COON CREEK WATERSHED DISTRICT
BOARD OF MANAGERS' MEETING
September 10, 2018

The Board of Managers of the Coon Creek Watershed District held their regular meeting on September 10, 2018 at the Bunker Hills Activities Center.

1. Call to Order: The meeting was called to order at 5:33 PM
   Present: Warren Hoffman, Michael Kreun, Dwight McCullough, Anthony Wilder (Herbst absent)
   Staff:  Matt Danzl, Justine Dauphinais, Corinne Elfelt, Jon Janke, Tim Kelly, Michelle Ulrich
   Others: Clark Wicklund for Hy-Vee Permit Review

2. Approval of the Agenda: Hoffman moved to approve the Agenda. Seconded by McCullough. Motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

3. Announcements: None

4. Open Mike: No one addressed the Board for Open Mike

CONSENT ITEMS
5. Approval of Minutes
6. Receive Staff Report
7. Advisory Committee Report
8. Receive Monthly Financial Statements
9. Approve Bills: Claims totaling $169,280.24 on the following disbursement list will be issued and released upon Board approval.

<table>
<thead>
<tr>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-1</td>
<td>389.00</td>
</tr>
<tr>
<td>Anoka County</td>
<td>63,525.64</td>
</tr>
<tr>
<td>Anoka County</td>
<td>25.00</td>
</tr>
<tr>
<td>City of Coon Rapids</td>
<td>8,470.00</td>
</tr>
<tr>
<td>City of Roseville</td>
<td>2,240.00</td>
</tr>
<tr>
<td>Corinne Elfelt</td>
<td>45.45</td>
</tr>
<tr>
<td>Frontier Precision</td>
<td>269.60</td>
</tr>
<tr>
<td>Great America</td>
<td>327.80</td>
</tr>
<tr>
<td>KWC Investments III LLC</td>
<td>8,014.47</td>
</tr>
<tr>
<td>League of Minnesota Cities</td>
<td>1,878.00</td>
</tr>
<tr>
<td>Malibu Properties, LLC</td>
<td>2,211.55</td>
</tr>
<tr>
<td>Metro Sales</td>
<td>80.48</td>
</tr>
<tr>
<td>Noble Pads Inc</td>
<td>1,510.00</td>
</tr>
<tr>
<td>Northern Natural Gas</td>
<td>15,724.92</td>
</tr>
<tr>
<td>Pace Analytical Services, LLC</td>
<td>86.00</td>
</tr>
<tr>
<td>RESPEC</td>
<td>6,780.00</td>
</tr>
</tbody>
</table>
RMB Environmental Laboratories, Inc  282.00
Ulrich, Michelle  3,067.25
U. S. Bank  2,321.56
U. S. Bank  260.00
Wenck Associates, Inc.  37,165.27
Randy Wesp  12,262.50
YTS Companies, LLC  2,343.75
  169,280.24

Hoffman moved to approve the Consent Agenda. Seconded by Kreun. Motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

POLICY ITEMS
10. Request to Award Work on Ditch 41 Foley Bank Stabilization Project: Janke reviewed the staff report. He noted the eroded bank is located along a tall steep outside bend of Sand Creek where water flow has, and continues to, gradually erode the bank toe over time. Additionally, trees routinely fall into the channel which obstruct and divert flow accelerating the rate of erosion. The existing gradual erosion is contributing approximately 40 tons TSS/yr and 16 lbs TP/yr. If left unattended the eventual upslope failure could instantly contribute approximately 288 tons of TSS and 115 lbs TP (assuming approximately 177 cubic yards of slough material) as well as cause a channel obstruction.

Janke noted as part of the Comprehensive and Capital Improvement planning process, the Ditch 41 at Foley Bank Stabilization project was prioritized and budgeted $29,000 for work in 2018 as part of the District Bank Stabilization Program.

Janke also stated there were calculation errors on page 7 of the staff report, but Northland Excavating is the low bidder and a firm the District has worked with in the past.

Staff recommendation is to award the contract to Northland Excavating for $22,966.00.

Motion to Award the Contract to Northland Excavating was moved by Wilder and seconded by Hoffman. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

11. Hearing on 2019 Budget: Kelly reviewed the staff report and noted at the August 27 meeting the Board approved a draft budget for notice for public hearing. The budget was also reviewed by both advisory committees without substantive comment.
Motion to Open the Public Hearing was moved by Wilder and seconded by Hoffman. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

Public Hearing opened at 5:38 p.m.

No public was present for the Public Hearing

After President Wilder asked for comments three times and hearing none, Motion to Close the Public Hearing was moved by Hoffman and seconded by Kreun. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

The Public Hearing was closed at 5:40 p.m.

Kreun and McCullough noted they had discussed the budget with their County Commissioners and that neither has expressed any issues or concerns about the budget.

Motion to Adopt the Budget was made by Wilder and seconded by Kreun. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

12. Receive Draft TMDL Chapter Comments and Responses: Dauphinais reviewed the comments outlined in the staff report and stated the comments will be considered when compiling the final draft of the Comprehensive Plan in its’ entirety for the Boards’ review.

Motion to Receive Draft TMDL Chapter Comments and Responses moved by Wilder and seconded by Hoffman. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.
13. Receive Draft AIS Chapter Comments and Responses: Dauphinais reviewed the comments outlined in the staff report and stated the comments will be considered when compiling the final draft of the Comprehensive Plan in its’ entirety for the Boards’ review.

Motion to Receive Draft AIS Chapter Comments and Responses moved by Hoffman and seconded by Kreun. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

14. Review Andover Local Water Plan: Kelly reviewed the staff report with the Board.

Staff recommendation was to Table with the Andover LWP with the following six stipulations:

1. Revise the Executive Summary to meet the requirements of MR 8410.0160.
2. More fully describe the hydrologic characteristics of the City. A figure showing subwatersheds and direction of flow is referenced, but I was not able to review it for completeness. The Plan should also more fully describe the use of the District’s model for flood evaluations, storage analyses, and peak rates and volumes.
3. Confirm the sequencing of developer review and permitting so as to assure that watershed district review is complete prior to the issuance of any building or other permits.
4. I did not find a Stormwater Management ordinance in the City’s code, nor does the Plan state the intent to adopt such an ordinance. This should be clarified.
5. The Implementation Plan appears to only extend for five years rather than the required full ten years.
6. Final approval will be issued pending receipt of items addressing the above 5 items.

Motion to Table the Andover Local Water Plan with 6 Stipulations moved by Wilder and seconded by Hoffman. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

PERMIT ITEMS
15. Crossroad Construction Building Permit Review: The purpose of this project is the construction of an 18,000 square foot building on 2.1 acres lot located at the SE corner of Lincoln St NE and 171st Ln NE in Ham Lake, Minnesota.

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

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>NEED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Escrows: $2,000 + (1.79 ac * $500/ac = $2,895.00</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Maintenance: A maintenance agreement</td>
<td>2. Provide an O&amp;M Agreement that</td>
</tr>
</tbody>
</table>
has not been executed. The applicant has not submitted a Maintenance Plan for each Stormwater Treatment Practice.

| Erosion and Sediment Control: No inlet protection is provided to catch basin 1. | 3. Provide inlet protection for catch basin 1 (CB 1). |
| Stormwater & Hydrology: Unclear if infiltration basin will overflow into septic area in high water conditions | 4. Provide spot elevation higher than high water line (908.49’) between infiltration basin and septic area. |
| Wildlife: The proposed project may include endangered or threatened species, rare natural communities, colonial waterbird nesting sites, migratory waterfowl concentration areas, deer wintering areas or wildlife travel corridors. | 5. Provide documentation from the DNR if the proposed project includes endangered or threatened species, rare natural communities, colonial waterbird nesting sites, migratory waterfowl concentration areas, deer wintering areas or wildlife travel corridors. |

Danzl noted that item 5 from the chart above had been removed and therefore staff recommendation was to Approve with 4 Stipulations as follows:

1. Receipt of escrows, $2,895.00.
2. Provide an O&M Agreement that meets District requirements.
3. Provide inlet protection for catch basin 1 (CB 1).
4. Provide spot elevation higher than high water line (908.49’) between infiltration basin and septic area.

Motion to Approve with 4 Stipulations was moved by Hoffman and seconded by Kreun. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

16. Hy-Vee Blaine Permit Review: The purpose of this project is the development of 60+ acres with residential, gas station and grocery store located southwest of Main St and Jefferson St NE in Blaine, Minnesota.

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

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>NEED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Escrows: $2,000 + (36.5 ac * $500/ac = $20,250.00</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Groundwater: A containment system and/or contingency plan is not proposed for the gas station.</td>
<td>2. Provide containment system details and contingency plan for gas station.</td>
</tr>
<tr>
<td>Soils &amp; Erosion Control: It is unclear if dewatering is needed during the</td>
<td>3. Provide statement whether dewatering will be required for</td>
</tr>
</tbody>
</table>

construction of the proposed project.

Grading notes on Grading, Drainage and Erosion Control Plan state improvements will conform with the City of Spring Lake Park construction standards.

4. Update grading notes to conform to Blaine Standards

**Maintenance:** It is unknown who will be responsible for the inspection and maintenance of stormwater facilities. A maintenance agreement has not been executed. The applicant has not submitted a Maintenance Plan for each Stormwater Treatment Practice.

5. Provide an O&M Agreement that meets District requirements.

**Wetlands:** Wetland credits are proposed to be purchased to replace the wetland impacts.

6. Provide proof of purchase for wetland credits.

Staff recommendation was to Approve with 6 Stipulations as follows:
1. Receipt of escrows, $20,250.00.
2. Provide containment system details and contingency plan for gas station.
3. Provide statement whether dewatering will be required for the construction of the proposed project. If yes, provide well-field location, rates, discharge location, schedule, quantities, and DNR permit (if required).
4. Update grading notes to conform to Blaine Standards
5. Provide an O&M Agreement that meets District requirements.
6. Provide proof of purchase for wetland credits.

Kreun asked what had happened regarding the buffer strip issue with the earlier review. Danzl noted there is no longer going to be an open channel and that frequent manholes in the piped system will allow for required cleaning. Kreun asked if this would be addressed in the O & M Agreement. Kelly stated it would be clearly outlined in the Agreement.

Wilder noted that this application seemed to have passed through the system quite quickly and wanted to make sure everything had been addressed. Clark Wicklund addressed the Board and described the revisions to the flood storage area and the infiltration pond, two of the primary concerns of the initial permit review.

Motion to Approve with 6 Stipulations was moved by Wilder and seconded by Hoffman. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.
17. 113th Ave Sanitary Sewer Extension Permit Review: The purpose of this project is the installation of sanitary sewer for future development located north of Fillmore St NE & 111th Ave NE in Blaine, Minnesota.

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

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>NEED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Escrows: $2,000 + (2.70 ac * $500/ac = $3,350.00</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Ditches: Proposed project includes installation of utility line beneath CD 39. Applicant has acknowledged that as-builts will be provided.</td>
<td>2. Provide as-built of sanitary sewer line to ensure minimum of 4-foot separation from approved ditch bottom achieved. Approved ditch bottom elevations is 889.6 ft (NAVD 88). 3. District to be given 24-hour notice prior to commencing construction associated with crossing of CD 39.</td>
</tr>
<tr>
<td>Dewatering and/or rerouting of CD 39 is anticipated as part of the project. Note from contractor states a 36” will be used to route water through CD 39. Note on construction plans state CD 39 will be dammed.</td>
<td></td>
</tr>
</tbody>
</table>

Staff recommendation was to Approve with 3 Stipulations as follows:
1. Receipt of escrows, $3,350.00
2. Provide as-built of sanitary sewer line to ensure minimum of 4-foot separation from approved ditch bottom achieved. Approved ditch bottom elevations is 889.6.
3. District to be given 24-hour notice prior to commencing construction associated with crossing of CD 39.

Motion to Approve with 3 Stipulations was moved by Hoffman and seconded by Kreun. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

18. Pro Courier Permit Review: The purpose of this project is the construction of a parking lot and a 2,680 square foot maintenance building on a 1.8 acre lot located at 8370 Sunset Road NE in Spring Lake Park, Minnesota.

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

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>NEED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Escrows: $2,000 + (1.70 ac * $500/ac = $2,850.00</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Stormwater &amp; Hydraulics: Due to the nature of the project including fueling tanks and vehicle maintenance along with the location within a DWSMA, infiltration is not allowed.</td>
<td>2. Wet basins need to be lined to ensure no infiltration on-site.</td>
</tr>
</tbody>
</table>
Soils & Erosion Control: Dewatering is needed during the construction of the proposed project.

3. Provide permit from DNR for temporary dewatering activities.

Groundwater: Construction plans note storage tanks on-site. However, it is unclear if there is a containment system or contingency plan. Regardless of MPCA requirements, District requires additional information to ensure protection of downstream receiving waters ensure from potential spills/leaks.

4. Provide information regarding final tank locations, containment system and/or contingency plan for on-site tanks to ensure potential leaks/spills will not impact downstream receiving waters.

Maintenance: It is unknown who will be responsible for the inspection and maintenance of stormwater facilities. A maintenance agreement has not been executed. The applicant has not submitted a Maintenance Plan for each Stormwater Treatment Practice.

5. Provide an O&M Agreement that meets District requirements.

Staff recommendation was to Approve with 5 Stipulations as follows:
1. Receipt of escrows, $2,850.00.
2. Wet basins need to be lined to ensure no infiltration on-site.
3. Provide permit from DNR for temporary dewatering activities.
4. Provide information regarding final tank locations, containment system and/or contingency plan for on-site tanks to ensure potential leaks/spills will not impact downstream receiving waters.
5. Provide an O&M Agreement that meets District requirements.

Motion to Approve with 5 Stipulations was moved by Wilder and seconded by Hoffman. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

19. CenterPoint Energy County Rd 78: The purpose of this project is the replacement of 8,641 liner feet of natural gas line along Hanson Blvd (CR 78), between Bluebird and Jay Streets in Andover, Minnesota.

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

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>NEED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Escrows</td>
<td>$2,000 + (0.72 ac * $500/ac) = $2,360</td>
</tr>
<tr>
<td>Ditches</td>
<td>Construction plans include directional bore under Coon Creek.</td>
</tr>
</tbody>
</table>
of gas line under Coon Creek to ensure 4-foot separation is meet from top of line to bottom of approved Ditch elevation of 864.3 (NAVD 88).

| **Erosion & Sediment Control:** | 3. Provide Erosion Control Plan that addresses the following issues:  
Stabilizing vegetation is not proposed for disturbed areas within seven (7) days of project completion.  
Dewatering is required to perform construction activities. |
|---|---|
|  | a. Acknowledge that stabilization/revegetation of excavation sites will take place within 7 days of project completion.  
b. Soil stockpiles associated with bore holes will be fitted with sediment trapping measures to prevent soil loss.  
c. Work adjacent to water or related resources have taken precautions to contain sediment and stabilize the work area during construction.  
d. Provisions made to minimize transports of sediment by runoff or vehicle racking onto paved surfaces.  
e. Provisions have been made for cleaning road surfaces where sediment is transported by the end of the day. |
| **General:** | 4. Provide well-field location, rates, discharge location, schedule, quantities. Provide copy of approved DNR appropriation permit. |
| Application shows a 334-foot difference between pipe installed and existing pipe length. Approximately 70 feet of existing pipe under Coon Creek is replaced. | 5. Clarification of total pipe lengths and pipe replacement methods under Coon Creek. |
| **Wetlands:** Wetland delineation has not been provided. Wetland impacts are unknown. | 6. Provide supporting information that the project qualifies for a no-loss or utility exemption and a MN Joint |
Wildlife: The proposed project may include endangered or threatened species, rare natural communities, colonial waterbird nesting sites, migratory waterfowl concentration areas, deer wintering areas or wildlife travel corridors.

<table>
<thead>
<tr>
<th>Application.</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Provide documentation from the DNR if the proposed project includes endangered or threatened species, rare natural communities, colonial waterbird nesting sites, migratory waterfowl concentration areas, deer wintering areas, wildlife travel corridors, and provide statement of avoidance if these items are present.</td>
</tr>
</tbody>
</table>

Staff recommendation was to Table with 7 Stipulations as follows:

1. Receipt of escrows, $2,360.00.
2. Provide as-built of gas line under Coon Creek to ensure 4-foot separation is meet from top of line to bottom of approved Ditch elevation of 864.3 (NAVD 88).
3. Provide Erosion Control Plan that addresses the following issues:
   a. Acknowledge that stabilization/revegetation of excavation sites will take place within 7 days of project completion.
   b. Soil stockpiles associated with bore holes will be fitted with sediment trapping measures to prevent soil loss.
   c. Work adjacent to water or related resources have taken precautions to contain sediment and stabilize the work area during construction.
   d. Provisions made to minimize transports of sediment by runoff or vehicle racking onto paved surfaces.
   e. Provisions have been made for cleaning road surfaces where sediment is transported by the end of the day.
4. Provide well-field location, rates, discharge location, schedule, quantities. Provide copy of approved DNR appropriation permit.
5. Clarification of pipe lengths and pipe replacement under Coon Creek.
6. Provide supporting information the project qualifies for a no-loss or utility exemption and a MN Joint Application.
7. Provide documentation from the DNR if the proposed project includes endangered or threatened species, rare natural communities, colonial waterbird nesting sites, migratory waterfowl concentration areas, deer wintering areas, wildlife travel corridors, and provide statement of avoidance if these items are present.

Motion to Table with 7 Stipulations was moved by Wilder and seconded by McCullough. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

**DISCUSSION ITEMS**

A discussion of the building and analysis of the cost and effort to remodel each property to fit the District’s needs then occurred based on Board member’s knowledge of the area and the analysis the properties relative to the criteria discussed by the Board.

Motion to Receive the Report was moved by Kreun and seconded by Hoffman. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

Proposed Change to Agenda: In the interest of maintaining privacy and discretion, the Board discussed reviewing the appraisal in closed session. Motion to move Item 22 to after Item 20 was moved by Kreun and seconded by Hoffman. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

INFORMATIONAL ITEMS
22. Pennies from Heaven – Storm Water Article: Kelly summarized the article by saying although this article speaks more directly to sanitary water treatment, the general rules of infiltrating storm water apply.

21. Results of Appraisal of Woodland Building
Hoffman made a motion to enter closed session at 6:24 p.m. to discuss the property located at 13632 Van Buren St NE. The motion was seconded by McCullough. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

Discussion recorded.

Motion to leave Closed Session at 7:12 p.m. moved by Kreun and seconded by Wilder. The motion carried with four years (Hoffman, Kreun, McCullough and Wilder) and no nays.


Motion to Receive the Appraisal was moved by Kreun and seconded by Wilder. The motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

ADJOURN
The meeting adjourned at 7:14 p.m. on a motion by Wilder, seconded by Hoffman. Motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

_____________________________
Anthony Wilder, President