

**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 28, 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.

Board Members Absent: none

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

Staff Present via Zoom: Erik Bye, Erin Edison, Jon Janke

Others: Erin Lind – new Board Member; Chris Lord – Anoka Conservation District

2. Approval of the Agenda: Board Member McCullough made a motion to add Permit Review Items: 10-Gateway Fiber – Blaine & Coon Rapids, 11 – Sunrise Pond Parking and Trail, and 12 Unlimited Concrete to the Consent 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.

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

3. Swearing In of New Manager Erin Lind: The District's Attorney, Michelle Ulrich, swore in new Manager Erin Lind.

4. Announcements: none

5. Open Mic/Public Comment:

CONSENT ITEMS

6. Approval of Minutes of August 14, 2023

7. Approval of Bills for Payment: Claims totaling \$278,333.95 on the following disbursement list will be issued and released upon Board approval.

August 28, 2023		
To	Amount	
Anoka County	130,642.42	
Centerpoint Energy	26.00	
City of Andover	2,806.00	
City of Blaine	38,771.00	
City of Fridley	6,000.00	
Emmons & Olivier Resources Inc	9,477.25	
Dave & Karla Fox	1,724.75	Escrow Return
MG Main Street Properties	392.54	Escrow Return
Michelle Ulrich PA	6,240.50	
North Pine Aggregate	27,280.20	
PLM Lake & Mgmt Corp	851.50	
RMB Environmental LLC	1,988.00	
Abby Shea	190.61	
Stantec	42,431.85	
Chase Vanderbilt	25.35	
Xcel Energy	210.98	
YTS Companies LLC	9,275.00	
	278,333.95	0.00

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

~~10~~ 8. Gateway Fiber Blaine and Coon Rapids Permit Application Review:

The purpose of this project is a directional bore of utility cable below multiple county ditches in Blaine and Coon Rapids, Minnesota.

Staff recommendation was to approve with 1 Condition and 1 Stipulation as follows:
Procedural Requirements (Rule 2.7)

1. Submittal of a performance escrow in the amount of \$2,005.00.

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 utility crossing under all ditch crossings that shows 4-foot separation is maintained between the bottom of ditch and top of utility line.

~~11~~ 9. Sunrise Pond Parking & Trail Permit Application Review:

The purpose of this project is the construction of a parking lot and completion of an existing walking trail located east of Ghia Street and south of 131st Avenue NE in Blaine, Minnesota.

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

Procedural Requirements (Rule 2.7)

1. Submittal of a performance escrow in the amount of \$2,290.00.

Soils and Erosion Control (Rule 4)

2. Update the erosion and sediment control plan to include the following:
 - a. Note that soils and soil stockpiles will be stabilized within 7 days of inactivity.
 - b. Provide provisions for cleaning the streets by the end of each day where sediment may have been transported.

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:

None

~~12.~~ 10. Unlimited Concrete Permit Application Review:

The purpose of this project is the construction of a new commercial building, parking lot, driveway and truck maneuvering area located at 16651 Polk St NE in Ham Lake, Minnesota.

Staff recommendation was to Approve with 4 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 \$2,550.00.

Stormwater Management (Rule 3)

2. Provide an explanation and details of the diesel pump station and containment system that ensures any potential leaks or spills are mitigated. Explain how spills and/or leaks will be addressed to avoid diesel fuel from draining to the adjacent ditch system.

Soils and Erosion Control (Rule 4)

3. Update the erosion and soil control plan to include a note that soils and soil stockpiles will be stabilized within 24 hours of inactivity.
4. Provide proof of NPDES permit application.

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:

None

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

POLICY ITEMS

§ 11. Order Public Hearing on Draft 2024 Operating Budget:

District Administrator, Tim Kelly, having reviewed the staff report proposing that since the Board has review and discussed the budget at multiple Board Meetings, and it has been reviewed by both Advisory Committees, Administrator Kelly’s recommendation was to publish the following budget for public comment:

Revenues	Draft 2024
Property Tax	\$ 4,965,828
Fees & Charges	298,423
Grants	314,539
Other Revenue	28,042
Fund Balance Used	40,225
Total Revenue	\$ 5,647,057
Expenditures	
Salaries & Benefits	1,981,605
Professional Services	589,000
Operating Expenses	239,164
Program Costs	2,680,517
Capital Costs	156,708
Total Expenses	\$ 5,646,994

Board President Hafner asked if the new Board Member, Erin Lind, had the opportunity to review the proposed budget. Board Member Lind indicated she had reviewed the budget.

Board Member Campbell moved to Approve the Budget for Public Hearing at the September 11, 2023, meeting of the Board, seconded by Board Member Hafner. Motion carried with five yeas (Board Members Mary Campbell, James Hafner, Erin Lind, Dwight McCullough and Patrick Parker) and no nays.

9 12. Support for Anoka Conservation District's Request for a Groundwater Specialist

District Administrator Kelly stated he had been at an Anoka County intergovernmental meeting the previous week when Anoka Conservation District (ACD) requested partial funding from the County for a Groundwater Specialist addition to the ACD staff.

Administrator Kelly noted that groundwater will continue in importance over the next few decades in addition to the water quality issues. Kelly noted that both groundwater and water quality have been brought to the fore in recent months due to ground water contamination in Andover.

Administrator Kelly asked two items of the Board:

- 1) Reach out the County Board and voice support for this much needed position within the county; and
- 2) Authorize Administrator Kelly to send a letter of support of the funding of the Groundwater Specialist position at ACD to the County Commissioners.

Chris Lord, ACD District Manager, answered various questions about the position and funding for the Board.

Board Member McCullough moved to Authorize the District Administrator to write a letter of support to the Anoka County Commissioners, seconded by Board Member Parker. Motion carried with five yeas (Board Members Mary Campbell, James Hafner, Erin Lind, Dwight McCullough and Patrick Parker) and no nays.

PERMIT ITEMS- moved to Consent Agenda

DISCUSSION ITEMS

13. Comprehensive Plan Update

Administrator Kelly said the Draft of the Comprehensive Plan is being edited.

Administrator Kelly asked the Board if they would like to see the plan in sections, complete, hardcopy or electronic. The general consensus was the Board would rather have it complete and electronically.

INFORMATIONAL ITEMS

14. Trunk Highway 65 Public Official Briefing

Administrator Kelly informed the Board that the Highway 65 reconstruction was at approximately 30% design completion. Kelly noted there have been some changes such as to the right-of-way, roundabouts, bridges, wetlands and flood plain. Kelly noted that alternatives are being considered.

The Board discussed who would be attending the Public Official Briefing. Board Members Hafner and Lind indicated they would be attending.

15. Board of Soil and Water Resources Discussions and Proposals for Amendments to Watershed District Act (MS 103D)

Administrator Kelly noted that there are significant changes being considered and he will keep the Board up-to-date on the proposed changes.

16. Heads Up: Minnesota Pollution Control Agency Rule Making

a. Ground Water - Demolition Land Fills & Tire

b. Lakes Water Quality under Tiered Aquatic Life Uses Framework

Administrator Kelly alerted the Board to changes coming from MPCA that may have an impact on the standards that the District works under. Kelly noted there is an upcoming meeting and that he would brief the Board on content.

ADJOURN

Board Member Campbell moved to adjourn at 6:17 p.m. seconded by Board Member Hafner. Motion carried with five yeas (Board Members Mary Campbell, James Hafner, Matthew Herbst, Erin Lind, Dwight McCullough and Patrick Parker) and no nays.



President