the agenda, as amended, was made by Johnson and seconded by Kearns. Motion carried with four yea (Bromley, Johnson, Kearns, and Westlund) and no nays.

3. Open Mike: None

POLICY ITEMS
4. Approval of Minutes: Motion to Approve the Minutes was made by Kearns and seconded by Johnson. Motion carried with four yea (Bromley, Johnson, Kearns, and Westlund) and no nays.

5. Approve Changes to Fee and Escrow Policy: Gile noted that the effective date of Resolution 13-05 is incorrect and this should be tabled until Kelly can enter the correct date.

Motion to Table Resolution 13-05 was made by Johnson and seconded by Kearns. Motion carried with four yea (Bromley, Johnson, Kearns, and Westlund) and no nays.

6. Request to Award Contract on Ditch 58 Weir Repairs: Janke explained this is for repair of the Timberline and Prairie Road weirs. The engineers estimate was $3,500.00 for both weirs. Contractor quotes were Sunram Construction at $3,500 and Grade A Excavating at $4,200.

Motion to Award contract to Sunram Construction was moved by Johnson and seconded by Kearns. Motion carried with four yea (Bromley, Johnson, Kearns, and Westlund) and no nays.

7. Request to Seek Quotes on Cappielo Bank Stabilization Project: Janke stated this is to repair 70 linear feet of bank erosion on bend of Lower Coon Creek, with a budget of $20,250.
8. **Request to Seek Quotes on Sand Creek Trail Bank Stabilization Project:** Janke stated this is bank erosion near the Sand Creek Trail with a budget of $14,875. Cost sharing by the City of Coon Rapids will be explored.

9. **Request to Seek Quotes on Woodcrest HWY 10 Pond:** Janke explained this is part of a stormwater retrofit assessment done by Anoka Conservation District, with a budget of $118,043.

10. **Request to Seek Quotes on Woodcrest Burlington Northern Culvert Modification:** Janke explained this is part of the stormwater retrofit assessment done by Anoka Conservation District, with a budget of $3,500.

11. **Request to Seek Quotes on Sand Creek Rain Gardens Project:** Janke explained this is part of a stormwater retrofit assessment done by Anoka Conservation District, with a budget of $69,709.

12. **Request to Seek Quotes on Woodcrest Rain Gardens Project:** Janke explained this is part of a stormwater retrofit assessment done by Anoka Conservation District, with a budget of $57,712.

Motion Directing Staff to seek quotes from qualified contractors for Items 7-12 and Discuss cost sharing with the City of Coon Rapids for the Sand Creek Bank Stabilization project was made by Johnson and seconded by Kearns. Motion carried with four yeas (Bromley, Johnson, Kearns, and Westlund) and no nays.

12.5 **Pleasure Creek Update:** Janke stated bank erosion was found during the 2012 routine inspection; however the County has noted this erosion has become more severe and the trail has been closed down due to safety issues. Matthiesen added that emergency quotes will be obtained and the County has grant dollars for the project.

**PERMIT ITEMS**

13. **Twin Cities Broadband:** The purpose of this project is a new operations building on an existing industrial lot, which includes a 26,400 square foot building with bituminous parking areas, concrete curb and gutter, and one infiltration pond at 17226 Lincoln St. NE in Ham Lake, 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: Escrows have not been paid.</td>
<td><strong>Performance Escrow:</strong> $1500 + ($200 per acre * 5 acres) = $2,500.00</td>
</tr>
<tr>
<td>Maintenance: The owner has acknowledged that they intend to enter into an Operations and Maintenance agreement</td>
<td>Provide proof of recording of the fully executed O&amp;M Agreement</td>
</tr>
</tbody>
</table>
for the proposed infiltration basin.

This project does meet District standards. Items listed should be provided prior to issuance of a CCWD permit.

Staff recommendation was to Approve with 2 Stipulations.

1. Receipt of escrows of $2,500.00
2. Provide proof of recording of the fully executed O&M Agreement

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

14. Oak Glen Creek: The purpose of this project is remediate and stabilize approximately 1400 linear feet of the channel in Oak Glen Creek between the Mississippi River and East River Road in Fridley, MN.

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

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<tbody>
<tr>
<td>Escrows: Escrows have not been paid.</td>
<td>Performance Escrow; $1500 + (5 acres *200/acre) + (100 LF of ditch * $10/LF) = $3,500.0</td>
</tr>
<tr>
<td>Maintenance: Provide as built elevations at each proposed cross vane.</td>
<td>As-built drawings with elevations will be required to document the channel bottom at each of the proposed cross vanes.</td>
</tr>
</tbody>
</table>

This project does meet District standards. Performance Escrows and Maintenance items must be submitted prior to issuance of a permit.

Staff recommendation was to Approve with 2 Stipulations.

1. Receipt of Escrows of $3,500.00.
2. As-built drawings with elevations will be required to document that the top of pipe casing at CD 20 to verify post construction depths for our records.

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

15. NNG Elk River MP 0.64 Maintenance: The purpose of this project is to remediate pipeline with insufficient cover in County Ditch 20 approximately 650’ upstream of Andover Blvd. in NE ¼ section 26 and in the NE ¼ of intersection of Andover Blvd. and the BNSF Rail Road (approximately 650’ upstream of Andover Blvd on CD 20 in Andover, MN.
The staff report provided to the Board identified the following issues and concerns:

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<td>Escrows: Escrows have not been paid.</td>
<td>Performance Escrow; $1500 + (5 acres *200/acre) + (100 LF of ditch * $10/LF) = $3,500.0</td>
</tr>
<tr>
<td>Maintenance: Elevations of the existing pipelines are unknown. The proposed activities include lowering the pipeline to provide a minimum of 4 feet cover; however, proposed top of pipe elevations are not included in the submittal.</td>
<td>As-built drawings with elevations will be required to document that the top of pipe casing at CD 20 to verify post construction depths for our records.</td>
</tr>
</tbody>
</table>

This project does meet District standards. Performance Escrows and Maintenance items must be submitted prior to issuance of a permit.

Staff recommendation was to Approve with 2 Stipulations.
1. Receipt of escrows of $3,500.00
2. As-built drawings with elevations will be required to document that the top of pipe casing at CD 20 to verify post construction depths for our records.

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

16. Catchers Creek: The purpose of this project is a 70-lot residential development on 36.6 acres located inside the SE quadrant of the intersection of Andover Blvd. NW (145th Avenue NW) and Prairie Road NW in the SE corner of Andover, MN.

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

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<tbody>
<tr>
<td>Escrows: Escrows have not been paid. $1500 + (30 acre *200/acre) = $7,500.00</td>
<td>Performance Escrow: $1500 + (39 acre *200/acre) = $9,300.00</td>
</tr>
<tr>
<td>Floodplain: It is unclear how the floodwater will access and drain out of the floodplain mitigation area. The compensatory storage in the southeast corner of the development will need to drain completely to ensure adequate compensatory storage has been provided in the flood fringe. It is also unclear if the proposed mitigation will provide the volume proposed. The contour elevations at the adjacent ditch show a minimum elevation of 874 ft. The normal water surface elevation at the adjacent ditch</td>
<td>If the basin is not able to drain down completely only volumes between the NGWL or adjacent NWL of Coon Creek and the 100 year elevation will account towards the floodplain mitigation volume.</td>
</tr>
</tbody>
</table>
should be determined to identify the low limit elevation that can be used in determining the storage.

The plans do not show the area where applicant intends to access proposed floodplain mitigation. Include methods and means of restoring this area to preconstruction conditions after activities cease.

<table>
<thead>
<tr>
<th>Stormwater and Hydraulics:</th>
<th>Revise Hydrologic calcs to accurately reflect the weir for the infiltration shelf and routing of subcatchment 2CS to 1SH.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not all corrections were made to the HydroCAD report. However, these are minor and will not affect the results significantly. The issues with the HydroCAD report include the length of the weir for the infiltration shelf. The plans show the weir is 20ft long and the model uses 30ft long. Another issue is the routing of subcatchment 2CS. This should be routed to the infiltration shelf 1SH.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Maintenance:</th>
<th>There needs to be a 20’ minimum width between the top of the ditch bank and the compensatory storage for a maintenance access way.</th>
</tr>
</thead>
<tbody>
<tr>
<td>The compensatory storage construction abutting the creek comes right to the top of the bank making the transit of a backhoe for ditch maintenance impossible.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Soils &amp; Erosion Control:</th>
<th>After initial grading the District requires that ponds and infiltration basins be completely surrounded by erosion control measures to prevent the basin from clogging.</th>
</tr>
</thead>
<tbody>
<tr>
<td>The pond and infiltration basins are not protected from erosion and sedimentation during construction.</td>
<td>Curb and gutter inlet protection is not included in the erosion control plans.</td>
</tr>
<tr>
<td></td>
<td>A note should be included in the grading plans to prevent equipment traffic and activities which could compact the soils in the proposed infiltration areas.</td>
</tr>
</tbody>
</table>
Adjacent properties are not protected from sedimentation during construction.

Provide landscaping plan for proposed infiltration area.

A note should be included in the grading and erosion control plans that identifies no access is provided to the project site on the eastern side of the development via 143rd avenue and 144th avenue until streets and utilities are completed, or rock construction entrances should be added the plans.

**Wetlands:** Wetlands do exist on-site according to the NWI, Soil Survey and the 87 Manual’s regional supplements. The applicant proposes 7,995 square feet of wetland impact in one location. A wetland application has been submitted and distributed to the TEP members.

The TEP has reviewed the project and recommended that it be tabled with stipulations.

Grading plans provided in the application for wetland impacts do not match those provided in the grading and development application. Significant changes in the ponding layout and proposed infiltration BMPs have been identified. While this does not have a significant impact on the application for wetland impacts it is important that the plans approved are generally consistent.

Provide a grading plan which clearly identifies all proposed wetland impacts. (Identify wetland Basin ID and total impacted area of the basin via separate hatching). This plan should be provided in the CCWD submittal and separately provided in the Wetland application package for TEP review in a scale which is sufficient for review.

The TEP has reviewed the application for wetland impacts.

a. TEP approval will be needed.

The TEP has reviewed the application for wetland impacts. The application should clarify the proposed wetland impact size.

Part I of the Joint application states both 1,236 sq-ft (line 5) and 7,995sq-ft (line 11).

The application should clearly show the location and square-footage of the proposed wetland impacts. On Figure CG-1.0 it’s difficult to determine delineated wetland locations.

The area of excavation within the 100 year floodplain of Coon Creek along the southeast side of the development will likely require the crossing of wetland 2 with heavy machinery. This area should be identified and remediation plan provided including appropriate seed mix.
Provide supporting evidence for the applicants assertion that “it is not possible to treat stormwater to required standards and discharge it into Wetland 1 as would be necessary to maintain wetland hydrology” or modify the statement.

Provide clarification on the requirement of 71 residential lots on the proposed development parcel or clarify that this is a project goal which may not be feasible under WCA.

Provide sufficient supporting evidence for the claim that Wetland 1 is surface water driven or modify the statement appropriately.

Clearly identify the wetland buffer signage on the proposed plans.

This project does not meet District standards. Issues and concerns listed below must be submitted prior to further Board review.

Staff recommendation was to Table with 23 Stipulations.

1. Receipt of escrows of $9,300.00
2. After initial grading completely surround the proposed infiltration basin and pond with erosion control measures to prevent the basin and pond from clogging.
3. If site will be accessed from East on proposed 143rd avenue at all provide a Rock construction entrance. If not place a note on the plans identifying that no access is provided until streets and utilities are completed.
4. Provide a note on the grading plan to prevent equipment traffic and activities which could compact the soils in the proposed infiltration areas.
5. Include a minimum 20’ maintenance travel way between the top of the ditch and any proposed construction within the ditch easement.
6. Provide detail and identify area where applicant intends to access proposed floodplain mitigation. Include methods and means of restoring this area to preconstruction conditions after activities cease.
   a. It is recommended that this access be at the shortest possible crossing of wetland.
7. Add curb and gutter inlet protection to erosion control plans and legend.
8. Provide landscaping plan for proposed infiltration area.
9. Provide details on how floodwater will access the compensatory storage and how it will drain to ensure adequate storage has been provided in the flood fringe.
9. Revise Hydrologic calcs to accurately reflect the weir for the infiltration shelf and 
rouding of subcatchment 2CS to 1SH. Run the Atlas 14 100-year precipitation in the 
model for the interior pond.
10. Include a pretreatment device prior to runoff discharged from the storm sewer 
system into any infiltration areas.
11. Provided written documentation which shows that it is allowable to combine the 
Catchers Creek pond with the Hickory Meadows pond and to grade off of the 
Catchers Creek property.
12. Provide written documentation which shows permission has been granted for 
grading on to adjacent Western property.
13. Adjust grading and low floor elevations to meet the requirement of 2ft above the 
100-year elevation as needed.
   a. Verify that HWL for infiltration area is the same as the connected pond.
14. Provide a grading plan which clearly identifies all proposed wetland impacts. 
   (Identify wetland Basin ID and total impacted area of the basin via separate 
hatching). This plan should be provided in the CCWD submittal and separately 
provided in the Wetland application package for TEP review in a scale which is 
sufficient for review.
15. The TEP has reviewed the application for wetland impacts.
   b. TEP approval will be needed.
16. The TEP has reviewed the application for wetland impacts. The TEP has reviewed 
the application for wetland impacts. The application should clarify the proposed 
etland impact size.
17. Part I of the Joint application states both 1,236 sq-ft (line 5) and 7,995 sq-ft (line 
   11).
18. The application should clearly show the location and square footage of the proposed 
etland impacts. On Figure CG– 1.0 it’s difficult to determine delineated wetland 
locations.
19. The area of excavation within the 100 year floodplain of Coon Creek along the 
   southeast side of the development will likely require the crossing of wetland 2 with 
   heavy machinery. This area should be identified and remediation plan provided 
   including appropriate seed mix.
20. Provide supporting evidence for the applicants assertion that “it is not possible to 
treat stormwater to required standards and discharge it into Wetland 1 as would be 
necessary to maintain wetland hydrology” or modify the statement.
21. Provide clarification on the requirement of 71 residential lots on the proposed 
development parcel or clarify that this is a project goal which may not be feasible 
under WCA.
22. Provide sufficient supporting evidence for the claim that Wetland 1 is surface water 
driven or modify the statement appropriately.
23. Clearly identify the wetland buffer signage on the proposed plans.

Due to complications with the adjacent Hickory Meadows 2nd development and 
unknowns related to the current application, CCWD is extending 15.99 for an
additional 60 days to work through any additional complications related to the project and its updates.

Staff recommendation to Table with 23 Stipulations was moved by Johnson and seconded by Westlund. Motion carried with four yeas (Bromley, Johnson, Kearns, and Westlund) and no nays.

17. CSAH 18 Culvert Replacement 2013:  The purpose of this project is replacement of existing CSAH 18 culvert between Little Coon Lake and Lake Netta in Andover, MN.

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

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<tbody>
<tr>
<td>Escrows: Escrows have not been paid.</td>
<td>Performance Escrow: $1500 + ($200 per acre disturbed * 1 acre) = $1700.00.</td>
</tr>
<tr>
<td>Soils &amp; Erosion Control: Soils affected by the proposal are Rifle. Stabilizing vegetation is not proposed for disturbed areas within two weeks of rough grading. Adjacent properties are protected from sediment deposition.</td>
<td>Provide a note acknowledging that stabilizing vegetation will be provided within 14 days of completion of grading.</td>
</tr>
</tbody>
</table>

The project does meet District standards. Maintenance issues need to be submitted prior to issuance of a permit.

Staff recommendation was to Approve with 2 Stipulations.
1. Receipt of escrows of $1,700.00
2. Provide a note acknowledging that stabilizing vegetation will be provided within 14 days of completion of grading.

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

DISCUSSION ITEMS
18. 2013 Capital Improvement Budget Progress Report: Gile noted all projects were delayed due to the late spring. Two retrofit projects may carryover to 2014.

Johnson made a motion to Receive Report and seconded by Kearns. Motion carried with four yeas (Bromley, Johnson, Kearns, and Westlund) and no nays.

INFORMATIONAL ITEMS
19. Ham Lake EWM Infestation Report: Gile noted that Department of Natural Resources has confirmed that Eurasian Water Milfoil is now in Ham Lake and CCWD will become involved in this issue in the future.
20. **90 Day Review Period for Comprehensive Plan:**  Gile noted the 90-day review period has passed and comments were received from DNR, MPCA, and Met Council. Staff will process changes and submit to BWSR, who has scheduled a full review for late August.

**ADJOURN**

The meeting adjourned at 8:15 PM on a motion by Johnson and seconded by Kearns. Motion carried with four yea (Bromley, Johnson, Kearns, and Westlund) and no nays.

______________________________
Byron Westlund, President