COON CREEK WATERSHED DISTRICT  
BOARD OF MANAGERS' MEETING  
May 11, 2015  

The Board of Managers of the Coon Creek Watershed District held their regular meeting on May 11, 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, Tim Kelly, Diana Shonyo, Michelle Ulrich  
Others: Jim Lindahl of Anoka Conservation District and Jay Roos of Pro Source Technologies.

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

3. Open Mike: No public present

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 Conservation District</td>
<td>620.50</td>
</tr>
<tr>
<td>Anoka County</td>
<td>47,987.40</td>
</tr>
<tr>
<td>Comcast</td>
<td>148.27</td>
</tr>
<tr>
<td>Dawn Doering</td>
<td>75.41</td>
</tr>
<tr>
<td>Diana Shonyo</td>
<td>50.88</td>
</tr>
<tr>
<td>Flat Rock Geographics</td>
<td>8,665.58</td>
</tr>
<tr>
<td>Frontier Precision Inc.</td>
<td>85.00</td>
</tr>
<tr>
<td>GreatAmerica Financial Services Corp.</td>
<td>318.49</td>
</tr>
<tr>
<td>Hewlett-Packard Financial Services Company</td>
<td>242.25</td>
</tr>
<tr>
<td>Jive Communications, Inc.</td>
<td>294.20</td>
</tr>
<tr>
<td>KWC Investment III, LLC</td>
<td>3,669.61</td>
</tr>
<tr>
<td>League of Minnesota Cities Ins. Trust</td>
<td>2,462.00</td>
</tr>
<tr>
<td>Leymar Companies</td>
<td>933.00</td>
</tr>
<tr>
<td>Metro Sales, Inc.</td>
<td>274.67</td>
</tr>
<tr>
<td>M Ulrich</td>
<td>3,452.25</td>
</tr>
<tr>
<td>P &amp; C Tree Service Specialist</td>
<td>10,587.50</td>
</tr>
<tr>
<td>Randy Wesp</td>
<td>38,400.00</td>
</tr>
</tbody>
</table>
Rebecca Haug 33.70
Solution Builders, Inc. 1,140.33
State of Minnesota Office of State Auditor 1,169.80
TJ Helgeson 10.35
T Kelly 177.62
U. S. Bank 1,263.74
Verison 226.91
Wenck Associates, Inc. 52,203.18

174,839.98

Motion to Approve Consent Agenda Items 4-7, was moved by Kearns and seconded by Hoffman. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

POLICY ITEMS:
8. Adopt 2016 Budget Guidelines: Kelly stated clarification of revenue has been included. It has been reviewed by the advisory committees.

Motion to Adopt 2016 Budget Guidelines, with provision to include the Building in Capital Investments, was made by Westlund and seconded by Kearns. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

9. SWPPP Hearing: Kelly noted there was no public in attendance.

Motion to convene public hearing was made by Hoffman and seconded by Kearns. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays. The hearing convened at 7:33 PM. There was no one from the public present for the hearing.

Motion to Receive the Comments and close the hearing was made by Kearns and seconded by Hoffman. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays. The hearing closed at 7:34 PM.

PERMIT ITEMS:
10. 93rd Lane Industrial Park: The purpose of this project is road and ditch maintenance (City Project 14-13) at Davenport (Eldorado) from 93rd to 94th Lane, Goodhue St. from 93rd to 94th Land and 94th Lane from Baltimore to Goodhue Street in Blaine, MN.

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

| Soils & Erosion Control: Downstream of project area is not protected from construction activities. Provide erosion control at outlet of downstream culvert at Goodhue Street to prevent sedimentation of CD 41. | 1. Provide erosion control at outlet of downstream culvert at Goodhue Street to prevent sedimentation of CD 41. |
Escrows: $2,000 + (1.9 ac * $500/ac) = $2,950.00

2. Receipt of escrows.

Staff recommendation is to Approve with 2 Stipulations:
1. Receipt of escrows of $2,950.00
2. Provide erosion control at outlet of downstream culvert at Goodhue Street to prevent sedimentation of CD 41.

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

11. AR North America: The purpose of this project is building expansion and additional parking area; modification of existing pond with filtration trench at NE corner of 81st Ave. NE and Main St. in Fridley, MN.

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

<table>
<thead>
<tr>
<th>Stormwater &amp; Hydraulics: The pipe storage defined in the proposed parking area to the south west of the site is not modeled correctly and over accounts for storage by not accounting for void space. The model should only use at a maximum 40% to account for voids.</th>
<th>1. Adjust storage calculation on the filtration trench to account for 40% voids</th>
</tr>
</thead>
<tbody>
<tr>
<td>The exfiltration option should not be turned on under existing conditions. It is not likely that there will be infiltration in the existing pond due to sedimentation.</td>
<td>2. Remove exfiltration as an outlet to the existing pond during event simulations</td>
</tr>
<tr>
<td>Provide a detail showing the filtration system in the pond.</td>
<td>3. Provide a detail for the filtration system on the proposed pond. Include all inverts and connections to outlet structures.</td>
</tr>
<tr>
<td>Provide calculations showing that the 1 inch 24 hour storm from impervious surfaces can be drained in 48 hours.</td>
<td>4. Provide calculations that show the volume from the 1 inch 24hr event drains within 48 hours</td>
</tr>
<tr>
<td>5. With all of the changes provide stormwater runoff calculations that show the site is meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation.</td>
<td>6. With all of the changes provide a</td>
</tr>
</tbody>
</table>
new comparison of the rate control analysis for existing versus proposed.

| The applicant must acknowledge that they will conduct a post construction infiltration test with CCWD staff present. | 7. 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. |
| Sump manholes should be sized based on the total drainage area receiving in order to optimize pretreatment. Sumps should be no less than 4 ft. | 8. Submit sizing information for sumps, but do not include sumps less than 4 ft. |
| **Wetlands:** A wetland bank application has not been submitted for the wetland impacts. | 9. Complete a wetland bank application and provide proof of withdrawal of the credits from BWSR. |
| **Escrows:** $2,000 + (2.3 ac * $500/ac) = $3,150.00 | 10. Receipt of escrows. |

Staff recommendation is to Table with 10 Stipulations:

1. Receipt of escrows of $3,150.00
2. Adjust storage calculation on the filtration trench to account for 40% voids
3. Provide a detail for the filtration system on the proposed pond. Include all inverts and connections to outlet structures.
4. Provide calculations that show the volume from the 1 inch 24hr event drains within 48 hours
5. Remove exfiltration as an outlet to the existing pond during event simulations
6. With all of the changes provide stormwater runoff calculations that show the site is meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation.
7. With all of the changes provide a new comparison of the rate control analysis for existing versus proposed.
8. 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.
9. Submit sizing information for sumps, but do not include sumps less than 4 ft.
10. Complete a wetland bank application and provide proof of withdrawal of the credits from BWSR.

Motion to Table with 10 Stipulations, was moved by Kearns and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund), and no nays.

12. **Eveleth Street Construction:** The purpose of this project is construction of Eveleth Street between Bunker Lake Blvd. and 134th Ave. in Ham Lake, MN.

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

<table>
<thead>
<tr>
<th><strong>Stormwater &amp; Hydraulics:</strong> The EOF for the Revised Pond 6.5 is modeled in the HydroCAD model but is not shown on the grading plan.</th>
<th>1. For Revised Pond 6.5, provide the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td>b. Provide pretreatment for Revised Pond 6.5 with either a sediment basin or manhole sumps or hydrodynamic separator at CBMH1 and CBM4.</td>
<td>a. Show EOF for Revised Pond 6.5 on grading plans.</td>
</tr>
</tbody>
</table>

| **Water Quality:** Discharges into Revised Pond 6.5 are not pretreated. Discharge into an infiltration basin must be pre-treated by a sediment basin, sump manhole or manhole with hydrodynamic separator. If pretreatment is provided at manholes, both CBMH1 and CBMH4 need to provide pretreatment. |  |
| c. Provide erosion control on SE area of Revised Pond 6.5 to prevent sedimentation and clogging of the basin during construction. |

<table>
<thead>
<tr>
<th><strong>Soils &amp; Erosion Control:</strong> After initial grading, surround Revised Pond 6.5 at the normal water level on the east and south side area near the road construction with erosion control measures to prevent the basin from clogging and compaction during construction.</th>
<th>2. Update the sequence of erosion control practices on the SWPPP to have the infiltration tests take place after all construction activities are completed.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

| **Escrows:** $2,000 + (7.5 ac * $500/ac) = $5,750.00 | 3. Receipt of Escrows |
Staff recommendation was to Approve with 3 Stipulations:

1. Receipt of escrows of $5,750.00.
2. For Revised Pond 6.5, provide the following:
   a. Show EOF for Revised Pond 6.5 on grading plans.
   b. Provide pretreatment for Revised Pond 6.5 with either a sediment basin or manhole sumps or hydrodynamic separator at CBMH1 and CBMH 4.
   c. Provide erosion control on SE area of Revised Pond 6.5 to prevent sedimentation and clogging of the basin during construction.
3. Update the sequence of erosion control practices on the SWPPP to have the infiltration tests take place after all construction activities are completed.

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

13. Grey Oaks Third Addition: The purpose of this project multi-unit apartment building with underground parking and associated parking and drive areas NW of Hanson Blvd. and 155th Lane NW in Andover, MN.

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

<table>
<thead>
<tr>
<th>Groundwater: City of Andover requires a 2 foot separation between 100-Yr elevations and low floors. The 100-Yr elevation for the wetlands to the north is 897.4' and the garage floor is 897.7'.</th>
<th>1. Written confirmation from City of Andover to allow less than 2 foot separation between 100-Yr and low floors.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stormwater &amp; Hydraulics: Grading plan and HydroCAD model are inconsistent in drainage flow for Infiltration Basin #1. Grading plan indicates that Infiltration Basin #1 flows to the existing pond to the southeast and HydroCAD model has basin flowing into existing stormwater system directly. If #1 does flow into existing basin, provide outlet details and designed HWL.</td>
<td>2. Provide consistent information on grading plan and HydroCAD model regarding the drainage of Infiltration Basin #1. If #1 drains to existing basin, provide details of outlet structure and existing HWL and include in HydroCAD model.</td>
</tr>
<tr>
<td>Project is not meeting District requirements for rate control for stormwater discharging into the storm sewer southwest of the site.</td>
<td>3. Provide enough storage to meet rate control for project area draining to the storm sewer. If this cannot be achieved, then an explanation as to why it cannot be achieved must be provided.</td>
</tr>
<tr>
<td>Escrows: $2,000 + (12.49 ac * $500/ac) = $8,245.00</td>
<td>4. Receipt of escrows.</td>
</tr>
</tbody>
</table>
Staff recommendation was to Table with 4 Stipulations:
1. Receipt of escrows of $8,245.00
2. Provide consistent information on grading plan and HydroCAD model regarding the drainage of Infiltration Basin #1. If #1 drains to existing basin, provide details of outlet structure and existing HWL and include in HydroCAD model.
3. Written confirmation from City of Andover to allow less than 2 foot separation between 100-Yr and low floors.
4. Provide enough storage to meet rate control for project area draining to the storm sewer. If this cannot be achieved, then an explanation as to why it cannot be achieved must be provided.

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

14. **Northern Natural Gas-NL Blaine #1A:** The purpose of this project is replacing equipment (Piping, valves, and water bath heater) and the existing town border station at 14200 Highway 65 in Ham Lake, MN.

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

| Escrows: $2,000 + (0.61 ac * $500/ac) = $2,305.00 | 1. Receipt of escrows. |

Staff recommendation was to Approve with 1 Stipulation:
1. Receipt of escrows of $2,305.00.

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.

15. **Springbrook Nature Center:** The purpose of this project is nature center building renovation and expansion over 2.7 acres at 100 85th Ave NE in Fridley, MN.

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

| Stormwater & Hydraulics: It is unclear if the applicant is meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation. The volume analysis needs to be completed for each containment unit. That is the parking lot pervious pavement needs be separated from the four rain gardens. | 1. Provide stormwater runoff calculations that show the site is meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation by each subwatershed or volume treatment method. |
The applicant is not meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation. 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.

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.

### Soils & Erosion Control:
Stabilizing vegetation is not proposed for disturbed areas within two weeks of rough grading.

### Escrows:
$2,000 + (2.69 \text{ ac} \times \$500/\text{ac}) = \$3,345.00$

Staff recommendation was to Table with 4 Stipulations:
1. Receipt of escrows of $3,345.00.
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 note on the plans stating revegetation will occur within 14 days of the conclusion of rough grading.
4. Provide stormwater runoff calculations that show the site is meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation by each subwatershed or volume treatment method.
Staff recommendation to Table with 4 Stipulations was moved by Westlund and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

## 16. Werlinger Home Construction:

The purposes of this project is new home construction at 10xx 154th Ave NE in Ham Lake, MN.

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

| Soils & Erosion Control: Stabilizing vegetation is not proposed for disturbed areas within two weeks of rough grading. | 1. Add note on erosion control plan that stabilizing vegetation is required for all disturbed areas within 14 days of rough grading. |
| Wildlife: The proposed project may include the threatened Black Huckleberry (*Gaylussacia baccata*) | 2. The applicant must check with the DNR to determine if there are any special considerations required. |
| Escrows: $2,000 + (0.44 ac * $500/ ac) = $2,200 | 3. Receipt of escrows. |

Staff recommendation was to Approve with 3 Stipulations:

1. Receipt of escrows of $2,200.00 (Paid 5/11/15)
2. Add note on erosion control plan that stabilizing vegetation is required for all disturbed areas within 14 days of rough grading.
3. The applicant must check with the DNR to determine if there are any special considerations required.

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

**DISCUSSION ITEMS**

17. **Annual Inspection and Condition of District Structures:** Kelly discussed the 2015 inspection of the District structures. Six of the seven structures are in good condition. The Crooked Lake Outlet is in fair condition.

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

18. **2016 Budget Process and Calendar:** Kelly presented the 2016 Budget process calendar. He also discussed the 2015 District tour.
Motion to Adopt 2016 Budget Calendar, District Tour, and Office Building Tour was moved by Westlund and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

19. DRAFT Rule Amendment Moving up Application Date: Kelly discussed the meetings that have taken place with developers and engineers. Five issues/concerns that Kelly asked the Board for input are:
   1. Place the requirement in policy vs rules.
   2. Require a pre-application meeting
   3. Administrative Approval
   4. Application Completeness
   5. Electronic Submittals

Discussion followed and it was determined that this will come before the Board again at the next meeting.

20. DRAFT Policy & Procedure for Endangered and Threatened Species: Kelly asked that the draft be forwarded to Advisory Committees for comment.

Motion directing staff to forward to Advisory Committees was moved by Hoffman and seconded by Bromley. Motion carried with five yeas (Bromley, Hoffman, Kearns, Phelps, and Westlund) and no nays.

21. Update on Office Building Discussions and process: Kelly stated that the current lease expires September 30, 2017, however, there is an option to extend the lease. A potential process was presented and financing was added to the process. A tour of Minnehaha Creek Watershed District has been done by staff.

INFORMATIONAL ITEMS
22. Blaine Notice of Intent to Develop Amendment to Wellhead Protection Plan: letter from the City notifying LGUs of public information meetings for April 2016.

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

Byron Westlund, President