The Board of Managers of the Coon Creek Watershed District held their regular meeting on September 23, 2019 at the Coon Creek Watershed District Office.

1. Call to Order: The meeting was called to order at 5:30 PM
Staff: Matt Danzl, Corinne Elfelt, Mario Frucci, Jon Janke, Tim Kelly, Michelle Ulrich
Others: Clark Lohr- Loucks (NSC)

2. Approval of the Agenda: Wilder made a motion to move Items #10-CSAH 14 Shoulder Repair Near Coon Creek Blvd and #12-Aonka Conservation District Pole Shed to the Consent Agenda. Seconded by Hoffman. Motion carried with five yeas (Herbst, Hoffman, Kreun, McCullough and Wilder) and no nays

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

3. Announcements: None

4. Open Mike: No one present to address the Board

CONSENT ITEMS
5. Approval of Minutes of September 9, 2019 Meeting
10. CSAH 14 Shoulder Repair Near Coon Creek Blvd: The purpose of this project is the repair of 670 feet of shoulder located at CSAH 14 alignment from Highway 10 northbound exit ramp to Coon Creek Blvd in Coon Rapids, Minnesota.

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

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>NEED</th>
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<tbody>
<tr>
<td>Escrows: $2,000 + (0.7 ac * $500/ac = $2,350.00</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Soils &amp; Erosion Control: District requires all stabilization vegetation be within seven (7) days of rough grading or inactivity. Construction schedules detailing when sediment trapping measures will occur; stabilization of earthen structures and the general timing of construction phases have not been provided.</td>
<td>2. Update construction plans to stabilize vegetation within 7 days of rough grading or inactivity. Provide Construction Schedule detailing when sediment trapping measures will occur; stabilization of earthen structures and the general timing of construction phases</td>
</tr>
</tbody>
</table>
Provisions have not been made to minimize transport of sediment (mud) by runoff or vehicle tracking onto the paved surface.

Provisions have not been made for cleaning road surfaces where sediment is transported by the end of the day.

Construction entrance points are not clearly located on the erosion and sediment control plan.

The erosion and sediment control plan does not provide for the repair and maintenance of all temporary and permanent erosion and sediment control practices.

Provide plan of provisions made to minimize transport of sediment (mud) by runoff or vehicle tracking onto the paved surface.

Provide plan of provisions made to clean road surfaces where sediment is transported by the end of the day.

Update ESC with construction entrance points.

Update ESC with repair and maintenance plan for temporary and permanent erosion and sediment control practices.

Staff recommendation was to Approve with 2 Stipulations as follows:

1. Receipt of escrows.
2. Update erosion control plan to include:
   a. A note to stabilize vegetation within 7 days of rough grading or inactivity.
   b. A construction schedule detailing when sediment trapping measures will occur; stabilization of earthen structures and the general timing of construction phases.
   c. A plan to minimize transport of sediment (mud) by runoff or vehicle tracking onto the paved surface.
   d. A plan to clean road surfaces where sediment is transported by the end of the day.
   e. Updated ESC with construction entrance points clearly marked.
   f. Updated ESC with repair and maintenance plan for temporary and permanent erosion and sediment control practices.

12. **Anoka Conservation District Pole Shed:** The purpose of this application is the construction of a 40 x 60 (2,240 sq ft) pole shed on an eight-acre property, disturbing 3500 square feet west of Highway 65 NE, south of McKay Drive 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>
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</thead>
<tbody>
<tr>
<td>Escrows: $2,000 + (0.08 ac * $500/ac = $2,040.00</td>
<td>1 Receipt of escrows.</td>
</tr>
<tr>
<td>Stormwater &amp; Hydrology: The project</td>
<td>2 Till in 4” to 6” of peat/topsoil</td>
</tr>
</tbody>
</table>
does not meet the 1” infiltration requirement.

Drainage sensitive uses exist downstream from the proposed site. Peak flows are attenuated by the wetland to the south and the culverts that exist prior to those land uses.

| Soils & Erosion Control: Erosion control along wetland boundary is insufficient. | 3 Provide double row of sediment control on south side of project to protect the wetland. |

Staff recommendation was to Approve with 3 Stipulations as follows:

1. Receipt of escrows.
2. Till in 4” to 6” of peat/topsoil that has been stockpiled into the top 9” to 12” of soil in a strip 10’ wide for the length of the building on the south side and seed or sod.
3. Update plans to show double row of sediment control on south side of project to protect the wetland.

Wilder moved to approve the Consent Items #5, 10 and 12 seconded by Kreun. Motion carried with five yeas (Herbst, Hoffman, Kreun, McCullough and Wilder) and no nays.

**POLICY ITEMS**

6. **Release Middle Sand Creek Restoration Environment Assessment Worksheet (EAW) for Public Review:** Janke reviewed the staff report that highlighted in 2018, the District was awarded a grant from the United States Environmental Protection Agency in the amount of $291,000 and a grant from the Minnesota Board of Water and Soil Resources (BWSR) in the amount of $382,772 for implementation of the Middle Sand Creek Corridor Restoration (MSCCR) Project. Janke reviewed the purpose of this project is to reduce sediment and pollutant loading, provide long-term channel stability, and to improve aquatic and riparian habitat along a 2/3-mile reach of Sand Creek between the BNSF Railroad and Magnolia Street pedestrian bridge in Coon Rapids, MN. The Project area is with a city park owned by the City of Coon Rapids. At the September 9, 2019 Board meeting the Board was briefed on the project and adopted resolution 19-08 for staff to prepare an EAW for public comment.

Staff recommendation is to Adopt Resolution 19-09 determining the EAW is complete and approve the EAW for distribution and publication as required by Minnesota Statues 116D and Minn. Rules 4410.1400 (B), 4410.1500.

The Board requested a summary of the comments of the September 24, 2019 project open house be compiled for their review.
Motion to Adopt Resolution 19-09 determining the EAW is complete and approve the EAW for distribution and publication as required by Minnesota Statutes 116D and Minn. Rules 4410.1400 (B), 4410.1500 moved by Wilder and seconded by Kreun. Motion carried with five yeas (Herbst, Hoffman, Kreun, McCullough and Wilder) and no nays.

7. Award Pleasure Creek Biochar and Iron Enhanced Sand Filter Project Contract:
Janke noted in 2018, the District was awarded a Clean Water Fund Watershed Based Funding grant administered by the Minnesota Board of Water and Soil Resources in the amount of $191,973 for the Iron Enhanced Sand filter project. He also noted this project will directly reduce the TP & E. coli loading attributable to regulated urban stormwater runoff and thus make progress towards achieving TMDL Wasteload Allocations for Pleasure Creek as regulated stormwater runoff was identified as a primary cause of both TP & E. coli loading to Pleasure Creek. Janke’s staff report noted that other projects such as bank stabilizations have been completed in the Pleasure Creek subwatershed to target TSS and particle-bound phosphorus. Janke said the total project budget is $480,365.50 with the District contributing $88,392.50, the City of Blaine contributing $200,000 and the Clean Water Fund Watershed Based Funding grant contributing $191,973.

<table>
<thead>
<tr>
<th>Company</th>
<th>Bid</th>
<th>Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dryden Excavating</td>
<td>$476,190.99</td>
<td>2</td>
</tr>
<tr>
<td>G Urban Companies</td>
<td>$516,802.00</td>
<td>4</td>
</tr>
<tr>
<td>Meyer Construction</td>
<td>$567,324.25</td>
<td>9</td>
</tr>
<tr>
<td>New Look Contracting</td>
<td>$499,559.00</td>
<td>3</td>
</tr>
<tr>
<td>Northland Excavating</td>
<td>$556,321.50</td>
<td>8</td>
</tr>
<tr>
<td>Park Construction</td>
<td>$574,831.30</td>
<td>10</td>
</tr>
<tr>
<td>Peterson Companies, Inc</td>
<td>$442,865.00</td>
<td>1</td>
</tr>
<tr>
<td>Sunram Construction</td>
<td>$555,831.00</td>
<td>7</td>
</tr>
<tr>
<td>US Site Work</td>
<td>$532,280.00</td>
<td>6</td>
</tr>
<tr>
<td>Veit and Company</td>
<td>$526,047.26</td>
<td>5</td>
</tr>
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</table>

Staff recommendation is to Award Contract to Peterson Companies, Inc.

Board discussion included clarification by Janke that although the District is taking the lead on this project, provide education to City of Blaine employees on maintenance, but the long-term maintenance will be the responsibility of the City of Blaine.

Motion to Award Contract to Peterson Companies, Inc for the Pleasure Creek Biochar and Iron Enhanced Sand Filter Project was moved by Wilder and seconded by Hoffman. The motion carried with five yeas (Herbst, Hoffman, Kreun, McCullough and Wilder).

8. Review Ham Lake Local Water Plan: Kelly stated the City of Ham Lake submitted its Local Water Plan on August 7, 2019 making the 60-day mark October 6.
Staff Recommendation is to Table pending revision to the plan address the following 7 items:

1. **Hydrologic Data:** The city needs to either reference the District’s hydrologic model or develop and submit their own for review. The city needs to clarify its use of Atlas 14.

2. **Identify Areas & Elevations for Stormwater Storage and Problem Areas:** The plan needs to identify and locate problem areas and update the problems analysis done in 1994/95 and include or reference either a current problem analysis or adopt the District’s hydrology and problem goals and objectives.

3. **Water Quality and Water Quality Protection Methods:** The plan does not address or note that Ham Lake is an impaired water for mercury and has AIS problems or that Coon Creek is Impaired and has a TMDL for TSS, TP and E. coli. The plan does not include any goals and objectives or policies specific to addressing the Coon Creek TMDL or the Ham Lake TMDL or AIS problem. It would be wise for the city to also indicate its awareness of the growing chloride problem within the Ham Lake portion of the watershed.

4. **Corrective Actions:** There are no corrective actions proposed for addressing the TMDL or AIS problems. Corrective actions for each problem must be addressed.

5. **Evaluation of Official Controls:** There needs to be an assessment of the city’s stormwater related regulations and any proposed changes.

6. **Financial Plan:** The plan must include a table that briefly describes each component of the implementation program and clearly details the priority, schedule, estimated cost, and funding sources for each component including annual budget totals.

   Ongoing implementation actions are identified but not prioritized, and the cost is indicated by Low (<$5,000), Medium ($5,000-$75,000), or High ($75,000+). Should specify number of times per year that streets are swept; incorporate chloride management actions and incorporate (or tie to) TMDL implementation.

7. **Implementation Program:** The city needs to include an implementation program for the scope of the plan consistent with MR 8410.0160.

   The Implementation Plan is a mix of ongoing O & M actions and a five year road project CIP. No stormwater BMPs are identified, and there is no discussion regarding how road projects will be evaluated for potential opportunistic BMPs. The CIP should extend through 2029, even if the projects are generic or placeholders.
Motion to Table pending revisions to 7 items as outlined in the staff report was moved by Hoffman and seconded by McCullough. The motion carried with five yeas (Herbst, Hoffman, Kreun, McCullough and Wilder) and no nays.

9. **Approve Columbus Local Water Plan:** Kelly stated the City of Columbus submitted its Local Water Plan on August 7, 2019 making the 60-day mark October 6.

Staff recommendation was to Approve with 1 Stipulation:

1. Address storage issues and Identify areas and elevations for stormwater storage adequate to meet the performance standards established in the Watershed Management Plan.

   It is unclear whether available storage adequacy has been assessed, but the plan states that the city will work with the respective watershed should flooding or other issues arise as development occurs.

Motion to Approve with 1 Stipulation was moved by Kreun and seconded by Herbst. The motion carried with five yeas (Herbst, Hoffman, Kreun, McCullough and Wilder) and no nays.

**PERMIT ITEMS**

10. **CSAH 14 Shoulder Repair Near Coon Creek Blvd:** moved to Consent Agenda

11. **CenterPoint AC Mitigation:** The purpose of this project is the installation of AC mitigation system on an existing natural gas line location at 4 locations in Andover and Coon Rapids, Minnesota.

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

<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>Escrows:</strong> $2,000 + (0.95 ac * $500/ac = $2,475.00</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td><strong>Soils &amp; Erosion Control:</strong> Unclear where soil disturbance will occur with vibrational plow method. Identified PCR locations do not depict BMPs for excavations</td>
<td>2. Provide updated plans that identify locations of soil disturbance due to vibrational plow methods.</td>
</tr>
<tr>
<td><strong>Wildlife:</strong> The proposed project may</td>
<td>4. Provide documentation from the</td>
</tr>
</tbody>
</table>
include endangered or threatened species, rare natural communities, colonial waterbird nesting sites, migratory waterfowl concentration areas, deer wintering areas or wildlife travel corridors.

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.

Staff recommendation was to Approve with 4 Stipulations as follows:
1. Receipt of escrows.
2. Provide updated plans that identify locations of soil disturbance due to vibrational plow methods.
3. Clarify what BMPS will be used and where they will be placed for the excavations associated with the PCR.
4. 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.

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

12. Anoka Conservation District Pole Shed: moved to Consent Agenda
13. National Sports Center Soccer Field U2 Reconstruction: The purpose of this project is the reconstruction of existing soccer field for Minnesota United Practice Facility located on 3.86 disturbed acres of a 73.77-acre property at 1700 105th Ave NE in Blaine, Minnesota.

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

<table>
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<tr>
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</thead>
<tbody>
<tr>
<td><strong>Floodplain:</strong> Verification of cut/fill volumes are required.</td>
<td>1. Provide As-built of compensatory storage area.</td>
</tr>
<tr>
<td><strong>Local Planning &amp; Zoning:</strong> NSC Stormwater plan has not been approved and it is unknown if it is consistent with the City of Blaine’s Local Water Plan On May 13th, 2019 the board approved PAN 19-063 and noted and required that the NSC must complete an overall stormwater plan prior to proposing a project that will use any floodplain storage.</td>
<td>2. Provide firm date for completion of the Comprehensive Stormwater Management Plan.</td>
</tr>
</tbody>
</table>
Staff recommendation was to Approve with 2 Stipulations as follows:
1. Provide As-built of compensatory storage area.
2. Provide firm date for completion of the Comprehensive Stormwater Management Plan.

Note: The permit will not be issued until the stipulations are addressed.

Motion to Approve with 2 Stipulations was moved by Wilder and seconded by Hoffman. The motion carried with four yea's (Herbst, Hoffman, Kreun, McCullough and Wilder), one abstains (Kreun) and no nays.

**DISCUSSION ITEMS**

**14. Revisiting Financial Reporting and Approval of Bills:** Kelly explained Julie Peterson, District Accountant, has pointed out that the numbers we receive from Anoka County each month to prepare the fund balance and budget report are typically preliminary or trial balances. Peterson has also pointed out that the final numbers are typically in the second half of the month after the County closes out the preceding month, most always after the first Board meeting of the month where financial reports are received prior to approving the bills.

The Board discussed having Peterson submit the two reports, in an easy to compare format, for review for the next couple of months in order for the Board to determine if there are significant enough changes to justify moving the monthly financial reporting to the second meeting of the month.

Kelly also asked for board discussion on bill approval at the first Board meeting of each month. Kelly noted on occasion bills are not paid on time and interest and penalties accrue.

The Board discussed the option of approving bills after payment has occurred. The general consensus of the Board was this was not the preferred method. However, the board was not in favor of paying interest and penalties. Elfelt noted that the cost is often in time, as Peterson has to spend extended periods negotiating dropping fees, adjusting payment dates etc. Another option presented by Kelly was having the Board approve bills at both meetings. Elfelt informed the Board this would require Peterson making 4 trips to the county, 2 to drop off invoices and 2 to pick up checks. Kreun asked if it would possible for scanned invoices to be sent to the county. Kelly stated that the county has required the originals, but it can be checked on again.

The Board consensus was to continue as it has been done, but they would be interested in seeing data on the interest and penalty fees.

**15. Ditch 60 Inspection and Maintenance Need Report:** Frucci present the inspection report for Ditch 60 located in Blaine and Coon Rapids an open channel 5.6 miles (29,400
feet) in length. Frucci noted this ditch drains 2.9 square miles (1,830 acres). Frucci reported the channel condition as fair/good. Frucci noted an illegal crossing, slash from a city project in the channel and dumping of grass clippings and yard waste.

A discussion ensued about how to educate residents about the impact of the grass dumping; smell, increased mosquitos, unappealing visually, contributing to stream bank erosion, negative affects on aquatic life and a major contributor to algae bloom.

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

INFORMATIONAL ITEMS

ADJOURN
The meeting adjourned at 6:33PM on a motion by Wilder, seconded by Herbst. Motion carried with five yeas (Herbst, Hoffman, Kreun, McCullough and Wilder) and no nays.

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Anthony Wilder, President