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

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

1. Call to Order: The meeting was called to order at 5:30 PM
Staff: Justine Dauphinais, Dawn Doering, Corinne Elfelt, Tim Kelly, Michelle Ulrich

2. Approval of the Agenda:
Wilder made a motion to move Items #15-Kwik Trip Permit Review to the Consent Agenda and Item #17-Building Update to be discussed with Item 10. Seconded by Herbst. Motion carried with four yeas (Herbst, Hoffman, Kreun, and Wilder) and no nays.

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

3. Announcements: None

4. Open Mike: No One Present

CONSENT ITEMS
5. Approval of Minutes
6. Receive Staff Report
7. Advisory Committee Report - none
8. Receive Monthly Financial Statements
9. Approve Bills: Claims totaling $401,518.69 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>Anoka Conservation District</td>
<td>30.00</td>
</tr>
<tr>
<td>Anoka-Hennepin ISD 11</td>
<td>2,000.00</td>
</tr>
<tr>
<td>Anoka County</td>
<td>70,582.92</td>
</tr>
<tr>
<td>City of Coon Rapids</td>
<td>10,065.00</td>
</tr>
<tr>
<td>City of Ham Lake</td>
<td>7,754.50</td>
</tr>
<tr>
<td>City of Roseville</td>
<td>2,240.00</td>
</tr>
<tr>
<td>Justine Dauphinais</td>
<td>62.81</td>
</tr>
<tr>
<td>Britta Dornfeld</td>
<td>21.80</td>
</tr>
<tr>
<td>EDR</td>
<td>350.00</td>
</tr>
<tr>
<td>Forest Lake Contracting, Inc.</td>
<td>21,475.00</td>
</tr>
<tr>
<td>Mario Frucci</td>
<td>12.99</td>
</tr>
<tr>
<td>Harper Street Woods, LLC</td>
<td>3,265.80</td>
</tr>
<tr>
<td>Hedberg Homes, Inc.</td>
<td>2,913.93</td>
</tr>
</tbody>
</table>
15. **Kwik Trip Permit Review**: The purpose of this project is the construction of a convenience store and fueling station located at 11736 Ulysses Lane 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 + (1.1 ac * $500/ac) = $2,550</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Groundwater: It is unknown if the project has an acceptable contingency plan for preventing hazardous materials from contaminating the shallow/surficial aquifer should flood, fire, wind or other natural catastrophe, equipment failure or releases occur.</td>
<td>2. Provide contingency plan/emergency action plan that meets MPCA requirements for preventing hazardous materials from contaminating the shallow/surficial aquifer should flood, fire, wind or other natural catastrophe, equipment failure or releases occur.</td>
</tr>
<tr>
<td>Maintenance: The Applicant will be responsible for the inspection and maintenance of stormwater facilities. A maintenance agreement has not been executed. The applicant has submitted a Maintenance Plan for each Stormwater Treatment Practice.</td>
<td>3. Provide an O&amp;M Agreement that meets District requirements.</td>
</tr>
</tbody>
</table>

Staff recommendation was to Approve with 3 Stipulations as follows:
1. Receipt of escrows, $2,550.00.
2. Provide contingency plan/emergency action plan that meets MPCA requirements for preventing hazardous materials from contaminating the shallow/surficial aquifer should flood, fire, wind or other natural catastrophe, equipment failure or releases occur.
3. Provide an O&M Agreement that meets District requirements.

Motion to Approve Consent Items was moved by Wilder and seconded by Kreun. The motion carried with four yea (Herbst, Hoffman, Kreun, and Wilder) and no nays.

POLICY ITEMS

10. Authorization of Payment of Balance on District Office Building: The closing on the District Office Building at 13632 Van Buren St NE, Ham Lake is scheduled for December 21, 2018. The balance of the purchase price, $717,379.60 is due at closing including other costs.

Motion to Approve the Payment of $717,379.60 and up to an additional $2,500 closing costs, at Kelly’s discretion, without additional Board Approval at Closing for 13632 Van Buren St NE, Ham Lake was moved by Kreun and seconded by Herbst. The motion carried with four yea (Herbst, Hoffman, Kreun, and Wilder) and no nays.

Motion Authorizing the Chair and Treasurer to sign closing documents on behalf of Coon Creek Watershed District at the Closing for the purchase of 13632 Van Buren St NE, Ham Lake was moved by Herbst and seconded by Kreun. The motion carried with four yea (Herbst, Hoffman, Kreun and Wilder) and no nays.

11. Water Education Grant 18-03 – Avail Academy 3rd Grader Field Trip: On 1/23/18 Donna Stille, Avail Academy, applied for a $500 Water Education grant to fund the hiring of Heidi Ferris of Growing Green Hearts, LLC, to provide 1 STEAM-based program on water resources at the Blaine Wetland Sanctuary and the bussing for the field trip.

Staff recommendation was to Approve Water Education grant application for funding of $500 Water Education grant to fund the hiring of Heidi Ferris of Growing Green Hearts, LLC, to provide 1 STEAM-based program on water resources at the Blaine Wetland Sanctuary and the bussing for the field trip.

Motion to Approve the Water Education Grant for $500 was moved by Hoffman and seconded by Herbst. The motion carried with four yea (Herbst, Hoffman, Kreun and Wilder) and no nays.

12. Re-Appointment of CAC Members: On November 27th, 2018 all current CAC members indicated an interest and ability in continuing to serve:
Donna Bahls   Fridley
Gary Elsner   Blaine
Barbara Goodboe-Bisschoff   Spring Lake Park
Roger Johnson   Coon Rapids
Bill Kurdziel   Coon Rapids
Paddy Jones   Ham Lake
Gary Nereson   Andover

Motion to Re-Appoint Citizen Advisory Committee was moved by Wilder and seconded by Hoffman. The motion carried with four yeas (Herbst, Hoffman, Kreun and Wilder) and no nays.

13. Approval of 2019 Property Tax Levy: At the September 10, 2018 meeting the Board adopted the 2019 budget that included a levy of $2,478,119.

RESOLUTION 18-04
ADOPTING AND CERTIFYING METROPOLITAN SURFACE WATER MANAGEMENT TAX LEVY

WHEREAS, The Coon Creek Watershed District is established and authorized under Minnesota Statutes 103D; and

WHEREAS, The Coon Creek Watershed District has an approved management plan under Minnesota Statutes 103B.231 and is the local water management organization; and

WHEREAS, The Coon Creek Watershed District has completed the budget hearings required under Minnesota Statutes 103D.911, subdivision 1; and

WHEREAS, Minnesota Statutes 103B.241 authorizes a watershed district established under Minnesota Statutes 103D to levy a tax sufficient to pay the increased costs to the District of implementing section 103B.231 costs of preparing a plan or for projects in the plan.

NOW, THEREFORE, BE IT RESOLVED, that a tax sufficient to produce $2,478,119 (Two million Four hundred seventy-eight thousand one hundred nineteen and xx/100 dollars) be levied upon all taxable property in the Coon Creek Watershed District, situated in the County of Anoka, Minnesota, for the year 2019 for the purpose of paying the current and increased costs of the District to implement Minnesota Statutes 103B costs of preparing a plan and for projects in the plan.

Motion to Adopt Resolution 18-04 Adopting and Certifying Metropolitan Surface Water Management Tax Levy was moved by Wilder and seconded by Herbst. The motion carried with four yeas (Herbst, Hoffman, Kreun and Wilder) and no nays.
14. Requesting the State Auditor to Examine the District’s 2018 Accounts and Affairs: The District is required by statute (103D.355) to have a yearly audit performed.

RESOLUTION 18-05
REQUESTING THE STATE AUDITOR TO EXAMINE THE ACCOUNTS AND AFFAIRS OF THE COON CREEK WATERSHED DISTRICT

WHEREAS, The Coon Creek Watershed District is a special district established under Minnesota Statutes 103D, and

WHEREAS, The Board of Managers is the governing body of the Coon Creek Watershed District, and

WHEREAS, Minnesota Statutes 103D.355 Subd. 1 requires an audit of the books and accounts of the watershed district, and

WHEREAS, Minnesota Statutes 103D.355 Subd. 2 requires a resolution by the Board of Managers

BE IT RESOLVED THAT, The members of the Coon Creek Watershed District Board of Managers, situated in the County of Anoka, Minnesota, do hereby request the STATE AUDITOR, pursuant to law, to audit the books, records, and accounts of the Coon Creek Watershed District for the period from January 1, 2018 to December 31, 2018

Motion to Adopt Resolution 18-05 Requesting the State Auditor to Examine the Accounts and Affairs of the Coon Creek Watershed District was moved by Kreun and seconded by Herbst. The motion carried with four yeas (Herbst, Hoffman, Kreun and Wilder) and no nays.

PERMIT ITEM
Moved to Consent Agenda

DISCUSSION ITEMS
16. 2019 Cost Share Program Guidance: CCWD is drafting a policy for administering a water quality cost share program. There are many possible options regarding eligible entities, eligible projects, scoring criteria, and administration of the program. The needs and abilities of our partners interested in such a program are diverse and there will not be unanimous agreement on the direction of a District-wide cost share program. The draft policy document for staff recommendations was attached and reviewed.

Staff recommendation was to direct staff to issue a 2019 RFP in accordance with draft water quality cost share policy.
Kreun proposed including language indicating the projects need to meet the express objectives not just the highest points (for the point system outlined in the draft) and the projects will be pending Board Approval.

Motion to Approve staff to issue a 2019 RFP in accordance with draft water quality cost share policy was moved by Wilder and seconded by Herbst. The motion carried with four years (Herbst, Hoffman, Kreun and Wilder) and no nays.

17. Building Update (moved to be discussed with Item 10)

18. Update on Orphan Pond: Kelly informed the Board of the meeting with the parties to get a common understanding of the problem. Spring Lake Park and Blaine share the drainage benefits of the pond 50/50. Blaine provided clear evidence that they have cleaned and maintained the pond on a regular basis. It was also acknowledged, at the meeting of the interested parties, that Spring Lake Park is doing at least weekly work at the pond. With not request for District involvement, other than Spring Lake Park, Kreun asked if there is a reason for the District to get involved beyond clarifying the facts, coordinating and facilitating the pond maintenance or if this is a matter for Blaine and Spring Lake Park to work out. Kelly noted there is legitimacy to Spring Lake Park’s concerns, and CCWD will look at results of the soil coring in the ponds to help determine in CCWD can be of any additional service.

19. Interest in In-service Training: Kelly asked the Board if they would like to consider participating in the in-service training program being presented to staff at the CCWD office. Due to the time commitment, the time of day and frequency of the meetings, the Board expressed they would likely not be able attended. Kreun, however, did suggest that the Board be included on the invite list for the in-service trainings and if anyone could make it, or would like to follow-up on the training, they could contact Kelly.

INFORMATIONAL ITEMS

20. Report on 2018 MAWD Conference: President Wilder attended the conference and provided a brief review, highlights and recommendations from the conference.

21. GovOffice Blog – Making Your Site Accessible to All: Brief article on the importance of making the website ADA compliant.

22. Public Notice Cancelling December 26 Board Meeting: Next meeting will be January 14, 2019

23. Reissuance of MS4 Permit - Proposed TMDL changes: Update on Minnesota Pollution Control Agency efforts to update the Total Maximum Daily Loads (TMDLs) in the next version of the Municipal Separate Storm Sewer Systems (MS4) permit guidelines.
24. Freshwater is getting saltier, threatening people and wildlife:  Article from PBS on the contribution salt on roads, parking lots and sidewalks is having on the salt levels in rivers and streams.

ADJOURN
The meeting adjourned at 6:48 PM on a motion by Hoffman, seconded by Herbst. Motion carried with four yea (Herbst, Hoffman, Kreun and Wilder) and no nays.

_____________________________
Anthony Wilder, President