

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

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, March 24, 2025, 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, Erin Lind, Jason Lund, and Dwight McCullough.

Staff Present: Corinne Elfelt, Erin Margl, and Michelle Ulrich

Staff Present Via Zoom: Justine Dauphinais, Erik Bye

Guest Present Via Zoom: Jennifer Lattin – City of Columbus liaison

**2. Approval of the Agenda**

Board Member McCullough moved to add Item 11 – Blaine Southwest Street Reconstruction, to the Consent Items. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

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

**3. Announcements**

Tim Kelly was not able to be present due to a family emergency.

**4. Open Mic/Public Comment**

No one was present for comment.

**CONSENT ITEMS**

**5. Approval of Minutes of February 24, 2025**

**6. Administrator's Report**

**7. Advisory Committee Report**

**8. Approval of Bills for Payment**

Claims totaling \$259,240.37 for March 10, 2025 and \$88,177.56 for March 24, 2025 on the following disbursement(s) lists:

**March 10, 2025**

<b>Vendor</b>	<b>Amount</b>
V0008--US BANK	4,163.95
V0010--A1 FLOOR AND CARPET CARE INC	1,119.30
V0012--AMERICAN PUBLIC WORKS ASSN	306.25
V0015--ANOKA COUNTY MN	22,428.65
V0050--LEAGUE OF MN CITIES INSURANCE TRUST	10,056.00
V0050--LEAGUE OF MN CITIES INSURANCE TRUST	22,990.00
V0054--MICHELLE J ULRICH PA	5,342.50
V0071--SUNRAM CONSTRUCTION INC	46,319.80
V0102--US GEOLOGICAL SURVEY	29,208.50
V0110--RESPEC COMPANY LLC	10,737.50
V0121--LEE, ABBEY M	235.20
V0195--STANTEC CONSULTING SERVICES INC	308.25
V0195--STANTEC CONSULTING SERVICES INC	24,385.55
V0195--STANTEC CONSULTING SERVICES INC	13,917.05
V0195--STANTEC CONSULTING SERVICES INC	2,780.75
V0195--STANTEC CONSULTING SERVICES INC	44,709.30
V0221--ABDO LLP	5,466.67
V0249--PLAUDIT DESIGN	450.00
V0352--HEALTH EQUITY INC	778.06
V0352--HEALTH EQUITY INC	498.00
V0352--HEALTH EQUITY INC	587.25
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,006.84
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,320.00
V0367--SMARTSWM LLC	3,125.00
	<b>259,240.37</b>

**March 24, 2025**

<b>Vendor</b>	<b>Amount</b>
V0015--ANOKA COUNTY MN	6,359.48
V0033--DELL MARKETING LP	12,915.38
V0096--RANDY WESP EXCAVATING LLC	6,100.00
V0110--RESPEC COMPANY LLC	8,798.75
V0128--YTS COMPANIES LLC	13,037.50
V0221--ABDO LLP	6,800.00
V0247--POOP 911 OF MPLS STP LLC	1,181.40
V0348--BLUE CROSS BLUE SHIELD OF MN	20,798.58
V0350--FIRST UNUM LIFE INSURANCE COMPANY	1,116.49
V0351--DELTA DENTAL OF MN	1,720.30
V0352--HEALTH EQUITY INC	27.25
V0352--HEALTH EQUITY INC	133.50
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	7,710.73
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,320.00
V0368--JASON HILST	158.20
	<b>88,177.56</b>

*The following permit items was moved to the Consent Agenda.*

**11. Blaine – 2025 Southwest Street Reconstruction (PAN P-25-004)**

The purpose of this project is road reconstruction and associated stormwater treatment features located at Jefferson St to Able Street; Directly SW of the City of Blaine's 2024 SW Area Street Recon Project located in the City of Blaine, Minnesota.

**Description:** The City of Blaine is proposing the reconstruction of numerous city streets and the construction of new stormwater treatment features. The project will disturb 9.49 acres and slightly reduce the overall impervious to 6.84 acres. The area drains to Springbrook Creek. The relevant water resource concerns are stormwater treatment and erosion and sediment control, which correspond to District Rules 3 and 4.

Staff recommendations as outlined in the complete report for PAN-25-004 to the Board dated March 19, 2025, was to Approve with two (2) Conditions and four (4) 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 \$6,745.00.

Rule 3.0 – Stormwater Management

2. The "Proposed PVC Pipe Inlet U/S Invert Elev" and "Inlet Structure Invert Elev. w/ 4' Sump" elevations listed in Table C1.13 are not consistent with the elevations shown on the storm sewer profiles. Please update storm sewer profile elevations to match Table C1.13.

**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 Infiltration Cells #1 through #16 by filling 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.
4. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)

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

## **POLICY ITEMS**

### **9. Board of Water and Soil Resources Grant – Bridgewater Project**

Justine Dauphinais, Water Quality Coordinator, presented the staff report that outlined the purpose of this item is to enter into the agreement attached to the complete Request for Board Action presented to the Board on March 24, 2025, with the MN Board of Water and Soil Resources (BWSR) for a \$625,000 Clean Water Fund grant to implement the Bridgewater Regional Biochar and Iron-enhanced Filter (BIESF) project.

Ms. Dauphinais informed the Board that in 2024, the District was awarded a Clean Water Fund Projects and Practices grant in the amount of \$625,000 for the Bridgewater Regional BIESF project (Project). This Project will directly reduce the TSS, TP, and *E. coli* loading to Sand Creek and thus make progress towards achieving required TMDL Wasteload Allocations. Regulated urban stormwater runoff was identified as a primary source of both TP and *E. coli* for Sand Creek, especially in areas developed prior to stormwater regulations such as the Ditch 39 subwatershed where the Project is located.

Also of note, Ms. Dauphinais highlighted that as part of the Ditch 39 subwatershed planning process, District staff worked with staff from the City of Blaine, City of Coon Rapids, and the Anoka County Highway Department to develop an implementation plan to meet joint water management goals including TMDL pollutant load reductions.

Ms. Dauphinais clarified for the Board the grant agreement requirement of a minimum of 10% local match or \$62,500. The estimated maximum total Project cost is \$1,435,200. The local funds budgeted by CCWD (\$235,200), City of Blaine (\$400,000), and City of Coon Rapids (\$175,000) in 2025 meet and exceed required match totals.

Staff recommendation is to execute grant agreement with BWSR for Bridgewater Regional BIESF Project.

Board Member McCullough moved to Approve the Execution of the Grant Agreement with Board of Water and Soil Resources for Bridgewater Regional Biochar and Iron-enhanced Filter Project. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Lund, Hafner, Lind, McCullough and Campbell) and no nays.

### **10. 2026 Budget Calendar and Process**

The staff report proposed the following calendar for preparation of the 2026 Budget:

<b>Date</b>	<b>Task</b>
3/24	Adopt Budget Calendar & Process
4/14	Budget Guidelines & Assumptions
4/14	Initial Capital Investment Discussions
4/28	Rough Draft Revenue Estimates
5/12	Initial Preliminary Rough Draft Salary & Benefit Budget & Staff Proposals
5/12	Initial Preliminary Draft Professional Services Budget
5/26	2025 Capital Equipment Discussion
5/26	2025 Operating Costs
6/9	Board CIP priority discussion
6/16	<b>DISTRICT TOUR</b>
7/14	Rough Draft 2025 Budget
7/28	Review and comment on Preliminary Draft Budget
8/11	Board review and approve Advisory Committee review of Draft Budget
8/11	Review and comment on Preliminary Rough Draft Budget
8/25	Board Review of Draft Budget and Order Public Hearing on 2025 Budget
8/25	Preparation of final draft of 2021 - 2025 CIP
9/8	Budget Hearing & Adoption

The Board discussed the District Tour. The general consensus of the Board was a preference to, on a regular Board Meeting day, hold the Board Meeting earlier in the day followed by the District Tour. Specifics can be discussed at a later time.

Board Member Campbell moved to Adopt the 2026 Budget Calendar and Process. Seconded by Board Member Lind. The motion carried with five (5) yeas (Board Members Lund, Hafner, Lind, McCullough and Campbell) and no nays.

## **PERMIT ITEMS**

**11. Blaine Southwest Street Reconstruction**– *(moved to Consent Agenda)*

**12. Coon Rapids Street Reconstruction 25-1 (PAN P-25-006)**

Erin Margl, Watershed Development Coordinator, presented the staff report.

The purpose of this project is the reclamation and reconstruction of various City streets located north of 131st Avenue between Coon Creek Boulevard and Shenandoah Boulevard; Local streets south of Main Street (CSAH 14) and west of Shenandoah Boulevard generally around Thrush Park; Local streets in the Thousand Oaks neighborhood south of Main Street (CSAH 14) and west of Olive Street, located in the City of Coon Rapids, Minnesota.

**Description:** The City of Coon Rapids is proposing the reclamation and reconstruction of various neighborhood streets. The project will disturb 19.4 acres and reconstruct 3.1 acres of regulated impervious surface. One portion of the project is within the County Ditch 57 subwatershed while the other 2 areas are within the County Ditch 54 subwatershed. The relevant water resource concerns are stormwater management and erosion and sediment control. This corresponds to District Rules 3 and 4.

Staff recommendations as outlined in the complete report for PAN P-25-006 to the Board Dated March 19, 2025, was to Approve with three (3) Conditions and three (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 \$11,700.00.

Rule 3.0 – Stormwater Management

2. A 6-foot diameter, 6-foot sump with a SAFL Baffle was added to the construction plans for CB 26. For documentation purposes, please update the permit narrative to reflect this and include the TSS removal efficiency of the structure in the SHSAM Results table.

Rule 4.0 – Soils and Erosion Control

3. Update the erosion and sediment control plan to stabilize soils and soil stockpiles within 24 hours 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. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)
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. Submittal of as-builts for the stormwater management practices and associated structures listed in Table 3, including critical elevations and proof of installation for hydrodynamic separators.

The Board discussed aspects of the permit and received clarification on questions from Erin Margl.

Board Member Lind moved to Approve PAN P-25-006 Coon Rapids Street Reconstruction 25-1 with three (3) Conditions and three (3) Stipulations as outlined in the staff report. Seconded by Board Member Campbell. The motion carried with five (5) yeas (Board Members Lund, Hafner, Lind, McCullough and Campbell) and no nays.

**13. Markquart RV Ham Lake (PAN-P-24-061)**

Erin Margl, Watershed Development Coordinator, presented the staff report.

The purpose of this project is the parking lot reconstruction and expansion with associated stormwater treatment features located at 14525 MN-65 in Ham Lake, Minnesota.

**Description:** The application is proposing the partial reconstruction of and a new addition to an existing parking lot area with an associated stormwater treatment feature. The parcel size is 5.24 acres. The project will create 2.11 acres of new/reconstructed impervious and disturb 2.6 acres. The parcel drains toward County Ditch 59. The relevant water resource concerns are stormwater management and erosion and sediment control. This corresponds to District Rules 3 and 4.

Staff recommendations as outlined in the complete report for PAN P-24-061 to the Board dated March 19, 2025, was to Approve with three (3) Conditions and four (4) 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 \$3,300.00.

Rule 3.0 – Stormwater Management

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.

Rule 4.0 – Soils and Erosion Control

3. Update the Erosion and Sediment Control plan to include the following:
  - a. Provide a stabilized construction entrance on the construction plans.
  - b. Provide provisions for removing tracked sediment from adjacent streets by the end of each workday.

**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.

4. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001).

The Board discussed aspects of the permit and received clarification on questions from Erin Margl.

Board Member Lund moved to Approve PAN P-24-061 Markquart RV Ham Lake with three (3) Conditions and four (4) Stipulations as outlined in the staff report. Seconded by Board Member McCullough. The motion carried with five (5) yeas (Board Members Lund, Hafner, Lind, McCullough and Campbell) and no nays.

#### **DISCUSSION ITEMS**

**None**

#### **INFORMATIONAL ITEMS**

**14. No Fountain Lake dredging this summer as Watershed District plans an appeal regarding permit for project.**

Board President Hafner briefed the Board on the content of the article and the applicability to Coon Creek Watershed District.

#### **ADJOURNMENT**

Board Member Campbell moved to adjourn at 5:51 pm. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Lund, Hafner, Lind, McCullough and Campbell) and no nays.

  
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President