The Board of Managers of the Coon Creek Watershed District held their regular meeting on September 9, 2019 at the Coon Creek Watershed District Office.

1. Call to Order: The meeting was called to order at 5:30 PM
Absent: Matt Herbst
Staff: Matt Danzl, Corinne Elfelt, Tim Kelly, Michelle Ulrich

2. Approval of the Agenda: Wilder made a motion to move Items # 13-Coon Creek Watermain Crossing Permit Review, 14-Bridget Evens Deck Rebuild Permit Review, 15-Voss Newman Permit Review and 16-Osborne Garage Addition Permit Review to the Consent Agenda. Seconded by Hoffman. Motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

Kreun made a motion to move Item #8 Receive Monthly Financial Statements from Consent Agenda to Policy Items, seconded by McCullough. Motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

Wilder moved to approve the Amended 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 present for Open Mike

CONSENT ITEMS
5. Approval of Minutes of August 26, 2019
6. Receive Staff Report
7. Advisory Committee Report – nothing to report
8. Receive Monthly Financial Statements – moved to Policy Items
9. Approve Bills: Claims totaling $289,569.86 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>A1 Floor &amp; Carpet Care</td>
<td>945.00</td>
</tr>
<tr>
<td>Anoka County</td>
<td>150.00</td>
</tr>
<tr>
<td>Anoka County</td>
<td>77,907.07</td>
</tr>
<tr>
<td>Avail Academy</td>
<td>250.00</td>
</tr>
<tr>
<td>CenterPoint Energy</td>
<td>21.00</td>
</tr>
<tr>
<td>CenterPoint Energy</td>
<td>7,838.29</td>
</tr>
<tr>
<td>City of Coon Rapids</td>
<td>51,360.00</td>
</tr>
<tr>
<td>City of Ham Lake</td>
<td>8,000.00</td>
</tr>
<tr>
<td>City of Roseville</td>
<td>2,384.00</td>
</tr>
</tbody>
</table>
13. Coon Creek Watermain Crossing Permit Review: The purpose of this project is the fill, abandon and bulkhead of existing watermain and install new trenchless watermain at crossing of Coon Creek and Hanson Blvd 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 + (0.1 ac * $500/ac = $2,050.00</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Ditch Hydraulics: An underground utility crossing is proposed as part of this project.</td>
<td>2. An as-built will need to be provided that ensures there is a 4-foot separation from the bottom of the approved County Ditch 57 elevation (864.30 ft NAVD 88) to top of the watermain.</td>
</tr>
</tbody>
</table>
| Soils & Erosion Control: Stabilizing vegetation is not proposed for disturbed areas within seven (7) days of rough grading. 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 rough grading. | 3. Update the Erosion Control Plan to include the following:
   a. Provide note that stabilizing vegetation is proposed for disturbed areas with 7 days of rough grading or inactivity. b. Provide note that soil stockpiles will be fitted with sediment-trapping measures and be... |
inactivity.

Adjacent properties and stormwater ponds are not protected from sediment deposition. The stormwater pond east of Hanson Blvd and south of Coon Creek or the Wetland east of Hanson Blvd and north of Coon Creek are not adequately protected from sediment-laden runoff.

Construction schedules detailing when sediment trapping measures will occur; stabilization of earthen structures and the general timing of construction phases have not been provided.

All work adjacent to water or related resource has not taken precautions to contain sediment, and stabilize the work area during construction.

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.

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.)

stabilized within 7 days of inactivity.

c. Extend double row silt fence south to provide perimeter control between excavation area and stormwater pond east of Hanson Blvd and south of Coon Creek.

d. Extend double row silt fence north to provide perimeter control between excavation area and Wetland east of Hanson Blvd and north of Coon Creek.

e. Provide construction schedule detailing the general timing of construction activities.

f. Provide note to minimize transport of sediment by runoff or vehicle tracking onto paved surfaces.

g. Provide note that impervious surfaces where sediment is transported will be swept daily.

h. Provide note that the repair and maintenance of all temporary and permanent erosion and sediment control practices will occur as needed.

i. Provide details sheet showing all ESC practices anticipated during construction.

Staff recommendation was to Approve with 3 Stipulations as follows:
1. Receipt of escrows.
2. An as-built will need to be provided that ensures there is a 4-foot separation from the bottom of the approved County Ditch 57 elevation (864.30 ft NAVD 88) to top of the watermain.
3. Update the Erosion Control Plan to include the following:
   a. Provide note that stabilizing vegetation is proposed for disturbed areas with 7 days of rough grading or inactivity.
   b. Provide note that soil stockpiles will be fitted with sediment-trapping measures and be stabilized within 7 days of inactivity.
   c. Extend double row silt fence south to provide perimeter control between excavation area and stormwater pond east of Hanson Blvd and south of Coon Creek.
   d. Extend double row silt fence north to provide perimeter control between excavation area and Wetland east of Hanson Blvd and north of Coon Creek.
   e. Provide construction schedule detailing the general timing of construction activities.
   f. Provide note to minimize transport of sediment by runoff or vehicle tracking onto paved surfaces.
   g. Provide note that impervious surfaces where sediment is transported will be swept daily.
   h. Provide note that the repair and maintenance of all temporary and permanent erosion and sediment control practices will occur as needed.
   i. Provide details sheet showing all ESC practices anticipated during construction.

14. Bridget Evens Deck Rebuild Permit Review: The purpose of this project is the rebuilding of a deck off the north western side of the house located at 965 118th Lane 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>Escrows: $2,000 + (0.01 ac * $500/ac = $2,0005</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Floodplain: There is floodplain on the property according to the District model and FEMA. The District’s floodplain elevation is at 874.3 feet. This project is proposed in a floodway. It has been noted that the overall size of the deck is decreasing from existing conditions, however, all construction in a floodway is subject to a no-rise analysis. The City of Coon Rapids is the LGU for floodplain regulation and may require a no-rise</td>
<td>2. Provide results of no-rise analysis or letter from the City stating that one will not be required.</td>
</tr>
</tbody>
</table>
analysis. The District will require the results of this analysis or a letter from the City stating that one is not required. Note that the District’s modeled elevation is higher than the FEMA elevation, thus increasing the risk of flood impacts for structures built in the floodway.

Staff recommendation was to Approve with 2 Stipulations as follows:
1. Receipt of escrows.
2. Provide results of no-rise analysis or letter From the City stating that one will not be required.

15. Voss/Newman Permit Review: The purpose of this project is the removal of and replacement of existing timber wall with boulder and riprap and disposal of failing walls on a 1.2 acre lot located at 10820 Mississippi Blvd 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>
</table>
| **Floodplain:** The project is within the floodway and flood fringe. Fill in the floodway is not allowed. The FEMA floodplain elevation is approximately 838.5 feet. The Landscape Plan Cut/Fill Notes submitted electronically on 8/28/19 show a net floodplain cut of 147 cubic yards. The Cut/Fill Notes submitted 8/16/19 show a net floodplain fill of 16 cubic yards. The grading plan does not appear to have been updated to include the changes in Cut/Fill Volumes presented in the 8/29/19 submittal. It is unclear how these volumes were calculated. | 1. Update the Grading/Erosion Control Plan to reflect the updated Cut/Fill volumes.  
2. Provide a figure clearly showing areas and quantities of Cut and Fill.  
3. Update Proposed Grades figure on the Landscape Plan to reflect the updated Cut/Fill volumes. |

Staff recommendation was to Approve with 3 Stipulations as follows:  
1. Update the Grading/Erosion Control Plan to reflect the updated Cut/Fill volumes.  
2. Provide a figure clearly showing areas and quantities of Cut and Fill.  
3. Update Proposed Grades figure on the Landscape Plan to reflect the updated Cut/Fill volumes.

16. Osborne Garage Addition Permit Review: The purpose of this project is the addition of a garage adjacent to wetland located at 1843 169th 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><strong>Wetlands:</strong> Wetland credits are proposed to be purchased to replace the wetland impacts.</td>
<td>1. Provide BWSR approved Transaction Form to Withdraw Credits.</td>
</tr>
<tr>
<td>A wetland replacement plan has been provided. The LGU has approved the replacement plan but has not issued the Notice of Decision.</td>
<td>2. An approved replacement plan must be issued.</td>
</tr>
</tbody>
</table>

Staff recommendation was to Approve with 2 Stipulations as follows:

1. Provide BWSR approved Transaction Form to Withdraw Credits.
2. An approved replacement plan must be issued.

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

**POLICY ITEMS**

8. **Receive Monthly Financial Statements:** Kreun asked for clarification on page 2 of the Financial Statement – Program Expenses. Kelly noted that the YTD Revised Budget is the accurate accounting. Kreun also asked about the variance in the Salaries & Benefits. Kelly stated the savings were due to an employee (Martinkosky) just being replaced, so several months salary and benefits were saved. Kreun asked if future financial statements could have explanations when the increase or decrease is +/-10%.

Wilder moved to Accept the Monthly Financial Statement. Seconded by Hoffman. Motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

10. **Request to Award Work on Ditch 57 Andover Blvd Bank Stabilization:** Janke described the project due to the eroded bank is located along an approximately 25-foot-wide earthen berm that separates Ditch 57 (Coon Creek) and a large pond. The erosion exists along a long gradual outside bend of Ditch 57 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. If left unattended the toe will eventually erode to a point where the berm will wash out. The existing gradual erosion is contributing approximately 150 tons TSS/yr and 60 lbs TP/yr (NRCS estimation method). 750 linear feet, 10 feet high, 0.4 feet/year recession rate, 100 pcf density. An in-channel floating silt curtain will be installed during construction to prevent construction material from drifting downstream.

<table>
<thead>
<tr>
<th>Company</th>
<th>Quote</th>
<th>Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blackstone Contractors</td>
<td>$57,225.00</td>
<td>3</td>
</tr>
</tbody>
</table>
### MN Native Landscapes
- **Budget**: $87,250.00
- **Selection**: #5

### Northland Excavating
- **Budget**: $54,938.00
- **Selection**: #2

### Rachel Contracting
- **Budget**: $76,900.00
- **Selection**: #4

### Sunram Construction
- **Budget**: $48,548.00
- **Selection**: #1

### Engineers Estimate*
- **Budget**: $62,096.10

### Budget
- **Total**: $56,000.00

Staff recommendation was to award the contract to Sunram Construction.

Hoffman asked if the District had worked with Sunram in the past. Janke stated the District had and Janke also noted that Sunram has local suppliers and is therefore able to provide a low bid.

Motion to Award the Ditch 57 Andover Blvd Bank Stabilization Contract to Sunram Construction was made by Hoffman and seconded by Wilder. Motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

11. **Hearing on 2020 Budget:** Kelly reviewed the budget process and noted that at the August 26 meeting the Board approved a draft budget for notice for public hearing; the budget was also reviewed by both advisory committees; and the Advisory Committees comments were presented at the August 26 Board meeting. Kelly stated the draft budget was noticed on the District web site August 28, in the Anoka County Union Herald on August 30 and in both the Union Herald and the Blaine/Spring Lake Park/Fridley Life September 6th.

Public Hearing was convened at 5:39 p.m. by a motion by Wilder, seconded by Kreun. Motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

Wilder asked for Public Comment three times. Hearing none, Wilder made a motion to close the Public Hearing, seconded by Kreun. Motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.
Motion to Adopt the 2020 Proposed Budget was made by Hoffman and seconded by Kreun. Motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

PERMIT ITEMS

12. Villas at Crosstown City Improvements: The purpose of this project is the streets and utilities installation for 48 residential development lots on 20 acres location at Constance Blvd NW and County Rd 18 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 + (4.75 ac * $500/ac = $4,375.00)</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Soils &amp; Erosion Control:</td>
<td>2. Clarify how overall site boundary will be protected from sedimentation.</td>
</tr>
<tr>
<td></td>
<td>a. Will ESC for PAN 19-105 will be in place prior to street and utility installation. OR</td>
</tr>
<tr>
<td></td>
<td>b. Shown ESC around project boundary to protect adjacent properties.</td>
</tr>
<tr>
<td></td>
<td>3. Provide a note that soil stockpiles will be stabilized within seven (7) days of inactivity.</td>
</tr>
<tr>
<td></td>
<td>4. If dewatering is required, provide</td>
</tr>
</tbody>
</table>
DNR permit for dewatering prior to construction.

Staff recommendation was to Approve with 4 Stipulations as follows:

1. Receipt of escrows.
2. Clarify how overall site boundary will be protected from sedimentation.
   a. Will ESC for PAN 19-105 will be in place prior to street and utility installation. OR
   b. Shown ESC around project boundary to protect adjacent properties.
3. Provide a note that soil stockpiles will be stabilized within seven (7) days of inactivity.
4. If dewatering is required, provide DNR permit for dewatering prior to construction

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

13. Coon Creek Watermain Crossing – moved to Consent Agenda
14. Bridget Evens Deck Rebuild – moved to Consent Agenda
15. Voss/Newman – moved to Consent Agenda
16. Osborne Garage Addition – moved to Consent Agenda

17. Paulno Estates Permit Review: The purpose of this project is to subdivide and develop Paulno Estates into 4 lots on a 3.29 acre lot located on 125th Lane, north of Main Street NW and west of Shenandoah Blvd 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>Escrows: $2,000 + (1.68 ac * $500/ac) = $2,840.00</td>
<td>1. Receipt of escrows.</td>
</tr>
<tr>
<td>Soils &amp; Erosion Control: Unable to discern all the line work on the plans.</td>
<td>2. Provide legend to identify and clarify erosion control features.</td>
</tr>
<tr>
<td></td>
<td>a. Provide downstream inlet protection</td>
</tr>
<tr>
<td></td>
<td>b. Provide details for erosion and sediment control items.</td>
</tr>
<tr>
<td></td>
<td>c. After initial grading, completely surround the proposed infiltration basins with erosion control measures to prevent the basin from clogging.</td>
</tr>
</tbody>
</table>
**Stormwater & Hydraulics:** The applicant is meeting the volume management requirement equivalent to infiltrating runoff from the first 1.0 inches of precipitation. A post construction test on the rain garden will be required to verify the assumed infiltration rates are obtained.

<p>| | |</p>
<table>
<thead>
<tr>
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<th></th>
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</thead>
<tbody>
<tr>
<td>3.</td>
<td>The applicant must provide a note on the construction plans that a post construction test on the rain garden 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>
</tbody>
</table>

**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.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>4.</td>
<td>At the time of custom grading for each lot, a permit application is required to confirm the proposed grading, BMP, O&amp;M, and erosion control.</td>
</tr>
</tbody>
</table>

Staff recommendation was to Approve with 4 Stipulations as follows:

1. Receipt of escrows.
2. Provide legend to identify and clarify erosion control features.
   a. Provide downstream inlet protection
   b. Provide details for erosion and sediment control items.
   c. After initial grading, completely surround the proposed infiltration basins with erosion control measures to prevent the basin from clogging.
3. The applicant must provide a note on the construction plans that a post construction test on the rain garden 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.
4. At the time of custom grading for each lot, a permit application is required to confirm the proposed grading, BMP, O&M, and erosion control.

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.

**DISCUSSION ITEMS**

**18. Briefing: Middle Sand Creek Corridor Restoration Project**

Janke reviewed the history and background for this project included in the staff report. Janke noted that at the September 10, 2018 Board meeting the Board approved the 2019 budget including the construction of the Middle Sand Creek Corridor Restoration project and at the February 25, 2019 Board meeting the Board executed a Joint Powers Agreement with the City of Coon Rapids.
Janke highlighted that this project is within a mandatory category (Minn. Rules 4410.4300, Subpart 26) for preparation of an Environmental Assessment Worksheet (EAW) which must be satisfied prior to receiving any permits to begin construction. An EAW is intended to be a relatively brief summary of potential environmental impacts. The Board must approve staff to prepare and submit the EAW to the Environmental Quality Board (EQB) for publication for public comment and to publish a press release in the official District newspapers. The EAW will then undergo a 30-day public comment period. The District will then respond to received comments and determine if an Environmental Impact Study (EIS) is needed.

Staff recommendation is to Adopt the attached resolution for staff to prepare an EAW for public comment.

Hoffman asked how much this project would cost the District. Janke informed the Board that $300,000 would be the District’s match and it has been included in the 2020 budget. Janke also noted that the project will reduce flooding consequences and water quality will be improved. Kreun asked if this project will be similar to the Lower Sand Creek project. Janke acknowledged that it is quite similar and, like the Lower Sand Creek project, a Open House will be hosted on September 24 at 6:00 p.m. Janke invited the Board to attend the Open House. Janke explained the project will be a 2 year project.

RESOLUTION NO. 19-08
COON CREEK WATERSHED DISTRICT
BOARD OF MANAGERS

DESIGNATING RGU FOR MIDDLE SAND CREEK
CORRIDOR RESTORATION PROJECT

WHEREAS, the Coon Creek Watershed District (District) in agreement with the City of Coon Rapids (City) intends to implement a corridor restoration project in Middle Sand Creek within the City of Coon Rapids and the Coon Creek Watershed District (Project). The District has been awarded federal and state grant funding to design and construct this water quality improvement Project; and

WHEREAS, the District in consultation with the City is the governmental unit with responsibility for supervising, constructing and implementing the Project to reduce erosion and improve aquatic habitat in Sand Creek; and

WHEREAS, as provided under Minn. Rules 4410.4300, Subpart 26, this Project is within the mandatory category for preparation of an Environmental Assessment Worksheet (EAW); and

WHEREAS, as defined under Minn. Rules 4410.0200, Subpart 24, an EAW is a brief document designed to set out the basic facts necessary to determine whether an
Environmental Impact Statement (EIS) is required for a proposed project or to initiate the
scoping process for an EIS; and

WHEREAS, the District as a metropolitan watershed district with the lead
permitting/approval authority for this Project is authorized under Minn. Rules 4410.0500,
Subparts 1 and 5 (B) to act as the Responsible Governmental Unit (RGU) for preparation
and review of environmental documents including the EAW required in this situation;
and

WHEREAS, the City agrees that the District should act as RGU for this Project.

THEREFORE, BE IT RESOLVED that the District will act as RGU for this
Project, and in accordance with Minn. Rules 4410.1400 (A) directs its staff/agents to
prepare the EAW as required under the applicable provisions of Minn. Rules Chapter
4410 and statutes.

Motion to Adopt Resolution 19-08 to Prepare the EAW was moved by Hoffman and
seconded by Kreun. The motion carried with four years (Hoffman, Kreun, McCullough
and Wilder) and no nays.

The Board indicated they would like to see the EAW posted with the next agenda and
have a separate link to all of the supporting documentation.

INFORMATIONAL ITEMS
13. Project to restore Rice Creek’s meandering path already shows positives for
water, wildlife: Star Tribune article on a project similar to our Sand Creek project.

ADJOURN
The meeting adjourned at 6:07 PM on a motion by Wilder, seconded by Hoffman.
Motion carried with four yeas (Hoffman, Kreun, McCullough and Wilder) and no nays.

__________________________
Anthony Wilder, President