

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

The Board of Managers of the Coon Creek Watershed District held their regular meeting on, Monday, April 10, 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: Mary Campbell, Jim Hafner, Matthew Herbst, and Dwight McCullough and Patrick Parker.

Staff Present: Corinne Elfelt, Tim Kelly, Michelle Ulrich

Staff Present via Zoom: Dawn Doering, Erin Edison, Jon Janke, Abbey Lee, and Abby Shea

Others: Erin Lind (CAC)

**2. Approval of the Agenda:** Board Member McCullough made a motion to add the City of Ham Lake's petition to initiate a boundary amendment between Coon Creek Watershed District and the Sunrise Watershed Management Organization as Discussion Item 13, seconded by Herbst. Motion carried with five yeas (Board Members Mary Campbell, Jim Hafner, Matthew Herbst, Dwight McCullough and Patrick Parker) and no nays.

Board Member McCullough made a motion to add Permit Review Items 9 – Coon Rapids CDJR EV Charging Station and 10 – Blaine 2023 SW Street Reconstruction to 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.

Board Member Campbell moved to Approve the Agenda as amended. Seconded by Board Member McCullough. Motion carried with five yeas (Board Members Mary Campbell, James Hafner, Matthew Herbst, Dwight McCullough and Patrick Parker) and no nays.

**3. Announcements:** 1) Jon Janke will replace Tim Kelly for the next board meeting. 2) Board Members Hafner and Herbst have been recommended for reappointed to the Board of Managers to the County Commissioners. Action on the appointments will take place on April 11, 2023.

**4. Open Discussion:** No one was present to address the Board.

### **CONSENT ITEMS**

**5. Approval of Minutes of March 27, 2023**

**6. Administrator's Situation Report**

**7. Advisory Committee Report**

**8. Approval of Bills for Payment:** Claims totaling \$114,342.34 on the following disbursement(s) list will be issued and released upon Board approval.

<b>April 10, 2023</b>	
<b>To</b>	<b>Amount</b>
A1 Floor & Carpet	1,056.25
Anoka County MN	172.86
Connexus Energy	198.62
Emmons & Olivier Resources Inc	8,526.50
Hans Hagen Homes	3,091.80
Houston Engineering	13,088.75
League of MN Cities	24,069.00
Loffler	148.89
Metro iNet	4,498.00
Michelle Ulrich PA	5,694.25
Respec	9,518.75
Stantec	39,472.15
US Bank	4,768.34
Xcel Energy	38.18
	<b>114,342.34</b>

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

**9. Coon Rapids – CDJR EV Charging Stations Permit Review:** The purpose of this project is the construction of an electric vehicle charging station located on the north side of west parking lot at 10541 Woodcrest Dr NW in Coon Rapids, Minnesota.

Staff recommendation is approve with two conditions and no stipulations as follows:

Procedural Requirements (Rule 2.7)

1. Submittal of a performance escrow in the amount of \$2,135.00.

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. Blaine 2023 SW Street Reconstruction Permit Review:** The purpose of this project is the reconstruction of streets and utility improvement in the South West quadrant of the City of Blaine, Minnesota.

Staff recommendation was to approve with five conditions and three stipulations as follows:

Procedural Requirements (Rule 2.7)

1. Submittal of a performance escrow in the amount of \$5,600.00.

Stormwater Management (Rule 3)

2. Sheet C5.02 shows a SAFL Baffle proposed within structure SS-5, however, SS-5 does not include a sump. Clarify or relocate the SAFL Baffle to be within a sump structure (SS-4).
3. Detail 2 on sheet C1.13 indicates wood chips are proposed to cover filtration basin. Update detail 2/C1.13 to be consistent with 1/C1.13 on basin cover type.

Soils and Erosion Control (Rule 4)

4. Provide proof of NPDES permit application.
5. 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:** The permit will be issued with the following stipulations as conditions of the permit. By accepting the permit, the applicant agrees to these stipulations:

1. 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.
2. Completion of post construction infiltration tests on the Filtration Trench, Infiltration Trench #8-10, Infiltration Cells #1-7 and #11, 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. Submittal of as-builts for the stormwater management practices and associated structures listed in Tables 2 and 3, including volume, critical elevations and proof of installation for hydrodynamic separators.

Board Member Campbell moved to Approve the Consent Agenda Items seconded by Board Member Herbst. Motion carried with five yeas (Board Members Mary Campbell, James Hafner, Matthew Herbst, Dwight McCullough and Patrick Parker) and no nays.

**POLICY ITEMS**

**PERMIT ITEMS** – These items were moved to Consent Agenda

## **DISCUSSION ITEMS**

**11. Board Meeting and Board Tour Times:** As a follow up to the discussion by the Board on March 13, 2023, Administrator Kelly asked for the Board's input as to what time they would like to hold the June 12, 2023, Board Meeting and Board Tour.

The consensus of the Board was board members would have lunch on their own before attending a Noon Board Meeting with the Board Tour to follow at no earlier than 1:00 p.m. Water and snacks to be available on the bus. The Board also requested the tour be no longer than three hours.

Board Member Campbell asked that the County Commissioners be invited along with appropriate city staff and interested parties.

**12. 2024 Program and Budget Guidance:** Administrator Kelly introduced the information from the staff report.

Board Member Hafner asked if any Total Maximum Daily Loads (TMDLs) have come up to the deadline? Kelly stated he did not believe so, but was uncertain.

Kelly highlighted that the District would benefit from an analysis of the value of the District's work. He stated that it would help the District determine if we are charging enough for our services and if we are sufficiently charging the contributors to the TMDL's. Kelly stated this is especially an issue for the District since 33% of the District is tax exempt land.

Board Member Hafner asked if the Watershed Comprehensive Plan was to be done by the end of the year. Administrator Kelly indicated that it is. Hafner then expressed his concern about the District partners and their knowledge of the extent of the funds that will be needed for them to contribute, as MS4's, to meeting the TMDL requirements. Kelly stated that subwatershed plans will be used to help the partners understand their roll in the lowering of the TMDL's. Board Member Hafner stated that the cities should be made aware of their obligations as soon as possible and there is a need to get city staff on board and then the councils. Hafner expressed concern that we might be waiting too long to get the partners involved so they will understand their roll and the costs.

Administrator Kelly said it would be helpful to have an audience analysis due to the growth and diversity of the District. Board Member Hafner noted interest in what public engagement is being used to reach those that might not be aware within the District.

Board Member Parker felt there are two different messages, messages for those that are aware of issues with water and those that need to be made aware.

Board Member McCullough reminded staff and fellow board members of having signs placed at creek and ditch crossings that provide the name of the waterway and include Coon Creek Watershed District's logo.

Board President Herbst stated the Board will have to take a close look at the budget due to the high costs of addressing the TMDL issues and other changes.

Board Member Hafner voiced his concern that cities have not come to the realization that water is as important as infrastructure and roads. Hafner asked Kelly when we planned to address the issues with the Technical Advisory Committee. Kelly stated he would be bringing it to the TAC in June or July.

Administrator Kelly stated he would also bring this back on the May 8 board meeting agenda.

### **INFORMATIONAL ITEMS**

#### **13. Ham Lake petition to move an area to Sunrise Watershed Management**

**Organization:** Board Member McCullough stated he had received an email from Ham Lake Engineer, Tom Collins, after attending the Ham Lake Council Meeting where the issue of an area of Coon Lake had been proposed in 2017 to become part of the Coon Creek Watershed District.

Administrator Kelly explained that although there had been a petition in 2017, a letter of concurrence had not been received from the City of Ham Lake and therefore the petition did not proceed. Kelly explained that the first step will be to arrange a meeting with Tom Collins and Anoka Conservation District (ACD) to review the previous documentation. Anoka Conservation District would be responsible for obtaining the Letter of Concurrence from the City of Ham Lake before submitting the petition to the Board of Water and Soil for review. Kelly said he was reaching out to arrange the needed meeting.

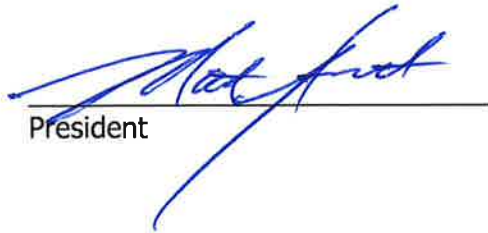
President Herbst requested that the Board be kept updated on this change.

**~~13-14.~~ County Transition:** Kelly noted there is no new information from the county on the transition. Kelly did inform the Board that Requests for Proposals had been sent and the District received proposals from two accounting firms, three payroll firms and five human resource firms.

**~~14.15.~~ Strib Article – Flood insurance information for Homeowners:** Article in recent Star Tribune noted that flood insurance is not a part of typical homeowner's insurance.

**ADJOURN**

Board Member Herbst moved to adjourn at 6:41 p.m., seconded by Board Member Parker. Motion carried with five yeas (Board Members Mary Campbell, James Hafner, Matthew Herbst, Dwight McCullough and Patrick Parker) and no nays.



Matthew Herbst

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President