

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING

The Board of Managers of the Coon Creek Watershed District held their regular meeting on, Monday, August 14, 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, James Hafner, Dwight McCullough, and Patrick Parker
Staff Present: Corinne Elfelt, Jon Janke, Tim Kelly, and Michelle Ulrich
Staff Present via Zoom: Erik Bye, Dawn Doering, Erin Edison and Abby Shea
Visitors via Zoom: Mike Mihalik and Matt Yanda (Valvoline Permit)

2. Approval of the Agenda:

Board Member Parker made a motion to add Permit Review Items 11-2154 141st Ln Pond Excavation, 12-Apex Pond, 13-Cedarwood and 15-Valvoline-Blaine to the Consent Agenda. Seconded by Board Member McCullough. Motion carried with four yeas (Board Members Mary Campbell, James Hafner, Dwight McCullough, and Patrick Parker) and no nays.

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

3. Announcements: Vacancy for the Board is being actively advertised and was announced by District Administrator Tim Kelly.

4. Open Mic/Public Comment: No one was present to address the Board.

CONSENT ITEMS

5. Approval of Minutes – July 24, 2023

6. Administrator's Report

7. Advisory Committee Report

8. Approval of Bills: Claims totaling \$135,625.44 on the following disbursement(s) list will be issued and released upon Board approval.

August 14, 2023		
To	Amount	
A1 Floor & Carpet	1,076.25	
Abdo LLP	11,925.00	
Anoka County Parks	3,240.00	Escrow return
Centerpoint Energy	27.54	
Connexus Energy	269.42	
Corinne Elfelt	472.46	
Jeffrey Entsminger	3,064.12	Escrow return
Houston Engineering	1,452.75	
ISD #16 Spring Lake Park	4,140.00	Escrow return
Jacon LLC	15,251.30	
Loffler	219.64	
Metro Inet	8,996.00	
Parent Custom Homes	637.77	Escrow return
Poop 911 of MSP	731.40	
Respec	12,066.25	
RMB Environmental Labs	3,330.00	
Stantec	45,254.96	
Sunram Construction Inc	3,935.25	
US Bank	11,550.74	
Wagamon Ranch LLC	1,875.15	Escrow return
Well Groomed Lawns	1,367.70	
Randy Wesp	4,700.00	
Xcel Energy	41.74	
	135,625.44	0.00

The following Permit Item was moved to the Consent Agenda by motion:

11- 9. 2154 141st Ln Pond Excavation: The purpose of this project is the excavation of a pond in an existing wetland located at 2154 141st Ln NE in Ham Lake, Minnesota.

Staff recommendations was to Approve with 2 Conditions and zero 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 \$2,050.00.

Soils and Erosion Control (Rule 4)

2. Provide an erosion and sediment control plan that includes the following:

- a. A note that soils and soil stockpiles will be stabilized within 24 hours of inactivity.
- b. Note the locations of erosion control devices including perimeter control and construction entrance.
- c. A note that erosion control devices will be repaired and maintained throughout the project.
- d. A note that road surfaces where sediment is transported will be cleaned by the end of the day.
- e. Provide details for erosion and sediment control devices.
- f. Provide a construction schedule and placement of erosion control devices.

Stipulations: None

~~12.~~ **10. Apex Pond:** The purpose of this project is the dredging of Apex Pond of sediment and debris and excavate to increase water quality storage locate near Riverview Heights Park, 600 Buffalo St NE in Fridley, 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 \$2,390.00.

Soils and Erosion Control (Rule 4)

2. Update the Erosion and Sediment Control Plan to include the following:
 - a. A note that soils and soil stockpiles will be stabilized within 7 days of inactivity.
 - b. Show construction entrance on plans.

Stipulations: None

~~13.~~ **11. Cedarwood:** The purpose of this project is the construction of an 8-unit townhome complex, parking and stormwater treatment features located at 9730 University Ave NE in Coon Rapids, Minnesota.

Staff recommendation was to Approve with 3 Conditions and 3 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 \$2,465.00.

Stormwater Management (Rules 3)

2. Provide proof of recording of a fully executed Operations and Maintenance Agreement for the perpetual inspection and maintenance of all proposed stormwater management practices after review and approval by the District.

Soils and Erosion Control (Rule 4)

3. Update the erosion and sediment control plan to include the following:
 - a. A note that soils and soil stockpiles will be stabilized within 7 days of inactivity.
 - b. Completely surround the infiltration basins with perimeter control to prevent compaction during construction.
 - c. A note that streets will be cleaned where sediment is transported by the end of the day.

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. 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.
2. Completion of post construction infiltration tests on Infiltration Basins A and B 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.

15. 12. Valvoline – Blaine: The purpose of this project is the redevelopment of an existing Parcel into a Valvoline Instant Oil Change with associated stormwater features located at 10857 University Ave NE in Blaine, Minnesota.

Staff recommendation was to Approve with 3 Conditions and 3 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 \$2,410.00

Stormwater Management (Rule 3)

2. Provide proof of recording of a fully executed Operations and Maintenance Agreement for the perpetual inspection and maintenance of all proposed stormwater management practices after review and approval by the District.

Soils and Erosion Control (Rule 4)

3. Update the erosion and sediment control plan to include a note that soils and soil stockpiles will be stabilized within 7 days of inactivity.

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. 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.
2. Notify the District when construction of Underground Infiltration System is beginning. District staff or a District engineer must be on site to witness construction of the underground system.
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 McCullough moved to approve the Consent Agenda Items, Seconded by Board Member Parker. Motion carried with four yeas (Board Members Mary Campbell, James Hafner, Dwight McCullough, and Patrick Parker) and no nays.

POLICY ITEMS

9. 13. Approve Submission of Petition to Amend Boundary Between the Coon Creek Watershed District and the Sunrise Water Management Organization

District Administrator Kelly informed the Board that the petition has been received, as outlined in the staff report, and the next step is the Board's approval of the submittal of the Petition for the Boundary Amendment to the Board of Water & Soil Resources.

Board Member Parker moved to approve the Petition to Amend the Boundary Between the Coon Creek Watershed District and the Sunrise Water Management Organization, Seconded by Board Member McCullough. Motion carried with four yeas (Board Members Mary Campbell, James Hafner, Dwight McCullough, and Patrick Parker) and no nays.

10. 14. Personnel Guidance Manual Amendments

Administrative Services Coordinator, Corinne Elfelt, reviewed the changes to Sections 2 and 6 of the Personnel Guidance Manual. Elfelt explained that some of the changes were just minor changes, while the major changes were the result of requesting the addition of a Recording Policy and the cannabis law changes in the state of Minnesota effective August 1, 2023.

Board Member Campbell asked if a "Reasonable Suspicion" policy was included in this change. Elfelt explained that it had been considered, but additional time was needed to work out the details and as a result would be covered in future amendments to the Personnel Guidance Manual.

Board Member Campbell moved to approve the Amendments to the Personnel Guidance Manual, seconded by Board Member Parker. Motion carried with four yeas (Board Members Mary Campbell, James Hafner, Dwight McCullough, and Patrick Parker) and no nays.

PERMIT ITEMS

14- 15. Lawrence Estates 2nd Addition: The purpose of this project is the construction of four single family lots with associated stormwater treatment features located on Verden Street between 129th Avenue and 129th Lane in Coon Rapids, Minnesota.

Staff recommendation was to Approve with 4 Conditions and 2 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 \$2,650.00.

Stormwater Management (Rule 3)

2. Provide proof of recording of a fully executed Operations and Maintenance Agreement for the perpetual inspection and maintenance of all proposed stormwater management practices after review and approval by the District.
3. Raise low floors to meet the District's requirement of at least 2 feet above the 100-yr high water level and 1 foot above the emergency overflow.

Erosion and Sediment Control (Rule 4)

4. After initial grading, completely surround the infiltration basin with perimeter control to prevent compaction during construction.

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. Completion of a post construction infiltration test on the infiltration basin 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.

2. 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 Hafner asked specific drainage questions regarding this permit application: Does it drain to the street? Did the applicant propose capturing drainage onsite? Was piping runoff to the infiltration area considered? Erin Edison, Watershed Development Coordinator for Coon Creek Watershed District, explained the limitations of the site due to grading and other factors. Edison also noted that District rules allow for roof drainage that goes over pervious surfaces is considered treated. Edison stated that the applicant will be over treating any runoff of the opposite side of the project.

Board Member McCullough moved to Approve with 4 Conditions and 2 Stipulations, Seconded by Board Member Hafner. Motion carried with four yeas (Board Members Mary Campbell, James Hafner, Dwight McCullough, and Patrick Parker) and no nays.

DISCUSSION ITEMS

16. 2024 Budget – Initial Feedback from Advisory Committees

District Administrator, Tim Kelly, provided a verbal report on the budget comments from the Citizen Advisory Committee and the Technical Advisory Committee. Kelly reported that the Citizen Advisory Committee provided 2 comments, both in favor of the budget, indicating the District's need to move forward with proposed expenditures. Kelly reported that the TAC had not provided any comments on the proposed budget.

Board Member Hafner moved to Receive the Verbal Report, seconded by Board Member McCullough. Motion carried with four yeas (Board Members Mary Campbell, James Hafner, Dwight McCullough, and Patrick Parker) and no nays.

17. Issue Briefing: Proposed Amendment to Minnesota Plumbing Code

Director of Operations, Jon Janke, presented a report on the potential impact of a recent interpretation of the Minnesota Plumbing Code that storm sewers outside of a building are not allowed to surcharge. Janke highlighted that it will lead to rendering some properties very difficult to develop due to the high cost of complying with the interpretation of the code. Janke noted this will mostly impact projects that require a MN Department of Labor and Industry approval and that serve the public or that serve a considerable number of persons such as office buildings, malls, and townhouse projects of more than 5 units. Janke also noted there will likely be significant delays in approvals for projects.

INFORMATIONAL ITEMS

18. Minnesota Post Article – “Cities like Moorhead are planning for more extreme weather. Lawmakers approved \$100 million to help”

Article highlights the need for cities to begin planning for and dealing with infrastructure especially in areas where there is no infiltration.

ADJOURN

Board Member Parker moved to adjourn at 6:23 p.m. Seconded by Board Member Campbell. Motion carried with four yeas (Board Members Mary Campbell, James Hafner, Dwight McCullough, and Patrick Parker) and no nays.



President