

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, November 10, 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, and Erin Lind

Staff Present: Tim Kelly, Jon Janke, Erik Bye, Hattie Hillukka, and Michelle Ulrich

2. Approval of the Agenda

Board Member Campbell moved to add permit item #10 Trustone FCU PAN: P-25-030, to the Consent Items. Seconded by Board Member Lind. The motion carried with three (3) yeas (Board Members Campbell, Hafner, and Lind) and no nays.

Board Member Lind moved to approve the amended agenda. Seconded by Board Member Campbell. The motion carried with three (3) yeas (Board Members Campbell, Hafner, and Lind) and no nays.

3. Announcements

4. Open Mic/Public Comment

No one was present for comment.

CONSENT ITEMS

5. Approval of Minutes

6. Receive Administrator's Report

7. Advisory Committee Report

8. Bills/Accounts Payable

Claims totaling \$117,913.83 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0008--US BANK	17,322.20
V0010--A1 FLOOR AND CARPET CARE INC	1,119.30
V0015--ANOKA COUNTY MN	1,797.53
V0054--MICHELLE J ULRICH PA	5,817.50
V0137--HAUGO GEOTECHNICAL SVCS LLC	3,360.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	1,485.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	165.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	144.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	642.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	843.00
V0195--STANTEC CONSULTING SERVICES INC	16,472.50
V0195--STANTEC CONSULTING SERVICES INC	14,366.50
V0195--STANTEC CONSULTING SERVICES INC	23,382.50
V0195--STANTEC CONSULTING SERVICES INC	7,027.20
V0195--STANTEC CONSULTING SERVICES INC	4,194.00
V0197--VANDERBILT, CHASE	29.84
V0221--ABDO LLP	1,085.00
V0221--ABDO LLP	24.50
V0221--ABDO LLP	5,466.67
V0295--ALLINA HEALTH SYSTEM	2,066.75
V0352--HEALTH EQUITY INC	500.00
V0352--HEALTH EQUITY INC	803.06
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,229.83
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,460.00
V0366--KRAUSE, EMMA	59.98
V0415--GOPHER STATE ONE CALL	50.00
	117,913.86

The following permit items were moved to the Consent Agenda.

10. Trustone FCU PAN: P-25-030

The purpose of this item is the construction of a new commercial building, parking and associated stormwater treatment features located at Raintree Court Addition, 11806 Aberdeen St NE, Blaine, Minnesota.

The applicant proposes the construction of a new credit union with associated parking and stormwater treatment features. The project will disturb 0.91 acres and create 0.52 acres of new/regulated impervious. The project will impact District floodplain. The relevant water resource concerns are stormwater management, soils and erosion control, and floodplain. These correspond to District Rules 3, 4 and 6.

Based on the findings and exhibits as presented in the staff report, the staff recommendation is to Approve with four (4) Conditions and three (3) Stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,455.00.

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.
3. Please update plans to include the following:
 - a. Please update the RCS-1 detail on sheet C-7 to show the 4" orifice within the weir wall.
 - b. Please update the RCS-1 label of sheet C-4 to state "3' wide weir at 903.10 w/ 4" orifice at 903.10".
 - c. Please update the infiltration basin labels on sheet C-3 to list an outlet elevation of 903.1.

Rule 4.0 – Soils and Erosion Control

4. Update the erosion control plan to include the following:
 - a. Stabilize soils and soil stockpiles within 24 hours of inactivity.
 - b. Provide cover for stormwater contaminants.
 - c. Secure portable toilets.
 - d. After initial grading, completely surround the infiltration basins with perimeter control to prevent compaction during construction.

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. Completion of post construction infiltration tests on the Infiltration Basins 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. 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 the Consent Agenda Items. Seconded by Board Member Lind. The motion carried with three (3) yeas (Board Members Campbell, Hafner and Lind) and no nays.

POLICY ITEMS

9. Minor Plan Amendment Public hearing

On January 27th, 2025, the Board directed staff to begin a review of the current Capital Improvement Plan (CIP) to evaluate the need for a minor Plan amendment.

On September 22nd, 2025, the Board directed staff to initiate the minor amendment process for the proposed minor Plan amendment.

On October 9th, 2025, staff presented an overview of the minor Plan amendment to the TAC and did not receive any comments from the group.

On October 21st, 2025, the proposed minor Plan amendment was released to all state and local agency Plan reviewers for the 30-day review period. Plan reviewers received the draft amendment electronically with the appropriate stricken out and underlined formatting and the stated intent that CCWD (Coon Creek Watershed District) is following the minor amendment procedure for this amendment in accordance with MS 103B.231 and MR 8410.0140.

In accordance with Minn. Rules 8410.0140, Subpart 2 (D) the CCWD provided the required public notice to hold a public hearing on November 10, 2025 to receive and consider public comment regarding the proposed minor amendments to the CCWD's 2024-2033 Watershed Management Plan (Plan).

Public Hearing: Proposed Minor Amendments to the CCWD's Plan.

Board President Hafner opened the public hearing, providing a brief overview of the hearing procedure. President Hafner explained that this hearing is being held by the Coon Creek Watershed District Board of Managers pursuant to Minnesota Rules 8410.0140, Subpart 2 (D) to receive and consider public comment regarding proposed minor amendments to the District's Watershed Management Plan Capital Improvement Program.

Submission of Written Documents into the Record. Erik Bye, District Planning Coordinator, submitted the following documentation into the record, received by President Hafner:

- 1/27/2025 Board Meeting minutes
- 9/22/2025 Board Meeting minutes
- Email notice of release of proposed minor amendment to Plan reviewers
- Public notice of public hearing on 11/10/2025
- Newspaper Affidavit of public notice
- MPCA minor amendment comment letter received 11/5/2025
- Proposed amended Plan
- MDH minor amendment comment letter received 11/10/2025

CCWD Staff Presentation. CCWD Planning Coordinator Erik Bye provided a presentation on the proposed plan revisions, reviewing the proposed amendments, and explaining the basis and need for the proposed changes. Coordinator Bye noted that the CCWD has not received any objections to the proposed minor amendments and has received only two written responses: One letter from Minnesota Pollution Control Agency stating it has no comments on the proposed amendments; One letter from Minnesota Department of Health stating they do not have any comments on the proposed amendment.

Following the CCWD staff presentation President Hafner called for public comment on the proposed amendments. No one from the public made any public comment.

Upon hearing no further public comments President Hafner closed the public hearing.

PERMIT ITEMS – (moved to Consent Agenda)

10. Trustone FCU PAN: P-25-030

DISCUSSION ITEMS:

11. Administrator Transition Plan Update (ABM)

Administrator Kelly and Director of Operations Janke provided the Board with a progress report on the Administrators Transition Plan originally presented at the October 13, 2025, Board Meeting. There, it was decided that routine updates in the transition will be given though out the rest of the year. Mr. Kelly and Mr. Janke have been meeting and discussing the reasons for why prior actions and decisions were made and obtaining a deeper familiarity with why issues come to light. They also worked to identify available resources and options for job

clarifications, pay scales, and staff training. Time was also spent reaching out to watershed partners to make sure the agency contacts know who the point of contact is at the District during the Administrator transition as well as getting involved more with face-to-face interactions has also been helpful.

Mr. Kelly mentioned that most recently the focus has been on collaboration and competition. What the administrator does with other agencies in facilitating and maintaining collaboration is central to the District strategies. Unity of effort and whole of government have been the priorities, meaning City Public Works, City Planning, City Engineering and City Financing and the District are all addressing water management issues together.

INFORMATIONAL ITEMS:

12. MN Watersheds Annual Business Meeting Agenda

The purpose of agenda item #12 is to view the detailed Minnesota Watersheds 2025 Annual Conference Business Meeting Agenda.

ADJOURNMENT

Board Member Campbell moved to adjourn at 5:55 pm. Seconded by Board Member Hafner. The motion carried with three (3) yeas (Board Members Campbell, Hafner, and Lind,) and no nays.



President