

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, January 8, 2024, at the Coon Creek Watershed District Office.

1. Call to Order

The meeting was called to order at 5:30 PM

Board Members Present: Erin Lind, Dwight McCullough, James Hafner, Mary Campbell, and Jason Lund

Staff Present: Bobbie Law, Tim Kelly, Justine Dauphinais, Abbey Lee, Corinne Elfelt, and Michelle Ulrich

Staff Present via Zoom: Erik Bye and Jon Janke

2. Approval of the Agenda:

Board Member Campbell moved to add Permit Review Items: 14 Oldenburger Wedding Venue and 16 Ulysses & 117th Roundabout to the Consent Agenda. Seconded by Board Member Lund. Motion carried with five yeas (Board Members Campbell, Hafner, Lind, McCullough, and Lund) and no nays.

Board Member Lind moved to Approve the Agenda as amended. Seconded by Board Member Campbell. The motion carried with 5 yeas (Board Members Lind, McCullough, Hafner, Campbell, and Lund) and no nays.

3. Announcements

Administrator Kelly announced the District's upcoming presentation to the City of Coon Rapids regarding TMDL requirements/cost as discussed in the District's recently updated draft comprehensive watershed management plan. He noted that he and Board members Lind and Hafner will be attending the meeting.

Mr. Kelly announced the retirement of Elizabeth Mursko, Administrator of the City of Columbus.

4. Open Mic/Public Comment

No one present for comment.

CONSENT ITEMS:

5. Approval of Minutes of December 11, 2023

6. Administrator's Report

7. Advisory Committee Report

8. Approval of Bills:

Claims totaling \$312,281.98 on the following disbursement list will be issued and released upon Board approval.

December 26, 2023	
To	Amount
Abdo	5,962.50
Anoka Conservation District	500.00
Anoka County	139,027.02
Centerpoint Energy	250.76
Justine Dauphinais	346.19
Emmons & Olivier Resources Inc.	5,208.75
Jessica Lindemyer	323.57
Metro Inet	4,498.00
Plaudit	2,150.00
PLM Lake & Land Mgmt Corp	750.00
Poop 911	914.25
Stantec Consulting Services	61,693.02
Sunram Construction Inc	14,290.00
YTS Companies	8,225.00
	244,139.06

January 8, 2024			
To	Amount		
Anoka County Parks	163.00		2023
Connexus Energy	211.65		2023
Michelle J Ulrich PA	4,046.50		2023
RMB Environmental Labs	349.57		2023
Stantec	37,844.39		2023
US Bank	6,258.69		2023
Randy Wesp	5,630.00		2023
Xcel Energy	62.87		2023
	54,566.67	0.00	
To	Amount		
A1 Floor & Carpet Care	1,076.25		2024
Minnesota Watersheds	12,500.00		2024
	13,576.25	0.00	
TOTAL BOTH	68,142.92		

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

14. Oldenburger Wedding Venue

The Purpose of this project is to construct a new wedding venue and associated stormwater treatment features.

Staff recommendation was to approve permit application number P-23-074 with 4 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 \$3,700.00.

Stormwater Management (Rule 3.0)

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 exposed soils and soil stockpiles will be stabilized within 7 days of inactivity.
 - b. Show rock construction entrance on construction plan sheet C103.
4. Provide proof that an application has been submitted to the MPCA for an NPDES permit.

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 the infiltration basins 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.

16. Ulysses & 117th Roundabout

The Purpose of this project is to construct a new roundabout and stormwater treatment features.

Staff recommendation was to approve permit application number P-23-069 with 2 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 \$3,690.00.

Stormwater Management (Rule 3)

2. Label the HWL of the Infiltration basin on sheet C3.03 of the plan set.

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 proposed stormwater management practices and associated structures listed in Tables 2 and 3, including volume, critical elevations and proof of installation for hydrodynamic separators.
2. 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.
3. 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.

Board Member Campbell moved to Approve the Consent Agenda Items seconded by Board Member McCullough. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

POLICY ITEMS

9. Designation of Depository

The designated depository of the District is US Bank. Designation of depository will be the same as previous years.

Board Member Lund moved to adopt resolution 2024-01 DESIGNATING THE US BANK AS THE OFFICIAL DEPOSITORY. Seconded by Board Member Campbell. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

10. Designation of Official Paper

Designation of an official paper will remain per statute. Mr. Kelly noted that the District has multiple official papers, The ABC Union Herald, and The Life.

Board Member Lind moved to adopt resolution 2024-02 DESIGNATING THE ABC UNION HERALD, AND THE LIFE NEWSPAPERS AS THE OFFICAL NEWSPAPERS. Seconded by Board Member McCullough. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

11. Designation of Fund Equity

Cash reserve needs to be kept by the District to ensure operating costs can be covered for five months of the year. Mr. Kelly spoke about the importance of the District maintaining a cash reserve. Managers discussed the disbursement schedule for public

funds to the District. Managers discussed the requirement shift from six months to five months.

Board Member Lund moved to designate \$ 1,170,737 for fund equity. Seconded by Board Member Campbell. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

12. 2024 Mileage Rates

Coon Creek Watershed District staff are encouraged to utilize District vehicles. The District currently has a fleet of four vehicles. Mr. Kelly made it clear that mileage rate reimbursement will only come into play if a District vehicle is not available for staff to utilize. He noted that this is something that rarely occurs.

Board Member McCullough moved to adopt the standard IRS issued mileage rate for 2024; at the rate of \$0.67/mile. Seconded by Board Member Lund. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

13. Board Waiver of Tort Liability

Board Member Lind moved NOT to waive the statutory tort liability limits as outlined in the waiver form from the Leage of Minesota Cities Insurance Trust. Seconded by Board Member Lund. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

PERMIT ITEMS

15. Suite Living Ham Lake

The purpose of this project is the construction of a 32-unit memory care and assisted living facility with parking and associated stormwater infrastructure.

Staff recommendation was to approve Permit Application Number P-23-078 with 4 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 \$3,100.00.

Stormwater Management Rule (3.0)

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 4.0)

3. After initial grading, surround the proposed infiltration basin with erosion control measures to prevent the basin from clogging.
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:

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 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.

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 McCullough moved to approve permit application number P-23-078 with 4 conditions and 3 stipulations, as stated in the Application Review Report. Seconded by Board Member Lund. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

DISCUSSION ITEMS

17. Annual Aquatic Invasive Species Update

Ms. Dauphinais gave a presentation regarding aquatic invasive species management in 2023. Some highlights included an overview of the District's "high-risk" aquatic invasive species (AIS), AIS distribution throughout the entire District, and ongoing management efforts including pale yellow iris and phragmites. Presentation slides are posted online.

Board Member Lund made a motion to accept the aquatic invasive species (AIS) annual report. Seconded by Board Member Hafner. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

INFORMATIONAL ITEMS

18. BWSR Clean Water Fund Grant AwMs. Dauphinais announced a recent press release for all BWSR Clean Water Fund grants awarded. She noted that out of the \$10

million available 32 projects were awarded funds. The District's proposed project to restore lower Coon Creek was 8th on the list of projects recommended for funding. The project was recommended for full funding at a total dollar amount of \$445,000.

ADJOURN

Board Member Campbell moved to adjourn at 6:03 p.m. Seconded by Board Member Lind. Motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.



President

