

## **COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING**

The Board of Managers of the Coon Creek Watershed District held their regular meeting on, Monday, February 13, 2023, at the Coon Creek Watershed District Office.

### **1. Call to Order**

The meeting was called to order at 5:35 PM.

Board Members Present: Mary Campbell, Jim Hafner, Matthew Herbst  
Dwight McCullough and Patrick Parker.

Staff Present: Dawn Doering, Corinne Elfelt, Jenny Gooden, Tim Kelly, and  
Michelle Ulrich

Staff Present via Zoom: Justine Dauphinais, Jon Janke, and Julie Peterson

Others via Zoom: Barbara Goodboe-Bisschoff

### **2. Approval of the Agenda**

Board Member McCullough made a motion to move Items 11, 12,13 and 15 to the Consent Agenda. Seconded by Board Member Campbell. Motion carried with four yeas (Board Members Mary Campbell, Matthew Herbst, Dwight McCullough, and Patrick Parker) and no nays.

Board Member Parker made a motion to approve the amended agenda. Seconded by Board Member Campbell. Motion carried with four yeas (Board Members Mary Campbell, Matthew Herbst, Dwight McCullough, and Patrick Parker) and no nays.

### **3. Swearing In of New Board Member Jim Hafner**

Attorney Ulrich performed the swearing in of new Board Member Jim Hafner.

### **4. Announcements – None.**

### **5. Discussion from the Floor**

No one was present to address the Board.

## **CONSENT ITEMS**

### **6. Approval of Minutes of January 23, 2023**

### **7. Receive Administrator's Report**

### **8. Advisory Committee Report**

**9. Approve Bills to be Paid:** Claims totaling \$536,185.86 on the following disbursement list will be issued and released upon Board approval:

**February 13, 2022**

To	Amount
Anoka Conservation District	500.00
Emmons & Olivier Resources Inc	15,733.75
US Geological Survey	4,135.50

**20,369.25**

To	Amount
A1 Floor & Carpet Care	1,056.25
Centerpoint Energy	688.63
City of Coon Rapids	10,050.00
Connexus Energy	214.44
Lashinski Septic Service	355.40
Loffler	104.95
Metro Inet	4,498.00
Michelle Ulrich PA	4,079.25
North Pine Aggregate Inc	475,304.14
Poop 911	731.40
Prowire	319.85
Respec	9,988.75
SHI Int'l	483.00
US Bank	5,166.80
Well Groomed Lawns	2,737.00
Xcel Energy	38.75

**515,816.61**

**TOTAL BOTH 536,185.86**

The following Permit Items were moved to the Consent Agenda by motion:

**10. 200 94<sup>th</sup> Street Home Permit Review:** The project purpose is to construct a new single-family home along Pleasure Creek. The proposed project is new development with no existing impervious within the project area and will result in about 0.06 acres of new impervious. Most of the project area overland flows directly to Pleasure Creek in Blaine, Minnesota.

Staff recommendation was to Approve with 2 Conditions and 0 Stipulations as follows:

**Conditions to be Met Before Permit Issuance:**

Rule 2.7 – Fees and Security Escrows

1. Submittal of a performance escrow in the amount of \$2,125.00.

Rule 4.0 – Soils and Erosion Control

2. Provide an Erosion and Sediment Control Plan that includes:

- a. A note that disturbed soils and stockpiles will be temporarily or permanently stabilized within 24 hours after construction activity in that area has temporarily or permanently ceased.
- b. A note that all temporary erosion and sediment control practices on site will be repaired or replaced within the required timeframes as needed.
- c. A note that sediment discharged or tracked from the project area will be cleaned from the street by the end of each day.

**11. 2023 Street Reconstruction – Oak Bluff Permit Review:** The purpose of the project is street reconstruction with full depth reclamation, limited sanitary sewer and water main extensions, replacement of curb and gutter in the Oak Bluff Development in Andover, Minnesota.

Staff Recommendation was to Approve with 3 Conditions and zero Stipulations as follows:

**Conditions to be Met Before Permit Issuance:**

Rule 2.7 – Fees and Security Escrows

1. Submittal of a performance escrow in the amount of \$2,900.00.

Rule 4.0 – Soils and Erosion Control

2. Provide an updated Erosion and Sediment Control Plan that includes the following:
  - a. A note that disturbed soils and stockpiles will be temporarily or permanently stabilized within 24 hours after construction activity in that area has temporarily or permanently ceased.
  - b. A note clarifying if dewatering will take place and details on dewatering practices, if applicable.
  - c. The name and contact information responsible for SWPPP implementation and repair and maintenance of erosion and sediment control measures during construction.
  - d. A project construction schedule detailing the general timing of construction phases as they relate to temporary and permanent erosion and sediment control measures.
  - e. A note that provides for the repair and maintenance of all temporary and permanent erosion and sediment control practices.
3. Provide verification that the applicant has applied for an NPDES permit from the MPCA.

**Stipulations:** None.

**12. 2023 Northgate Replacement Permit Review:** The purpose of the project is in-kind replacement of approximately 14,000 linear feet of existing 24-inch-diameter steel natural gas transmission pipeline in Coon Rapids and Fridley, Minnesota.

Staff recommendation was to Approve with 3 Conditions and 1 Stipulation as follows:

**Conditions to be Met Before Permit Issuance:**

Rule 2.0 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$9,500.

Rule 4.0 – Soils and Erosion Control

2. Provide a note on the erosion and sediment control plan that disturbed soils and stockpiles will be temporarily or permanently stabilized within 24 hours after construction activity in that area has temporarily or permanently ceased.

Rule 5.0 – Wetlands

3. Provide TEP approval of No-Loss Application

**Stipulations:** The permit will be issued with the following stipulations conditions of the permit. By accepting the permit, the applicant agrees to these stipulations:

1. Provide field reports illustrating that at least 4-foot separation is provided between top of utility and bottom of provided ditch elevation for Pleasure Creek Crossing (861.0) and CD 17 Crossing (848.2).

**13. Taxiway Alpha Improvements Permit Review:** The purpose of the project is for Taxiway Improvements at the Anoka County -Blaine Airport, 889 Airport Road NE, Blaine, Minnesota.

Staff Recommendation was to Approve with 3 Conditions and zero Stipulations as follows:

Rule 2.7 – Fees and Security Escrows

1. Submittal of a performance escrow in the amount of \$6,850.00.

Rule 4.0 – Soils and Erosion Control

2. Provide a note on the erosion and sediment control plan that disturbed soils and stockpiles will be temporarily or permanently stabilized within 24 hours after construction activity in that area has temporarily or permanently ceased.
3. Provide verification that the applicant has applied for an NPDES permit from the MPCA.

**Stipulations:** None.

Board Member McCullough made a motion to approve the Consent Agenda. Seconded by Board Member Campbell. Motion carried with five yeas (Board Members Mary Campbell, Jim Hafner, Matthew Herbst, Dwight McCullough, and Patrick Parker) and no nays.

## **POLICY ITEMS**

### **14. Briefing: Initial Preparation for Comprehensive Planning**

Administrator Kelly presented the 2024-2034 Comprehensive Plan Statement of Scope Priority Problems, Issues and Concerns to the Board Members. He reported that the receipt and recognition of the "statement of Scope and Priorities" completes a phase in the planning process adopted in May 2022 and fulfills an implied obligation of both the Metropolitan Water Management Act and its rules.

Mr. Kelly presented a presentation highlighting the Scope and Priority Issues. He reported that Water Quality is the greatest concern to the surrounding communities followed by Public Drainage, Water Quantity, Wetlands, and Groundwater. He reviewed the other agencies that are working on these issues and what the scope of the future Comprehensive Plan will outline.

Mr. Kelly provided a timeline for the next steps in the Comprehensive Plan and reported that a draft copy will be sent to Minnesota Board of Water and Soil Resources (BWSR) in June.

Board Member Hafner made a motion to receive the Statement of Scope and Priority Issues as presented. Seconded by Board Member McCullough. Motion carried with five yeas (Board Members Mary Campbell, Jim Hafner, Matthew Herbst, Dwight McCullough, and Patrick Parker) and no nays.

## **PERMIT ITEMS**

**15. Radisson Road Blaine Townhomes Permit Review:** The purpose of the project is construction of a townhome community with streets, parking, utilities, and stormwater improvements in Blaine, Minnesota.

Staff recommendation was to approve with 6 Conditions and 3 Stipulations as follows:

### **Conditions to be Met Before Permit Issuance:**

1. Receipt of escrows.
2. Update all construction plan notes to stabilize vegetation and soil stockpiles within 7 days of rough grading or inactivity.
3. Provide calculations and inputs to indicate sumps are appropriately sized to meet district removal rates of 80% TSS. SHSAM can be used with an OK110 particle size. A minimum of 4-foot depth is required to prevent resuspension.
4. Provide an O&M Agreement that meets District requirements.
5. Provide TEP approval of wetland replacement application and plan.
6. Provide proof of wetland credit purchase.

### **Stipulations to be Met Before Permit Issuance:**

1. Submittal of as-builts for the following stormwater management practices, including volume, critical elevations, and proof of installation for hydrodynamic separators:

<b>Stormwater Treatment Practices</b>	<b>Number</b>
Filtration Basin	1
Catch Basin Sumps	3
Outlet Control Structure	1

2. Completion of a post construction infiltration test on Filtration Basin 1 by filling the basin to a minimum depth of 6 inches with water and monitoring the time necessary to drain, or multiple double ring infiltration tests to ASTM standards. The Coon Creek Watershed District shall be notified prior to the test to witness the results.
3. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule, and quantities prior to construction.

Board Member Hafner inquired how much of a shortfall there was since the infiltration was not met. Ms. Edison stated that the volume did meet the filtration.

Board Member Hafner inquired on what was proposed as the alternative for fill in on the site. Ms. Edison stated that sequence flexibility was applied for.

Board Member Hafner inquired as to where the wetland bank credits would be coming from. Ms. Edison reported that the credits would be within the major watershed.

Board Member Campbell made a motion to approve the permit for the Radisson Road Blaine Townhomes with six conditions and three stipulations. Seconded by Board Member Hafner. Motion carried with five yeas (Board Members Mary Campbell, Jim Hafner, Matthew Herbst, Dwight McCullough, and Patrick Parker) and no nays.

## **DISCUSSION ITEMS**

### **16. Anoka County Services**

Administrator Kelly reported that he has received notification from Anoka County that a decision by the Anoka County Board of Commissioners was made regarding cessation of support services to the District. He stated that this decision would take place as of December 31, 2023.

Mr. Kelly provided the Board with the background information of how the District has been working with Anoka County for administrative support such as health care and payroll since 1990. He reported that he has been in contact with the Chief Financial Officer for Anoka County and will be working with him and the County to find other means for providing these services to the employees of the District.

Mr. Kelly reported that he and staff of the District are working on researching available sources that can assist in the transition from the County. He encouraged Board members to contact the Anoka County Commissioners and explain the importance the County and the benefits have on the District employees.

President Herbst confirmed that he had been in touch with several Commissioners and strongly encouraged the other Board Members to reach out to them. Mr. Kelly stated that he will have more information to provide to the Board Members at the next Board meeting on February 23, 2023.

Board Member Hafner inquired how long ago this decision was made. Mr. Kelly stated that he was informed that it was made in 2022.

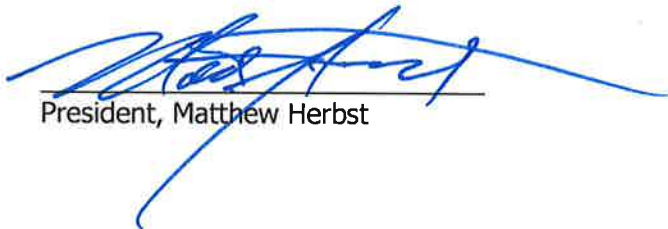
**17. 2023 Project Commencing**

Operations and Maintenance Coordinator Janke presented to the Board Members a summary of the 2023 Projects Commencing. He reported that the Coon Creek Bank Stabilization has been identified and prioritized for work in 2023. He stated that as part of the District Routine Ditch Repair Program, 13 maintenance projects have been identified and prioritized for 2023. He stated that the projects consist of maintenance and routine work. He stated that, when required, quotes or bids would be brought before the board for approval.

**ADJOURN**

Board Member McCullough made a motion to adjourn. Seconded by Board Member Campbell. Motion carried with five yeas (Board Members Mary Campbell, Jim Hafner, Matthew Herbst, Dwight McCullough, and Patrick Parker) and no nays.

The Board Meeting adjourned at 6:46 PM.



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President, Matthew Herbst

