COON CREEK WATERSHED DISTRICT
BOARD OF MANAGERS’ MEETING
January 28, 2019

The Board of Managers of the Coon Creek Watershed District held their regular meeting on January 28, 2019 at the Bunker Hills Activities Center.

1. Call to Order: The meeting was called to order at 5:32 PM
   Staff: Matt Danzl, Britta Dornfeld, Corinne Elfelt, Tim Kelly, Michelle Ulrich
   Others: 5:40-5:43 Jeremy Meyer


   Wilder 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
9. 729 159th Ave NE Garage Meyer: The purpose of this project is the construction of a garage located east of Madison St NE and 159th Ave 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 + (0.06 ac * $500/ac) = $2,030</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Floodplain: The HWL on the property is 896.6 ft (NAVD 88). Current location of proposed garage is outside of floodplain.</td>
<td>2. If garage location is changed, it will need to remain outside of the floodplain at 896.6 ft. It is also recommended that low elevation provide separation from the HWL elevation of 896.6 ft.</td>
</tr>
</tbody>
</table>

   Staff recommendation was to Approve with 2 Stipulations as follows:
   1. Receipt of escrows, $2,030.00.
2. If garage location is changed, it will need to remain outside of the floodplain at 896.6 ft. It is also recommended that low elevation provide separation from the HWL elevation of 896.6 ft.

14. **Nelson Park Permit Review:** The purpose of this project is the mill and overlay of 160 linear feet of trail and basketball court located in Nelson Park 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 + (0.18 ac * $500/ac) = $2,090</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Soils &amp; Erosion Control: Narrative states a SWPPP will be developed for the project.</td>
<td>2. Provide SWPPP prior to construction activities. Include figure with ESC items shown and ensure items in ESC above are addressed as needed.</td>
</tr>
</tbody>
</table>

Staff recommendation was to Approve with 2 Stipulations as follows:
1. Receipt of escrows, $2,090.00.
2. Provide SWPPP prior to construction activities. Include figure with ESC items shown and ensure items in ESC above are addressed as needed.

16. **Trackside Park Permit Review:** The purpose of this project is the mill and overlay of 140 linear feet of trail and basketball court located in Trackside Park 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 + (0.01 ac * $500/ac) = $2,050</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Soils &amp; Erosion Control: Narrative states a SWPPP will be developed for the project.</td>
<td>2. Provide SWPPP prior to construction activities. Include figure with ESC items shown and ensure items in ESC above are addressed.</td>
</tr>
</tbody>
</table>

Staff recommendation was to Approve with 2 Stipulations as follows:
1. Receipt of escrows, $2,050.00.
2. Provide SWPPP prior to construction activities. Include figure with ESC items shown and ensure items in ESC above are addressed.

17. **Veteran’s Memorial Blvd Permit Review:** The purpose of this project is the construction of roadway and utilities located north of Crosstown Blvd and East of Nightingale Street 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 + (8.5ac * $500/ac) =</td>
<td>1. Receipt of escrows.</td>
</tr>
</tbody>
</table>
$6,250

Staff recommendation was to Approve with 1 Stipulation as follows:

1. Receipt of escrows, $6,250.00.

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

**POLICY ITEMS**

6. **Approve City of Spring Lake Park Local Water Plan:** Kelly reviewed the staff report.

Herbst moved to Approve the Spring Lake Local Water Plan with 2 Stipulations, addressing items 8 and 9 as outlined in the staff report. Seconded by Hoffman. Motion carried with four yeas (Herbst, Hoffman, Kreun and Wilder) and no nays.

7. **Review and Approve Architect/Interior Design Proposals:** Kelly and Elfelt reviewed the information provided by Your Design Company and PureAlchemy Design. Staff recommendation was to contract with PureAlchemy Design to provide design services for 13632 Van Buren Street.

Wilder moved to approve contracting with PureAlchemy Design. Seconded by Herbst. Motion carried with four yeas (Herbst, Hoffman, Kreun and Wilder) and no nays.

8. **Water Education grant request: 19-01 – Anoka County Groundwater video production:** Dornfeld reviewed the application for $500 in grant funding toward production of a video on groundwater led by the Anoka County Outreach Collaboration. Dornfeld highlighted how the video production will help meet the priorities as outlined in the 2013-2023 Comprehensive Plan.

Wilder moved to Approve the Water Education grant application for funding $500 toward production of a video about groundwater. Seconded by Hoffman. Motion carried with four yeas (Herbst, Hoffman, Kreun and Wilder) and no nays.

**PERMIT ITEMS**

9. **729 159th Ave NE Garage Meyer – moved to Consent Agenda**

10. **Aberdeen St 144th to 145th Ave Street Construction Permit Review:** The purpose of this project is construction of a new street on Aberdeen between 144th and 145th Ave 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 + (3 ac * $500/ac) = $3,500</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Ditch Hydraulics: Inverts of east end of</td>
<td>2. Clarify the correct east culvert invert.</td>
</tr>
</tbody>
</table>
culverts are inconsistent between sheets 10 and 11, 875.45’ and 875.4’ respectively.

**Soils & Erosion Control:** Perimeter control has not been provided around entirety of infiltration basin.

In water work will be required for this project, details of work are required for review.

3. a. Provide silt fence, filter log or equivalent around entire perimeter of infiltration basin after it is completed. 
   b. Contractor must submit construction phasing plan for review and approval.

**Stormwater & Hydraulics:** Drain tile elevations not listed on construction plans.

The required post-construction test on the infiltration basin is scheduled too early.

4. a. Provide drain tile elevations for Pond 1 and 3 on construction plans. 
   b. Change “Sequence of Erosion Control” such that infiltration basin test (Sheet 35, 5a) occurs after site has been stabilized.

**Wetlands:** Wetland credits are proposed to be used through the LGRWRP.

5. Provide proof of purchase for wetland credits (pending approval from the US Army Corps of Engineers).

Staff recommendation was to Approve with 5 Stipulations as follows:

1. Receipt of escrows, $3,500.00.
2. Clarify the correct east culvert invert.
3. a. Provide silt fence, filter log or equivalent around entire perimeter of infiltration basin after it is completed. 
   b. Contractor must submit construction phasing plan for review and approval.
4. a. Provide drain tile elevations for Pond 1 and 3 on construction plans. 
   b. Change “Sequence of Erosion Control” such that infiltration basin test (Sheet 35, 5a) occurs after site has been stabilized.
5. Provide proof of purchase for wetland credits.

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

11. **Blaine Activity Center Permit Review:** The purpose of this project is to construct a new Activity Center with parking located at 9150 Central 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>
</table>
Stormwater & Hydraulics:

Elevations for Nyoplast 24” drain are inconsistent in HydroCAD model and on plans.

6” drain tile is not modeled as an outlet device for the filtration swale.

Clarification is needed for inlet #4. The inlet pipe to the filtration chamber is shown at 907.45 and the bypass pipe is shown at 907.8. It is recommended to lower the inlet pipe to the chamber to prevent short-circuiting to the bypass pipe.

Discharging water offsite.

1. Update HydroCAD model/plans to reflect the correct elevation for the Nyoplast 24” drain.
2. Update HydroCAD model to include the 6” drain tile as an outlet device for the filtration swale.
3. Provide a detail for inlet #4. It is recommended to lower the inlet pipe to the chamber to prevent short-circuiting to the bypass pipe.
4. Provide documentation from MnDOT that discharge to their pond is acceptable.

Staff recommendation was to Approve with 4 Stipulations as follows:

1. Update HydroCAD model/plans to reflect the correct elevation for the Nyoplast 24” drain.
2. Update HydroCAD model to include the 6” drain tile as an outlet device for the filtration swale.
3. Provide a detail for inlet #4. It is recommended to lower the inlet pipe to the chamber to prevent short-circuiting to the bypass pipe.
4. Provide documentation from MnDOT that discharge to their pond is acceptable.

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

12. Dahlia Park Ditch Grading Permit Review: The purpose of this project is ditch cleaning and culvert replacement in Dahlia Park 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 + (0.35 ac. * $500/ac) = $2,175</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Soils &amp; Erosion Control: It is unclear if dewatering is needed during the construction of the proposed project.</td>
<td>2. Provide statement whether dewatering will be required for the construction of the proposed project.</td>
</tr>
<tr>
<td>Unclear if excavated soils will be stockpiled near project area.</td>
<td>3. Provide note of plan for excavated material and if erosion control is needed for soil stockpiles.</td>
</tr>
</tbody>
</table>
Staff recommendation was to Approve with 3 Stipulations as follows:
1. Receipt of escrows, $2,175.00.
2. 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.
3. Provide note of plan for excavated material and if erosion control is needed for soil stockpiles.

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

13. Erlandson Park Permit Review: The purpose of this project is the bridge replacement in Erlandson Park northeast of Avocet Street and 111th Avenue NW 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><strong>Escrows:</strong> $2,000 + (0.05 ac * $500/ac) = $2,025</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td><strong>Ditches:</strong> Work below the OHW requires DNR authorization.</td>
<td>2. Provide DNR Public Waters Works Permit or equivalent.</td>
</tr>
<tr>
<td><strong>Stormwater &amp; Hydraulics:</strong> Location of armor abutment with riprap appears to narrow bridge opening. Bridge opening should match existing conditions.</td>
<td>3. Clarify location of abutments and riprap. Ensure bridge opening matches existing opening. Provide cross sections.</td>
</tr>
<tr>
<td>Riprap class not noted on plans.</td>
<td>4. Class 3 riprap is recommended at abutments. Provide details.</td>
</tr>
<tr>
<td><strong>Soils &amp; Erosion Control:</strong> Redundant erosion control required to protect the Creek.</td>
<td>5. Update erosion control plan to include redundant erosion control practices.</td>
</tr>
<tr>
<td>It is unclear if dewatering is needed during construction of the proposed project.</td>
<td>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.</td>
</tr>
</tbody>
</table>

Staff recommendation was to Table with 6 Stipulations as follows:
1. Receipt of escrows, $2,025.00.
2. Provide DNR Public Waters Works Permit or equivalent.
4. Class 3 riprap is recommended at abutments. Provide details.
5. Update erosion control plan to include redundant erosion control practices.
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.

Motion to Table with 6 Stipulations was moved by Hoffman and seconded by Herbst. The motion carried with four yees (Herbst, Hoffman, Kreun, and Wilder) and no nays.

14. Nelson Park Permit Review – Moved to Consent Agenda

15. Springbrook – Phase 3 Permit Review: The purpose of this project is a single-family housing development consisting of 29 lots to be located west of Harpers Street NE and north of 128th Avenue 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 + (13 ac * $500/ac) = $8,500</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Ditch Hydraulics:</td>
<td>2. Add elevations to low chord of bridge and tie-in elevations to boardwalk design.</td>
</tr>
<tr>
<td>Soils &amp; Erosion Control:</td>
<td>3. a. Update sheet C3.1, note #2 to stabilize vegetation within 7 days of rough grading or inactivity. b. Provide landscape plan with vegetation in pond tolerant of inundation due to proximity to ditch and wetlands.</td>
</tr>
<tr>
<td>Landscape plan provided but insufficient.</td>
<td>4. a. Obtain TEP/LGU approval of the Replacement Plan b. Provide proof of purchase for wetland credits.</td>
</tr>
<tr>
<td>Wetlands:</td>
<td>5. Provide acceptable buffer plan with monuments delineated on grading plan.</td>
</tr>
<tr>
<td>TEP/LGU have not issued a decision on the Replacement Plan.</td>
<td></td>
</tr>
<tr>
<td>Wetland credits are proposed to be purchased to replace the wetland impacts.</td>
<td></td>
</tr>
<tr>
<td>No buffer plan provided</td>
<td></td>
</tr>
</tbody>
</table>

Staff recommendation was to Approve with 5 Stipulations as follows:

1. Receipt of escrows, $8,500.00.
2. Add elevations to low chord of bridge and tie-in elevations to boardwalk design.
3. a. Update sheet C3.1, note #2 to stabilize vegetation within 7 days of rough grading or inactivity. b. Provide landscape plan with vegetation in pond tolerant of inundation due to proximity to ditch and wetlands.
5. Provide acceptable buffer plan with monuments delineated on grading plan.
Motion to Approve with 5 Stipulations was moved by Hoffman and seconded by Herbst. The motion carried with four yeas (Herbst, Hoffman, Kreun, and Wilder) and no nays.

16. Trackside Park Permit Review – moved to Consent Agenda

17. Veteran’s Memorial Blvd Permit Review – moved to Consent Agenda

18. Wedgewood Trail Permit Review: The purpose of this project is the mill and overlay of 6,700 linear feet of trail and culvert replacement throughout Wedgewood Park 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 + (1.53 ac * $500/ac) = $2,765</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Soils &amp; Erosion Control: Narrative states a SWPPP will be developed for the project.</td>
<td>2. Provide SWPPP prior to construction activities. Include figure with ESC items shown and ensure items in ESC section above are addressed.</td>
</tr>
<tr>
<td>It is unclear if dewatering is needed during the construction of the proposed project.</td>
<td>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 and quantities.</td>
</tr>
</tbody>
</table>

Staff recommendation was to Approve with 3 Stipulations as follows:

1. Receipt of escrows, $2,765.00.
2. Provide SWPPP prior to construction activities. Include figure with ESC items shown and ensure items in ESC section above are addressed.
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 and quantities.

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

DISCUSSION ITEMS

19. Review of 2018-19 Activities: Staff member, Britta Dornfeld, orated a Power Point presentation on the District’s activities in 2018. Dornfeld provided the number of permit applications reviewed, wetlands reviewed, and permits issued by Regulatory.

Water Quality and Monitoring highlights included a review of grant funded projects – Springbrook Weir filters and Lower Sand Creek Corridor Restoration. Dornfeld also touched on the upcoming activities in 2019 including monitoring chloride levels, and the
grant funded projects – Middle Sand Creek Corridor Restoration, Woodcrest Pond and Pleasure Creek Pond.

Operations and Maintenance inspections for 2018 were reviewed and the 2019 projects were looked at. Planning activities included the Annual Review, Comprehensive Plan Amendment, purchase of district office and the HUC study.

Public and Government Relations accomplishments included managing 3 grant awards, 18 newsletter articles and 3 workshops. Dornfeld also highlighted the increased presentation requests that were filled in 2018, and the increase in Website pageviews since 2015. Dornfeld also shared the clean-up, storm drain stenciling and 14 community events and presentations that Outreach participated in.

Administration worked through the purchase of a new vehicle in 2018. Dornfeld also noted a new phone system was researched and purchased along with new printer and plotter contracts.

ADJOURN
The meeting adjourned at 6:34 PM on a motion by Wilder, seconded by Hoffman. Motion carried with four yea's (Herbst, Hoffman, Kreun, and Wilder) and no nays.

Kelly noted the Information Items had not been discussed.

INFORMATIONAL ITEMS
20. In the Works:

- The District will be applying for a 319 Grant. The Board will have it before them at the next meeting.
- The City of Blaine will be submitting a petition for the impoundment of 2 ditches to establish a wetland bank.
- The MAWD legislative breakfast will be Feb 20 and 21. If any would like to attend they should contact Kelly.

Board Members disbursed at 6:41 p.m.

_____________________________
Anthony Wilder, President