COON CREEK WATERSHED DISTRICT
BOARD OF MANAGERS' MEETING
April 27, 2015

The Board of Managers of the Coon Creek Watershed District held their regular meeting on April 27, 2015, 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, Clayton Kearns, Nick Phelps, and Byron Westlund.
   Staff: Rebecca Haug, TJ Helgeson, Tim Kelly, and Michelle Ulrich
   Others: Gary Carlson of Gary Carlson Equipment

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

3. Open Mike: No one present for open mike.

POLICY ITEMS:

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

5. Draft 2016 Budget Guidelines: Phelps inquired about outside funding, such as grants. Kelly stated outside funding is included, but he will make that more specific. Kelly revised his request and recommendation to table.

   Motion to Table Guidelines, allowing outside funding to be specified, was moved by Kearns and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

PERMIT ITEMS:

6. Al Flynn Park Parking Lot-Coon Rapids: The purpose of this project is the mill and overlay of existing parking lot and entry W of Egret and S of the Rail Road between Coon Rapids Blvd. NW and the Rail in Coon Rapids, MN.

   The staff report provided to the Board identified the following issues and concerns:
   
   | Escrows: $2,000 + (.91 ac * $500/ac) = $2,455.00 |
   |---|---|
   | 1. Receipt of escrows. |

   Staff recommendation is to Approve with 1 Stipulation:
   
   1. Receipt of escrows of $2,455.00.
Staff recommendation to Approve with 1 Stipulation was moved by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

7. **B & D Estates Street & Utility-Andover:** The purpose of this project street and utility plans for B&D Estates at 139th Ave. E of the intersection of Bunker Lake Blvd. and Hanson Blvd. NE in Andover, MN.

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

<table>
<thead>
<tr>
<th>Stormwater &amp; Hydraulics:</th>
<th>Escrows: $2,000 + (0.75 ac * $500/ac) = $2,375.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>The inlet pipe to the pond 1.5 ft higher than originally proposed. However, this does not affect the hydraulics of the pond and the District is okay with this change.</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>There are some changes to the storm sewer system (inverts, etc.) that have no consequence to the function of the pond. The District is okay with these changes.</td>
<td></td>
</tr>
<tr>
<td>There are minor changes to the outlet configuration but none that affect the function that was approved.</td>
<td></td>
</tr>
</tbody>
</table>

Staff recommendation was to approve with 1 Stipulation:

1. Receipt of escrows of $2,375.00.

Motion to Approve with 1 Stipulation was moved by Westlund and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund), and no nays.

8. **Budzynski Pond:** The purpose of this project is to excavate wetland area to create open water pond and use spoils for yard at 4114 158th Ave. NE in Ham Lake, MN.

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

<table>
<thead>
<tr>
<th>Soils &amp; Erosion Control: Stabilizing vegetation is not proposed for disturbed areas.</th>
<th>Escrow: $2,000 + (1.6 acres x $500/acre) = $2,800.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Add a statement stating that stabilizing vegetation is to be provided within 14 days of disturbance.</td>
<td>2. Receipt of escrows</td>
</tr>
</tbody>
</table>
Staff recommendation was to Approve with 2 Stipulations:

1. Receipt of escrows of $2,800.00, which were paid 4/24/15
2. Add a statement stating that stabilizing vegetation is to be provided within 14 days of disturbance

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

9. **Gary Carlson Equipment Co.:** The purpose of this project is site improvements regarding infiltration basin at 10630 Nassau St. NE in Blaine, MN

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

<table>
<thead>
<tr>
<th><strong>Maintenance:</strong> A drainage and utility easement is not provided for the storm water/infiltration pond shown on the drainage plan.</th>
<th>1. Provide clearly labeled easements for the infiltration basin on the drawings.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Stormwater &amp; Hydraulics:</strong> A significant portion of the proposed new impervious drains directly to Nassau Street. Therefore, the applicant is not meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation. All applicants must meet this criterion or show with evidence that they have exhausted all options and can show that they are doing the maximum extent practicable.</td>
<td>2. Provide infiltration for the impervious surface draining towards the street. The applicant must consider all available options to meet the standard for new impervious.</td>
</tr>
</tbody>
</table>

| A post construction test on the infiltration basin will be required to verify the assumed infiltration rates are obtained. 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. 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. |
| The drainage off the property to the west ties into an existing culvert which drains on to the National Sports Center (NSC) | 4. Determine the appropriate drainage off site based on the approved NSC grading and drainage plans. |
property. In 2014, the NSC had a new grading plan for their site approved and the drainage has since changed. The applicant must take into account the approved grading and drainage plan for the NSC to the west of the site as the downstream boundary condition to the design and model.

<table>
<thead>
<tr>
<th><strong>Soils &amp; Erosion Control:</strong></th>
<th>5. After initial grading completely surrounded the proposed infiltration basins with erosion control measures to prevent the basin from clogging.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infiltration basins are not adequately protected from erosion and sedimentation during construction. After initial grading the District requires that infiltration basins be completely surrounded by erosion control measures to prevent the basin from clogging.</td>
<td>6. Add a note to the grading plan/erosion control plan that states that contractor that the basin shall be constructed with methods to minimize compaction of the basin base material.</td>
</tr>
<tr>
<td>A note should be on the grading plan stating to the contractor that the basin shall be constructed with methods to minimize compaction of the basin base material.</td>
<td>7. Receipt of escrows.</td>
</tr>
</tbody>
</table>

**Escrows:** $2,000 + (3 ac * $500/ac) = $3,500

Staff recommendation was to Table with 7 Stipulations:
1. Receipt of escrows of $3,500.00
2. Provide clearly labeled easements for the infiltration basin on the drawings
3. Provide infiltration for the impervious surface draining towards the street. The applicant must consider all available options to meet the standard for new impervious.
4. 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.
5. Determine the appropriate drainage off site based on the approved National Sports Center grading and drainage plans.
6. After initial grading completely surrounded the proposed infiltration basins with erosion control measures to prevent the basin from clogging.
7. Add a note to the grading plan/erosion control plan that states that contractor that the basin shall be constructed with methods to minimize compaction of the basin base material.
Staff recommendation to Table with 7 Stipulations was moved by Westlund and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

10. **Lions Coon Creek Park-Coon Rapids:** The purpose of this project is mill and overlay of an existing trail and replacement of failing, existing culverts at Lions Coon Creek Park E of Hanson Blvd. NW and N of Northdale Blvd. NW in Coon Rapids, MN.

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

| Escrows: $2,000 + ( .01 ac * $500/ac) = $2,005.00 | 1. Receipt of escrows. |

Staff recommendation was to Approve with 1 Stipulation:

1. Receipt of escrow of $2,005.00.

Staff recommendation to Approve with 1 Stipulation was moved by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

11. **Parkside Park Trail-Coon Rapids:** The purpose of this project is mill and overlay of existing trail E of the intersection of Coon Rapids Blvd. Extension NW and 99th Ave NE in Coon Rapids, MN.

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

<table>
<thead>
<tr>
<th>Soils &amp; Erosion Control: Silt fence should be provided along the wetland side of the mill and overlay project for the entire project length to prevent increased sedimentation.</th>
<th>1. Provide figure showing the extent of silt fence proposed along the wetland side of the project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Escrows: $2,000 + ( .22 ac*$500/ac) = $2,110.00</td>
<td>2. Receipt of escrows.</td>
</tr>
</tbody>
</table>

Staff recommendation was to Approve with 2 Stipulations:

1. Receipt of escrows of $2,110.00
2. Provide figure showing the extent of silt fence proposed along the wetland side of the project

Staff recommendation to Approve with 2 Stipulations was moved by Kearns and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.
12. **Coon Rapids Wilderness Trail:** The purpose of this project is a 10 ft. wide, 3749 ft. long bituminous wilderness trail that will stretch from 121st Ave. to CSAH 14 (Main Street) along the west side of the SNSF railroad in Coon Rapids, MN.

The staff report provided to the Board identified the following issues and concerns: None

Staff recommendation was to Approve with no Stipulations:

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

**DISCUSSION ITEMS**

13. **Proposal to Change Start Time of Meetings:** Kelly presented Board starting times of local City meetings, which range from 6:00PM to 7:30PM. Discussion followed with a consensus of 5:30PM. Public notice must be given so June 8th would be a start date of this policy.

Bromley moved to change board meeting start times to 5:30 PM, seconded by Kearns. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

14. **Potential for Permanent District Office:** Kelly asked Bromley to update the Board on his discussions with Anoka County and Representative Newton. Discussion followed and it was agreed Bromley and another Board member will visit several local Watershed Districts, which have built their present buildings.

**INFORMATIONAL ITEMS**

15. **WRAP Update:** Helgeson gave a PowerPoint presentation discussing both the TMDL report which addresses pollutants and the WRAPS report which deals with an implementation plan.

Discussion followed with no action being taken.

Staff recommendation to Receive the Report was moved by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

**ADJOURN**

The meeting adjourned at 8:30 PM on a motion by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

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Byron Westlund, President