

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, September 22, 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: Jon Janke, Tim Kelly, Corinne Elfelt, Erin Margl, Erik Bye, and Michelle Ulrich

Via Video Conference: Tyler Thompson (CCWD), Jennie Lattin (City of Columbus)

2. Approval of the Agenda

Board Member Lund moved to add permit item #11 CSAH 18/20 Roundabout to the Consent Items. Seconded by Board Member Campbell. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

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

3. Announcements

No announcements

4. Open Mic/Public Comment

No one was present for comment.

CONSENT ITEMS

5. Approval of Minutes of September 8, 2025

6. Approval of Bills for Payment

Claims totaling \$266,542.25 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0027--CITY OF FRIDLEY	10,000.00
V0036--EBERT CONSTRUCTION	2,500.00
V0068--PLM LAKE AND LAND MGT CORP	400.00
V0068--PLM LAKE AND LAND MGT CORP	1,833.40
V0102--US GEOLOGICAL SURVEY	29,208.50
V0110--RESPEC COMPANY LLC	9,038.75
V0190--MARGL, ERIN	1,333.00
V0195--STANTEC CONSULTING SERVICES INC	2,580.50
V0195--STANTEC CONSULTING SERVICES INC	46,386.65
V0195--STANTEC CONSULTING SERVICES INC	58,461.25
V0195--STANTEC CONSULTING SERVICES INC	15,269.50
V0195--STANTEC CONSULTING SERVICES INC	16,167.25
V0221--ABDO LLP	5,466.67
V0221--ABDO LLP	15,948.00
V0221--ABDO LLP	1,050.00
V0348--BLUE CROSS BLUE SHIELD OF MN	22,490.38
V0350--FIRST UNUM LIFE INSURANCE COMPANY	1,208.30
V0351--DELTA DENTAL OF MN	1,772.36
V0352--HEALTH EQUITY INC	35.10
V0352--HEALTH EQUITY INC	803.06
V0360--PAYLOCITY	559.63
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,523.60
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,370.00
V0406--CONSTANCE BLVD TERRACE LLC	9,388.58
V0407--EGAN COMPANY	1,598.82
V0408--PREMIER INDUSTRIES	2,384.25
V0409--REC INC	764.70
	266,542.25

The following permit items were moved to the Consent Agenda.

11. CSAH 18/20 Roundabout

The purpose of this project is the construction of a new roundabout located at the intersection of Crosstown Blvd and Constance Blvd (County State Aid Highways 18 and 20) in Andover, Minnesota.

Anoka County Highways is proposing the construction of a roundabout at the intersection CSAH 18 and CSAH 20 and associated stormwater treatment. The project will disturb 4.7 acres and create 2.07 acres of regulated impervious surface. The drainage in the area is split between the Coon Creek Watershed District and the Lower Rum River Water Management Organization. The runoff portion within the District drains toward County Ditches 37 and 20. The relevant water resource concerns are stormwater management, soils and erosion control, and wetlands, which correspond to District Rules 3, 4, and 5.

Based on the findings and exhibits as presented in the staff report, the Staff recommendation was to Approve with two (2) 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 \$4,350.00.

Rule 3.0 – Stormwater Management

2. Confirm that the proposed project plans have been submitted to the LRRWMO and that permitting requirements have been met.

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

Board Member McCullough 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

7. Water Education Grant 25-02 – Field Trip to Blaine Wetland Sanctuary

Jon Janke, Director of Operations, presented: This request for the Water Education Grant of \$250 for the costs associated with a guided tour of the Blaine Wetland Sanctuary for 25 5th-grade students at Avail Academy. The applicants' students have been studying living systems within the biosphere and learning about the impacts of pollution on land and resources.

Staff recommendation is to Approve Water Education grant application of \$250 for the cost associated with a guided tour of the Blaine Wetland Sanctuary for 25 5th grade students at Avail Academy.

Board Member Lund moved to Approve Water Education grant application of \$250 for the cost associated with a guided tour of the Blaine Wetland Sanctuary for 25 5th grade students at Avail Academy. Seconded by Board Member Campbell. The motion carried

with five (5) years (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

8. Water Education Grant 25-03 – Smart Salt Training

Jon Janke presented Water Education grant application 25-03, noting this request was for a grant of \$2,000 for the costs associated with hosting a county-wide Smart Salting Operator Training.

The applicant stated in her grant application that the Smart Salting training will be offered to cities, counties, and other organizations to improve operator effectiveness and reduce chloride pollution by learning best practices, while keeping roads, parking lots, and sidewalks safe. This training has helped organizations reduce their salt use by 30-70%, reducing costs for product and minimizing infrastructure damage. These reductions have been shown to reduce chloride contamination in lakes, rivers and streams. A water education grant from Coon Creek Watershed District (CCWD) would allow the County to offer the Smart Salting training free of charge. She states that free attendance provides an incentive for communities with limited budgets to allow staff to be trained.

Staff recommendation was to Approve Water Education grant application of \$2,000 for the costs associated with hosting a Minnesota Pollution Control Agency (MPCA) Smart Salting training for winter maintenance operators within Anoka County.

Board Member Hafner moved to Approve Water Education grant application of \$2,000 for the costs associated with hosting a Minnesota Pollution Control Agency (MPCA) Smart Salting training for winter maintenance operators within Anoka County. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

9. Minor Plan Amendment

Erik Bye, Planning Coordinator, reviewed the history of this item as outlined in the staff report. The CIP updates previously discussed have been incorporated into the 2024-2033 Comprehensive Watershed Management Plan as a proposed minor amendment with deleted content stricken out and new content underlined.

The minor plan amendment process is as follows:

- 30-day public review and comment period.
- Present proposed minor amendment to the Technical Advisory Committee (TAC)
- Public meeting with published legal notice to explain the amendments.
- Board of Water and Soil Resources (BWSR) has 5 days following 30-day public comment period to agree that the proposed amendments are minor.
- Board adopts the amended plan.

Staff recommendation was for the Board to direct staff to initiate the minor plan amendment process.

Board Member Campbell asked about having ranges for the cost of projects verses specific dollar amounts. Kelly indicated that ranges are not used in comprehensive plans by watershed districts in their Capital Improvement Plans (CIP).

Board Member Lind asked about the impact of a new MS4 permit on the CIP. Bye indicated the changes have not yet come through for the MS4 permit and any significant changes would be included in the next minor amendment to the CIP.

Board Member Lind moved to Direct Staff to Initiate the Minor Plan Amendment Process. Seconded by Board Member Campbell. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

10. Notice of Administrator's Intent to Retire December 31, 2025

Board President Hafner announced that Administrator, Tim Kelly, has submitted a notice of his intent to retire effective December 31, 2025.

Board Member Campbell made a motion acknowledging receipt of the notice of Tim Kelly, District Administrator's intent to retire and proposed aligning the end date to November 21, 2025, consistent with the 60-day notice requirement of Kelly's Employment Agreement.

Board Member Lund stated his preference was to accept the notice for December 31, 2025, allowing the District sufficient time to process the transition.

Board Member McCullough stated that he would abstain from voting as he felt Kelly has done an outstanding job.

Board Member Lind indicated that more than 60-days were needed to make a smooth transition and would accept the December 31, 2025, retirement date.

Board Member Hafner seconded Board Member Campbell's motion. The motion failed with two yeas (Campbell, Hafner), three nays (Lund, McCullough, Lind).

Board Member Lund made a motion accepting Tim Kelly's notice to retire for December 31, 2025. Seconded by Board Member Lind. The motion passed with one abstention (McCullough), three yeas (Lund, Hafner, Lind) and one nay (Campbell).

PERMIT ITEMS – *(moved to Consent Agenda)*

DISCUSSION ITEMS

None

INFORMATIONAL ITEMS

ADJOURNMENT

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



President,