

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, October 13, 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: Tim Kelly, Corinne Elfelt, Jon Janke, Justine Dauphinais, Erin Margl, Hattie Hillukka and Michelle Ulrich

Attendees via Zoom: Tyler Thompson, Jennie Lattin and Erik Bye

Guest: Darron Lazan

2. Approval of the Agenda

Board Member McCullough moved to add permit items #10 CenterPoint – Elwell Farms Connection, #12 Northtown Villas, and permit item #13 - TH 65 Local Access Road Improvement Project, 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 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

4. Open Mic/Public Comment

No one was present for comment.

CONSENT ITEMS

5. Approval of Minutes of September 22, 2025

6. Receive Administrator's Report

7. Advisory Committee Report

8. Bills/Accounts Payable

Claims totaling \$296,095.01 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0005--LEAGUE OF MINNESOTA CITIES	2,242.00
V0008--US BANK	17,739.01
V0010--A1 FLOOR AND CARPET CARE INC	1,119.30
V0026--CITY OF COON RAPIDS	13,000.00
V0054--MICHELLE J ULRICH PA	4,582.50
V0071--SUNRAM CONSTRUCTION INC	116,184.59
V0111--WELL GROOMED LAWNS INC	700.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	642.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	843.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	248.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	140.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	144.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	165.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	144.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	269.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	140.00
V0195--STANTEC CONSULTING SERVICES INC	1,887.00
V0195--STANTEC CONSULTING SERVICES INC	3,274.40
V0195--STANTEC CONSULTING SERVICES INC	17,122.50
V0195--STANTEC CONSULTING SERVICES INC	60,186.80
V0195--STANTEC CONSULTING SERVICES INC	766.50
V0217--COORDINATED BUSINESS SYSTEMS LTD	19,130.00
V0217--COORDINATED BUSINESS SYSTEMS LTD	214.46
V0221--ABDO LLP	1,085.00
V0221--ABDO LLP	5,466.67
V0242--METRO I NET	6,753.00
V0296--FRESHWATER SCIENTIFIC SERVICES	1,380.00
V0310--DOUGLAS-KERR UNDERGROUND LLC	4,850.00
V0352--HEALTH EQUITY INC	803.06
V0352--HEALTH EQUITY INC	33.35
V0352--HEALTH EQUITY INC	500.00
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,535.87
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,370.00
V0411--COOL AIR MECHANICAL INC	3,300.00
V0412--LARIAT COMPANIES	1,134.00
	296,095.01

The following permit items were moved to the Consent Agenda.

10. CenterPoint – Elwell Farms Connection, P-25-034

The purpose of this project is the installation of gas service lines along Lexington Ave NE between 133rd Ln NE & 136th Ave NE, along 136th Ave NE, and Elwell Farms Development in Ham Lake, Minnesota.

CenterPoint Energy is proposing the installation of new gas services to the Elwell Farms development. The work will be done via open trench and directional

boring techniques. The project will cross below County Ditches 59-10 and 44-7. The project will disturb 0.16 acres. The area drains toward County Ditch 44. The relevant water resource concerns are soils and erosion control and ditch crossing which corresponds to District Rules 4 and 7.

Based on the findings and exhibits as presented in the Staff report, the Staff recommendation was to approve with one (1) condition and one (1) stipulation.

Conditions:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,080.00.

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. Submittal of as-builts for utility crossing under all ditch crossings that shows 4-foot separation is maintained between the bottom of the ditch and top of the utility line.

12. Northtown Villas, P-25-028

The purpose of this project is the construction of a new residential development with associated stormwater management features located west of 3rd St NE; south of 90th Ln NE, 9002 University Ave NE, Blaine, Minnesota.

The applicant is proposing the construction of a new residential development and associated stormwater treatment features. The project proposes to remove infiltration trench #1, infiltration trench #2, and infiltration cell #5 that were constructed under P23-029. These three systems provided 740 cubic feet of water quality volume. The water quality volume that is lost by removing these three systems is provided in the proposed pond. It will disturb 2.2 acres and create 0.55 acres of new/regulated impervious surface. The site drains to Springbrook Creek. The relevant water resource concerns are stormwater management and soils and erosion control which correspond to District Rules 3 and 4.

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.

Conditions:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$3,100.00.

Rule 3.0 – Stormwater Management

2. Due to the HSG A soils on site and the fluctuation in seasonal groundwater levels, it is recommended to line the wet pond with an impermeable liner to ensure a permanent pool is maintained.

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

13. TH 65 Local Access Road Improvement Project, P-25-021

The purpose of this project is the reconstruction of 3.2 miles of TH 65, addition of a new frontage road, reconstruction of adjacent local road segments and associated stormwater treatment features located at Highway 65 between 97th Avenue and CR14, Blaine, Minnesota.

MnDOT is proposing the reconstruction of 3.2 miles of TH 65 from approximately 99th Avenue and 117th Ave in Blaine. Additional work includes interchange modifications at 99th Avenue, 105th Avenue, 109th Avenue and 117th Avenue, the addition of a new west Frontage Road, and reconstruction of segments of local roads adjacent to the corridor are proposed. Additionally, new trails are proposed throughout the corridor. The project will disturb 127.6 acres and create 63.7 acres of regulated impervious. The project will drain to County Ditch 41, County Ditch 39 and Springbrook Creek. The relevant water resource concerns are stormwater management, soils and erosion control, wetlands, floodplain

impact, and drainage. These correspond to District Rules 3, 4, 5, 6, and 7. Rule 8 is technically triggered, but the project is not a type which would require buffer establishment.

Based on the findings and exhibits as presented in the Staff report, the Staff recommendation was to approve with four (4) conditions and five (5) stipulations.

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$65,800.00.

Rule 4.0 – Soils and Erosion Control

2. Update the SWPPP to stabilize soils and soil stockpiles within 24 hours of inactivity.
3. Completely surround the infiltration basins with perimeter control to prevent compaction during construction.

Rule 5.0 – Wetlands

4. Provide LGU approval of the wetland replacement plan.

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. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)
3. Completion of post construction infiltration tests on the 97th basin, 109th basin, 114th basin, Cloud South basin, Cloud North basin, and Paul Pkwy 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.
4. Submittal of as-built (invert, pipe material, pipe size) for culvert installation within County Ditch 41.
5. 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.

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

POLICY ITEMS

9. Water Quality Cost Share Grant Award

Justine Dauphinas, Water Quality Coordinator, presented this item. The purpose of the District's grant program is to ensure progress towards achieving required pollutant reductions and addressing identified stressors to aquatic life by administering cost share program for water quality improvement and protection projects.

This item specifically addresses applications received after reopening a request for proposals on September 24, 2025.

The Technical Advisory Committee (TAC) participated in initial program development and provides feedback on any proposed revisions to program guidelines. Applicants often request pre-application meetings to discuss identified projects. A pre-application meeting was held with City of Andover staff for the proposal submitted this round.

Year-to-date in 2025, eight applications have been awarded totaling \$222,592.50 with a remaining balance of \$67,407.50. An RFP was re-opened on September 24, 2025, with applications accepted on a rolling basis to be scored and awarded in batches at regularly scheduled Board meetings through 2025 or until all budgeted funds are awarded.

Since September 24, 2025, one application was received:

Title (Applicant)	Request	Description
General Projects & Practices		
2026 Street Reconstruction Water Quality Improvements (Andover)	\$39,475	Construction of three new sump structures including installation of dissipator/skimers as part of planned 2026 road reconstruction work, providing treatment (80% TSS removal) to 30 acres draining to Ditch 37/Coon Creek that is currently untreated.
TOTAL	\$39,475	(of \$67,407.50 available)

Title (Applicant)	Elig- ible?	Average Score (out of 30)	Water Quality Benefits & Notes	Funding Recommendation (of requested amount)
General Projects & Practices				
2026 Street Reconstruction Water Quality Improvements (Andover)	Y	22.4	-TSS and TP load reductions in Coon Cr (joint CCWD TMDL WLAs) -The road reconstruction work as proposed does not trigger CCWD stormwater management rules and therefore any water quality treatment is above and beyond	\$39,475 (of \$39,475)
TOTAL Recommended Awards				\$39,475

Historically, more cost share funds have been requested than available, leaving a funding shortfall. Presently, if the \$39,475 in cost share awards recommended by Staff are approved, there would be \$27,932.50 in remaining 2025 funds (9.6% of initial \$290,000).

Based on the findings and exhibits as presented in the staff report, the staff recommendation is to award cost-share funds to identified project in accordance with Staff recommendations.

Board Member Lund moved to award cost-share funds to identified project in accordance with staff recommendations. Seconded by Board Member Campbell. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

PERMIT ITEMS

11. Kohler Farms, P-25-020

The purpose of this project is a 42-lot subdivision of single-family homes with associated stormwater management features located at Lexington Ave NE, Ham Lake, Minnesota.

The applicant is proposing the construction of a new 42 lot subdivision in the City of Ham Lake. The project will disturb 65.95 acres and create 10.98 acres of new/regulated impervious surface. The area drains to County Ditch 44. The relevant water resource concerns are stormwater management, soils and erosion control, wetlands, and floodplain which correspond to District Rules 3, 4, 5 and 6.

Based on the findings and exhibits as presented in the Staff report, the Staff recommendation was to approve with six (6) conditions and three (3) stipulations.

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

2. Submittal of a performance escrow in the amount of \$34,975.00.

Rule 3.0 – Stormwater Management

3. The stage-storage curve for Pond P-12 in the Post-Development HydroCAD model needs to be updated to reflect the current grading of Pond P12.
4. The invert elevation of outlet device #2 for Pond P-6 in the Post-Development HydroCAD model is inconsistent with the control structure detail. Please update invert elevation to be 898.0.
5. Post-development discharge rates exceed pre-development rates for the western discharge point to 159th Ave NE. Written approval from the City will be required for the increase in discharge rates.

Rule 4.0 – Soils and Erosion Control

6. Update the erosion and sediment control plan to include the following:
 - a. Provide a detail for the proposed inlet protection.
 - b. Include a note to stabilize soil and soil stockpiles within 24 hours of inactivity.
 - c. Provide a double row of perimeter control around wetlands PB7A, PB7B, and PB7C.

Rule 5.0 – Wetlands

7. Provide plan sufficient to avoid the draining of wetland 1 or provide a 3-year groundwater monitoring plan to determine if wetland 1 has been impacted as required by the WCA NOD.

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:

2. 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.
3. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001).
4. 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.

Board Member Campbell moved to approve permit item # 11 Kohler Farms, P-25-020. Seconded by Board Member McCullough. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

PERMIT ITEMS – *(moved to Consent Agenda)*

10. CenterPoint – Elwell Farms connection

12. Northtown Villas

13. TH 65 Local Access Road Improvement Project

DISCUSSION ITEMS

14. Administrator Transition Plan

Tim Kelly, District Administrator, presented the Staff Report. The purpose of this item was to review Administrator Tim Kelly's transition plan and to identify duties and how they will be delegated to Staff.

Some of the key points discussed were determining applicable Staff and Mr. Kelly's role in the work tasks identified in Mr. Kelly's transition plan. Secondly, consider appointing Jon Janke, current Director of Operations, as the Interim Administrator until the position is filled. Another point was delegating Board Member's Hafner and Campbell the task of posting the open position and interviewing Staff and public candidates. Lastly, Mr. Kelly will discuss updates on the transition with the Board at each of the remaining 2025 Board Meetings.

Board Member Lund moved to appoint Mr. Janke as the Interim Administrator with a date to be determined. 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 Lund moved to receive the transition plan and discuss. Seconded by Board Member Lind. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

Board Member Campbell moved to designate two (2) Board Members, Member Hafner and herself serving as a subcommittee to proceed with the Administrator recruitment process and present candidates to the Board for review. Seconded by Board Member McCullough. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

INFORMATIONAL ITEMS

15. Minnesota Watersheds Annual Conference

It has been announced this year's conference will be December 2-5, 2025, at Grand View Lodge in Nisswa, MN and registration is now open.

The purpose of this item is to discuss which Board members and staff are attending certain portions of the 2025 Minnesota Watersheds conference and to consider registration, lodging, and transportation.

It was decided that Board Members Hafner and Campbell will attend the conference and Board Member Lund will act as a back up. At this time there are approximately 4 staff members attending as well as Mr. Kelly.

16. Anoka County sues MnDOT over \$6.2M Reallocation of Funding

Anoka County has initiated a lawsuit against the State of Minnesota Department of Transportation regarding the Legislature's diversion of transportation funds to a Rum River pedestrian bridge project, which funds the County argues were originally allocated to Anoka County and have been diverted without its approval. The County claims such reallocation of funds is a violation of the State Constitution prohibiting the Legislature from enacting special laws related to local governments without their approval.

ADJOURN

Board Member Campbell moved to adjourn at 6:24pm. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.



President

