

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 27, 2023, at the Coon Creek Watershed District Office.

1. Call to Order

The meeting was called to order at 5:30 PM.

Board Members Present: Jim Hafner, Matthew Herbst, and Dwight McCullough

Board Member Absent: Mary Campbell and Patrick Parker

Staff Present: Jenny Gooden, Tim Kelly, and Michelle Ulrich

Staff Present via Zoom: Dawn Doering, Erin Edison, and Jon Janke

Visitor: Roger Johnson

2. Approval of the Agenda

Board Member McCullough made a motion to move Items 8,9, and 10 to the Consent Agenda. Seconded by Board Member Hafner. Motion carried with three yeas (Board Members Matthew Herbst, Dwight McCullough, and Jim Hafner) and no nays.

Board Member McCollough made a motion to approve the amended agenda. Seconded by Board Member Hafner. Motion carried with three yeas (Board Members Matthew Herbst, Dwight McCullough, and Jim Hafner) and no nays.

3. Announcements – None.

4. Discussion from the Floor

No one was present to address the Board.

Administrator Kelly reported that Citizen Advisory Committee (CAC) member Roger Johnson was in attendance at the meeting. He stated that Mr. Johnson has been on the CAC for 12 years.

CONSENT ITEMS

5. Approval of Minutes of February 13, 2023

6. Approve Bills to be Paid: Claims totaling \$205,489.52 on the following disbursement list will be issued and released upon Board approval:

February 27, 2023	
To	Amount
Anoka County	121,400.83
Berg-Johnson Associates Inc	27,300.00
Centerpoint Energy	558.83
SHI International Corp	4,129.00
Stantec	38,837.36
State of MN Auditor	13,263.50
	205,489.52

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

8. Misc. Trail Reconstruction: The project purpose is reconstruction of trails within the City trail system in various location in Coon Rapids, Minnesota.

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

Conditions to be Met Before Permit Issuance:

Procedural Requirements (Rule 2.7)

1. Submittal of a performance escrow in the amount of \$2,350.00.

Soils and Erosion Control (Rule 4)

2. 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.

Stipulations: None.

9. 2023 Street Reconstruction Permit Review: The purpose of the project is street reconstruction in the Oaks of Shenandoah neighborhood from 126th Avenue north to and including 131st Avenue and between Coon Creek Boulevard and Shenandoah Boulevard, various streets in the Oaks of Shenandoah Neighborhood, Coon Rapids, Minnesota.

Staff Recommendation was to Approve with 2 Conditions and zero Stipulations as follows:

Conditions to be Met Before Permit Issuance:

Procedural Requirements (Rule 2.7)

1. 1. Submittal of a performance escrow in the amount of \$3,650.00.

Soils and Erosion Control (Rule 4)

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.

Stipulations: None.

10. Norbella Senior Living Permit Review: The purpose of the project is construction of a senior living facility and associated parking. The project is located at 124th Avenue NW and Ivywood Street NW in Coon Rapids, Minnesota.

Staff recommendation was to Approve with 6 Conditions and zero Stipulation as follows:

Conditions to be Met Before Permit Issuance:

Fees and Escrows (Rule 2.7)

1. Submittal of a performance escrow in the amount of \$3,000.00

Stormwater Management (Rule 3)

2. It is understood that rate control will be met since the project is proposing less impervious than the previously approved design. However, updated rate control tables should be provided for each discharge point (northwest to existing 18" storm sewer, and southwest to 124th Ave) based on the proposed site conditions.
3. Proposed high water levels listed in table 1 are inconsistent with high water levels in the proposed HydroCAD model. Ensure values listed in table are consistent with HydroCAD results.
4. Drainage area 10S in the proposed HydroCAD model matches drainage area 10S from the previous Metro Self Storage HydroCAD model. Update drainage area 10S in the proposed HydroCAD model to reflect the proposed conditions of the site.
5. Sheet C6.3 includes a detail for both a SAFL Baffle and The Preserver, it is unclear which is being proposed within STMH-101. Clarify and provide a note on the utility plan specifying which one is proposed within STMH-101.

Soils and Erosion Control (Rule 4)

6. A note that disturbed soils and stockpiles will be temporarily or permanently stabilized within 7 days after construction activity in that area has temporarily or permanently ceased.

Stipulations: None.

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

POLICY ITEM

7. Water Education Grant – Supporting Clean Water and Strong Communities – via Westwood Middle School 7th Graders

Dawn Doering, Public and Governmental Affairs Coordinator, presented a Water Education Grant application in the amount of \$1,000 for the transportation, materials, and consultant to 7th graders to plan, grow, plant and present a shoreline planting project at the Northtown Library. She reported that in February 2023, she received an application from Angela Skauge, 7th Grade Math teacher at Westwood Middle School, to cover the costs of transportation, materials, and consultant/speaker for students to become leaders in the use and role of plants in water quality and drought adaptations using a hands-on planting project at the stormwater pond located on the property of Northtown Library in Blaine, MN. She stated that this project expands on previous success in this shoreline buffer demonstration site.

Ms. Doering reported that Ms. Skauge plans for students to use the planning, growing, and planting process to learn about the impact of deep-rooted native plants on removal of water pollutants in shoreline buffers and drought-adaptation and groundwater recharge role. She stated that students will then present that information in slideshows and other means to the community.

Ms. Doering reported that the District has had success with other grant awards to Ms. Skauge and her principal, Mr. Larson, in previous years. She stated that this is the first grant request this year and would leave a balance of \$2,700 for the remainder of the year. She reported that no schools applied last year for the available grants.

Board Member Hafner inquired if the other grant projects in the past have been successful.

Ms. Doering stated that they have been successful, and the project site is used for many demonstrations and Outreach Day events.

Board Member Hafner made a motion to approve Water Education Grant Application 23-01 and award grant of \$1,000 for transportation, materials, and consultant to 7th graders at Westwood Middle School to plan, grow, plant and present on a shoreline planting project at Northtown Library. Seconded by Board Member McCullough. Motion carried with three yeas (Board Members Matthew Herbst, Dwight McCullough, and Jim Hafner) and no nays.

PERMIT ITEMS -These items were moved to the Consent Agenda.

DISCUSSION ITEMS

11. 2023 Public Relations and Engagement Update

Dawn Doering, Public and Governmental Affairs Coordinator, presented an overview of the projects and initiatives planned for 2023. She highlighted six projects and the quarter in which they will be implemented.

Ms. Doering provided an overview of the routine activities of the department and provided a schedule of outreach events. She reported that Abby Shea, Engagement Specialist, will be attending approximately 19 events this year.

Ms. Doering reported that there will be strong focus on web-based issue reporting of projects on the website. She reported that 23 new pet waste stations will be installed in the District. She stated that over 17,000 pounds of pet waste was collected in 2022.

12. Update on County Transition

Administrator Kelly reported that he had spoken with Mr. Kampf, Anoka County Chief Financial Officer, regarding the transition between the county and CCWD. He reported that there are five important items that are being addressed in the transition process. He stated that those items are the audit process, financial accounts with US Bank, accounting and payroll services and insurance benefits for the District employees. He reported that US Bank will work with the District in the transition of the financial accounts and the ability to utilize the existing MAGIC account.

Mr. Kelly reported that Request for Proposals (RFP) are currently being drafted and will be sent to firms for accounting and benefit services. The consensus of the Board Members was to allow Mr. Kelly to send the proposals to the firms and report the results to them.

Mr. Kelly reminded the Board Members that when they speak with Anoka County Commissioners, it will be important to communicate the importance of the benefits and accessibility to insurance benefits to avoid future levy increases and the possibility of the loss of important staff within the District.

President Herbst reported that he has reached out to the Commissioners and expressed the importance of working with the District to make this transition as easy as possible and without much disruption for everyone. He stated that the Commissioners are willing to work with the District.

Board Member Hafner stated that he has spoken with Commissioner Jeppson and reported that she is very supportive of the District and was aware of the importance of the timeframe for the transition and the impact this could have on future levy amounts. He reported that the new accounting software for the County has been a very long process for them and understands that the District does not fit into the new accounting process. He agreed that a year timeline is reasonable for the changes that need to be addressed and to occur.

INFORMATIONAL ITEMS

13. 2023 Salt Legislation Sign-on Letter

Mr. Kelly presented a letter from numerous watershed organizations and local municipalities that will be sent to legislation asking for their support in passing the Smart Salting Bill so it can become a law during the 2023 legislative session. He reported that the letter sets up a voluntary approach whereby property managers and snow-removal contractors can become certified in well established, science-based practices for applying salt and deicing chemicals.

The consensus of the Board Members was that they are in favor of the letter.

ADJOURN

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

The Board Meeting adjourned at 6:19 PM.



President, Matthew Herbst