

## **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 11, 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, and Dwight McCullough.

Board Member Absent: Jason Lund

Staff Present: Tim Kelly, Erin Margle, and Hattie Hillukka

Zoom attendees: Jon Janke, Jennifer Lattin

### **2. Approval of the Agenda**

Board Member McCullough moved to add permit item 10 - Elk River-Lexington Immediates – Carlos Avery Dig 25113, permit item 11 - Elk River-Lexington Immediates – Coon Creek & 142<sup>nd</sup> Dig 25117, and permit item 12 - NNG Dig – Coon Creek and Bunker Lake Blvd to the Consent Items. Seconded by Board Member Lind. The motion carried with four (4) yeas (Board Members, Campbell, Hafner, Lind, and McCullough) and no nays.

Board Member Campbell moved to approve the amended agenda. Seconded by Board Member Hafner. The motion carried with four (4) yeas (Board Members, Campbell, Hafner, Lind, and McCullough) and no nays.

### **3. Announcements**

District Administrator Kelly commented that last Thursday August 7<sup>th</sup> the Minnesota Center for Environmental Advocacy released a report on drainage and public ditches and their adverse effect on water quality. Staff is monitoring.

### **4. Open Mic/Public Comment**

No one was present for comment

## **CONSENT ITEMS**

### **5. Approval of Minutes of July 28, 2025**

**6. Receive Administrator's Report**  
**7. Advisory Committee Report**  
**8. Bills/Accounts Payable**

Claims totaling \$198,328.09 on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0008--US BANK	19,523.20
V0010--A1 FLOOR AND CARPET CARE INC	1,119.30
V0025--CITY OF BLAINE	2,290.00
V0047--AH IND SCHOOL DIST 11	3,200.00
V0050--LEAGUE OF MN CITIES INSURANCE TRUST	208.00
V0071--SUNRAM CONSTRUCTION INC	71,531.19
V0111--WELL GROOMED LAWNS INC	700.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	269.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	140.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	165.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	216.00
V0170--KUECHLE UNDERGROUND INC	5,820.00
V0195--STANTEC CONSULTING SERVICES INC	2,754.00
V0195--STANTEC CONSULTING SERVICES INC	18,213.50
V0195--STANTEC CONSULTING SERVICES INC	41,082.00
V0195--STANTEC CONSULTING SERVICES INC	20,408.98
V0249--PLAUDIT DESIGN	77.50
V0352--HEALTH EQUITY INC	803.06
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,437.36
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,370.00
	<b>198,328.09</b>

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

**10. Elk River- Carlos Avery Dig 25117**

The purpose of this project is for a pipeline maintenance dig located at S31 T32N, R22W, 45.22283, -93.127587 located within the Carlos Avery WMA in Columbus, Minnesota.

This is an after-the-fact permit application submitted by Northern Natural Gas for pipeline maintenance activities that were conducted as a result of routine inspections of its pipeline system to detect anomalies along pipe segments that require maintenance. This segment was determined to need immediate maintenance. The project was projected to disturb approximately 2.8 acres and create no regulated impervious surface. The project is within the Carlos Avery

WMA and drains to County Ditch 44. The relevant water resource concerns are soils and erosion control, which is District Rule 4.

Staff recommendation was to approve with two (2) conditions and zero (0) stipulations as outlined in the complete Permit Application Review Report dated August 6, 2025, and before the Board of Managers on August 11, 2025.

**Conditions to be Met Before Permit Issuance:**

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$3,400.00.

Rule 4.0 – Soils and Erosion Control

2. Update the SWPPP to stabilize soils and soil stockpiles within 24 hours of inactivity.

**Stipulations:** none

**11. Elk River-Lexington Immediates – Elk River-Lexington Immediates – Coon Creek & 142<sup>nd</sup> Dig 25117**

The purpose of this project is for a pipeline maintenance dig located at S26, T32N, R24W, 45.227163, -93.291091 near Coon Creek and 142<sup>nd</sup> Ave NW in Andover, Minnesota.

This is an after-the-fact permit application submitted by Northern Natural Gas for pipeline maintenance activities that were conducted as a result of routine inspections of its pipeline system to detect anomalies along pipe segments that require maintenance. This segment was determined to need immediate maintenance. The project is located near Coon Creek and 142<sup>nd</sup> Ave NW in Andover. It disturbed approximately 0.4 acres and created no new impervious surface. The relevant water resource concerns are soils and erosion control and floodplain, which correspond to District Rules 3 and 6

Staff recommendation was to approve with two (2) conditions and zero (0) stipulations as outlined in the complete Permit Application Review Report dated August 6, 2025, and before the Board of Managers on August 11, 2025.

**Conditions to be Met Before Permit Issuance:**

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow of \$2,200.00.

#### Rule 4.0 – Soils and Erosion Control

2. Update the erosion control plan to stabilize soils and soil stockpiles within 7 days of inactivity.

**Stipulations:** none

#### **12. NNG Dig – Coon Creek and Bunker Lake Blvd**

The purpose of this project is for a pipeline maintenance dig located at S35, T32N, R24W, 45.223364, -93.291766 south of Coon Creek and north of Bunker Lake Blvd along the railroad in Andover, Minnesota.

This is an after-the-fact permit application submitted by Northern Natural Gas for pipeline maintenance activities that were conducted as a result of routine inspections of its pipeline system to detect anomalies along pipe segments that require maintenance. This segment was determined to need immediate maintenance. The project was projected to disturb approximately 1.04 acres and create no regulated impervious surface. The project just south of Coon Creek and north of Bunker Lake Blvd along the railroad. The relevant water resource concern is soils and erosion control, which is District Rule 4.

Staff recommendation was Approve with one (1) condition and zero (0) stipulations as outlined in the complete Permit Application Review Report dated August 6, 2025, and before the Board of Managers on August 11, 2025.

#### **Conditions to be Met Before Permit Issuance:**

##### Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,540.00.

**Stipulations:** none

Board Member Campbell moved to approve Consent Agenda Items. Seconded by Board Member Lind. The motion carried with four (4) yeas (Board Members, Campbell, Hafner, Lind, and McCullough) and no nays.

#### **POLICY ITEMS**

##### **9. Draft 2026 Operating Budget**

The purpose and scope of the Preliminary Rough Draft Budget Write Up is to review a draft 2026 operating budget which articulates the anticipated and needed revenue and planned costs for conducting District work and operations in fiscal year 2026.

In March the Board adopted a calendar and process for developing the 2026 budget. The process involves three phases: analysis of the parts, fine-tuning of the whole, and review and adoption of the final. The budget has been before the Board for review and comment at both the July 14 & 28th meetings.

The recommendation is to approve distribution of this draft for Review by the Advisory Committees at their August meetings

Board Member Lind moved to forward Policy Item #9 – Draft 2026 Operating Budget to the Citizen Advisory Committee and to the Technical Advisory Committee for review at their August meetings. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members, Campbell, Hafner, Lind, and McCullough) and no nays.

**PERMIT ITEMS – *(moved to Consent Agenda)***

**10. Elk River-Lexington Immediates - Dig 25113**

**11. Elk River-Lexington Immediates - Dig 25117**

**12. NNG Dig -Coon Creek and Bunker Lake Blvd**

**DISCUSSION ITEMS**

No discussion items

**INFORMATIONAL ITEMS**

No information items

**ADJOURNMENT**

Board Member Campbell moved to adjourn at 5:39pm. Seconded by Board Member McCullough. The motion carried with four (4) yeas (Board Members, Campbell, Hafner, Lind, and McCullough) and no nays.

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President