The Board of Managers of the Coon Creek Watershed District held their regular meeting on November 25, 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, Tim Kelly, Michelle Ulrich
   Others: Jethro Carpenter-Sunrise Lake Boat Ramp Permit Review

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

3. **Announcements**: none

4. **Open Mike**: no one for Open Mike

**CONSENT ITEMS**

5. **Approval of Minutes of November 12, 2019**
6. **Receive Monthly Financial Statements**

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

**PERMIT ITEMS**

7. **Sunrise Lake Boat Ramp Permit Review**: The purpose of this project is the removal of silt from the boat ramp located at Edison St 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><strong>Escrows</strong>: $2,000 + (0.17 ac * $500/ac = $2,085.00</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td><strong>Soils and Erosion Control</strong>: Soil stockpiles have not been proposed to be fitted with sediment-trapping measures to prevent soil loss and do not have a note to stabilize within seven (7) days of inactivity.</td>
<td>2. Update Erosion and Sediment Control Plan to include: a. Clarify how dredged sediment is being disposed of and if any stockpiling is proposed. If stockpiling is proposed, provide sediment trapping measures and note on plan to stabilize within seven (7) days</td>
</tr>
</tbody>
</table>
Sediment trapping measures will occur; stabilization of earthen structures and the general timing of construction phases have not been provided.

Provisions have not been made to minimize transport of sediment (mud) by runoff or vehicle tracking onto the paved surface.

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

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

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

Details not provided for ESC (riprap, perimeter control, concrete washout, inlet protection, etc.)

of inactivity.

b. Provide construction schedule detailing when floating silt curtain will be installed and general timing of work.

c. Provide the construction entrance point and clarify if construction equipment will be driving over bare soils. If so, update plan to include provisions for minimizing sediment tracking onto paved surfaces.

d. Update plan to include a note that road surfaces will be swept clean of any tracked sediment by the end of each day.

e. Update plan to include a note that all temporary and permanent erosion and sediment control practices will be repaired and maintained as needed.

3. Update plan to include details for floating silt curtain and any other erosion and sediment control measures.

Staff recommendation was to Approve with 3 Stipulations as follows:

1. Receipt of escrows, $2,085.00.
2. Update Erosion and Sediment Control Plan to include:
   a. Clarify how dredged sediment is being disposed of and if any stockpiling is proposed. If stockpiling is proposed, provide sediment trapping measures and note on plan to stabilize within seven (7) days of inactivity.
   b. Provide construction schedule detailing when floating silt curtain will be installed and general timing of work.
   c. Provide the construction entrance point and clarify if construction equipment will be driving over bare soils. If so, update plan to include provisions for minimizing sediment tracking onto paved surfaces.
   d. Update plan to include a note that road surfaces will be swept clean of any tracked sediment by the end of each day.
e. Update plan to include a note that all temporary and permanent erosion and sediment control practices will be repaired and maintained as needed.

3. Update plan to include details for floating silt curtain and any other erosion and sediment control measures.

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

8. **Coon Rapids 161 Permit Review:** The purpose of this project is the installation of fiber optic cable crossings at Main Street and Hanson Blvd located at Main Street, 121st Avenue NW and Hanson Blvd in Coon Rapids, Minnesota.

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

<table>
<thead>
<tr>
<th>ISSUE</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Escrows: $2,000 + (0.3 ac * $500/ac) = $2,150</td>
<td>1. Receipt of escrows.</td>
</tr>
</tbody>
</table>
| **Stormwater & Hydraulics:** A crossing public ditches is proposed in three locations. | 2. Provide an as-built survey demonstrating a minimum separation of 4 feet between top of conduit and approved ditch elevation for each crossing; all elevation reference NAVD 88 Datum.  
   a. The approved ditch elevation of CD 57 at Main St (CR-14) is 849.4.  
   b. The approved ditch elevation of CD 54 at Hanson Blvd (CR-78) is 845.4.  
   c. The approved culvert invert elevation of CD 54-4 at 121st Ave NW is 847.5.  
   3. Provide an as-built survey demonstrating a minimum separation of 4 feet between top of conduit and approved culvert invert elevation. |
| **Soils & Erosion Control:** District requires all stabilization vegetation be stabilized vegetation within 7 days | 5. Update construction plans to stabilize vegetation within 7 days |
within seven (7) days of rough grading or inactivity.

It is unclear if dewatering is needed during the construction of the proposed project.

It is unclear of the placement of erosion and sediment control BMPs. BMP’s are not depicted on plans.

6. Provide statement whether dewatering will be required for the construction of the proposed project. If yes, provide well-field location, rates, discharge location, schedule and quantities.

7. Depict the location of BMPs at all bore pit locations on plans.

Staff recommendation was to Table with 7 Stipulations as follows:

1. Receipt of escrows, $2,150.00.
2. Provide an as-built survey demonstrating a minimum separation of 4 feet between top of conduit and approved ditch elevation for each crossing; all elevation reference NAVD 88 Datum.
   a. The approved ditch elevation of CD 57 at Main St (CR-14) is 849.4.
3. Provide an as-built survey demonstrating a minimum separation of 4 feet between top of conduit and approved culvert invert elevation.
   a. The approved ditch elevation of CD 54 at Hanson Blvd (CR-78) is 845.4.
4. Provide an as-built survey demonstrating a minimum separation of 4 feet between top of conduit and approved culvert invert elevation.
   a. The approved culvert invert elevation of CD 54-4 at 121st Ave NW is 847.5.
5. Update construction plans to stabilize vegetation within 7 days of rough grading or inactivity.
6. Provide statement whether dewatering will be required for the construction of the proposed project. If yes, provide well-field location, rates, discharge location, schedule and quantities.
7. Depict the location of BMPs at all bore pit locations on plans.

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

9. Northdale Blvd Commercial Development: The purpose of this project is the redevelopment of an existing building and parking lot into two proposed new commercial buildings totaling approximately 10,850 square feet located at 3211 Northdale Blvd NE 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>
</tr>
</thead>
<tbody>
<tr>
<td>Escrows: $2,000 + (1.45 ac * $500/ac =</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td><strong>$2,725.00</strong></td>
<td></td>
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<tr>
<td><strong>Stormwater &amp; Hydraulics:</strong> The applicant is meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation. A post construction test on the infiltration basin will be required to verify the assumed infiltration rates are obtained.</td>
<td>2. The applicant must provide a note on the construction plans that a post construction test on the infiltration basin will be conducted 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.</td>
</tr>
<tr>
<td>The OCS outlet pipe diameter is inconsistent on sheet C501 and the OCS detail. The OCS detail and HydroCAD model indicate a 12” pipe but a 15” pipe is shown on sheet C501.</td>
<td>3. Update plans and/or model to reflect the correct pipe size for the OCS outlet pipe.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Soils &amp; Erosion Control:</strong> District requires all stabilization vegetation and soil stockpiles be within seven (7) days of rough grading or inactivity.</th>
<th>4. Update all construction plans to stabilize vegetation and soil stockpiles within 7 days of rough grading or inactivity.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infiltration basins are not 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>5. After initial grading completely surround the proposed infiltration basins with erosion control measures to prevent the basin from clogging.</td>
</tr>
</tbody>
</table>

| **Water Quality:** All discharges into the infiltration basin are pretreated by a sediment sump manhole with a SAFL Baffle. The sump manhole detail on sheet C502 shows a 3-foot sump which is not designed correctly for water quality treatment prior to discharge into the infiltration basin. | 6. Provide inputs and calculations (SHSAM can be used) to indicate sumps are appropriately sized to meet district removal rates of 80% TSS for OK110 particle size. A minimum of 4-foot depth is required to prevent resuspension. |

| **Maintenance:** It is unknown who will be responsible for the inspection and maintenance of stormwater facilities. | 7. Provide an O&M Agreement that meets District requirements. |
Staff recommendation was to Table with 7 Stipulations as follows:

1. Receipt of escrows, $2,725.00.
2. The applicant must provide a note on the construction plans that a post construction test on the infiltration basin will be conducted 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. Update plans and/or model to reflect the correct pipe size for the OCS outlet pipe.
4. Update all construction plans to stabilize vegetation and soil stockpiles within 7 days of rough grading or inactivity.
5. After initial grading completely surround the proposed infiltration basins with erosion control measures to prevent the basin from clogging.
6. Provide inputs and calculations (SHSAM can be used) to indicate sumps are appropriately sized to meet district removal rates of 80% TSS for OK110 particle size. A minimum of 4-foot depth is required to prevent resuspension.
7. Provide an O&M Agreement that meets District requirements.

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

10. ABC Mini Storage Permit Review: The purpose of this project is the construction of two new mini storage buildings with corresponding utilities and pavement located at 13624 Hanson Boulevard 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: $2,000 + (1.9 ac * $500/ac) = $2,950</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Maintenance: A draft maintenance agreement has been submitted but not been executed.</td>
<td>2. Execute an approved O &amp; M Agreement.</td>
</tr>
<tr>
<td>Infiltration practices are being installed within a Northern States Power Company easement. It is unclear if the applicant is allowed to install infiltration practices within easement Northern States Power Company easement. The applicant states that Northern States</td>
<td>3. Provide documentation that there are no encumbrances to install the infiltration basins within the existing utility easement.</td>
</tr>
</tbody>
</table>
Power has been notified.

Staff recommendation was to Approve with 3 Stipulations as follows:

1. Receipt of escrows, $2,950.00.
2. Execute an approved O&M Agreement.
3. Provide documentation that there are no encumbrances to install the infiltration basins within the existing utility easement.

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

DISCUSSION ITEMS
11. Woodcrest Creek Inspection Report: Frucci presented the inspection report on Woodcrest Creek. Woodcrest Creek is a 1.16 mile open channel located in Coon Rapids, Minnesota. The drainage area for this creek is 1.3 square miles or 2,171 acres. There was one obstruction to report and 8 bank failures, some needing repair, others to be monitored for future repair.

A discussion of the use of non-routine funds to make unexpected needed repairs ensued.

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

INFORMATIONAL ITEMS
12. Update on Required Actuarial Study: Kelly noted that the auditor will require an actuarial report be done for the District. Kelly has discussed this with the County and it appears that when the county enters a contract for their actuarial study, the District will have theirs at the same time. Kelly discussed limiting the cost to the District as being approximately $2,000. The Board recommended moving forward with the study, but would like to be made aware if the cost will exceed $2,000.00.

ADJOURN
The meeting adjourned at 5:58 PM on a motion by Wilder, seconded by Hoffman. Motion carried with five yeas (Herbst, Hoffman, Kreun, McCullough and Wilder) and no nays.

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Anthony Wilder, President