

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 9, 2026, at the Coon Creek Watershed District Office.

1. Call to Order

The meeting was called to order at 5:33 PM (late due to technical difficulties)
Board Members Present: Mary Campbell, Jim Hafner, Erin Lind, Jason Lund, and Dwight McCullough.

Staff Present: Jon Janke, Corinne Elfelt, Erin Margl, Erik Bye, Justine Dauphinais, Abbey Lee, Hattie Hillukka and Michelle Ulrich

Attending via Zoom: Tyler Thompson

2. Approval of the Agenda

Board Member Lund moved to add permit item #12 P26-009 CSAH 10 Pavement Preservation to the Consent Agenda. 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 Campbell. 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 February 23, 2026

6. Receive Administrator's Report

7. Advisory Committee Report

8. Bills/Accounts Payable

Claims totaling \$129,625.94 on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0008--US BANK	6,370.43
V0010--A1 FLOOR AND CARPET CARE	1,119.30
V0054--MICHELLE J ULRICH PA	3,065.00
V0096--RANDY WESP EXCAVATING LLC	19,060.00
V0110--RESPEC COMPANY LLC	9,025.00
V0111--WELL GROOMED LAWNS INC	904.00
V0128--YTS COMPANIES LLC	4,797.50
V0138--RMB ENVIRONMENTAL LABORATORIES INC	208.00
V0150--PROWIRE INC	309.90
V0221--ABDO LLP	3,333.33
V0221--ABDO LLP	1,803.50
V0221--ABDO LLP	35,000.00
V0249--PLAUDIT DESIGN	450.00
V0249--PLAUDIT DESIGN	2,700.00
V0299--MP+G MARKETING SOLUTIONS LLC	7,224.55
V0352--HEALTH EQUITY INC	855.35
V0352--HEALTH EQUITY INC	288.46
V0352--HEALTH EQUITY INC	5,000.00
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	7,865.02
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,215.00
V0380--METRO BLOOMS	1,200.00
V0394--RECTANGLE DESIGNS LLC	5,000.00
V0421--RAMSEY-WASHINGTON METRO WATERSHED DISTRICT	1,881.60
V0429--ALLYANT	10,950.00
	129,625.94

The following permit items were moved to the Consent Agenda.

12. P26-009 CSAH 10 Pavement Preservation

The purpose of this item is that Anoka County is proposing the pavement rehabilitation and minor median grading reclamation of CSAH 10 located at CSAH 10 from Able St. to Pleasant View Dr. in Spring Lake Park, Minnesota.

Anoka County is proposing pavement rehabilitation and minor median grading on CSAH 10 near Hwy 65. The project will disturb 0.76 acres and drains to Springbrook Creek. The relevant water resource concern is soils and erosion control which is District Rule 4.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to Approve with (2) two Conditions and (0) zero Stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$3,040.00.

Rule 4.0 – Soils and Erosion Control

2. Provide standard details for erosion and sediment control devices.

Stipulations: none

Board Member Hafner 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. Adoption of 2025 Anoka County Hazard Mitigation Plan

Planning Coordinator Erik Bye presented the Board with details regarding the adoption of the 2025 Anoka County Hazard Mitigation Plan. The purpose of this item is to provide a review of the approved Plan, the Coon Creek Watershed District's role in the Plan, and the purpose of local adoption of the Plan for consideration by the Board.

Hazard mitigation plans are countywide plans that identify and reduce risk from natural hazards on the landscape such as flooding, tornados, windstorms, cold, wildfires, and drought.

The Coon Creek Watershed District has participated in the development of the 2025 Anoka County Hazard Mitigation Plan in accordance with Federal laws. The plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property within the Coon Creek Watershed District from the impacts of future hazards and disasters.

By adopting the Plan, the Coon Creek Watershed District demonstrates its commitment to hazard mitigation and achieving the goals outlined in the 2025 Anoka County Hazard Mitigation Plan.

Approval of the 2025 Anoka County Hazard Mitigation Plan by the Federal Emergency Management Agency (FEMA) will make Anoka County and participating jurisdictions eligible to apply for FEMA Hazard Mitigation Assistance grants.

The 2025 Anoka County Hazard Mitigation Plan received the FEMA "Approval Pending Adoption" letter on January 28th, 2026 (attached to the staff report). The Anoka County Board of Commissioners signed Resolution #2026-PS02 adopting the Plan on February 17th, 2026.

The CCWD must adopt the Plan by resolution to participate in the approved Plan and gain eligibility for FEMA and state hazard mitigation grants.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to consider adoption of the 2025 Anoka County Hazard Mitigation Plan (Plan) by Resolution No. 2026-04.

Board Member Lund moved to adopt the 2025 Anoka County Hazard Mitigation Plan (Plan) by Resolution No. 2026-04. Seconded by Board Member Campbell. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

10. FY27 Clean Water Fund Competitive Grant Application

This item was presented to the Board by Water Quality Coordinator Justine Dauphinais. The purpose of this item is to inform the Board that the MN Board of Water and Soil Resources (BWSR) is currently accepting applications for fiscal year 2027 competitive Clean Water Fund grants.

Several water quality improvement projects included in the CCWD Comprehensive Watershed Management Plan meet the eligibility criteria for funding support under this grant program. Projects planned for 2027-2028 construction include the top-ranking projects identified as part of recently completed and ongoing subwatershed planning efforts.

Staff have identified two specific projects that are far enough along in the design process to submit a competitive proposal by the application deadline later this month (i.e., construction of new regional storm ponds in Little League Park and Happy Acres Park in Blaine, MN to treat urban runoff from residential areas draining to Sand Creek that are currently untreated or undertreated). Staff are proposing to submit a grant application for construction of one of these projects, with the other site identified as an alternate location in case of unforeseen permitting hurdles, public pushback, and/or site constraints.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to authorize staff to apply for FY27 BWSR Clean Water Fund Projects and Practices Grant Funding.

Board Member Lund moved to authorize staff to apply for FY27 BWSR Clean Water Fund Projects and Practices Grant Funding. Seconded by Board Member Lind. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

PERMIT ITEMS

11. P25-038 South Shore Estates Second Addition

The purpose of this item proposes the construction of a new residential development with streets, utilities and associated stormwater management features and is located at Vickers St. NE., south of Interlachen Dr. NE., Ham Lake, Minnesota.

The project proposes the construction of a new residential development with streets, utilities and associated stormwater treatment features. The project will disturb 34 acres and create 6.92 acres of regulated impervious surface. Most of the site drains to County Ditch 11 and a small portion drains north to the Sunrise River Water Management Organization. The relevant water resource concerns are stormwater management, soils and erosion control, and buffers, which correspond to District Rules 3, 4 and 8.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to Approve with (3) three Conditions and (3) three Stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$19,000.00.

Rule 3.0 – Stormwater Management

2. Please update the Soil Amendment Plan on sheet C2.3 to show the full extents of the amended areas within subcatchment 5.

Rule 4.0 – Soils and Erosion Control

3. Provide redundant perimeter control around Wetland 8.

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 2, including volume, critical elevations and proof of installation for hydrodynamic separators.

There was discussion regarding the stormwater wetland requirements for this project. Watershed Development Coordinator Erin Margl indicated the options had been discussed.

Board Member Hafner moved to approve P-25-038 South Shore Estates Second Addition with 3 Conditions and 3 Stipulations as outlined in the staff report. Seconded by Board Member McCullough. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

DISCUSSION ITEMS

13. Personnel Guidance Manual

This item was presented to the Board by Administrative Services Coordinator Corinne Elfelt. The purpose of this item was to present the Board with an opportunity to discuss and review possible revisions to the DRAFT Manual.

The Personnel Guidance Manual is a working document that requires regular updates. As the Minnesota Paid Family and Medical Leave is new, we anticipate that regular updates will need to be made. We attempted to write the manual in a manner that will allow for the majority of the text to remain the same and update Appendix B Minnesota Paid Leave.

On February 23, 2026, a DRAFT Personnel Guidance Manual was prepared for the Board. At that meeting, the Board decision was to hold over the DRAFT for consideration at a future meeting.

On March 9, 2026, the Board was presented with an opportunity to discuss and review possible revisions to the DRAFT Manual. Member Campbell and Mrs. Elfelt confirmed changes that were made prior to this meeting also noting comment receipt by Michelle Ulrich.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to make changes as recommended by the Board and present the amended DRAFT at the March 23, 2026, Board Meeting for Adoption.

Board Member McCullough moved to make changes as recommended by the Board and present the amended DRAFT at the March 23, 2026, Board Meeting for Adoption. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

14. 2026 Legislative Briefing (ABM)

District Administrator Jon Janke attended the Annual Legislative Briefing and reported it went well. The Department of Natural Resources (DNR) presented information regarding permit efficiency and spoke about a Stream and Habitat Improvement restoration project. This topic was unfamiliar and Mr. Janke along with one other attendee, volunteered to work directly with the DNR staff to streamline the advancements in permit efficiency for everyone including applicants.

The Annual Legislative Briefing was meaningful and a step in the right direction in working together and enhancing relationships with departments.

15. Watershed Management Video

The purpose of this item is to provide Board members with accessible watershed management training resources to strengthen understanding of District roles, responsibilities, and governance and support more informed decision making. In December 2025, a video series developed by the Board of Water and Soil Resources (BWSR) for members of local government boards and commissions was shared with the Board.

At the January 12, 2026, Board meeting, the Board expressed interest in reviewing the video series at future meetings as time allows. This staff report is intended to serve as a standing reference so the Board may review the videos incrementally over time.

An attempt was made to view some of the videos at the March 9th Board meeting, but technical difficulties prevented the viewing. Members were encouraged to view the material individually and attempts to view will be made at future Board meetings.

INFORMATIONAL ITEMS

None

ADJOURNMENT

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



President

