

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 22, 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, Jon Janke, Jason Hilst, Corinne Elfelt, and Michelle Ulrich

Staff Present via Zoom: Jessica Lindemyer, Erin Margl, and Erik Bye

2. Approval of the Agenda:

Board Member Hafner moved to add Permit Review Item 7 Round Lake Blvd (149th Ln NW – 157th Ave NW) to the Consent Agenda. Seconded by Board Member McCullough. Motion carried with five yeas (Board Members Campbell, Hafner, Lind, McCullough, and Lund) and no nays.

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

3. Announcements

None

4. Open Mic/Public Comment

No one present for comment.

CONSENT ITEMS:

5. Approval of Minutes of January 8, 2024

6. Approval of Bills:

Claims totaling \$278,321.96 on the following disbursement list will be issued and released upon Board approval.

Vendor name	Amount
UHAUL INTERNATIONAL INC	\$3,045.00
STEEN ENTERPRISES	\$2,455.25
LARRY SCHWARTZ	\$8,024.00
MNSPL INC	\$1,315.31
MENARD INC	\$736.62
MARK OF EXCELLENCE HOMES INC	\$8,057.85
MARK OF EXCELLENCE HOMES INC	\$5,120.00
MARK OF EXCELLENCE HOMES INC	\$10,354.15
CENTERPOINT ENERGY-ESCROW	\$1,975.62
LOFFLER COMPANIES INC	\$90.73
EMMONS AND OLIVIER RESOURCES INC	\$17,924.00
YTS COMPANIES LLC	\$6,168.75
STANTEC CONSULTING SERVICES INC	\$6,412.40
STANTEC CONSULTING SERVICES INC	\$1,983.50
STANTEC CONSULTING SERVICES INC	\$199.50
STANTEC CONSULTING SERVICES INC	\$12,858.72
STANTEC CONSULTING SERVICES INC	\$3,038.75
TRUE BLUE PLUMBING LLC	\$255.00
ANOKA COUNTY MN	\$140,511.56
KISTERS NORTH AMERICA INC	\$15,000.00
TRUE BLUE PLUMBING LLC	\$720.00
METRO I NET	\$5,398.00
ABDO LLP	\$1,457.50
WELL GROOMED LAWNS INC	\$433.00
RESPEC COMPANY LLC	\$9,233.75
ABDO LLP	\$14,500.00
RMB ENVIRONMENTAL LABORATORIES INC	\$1,053.00
Total	\$278,321.96

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

7. Round Lake Blvd (149th Ln NW – 157th Ave NW)

The purpose of this project is to reconstruct Round Lake Blvd from 149th to 157th Ave and associated stormwater management features.

Staff recommendation was to approve permit application number P-23-063 with 1 conditions and 3 stipulations as follows:

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$7,650.00.

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. 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 Infiltration Basin 100 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 Lind moved to Approve the Consent Agenda Items seconded by Board Member Hafner. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

POLICY ITEMS

None

PERMIT ITEMS

Moved to consent items.

DISCUSSION ITEMS

8. Ditch 20 Inspection Report

Mr. Hilst introduced himself to the Board as the operations and maintenance inspector for the District. He presented his findings regarding inspection results for the Ditch 20 system. Managers discussed the immediate, projected, and potential maintenance need for the ditch. Mr. Janke noted that the District has a contract in place to have the major maintenance and restoration needs met if not managed by District staff.

Board Member Cambell moved to receive the Ditch 20 Inspection report. Seconded by Board Member Lund. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

9. Ditch 54 Inspection Report

Mr. Hilst presented his findings regarding inspection results for the Ditch 54 system. Managers discussed the effects of beavers on the public ditch system.

Board Member Lund moved to receive the Ditch 54 Inspection report. Seconded by Board Member Lind. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

10. Personnel Guidance Manual Amendments/Draft Revisions to Employee handbook

Ms. Elfelt noted that she was available to answer questions regarding the proposed amendments. She gave an overview of new MN state laws regarding Earned Sick and Safe Time (ESST) effective January 1st, 2024. She also noted that the Personnel Guidance Manual will be re-written in full to coincide with the District's final phase of separation from Anoka County in 2025.

Board member Lund moved to adopt amended portions of the Coon Creek Watershed District Personnel Guidance Manual as presented by staff. Seconded by Board Member McCullough. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

11. Draft CAC Policy

Ms. Lindemyer described the proposed policy amendment to allow multiple appointment times throughout the year. Proposed revision options to CAC policy 6.2a included:

1. Applications to serve on the Advisory will be accepted year-round and considered

for appointment at the next regular board meeting following receipt of a completed application.

2. Applications to serve on the Advisory will be accepted year-round and considered for appointment in January and June. To be considered for appointment in January, applications must be received by December 1st. To be considered for appointment in June, applications must be received by May 1st.

Board Member Campbell moved to adopt proposed option 1 as presented. Seconded by Board Member Lind. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

INFORMATIONAL ITEMS

None

ADJOURN

Board Member Campbell moved to adjourn at 6:02 p.m. Seconded by Board Member Lind. Motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

President