COON CREEK WATERSHED DISTRICT
BOARD OF MANAGERS' MEETING

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Tuesday, May 26, 2026, at the Coon Creek Watershed District Office.

1. Call to Order

The meeting was called to order at 5:30 PM
Board Members Present: Jim Hafner, Jason Lund, Mary Campbell and Dwight McCullough.
Board Members Present Via Zoom: None
Board Members Absent: Erin Lind
Staff Present: Jon Janke, Erin Margl, Jessica Lindemyer, Hattie Hillukka and Michelle Ulrich
Attending via Zoom: None

2. Approval of the Agenda

Board Member McCullough moved to add permit items #9 P26-015 Blaine Town Center Parking Lots, #10 P26-029 CSAH 12 and 52, and #11 P23-076 Suite Living Coon Rapids to the Consent Agenda. Seconded by Board member Lund. The motion carried with four (4) yeas (Board Members, Hafner, Campbell, Lund, and McCullough) and no nays.

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

3. Announcements

No announcements

4. Open Mic/Public Comment

No comments

CONSENT ITEMS

5. Approval of Minutes of May 11, 2026
6. Bills/Accounts Payable

Claims totaling $96,297.61 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0014--ANOKA CONSERVATION DISTRICT	23,550.00
V0015--ANOKA COUNTY MN	1,000.00
V0027--CITY OF FRIDLEY	24,900.00
V0038--ENVIRONMENTAL SYSTEMS RESEARCH INST INC ESRI	7,500.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	195.00
V0348--BLUE CROSS BLUE SHIELD OF MN	25,301.52
V0350--FIRST UNUM LIFE INSURANCE COMPANY	737.62
V0351--DELTA DENTAL OF MN	1,787.55
V0352--HEALTH EQUITY INC	288.46
V0352--HEALTH EQUITY INC	905.35
V0360--PAYLOCITY	572.68
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	7,644.43
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,215.00
V0384--MN POLLUTION CONTROL AGENCY	700.00
	96,297.61

The following permit items were moved to the Consent Agenda.

9. P26-015 Blaine Town Center Parking Lots

The purpose of this item is the construction of several parking areas as well as stormwater treatment features for use in the Blaine Town Center redevelopment area located West of Radisson Road and east of former Invictus, Blaine, Minnesota.

The applicant is proposing the construction of several parking areas as well as stormwater treatment features for use in the Blaine Town Center redevelopment area. The project is also providing treatment for run off from the Blaine Town Center Parking Ramp (P26-005) and Scheels (P26-018). The project will disturb 13 acres and create 9.03 acres of regulated impervious surface. The area drains to County Ditch 41. The relevant water resource concerns are stormwater management and soils and erosion control which are District Rules 3 & 4.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to Approve with 5 Conditions and 5 Stipulations.

Conditions:

<u>Rule 2.7 – Procedural Requirements</u>

1. Provide a performance escrow in the amount of $52,000.00 and execute a signed escrow agreement.

<u>Rule 3.0 – Stormwater Management</u>

2. Ensure the MIDS model reflects the updated design.
3. Ensure the values listed in the Stormwater Report narrative align with the values in the HydroCAD model.
4. 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.

Rule 4.0 – Soils and Erosion Control

5. Provide a note to sweep streets free of sediment by the end of each workday.

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. Completion of a post excavation (prior to rock placement) infiltration test on Underground Infiltration System 5 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. Completion of a post construction infiltration test on Infiltration Basin 3 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.
5. 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.

10. P26-029 CenterPoint CSAH 12 & CSAH 52

The purpose of this item is the directional bore relocation and abandonment of utility lines located at County State Aid Highway 12 & County State Aid Highway 52 in Blaine, Minnesota.

CenterPoint Energy is proposing the directional boring of new utility lines and utility line abandonment along 109th Avenue and near the intersection of 109th Avenue and Radisson Rd in Blaine. This work coincides with the Anoka County signal project in the same area. The project will disturb 0.64 acres and create no regulated impervious surface. The project drains to Ditch 41. The relevant water resource concern is erosion and sediment control

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to Approve with three (3) Conditions and one (1) Stipulation.

Conditions:

Rule 2.7 – Procedural Requirements

1. Submittal of performance escrow in the amount of $2,560.00.

Rule 4.0 – Soils and Erosion Control

2. Update erosion control plans to show location of inlet protection.
3. Update erosion control plans to stabilize exposed soils and stockpiles within 24 hours.

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. 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.

11. P23-076 Suite Living Coon Rapids

The purpose of this item is the construction of a new assisted living facility with parking and associated stormwater treatment features located at 600 Coon Rapids Blvd NW, Coon Rapids, Minnesota.

The applicant proposes the construction of a new senior living facility with parking and associated stormwater treatment features. This application is a redesign of plans approved under the same PAN and permitted under Permit 2387, which was not constructed. The project will disturb 2.1 acres and create 1.01 acres of imperious surface. The area is in the Lower Coon Creek sub watershed. 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 five (5) Conditions and four (4) Stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Provide an additional escrow in the amount of $5,100 and execute a signed escrow agreement.

Rule 3.0 – Stormwater Management

2. Please revise filtration basin design to allow for a minimum of 18" from media depth from the bottom of the basin to the top of the drain tile choking stone. It appears the upstream draintile invert only provides 13" of filtration media (877 bottom, 5" of aggregate bedding, 6" drain tile at 855 invert). Provide justification of site constraints if this is not feasible.
3. Revise the Contech sump and CDS details on Sheet C5.3 to include site specific details and elevations.
4. 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.
5. Proof of dissolution of previous O&M Agreement.

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 Tables 2 and 3, including volume, critical elevations and proof of installation for hydrodynamic separators.
4. Completion of a post construction infiltration test on the filtration 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.

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

POLICY ITEMS

7. Water Education Grant – Pond Exploration Equipment

Engagement Coordinator Jessica Lindemyer presented Water Education grant application 26-01 on May 6th from Cody Rossetti, the Interpretive Program Coordinator for Springbrook Nature Center (SNC). The application was for a $1,000 Water Education Grant to help fund the replacement of broken and aging pond sampling equipment used to implement SNC's pond exploration program. This is the first Water Education Grant Application Coon Creek Watershed District (CCWD) has received from Springbrook Nature Center since 2014.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to approve the Water Education Grant application of $1,000 for the costs associated with implementing a PreK-12 pond exploration program at Springbrook Nature Center.

Board Member Lund moved to approve the request for the Water Education Grant application of $1,000 for the costs associated with implementing a PreK-12 pond exploration program at Springbrook Nature Center. Seconded by Board Member McCullough. The motion carried with four (4) yeas (Board Members, Hafner, Campbell, Lund, and McCullough) and no nays.

8. Request to Seek Proposals – Economic Analysis

Administrator Janke presented this item regarding consultant selection process for a budgeted economic analysis intended to support long-term District planning, funding, implementation, and public cost communication.

The District has previously budgeted funds for an Economic Analysis. The budgeted project identifies valuation, willingness to pay, and financing mechanisms as intended study elements to support achieving and maintaining the District's mission long term.

Staff have been refining the intended purpose and scope of the study. The current working approach is to develop practical economic information and decision-support tools the Board and staff can use to evaluate long-term implementation needs, funding options, public cost, financing mechanisms, and the value of District programs and projects.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to authorize staff to solicit proposals for the District Economic Analysis and return to the Board with proposal results and a recommended consultant selection.

The Board had a discussion, and member Lund liked the guidance from a 3rd party and member Campbell expressed that she was not wanting to spend the funds at this time.

Board Member Lund moved to proceed with option #1 to authorize staff to solicit proposals for the District Economic Analysis and return to the Board with proposal results and a recommended consultant selection. Seconded by Board Member Hafner. The motion carried with three (3) yeas (Board Members, Hafner, Lund, and McCullough) and one (1) nay (Board Member Campbell).

PERMIT ITEMS (moved to Consent Agenda)

DISCUSSION ITEMS

12. Recognition of Board Member Service

Mr. Janke presented that Coon Creek Watershed District (CCWD) would like to formally acknowledge and thank Board Member Erin Lind for 3 years of service on the Coon Creek Watershed District Board of Managers and Citizen's Advisory Committee.

Erin's service to the District included participation in policy discussions, permit reviews, budget development, planning efforts, and intergovernmental coordination activities supporting the District's mission and programs.

Members expressed Member Lind did a great job for the past three years and will be missed.

13. District Administrator Review Process

Mr. Janke presented this item to provide the Board an opportunity to discuss the District Administrator review process, including whether and how it would like to conduct a six-month review or check-in.

The District's Personnel Guidance Manual includes language for a six-month review during the training or introductory period as part of the employee selection process and states that it applies to new hires, transfers, promotions, and rehires. The six-month point for the District Administrator position will occur at the end of June 2026.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to appoint two Board Members to conduct the District Administrator six-month review or check-in and report back to the Board as appropriate.

The Board had a discussion and member Hafner stated he sees value in a 1-year review, and members Lund and Campbell said a 6-month review would also be advisable.

Board Member Lund motioned to appoint Board Members Hafner and himself (Lund) to conduct the District Administrator six-month review and report back to the Board as appropriate. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members, Hafner, Campbell, Lund, and McCullough) and no nays.

14. Interest Proposals for Legal, Professional or Technical Consultant Services

Mr. Janke presented this item to discuss the District's biennial solicitation of interest proposals and determine whether to proceed with the attached notice.

This solicitation is intended to identify firms interested in providing legal, professional, or technical consultant services to Coon Creek Watershed District (CCWD). CCWD may use responses to maintain awareness of available service providers, request additional information, or consider whether a separate service-specific request for proposals is appropriate. Submission of a response does not guarantee an interview, selection, or contract award.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to discuss and consider authorizing the District's solicitation of interest proposals for legal, professional, or technical consultant services pursuant to MN Statute 103B.227, subd. 5.

The Board discussed the benefits of reaching out for interest proposals. They also discussed whether advertising on our website as a means of advertising would be sufficient.

Board Member Lund moved to authorize the District's solicitation of interest proposals for legal, professional, or technical consultant services pursuant to MN Statute 103B.227, subd. 5.. Seconded by Board Member Campbell. The motion

carried with four (4) yeas (Board Members, Hafner, Campbell, Lund, and McCullough) and no nays.

15. 2027 Preliminary Salaries and Benefits

Mr. Janke presented this item to discuss the preliminary 2027 expenditure for staff Salaries & Benefits. At present the District budgets for 16.55 Full Time Equivalent (FTE) people.

Staff are requesting authorization to include temporary transition capacity within the Administration program due to the anticipated retirement of the Administrative Services Coordinator in summer 2027. The request would allow for recruitment, onboarding, overlap, and knowledge transfer to reduce disruption to District operations and preserve institutional knowledge.

Staff are also requesting authorization to restore a second position within the Public and Governmental Relations program. The program has historically operated with two staff positions but has operated with one dedicated coordinator since a 2024 retirement was not backfilled.

Based on the findings and exhibits as presented in the Staff Report, staff are requesting Board Members provide direction on budgeting for additional staff.

There was a Board discussion regarding the repurpose of the Director Role for a 2nd Project Manager as well as the replacement of Administrative Services Coordinator Corinne Elfelt. The discussion was about the replacement starting January 1, 2027, looking for a 3 month overlap. Member Hafner expressed concern about hiring too early. Member Lund mentioned with HR outsourcing he would not want to reduce services to staff.

Board member Hafner moved to receive the report and provide direction to staff on pursuing further replacement process for additional staff. Seconded by Board member Lund. The motion carried with four (4) yeas (Board Members, Hafner, Campbell, Lund, and McCullough) and no nays.

16. Watershed Management Video

The Board Members watched the Board of Water and Soil Resources (BWSR) instructional video Budgeting and Finance. The video was well received and informational.

INFORMATIONAL ITEMS

17. Legislature Wraps 2026 Session with Bonding and Tax Agreements

The 2026 legislative session concluded May 18, with lawmakers passing bonding, taxes, and other budget bills. Administrator Jon Janke mentioned the most notable information in the article was that the watershed can now pool benefits which is something that has not been open to watershed districts in the past.

ADJOURNMENT

Board Member Lund moved to adjourn at 6:34pm. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members, Hafner, Campbell, Lund, and McCullough) and no nays.

President