

## **COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING**

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, June 22, 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.

Staff Present: Jon Janke, Corinne Elfelt, Erin Margl, Tyler Thompson, Hattie Hillukka and Michelle Ulrich

### **2. Approval of the Agenda**

Administrator Jon Janke commented that items #5, 6, 7, part of 8, 12 and 13 were Continued from the previous meeting on June 8, 2026, because there wasn't a quorum. All items are eligible for consent, in addition to Permit Items #14 and #15.

Board Member Campbell moved to add carry over items #5, 6, 7, 8 and Permit Items #12 P26-020 NR Properties, #13 P26-024 Jim Peterson Park, #14 P26-025 Terrano Apartments and #15 P26-035 Gonzalaz Project to the Consent Items. Seconded by Board Member Lund. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

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

### **3. Announcements**

There were no announcements

### **4. Open Mic/Public Comment**

No one was present for comment.

## **CONSENT ITEMS**

### **5. Approval of Minutes of May 26, 2026**

### **6. Receive Administrator's Report**

| Vendor                                         | Amount            |
|------------------------------------------------|-------------------|
| V0063--NORTHERN NATURAL GAS COMPANY            | 2,920.00          |
| V0085--UNIVERSITY OF MN                        | 19,800.00         |
| V0110--RESPEC COMPANY LLC                      | 7,102.50          |
| V0121--LEE, ABBEY M                            | 242.15            |
| V0128--YTS COMPANIES LLC                       | 7,457.50          |
| V0138--RMB ENVIRONMENTAL LABORATORIES INC      | 126.00            |
| V0150--PROWIRE INC                             | 360.00            |
| V0150--PROWIRE INC                             | 695.00            |
| V0195--STANTEC CONSULTING SERVICES INC         | 26,135.50         |
| V0195--STANTEC CONSULTING SERVICES INC         | 74,483.30         |
| V0221--ABDO LLP                                | 1,085.00          |
| V0299--MP+G MARKETING SOLUTIONS LLC            | 7,224.55          |
| V0348--BLUE CROSS BLUE SHIELD OF MN            | 28,932.34         |
| V0350--FIRST UNUM LIFE INSURANCE COMPANY       | 790.91            |
| V0352--HEALTH EQUITY INC                       | 35.10             |
| V0352--HEALTH EQUITY INC                       | 47.69             |
| V0352--HEALTH EQUITY INC                       | 900.00            |
| V0352--HEALTH EQUITY INC                       | 1,043.35          |
| V0360--PAYLOCITY                               | 550.75            |
| V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION | 8,279.00          |
| V0363--MINNESOTA STATE RETIREMENT SYSTEM       | 1,365.00          |
| V0432--PURE ALCHEMY DESIGN                     | 4,250.00          |
| V0437--RECYCLING ASSOCIATION OF MN             | 860.00            |
| V0438--VISHAL DUTT                             | 2,657.50          |
| V0439--GARDNER BUILDERS                        | 3,992.50          |
| V0440--BLAINE SQUARE LLC                       | 3,310.42          |
| V0441--2C DEVELOPMENT LLC                      | 3,239.50          |
|                                                | <b>207,885.56</b> |

*The following permit items were moved to the Consent Agenda.*

## 12. P26-020 NR Properties

The purpose of this project is a new commercial building with parking areas and stormwater treatment located at 94<sup>th</sup> Lane NE, Blaine Minnesota.

The applicant is proposing the construction of a new commercial building with parking. The stormwater will be treated via an offsite stormwater pond. The project will disturb 2.5 acres and create 1.96 acres of regulated impervious surface. The area drains to County Ditch 41. The relevant water resource concerns are stormwater treatment, and soils and erosion control which are District Rules 3 and 4.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to approve with one (1) condition and two (2) stipulations.

2. Update the SWPPP to stabilize soils and soil stockpiles within 7 days of inactivity.

**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 grading as-builts for the project to confirm adequate floodplain compensatory storage has been provided.
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.
4. Completion of a post construction infiltration test on the bioinfiltration 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.
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.

#### **14. P26-025 Terrano Apartments**

The purpose of this project is the construction of an apartment complex with parking, stormwater treatment and utilities located at 111 99th Avenue NE, Blaine, Minnesota.

The applicant is proposing the construction of a new apartment building, parking areas, utilities and associated stormwater treatment features. The project will disturb 3.5 acres and create 1.41 acres of regulated impervious. The area drains to Pleasure Creek. The relevant water resource concerns are stormwater management and soils and erosion control, which are District Rules 3 and 4.

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

#### **Rule 2.7 – Procedural Requirements**

1. Submittal of a performance escrow in the amount of \$14,000.00 and execute a signed escrow agreement.

concerns are soils and erosion control and floodplain impact which correspond to District Rules 4 and 6 respectively.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to approve with one (1) condition and zero (0) stipulations.

**Conditions:**

1. Please update the plan sheet to include the following:
  - a. A note that all disturbed soils and stockpiles will be stabilized within 24 hours.
  - b. A note providing for the maintenance and repair of all temporary erosion and sediment control devices.
  - c. A note for sweeping paved or hard surfaces with sediment at the end of each day.
  - d. Provide double row redundant perimeter controls along wetland edge where 50ft buffer is not present.
  - e. A note that portable toilets will be secured to prevent tipping.
  - f. A note that all hazardous materials must be stored properly in sealed containers to prevent spills, leaks or other discharge.
  - g. Provide standard details for erosion and sediment control devices.

**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: None.

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, Lund, Campbell and McCullough) and no nays.

**POLICY ITEMS**

**9. Election of Officers**

Mr. Janke noted that Minnesota Statutes require the annual Election of Officers—President, Secretary, and Treasurer; District Bylaws in addition provide for a Vice President officer position and annual election of all officers to be completed in this situation by June 30, 2026.

The vacant Board Position will not be filled until August 25<sup>th</sup>, 2026, most likely to then begin their term in September 2026. It was discussed whether the Board would like to elect members in the meantime and adjust once the new Board Member is in place.

- 2) Public Involvement/Participation which is satisfied by this meeting complying with public notice requirements when implementing public involvement and participation.
- 3) Illicit Discharge Detection and Elimination to develop, implement and enforce a program to detect and eliminate illicit discharges. There has been a slight increase in discharges this year. There were 7 reports via public complaint proving the online Issue Report system is successful.
- 4) Construction Site Runoff Control highlights that the number of overall plan reviews conducted has increased. Most issues were taken care of with voluntary compliance.
- 5) Post-construction Storm Water Management falls under the regulatory program with stipulations which our program must have and our program meets all requirements.
- 6) Pollution Prevention/Good Housekeeping for Municipal Operations requires CCWD to develop a program making sure the district owned, or operating facilities are in good working condition and not polluting any waters.

The Coon Creek Watershed District is regulated as a Municipal Separate Storm Sewer System (MS4) permittee by the Minnesota Pollution Control Agency because of the District's responsibilities relating to the public ditch system and its role in conveying stormwater.

As an MS4 permittee, the District is required to implement and maintain a SWPPP. Section 17.3 of the MS4 General Permit requires the District to provide at least one annual opportunity for the public to provide input on the adequacy of the SWPPP. The permit allows a public meeting to satisfy this requirement when appropriate public notice is provided and the public is given an opportunity to review and comment on the SWPPP.

MPCA is developing a new annual reporting system and has deferred submittal of certain MS4 annual reports until the system is available. MPCA is also in the process of reissuing the MS4 General Permit, which is currently anticipated later in 2026. The existing 2020 permit remains in effect, and the District remains responsible for implementing the SWPPP, maintaining compliance records, and providing an annual public input opportunity

Member Hafner inquired if the information is asked for in the Annual Report. Mr. Janke said it is, but they have been suspending that requirement as well. MPCA continues to request responses to previously addressed questions, yet they cannot identify what additional questions may be asked moving forward. This lack of clarity has caused agencies to worry that new, unanticipated questions may surface without adequate time to prepare.

- Publish a notice of public hearing in one or more newspapers published in Anoka County and generally circulated in the District.
- Hold a public hearing.

Staff will submit to the appropriate agencies for a comment period of at least 45 days. The public hearing will be scheduled after comments are received and any resulting revisions to the proposed amendment are made.

Board Member Lund moved to direct staff to submit the Draft Rules as proposed to BWSR and the public transportation authorities for a comment period of at least 45 days. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

**PERMIT ITEMS – *(moved to Consent Agenda)***

**DISCUSSION ITEMS**

**16. Board Tour and Open House Follow-Up**

Mr. Janke presented this item to the Board addressing the modified Board Tour this year. He asked for feedback from the Board on how the tour went this year and asked for suggestions for tour options for next year.

Board feedback was favorable regarding the district-vehicle tours, staff conversations, and hands-on demonstrations. Low attendance was highlighted as a concern, prompting discussion on how to improve turnout in the future.

**17. Annual District Stormwater Asset Condition Assessment**

Operations and Management Coordinator Tyler Thompson presented the results of the assessments of stormwater assets maintained in the District. District-owned-and-maintained water control structures are inspected annually as part of the District's Operations and Management (O&M) program and the District insurance and NPDES requirements.

The average age of the structures is 34 years. Facility life is estimated to be 50 years based on the life expectancy of concrete. There are currently ten structures addressed throughout the District. Five of the structures are lake outlets, two are concrete weirs in the ditch 58 system and three are earthen berms. All structures are in good condition except Ditch 58, Timberline Weir which has a leak on the right side that has gotten worse.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to receive the inspection report and to reinspect in 2027.

The preliminary 2027 Program Cost Budget is \$5,334,460. This is a \$1,369,856 decrease, or approximately 20%, from the 2026 budget. The decrease is primarily related to project timing, project readiness, and the mix of implementation activities proposed for 2027, and does not reflect a reduction in the District's long-term implementation needs.

These figures are preliminary and will be reviewed with the full 2027 draft budget, including revenues, levy impact, carryforward balances, and project timing.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to receive the report and provide direction for staff.

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

## **20. Watershed Management Videos**

A video was not watched at this meeting, with the Board indicating it will postpone video viewing for future consideration when the new Board member is present in September.

## **INFORMATIONAL ITEMS**

## **ADJOURNMENT**

Board Member Campbell moved to adjourn at 6:42pm. Seconded by Board Member Lund. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

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President



## 7. Advisory Committee Report

### 8. Bills/Accounts Payable

Claims totaling \$93,540.54 on the following disbursement(s) list were issued and released.

| Vendor                                         | Amount           |
|------------------------------------------------|------------------|
| V0008--US BANK                                 | 13,487.91        |
| V0010--A1 FLOOR AND CARPET CARE                | 1,119.30         |
| V0054--MICHELLE J ULRICH PA                    | 2,115.00         |
| V0094--STATE OF MN AUDITOR                     | 12,148.00        |
| V0110--RESPEC COMPANY LLC                      | 9,511.25         |
| V0111--WELL GROOMED LAWNS INC                  | 1,044.00         |
| V0115--METRO CONSERVATION DISTRICT             | 1,000.00         |
| V0128--YTS COMPANIES LLC                       | 13,965.00        |
| V0138--RMB ENVIRONMENTAL LABORATORIES INC      | 234.00           |
| V0138--RMB ENVIRONMENTAL LABORATORIES INC      | 195.00           |
| V0138--RMB ENVIRONMENTAL LABORATORIES INC      | 1,715.00         |
| V0221--ABDO LLP                                | 3,333.33         |
| V0242--METRO I NET                             | 7,330.00         |
| V0249--PLAUDIT DESIGN                          | 1,747.50         |
| V0352--HEALTH EQUITY INC                       | 288.46           |
| V0352--HEALTH EQUITY INC                       | 5,905.35         |
| V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION | 7,769.19         |
| V0363--MINNESOTA STATE RETIREMENT SYSTEM       | 1,215.00         |
| V0387--SHOT BY SCHULTZ LLC                     | 5,040.00         |
| V0436--KE PROPERTIES LLC                       | 4,377.25         |
|                                                | <b>93,540.54</b> |

Claims totaling \$207,885.56 on the following disbursement list will be issued and released upon Board approval.

**Conditions:**

Rule 2.7 – Procedural Requirements

1. Provide a performance escrow in the amount of \$10,000.00 and execute a signed escrow 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. Submittal of as-builts for the stormwater management practices and associated structures listed in Table 3, including volume, critical elevations and proof of installation for hydrodynamic separators.

**13. P26-024 Jim Peterson Park**

The purpose of this item is the Parking lot expansion, ice rink construction and associated utility and stormwater management located at The Jim Peterson Athletic Complex, 12302 Cloud Dr NE, Blaine, Minnesota.

The City of Blaine is proposing improvements to Jim Peterson Park, which include an ice rink, new parking area, and associated stormwater treatment features. The project will disturb 1.4 acres and create 0.76 acres of regulated impervious surface. The site drains to County Ditch 41. The relevant water resource concerns are stormwater management, soils and erosion control and floodplain impact, which are District Rules 3, 4 and 6

Based on the findings and exhibits presented in the staff report, the staff recommendation was to approve with two (2) conditions and five (5) stipulations.

**Conditions:**

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$5,600.00.

Rule 4.0 – Soils and Erosion Control

### 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. Include site-specific data (invert elevations and pipe characteristics) on the Contech separator Detail CS-4.

### Rule 4.0 – Soils and Erosion Control

4. Update Sheet SW1.3, Section 8, Comment 3 to stabilize soils and soil stockpiles within 7 days of inactivity.

**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.
2. Completion of post construction infiltration tests on basins 1A and 1B 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. 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. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001).

## **15. P26-035 Gonzalez Project**

The purpose of this item is construction of a new home located at L2 B5 PINGER'S PLAZA, 212 169th Ave NE, Ham Lake, Minnesota.

The application is proposing the construction of a new single-family home on 169<sup>th</sup> Ave NE in Ham Lake. The project will disturb 0.05 acres and create no regulated impervious surface. The parcel drains to CD 58. The relevant water resource

Board Member McCullough moved to nominate Jim Hafner as the president of the Coon Creek Watershed District (CCWD). Seconded by Board Member Campbell.

Board Member McCullough moved to nominate Jason Lund as the vice president of the CCWD. Seconded by Board Member Campbell.

Board Member Hafner moved to nominate McCullough as the secretary of the CCWD. Seconded by Board Member Campbell.

Board Member McCullough moved to nominate Mary Campbell as the treasurer of the CCWD. Seconded by Board Member Lund.

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

## **10. Annual SWPPP Public Hearing**

Board Member Lund moved to open the Public Stormwater Pollution Prevention Plan (SWPPP) Annual Hearing to review Coon Creek Watershed District (CCWD)'S performance in storm water management. Seconded by Board Member McCullough. The motion carried with four (4) yeas (Board Members Lund, Campbell, Hafner and McCullough) and no nays.

Board President Hafner introduced the subject, explaining District staff will present the SWPPP overview, followed by an opportunity for the public to provide public comment. Administrator Janke presented the following overview of the District's SWPPP and process, summarizing the six Maximum Control Measures (MCM's) required by the SWPPP.

Holding an annual public hearing is a requirement of the National Pollutant Discharge Elimination System (NPDES) program and requires the submittal of an Annual Report to Minnesota Pollution Control Agency (MPCA) by June 30.

The SWPPP states the purpose is to reduce storm water discharges to the "maximum extent practicable", to protect the water quality and to satisfy the water quality requirements of the Clean Water Act.

- 1) Public Education and Outreach on Storm Water Impacts. This has been with minimal change. The poop bags, swag bags, rain gauges and pens have been received very well by the public.

Member Hafner inquired whether private groups, such as HOAs, are generally compliant in submitting required maintenance reports, or if obtaining these reports is difficult. Mr. Janke responded that the agency does need to request the reports – they are not submitted by the private groups. He noted that our asset management territory is large, so we prioritize and identify which entities to monitor and enforce.

Member Hafner inquired whether community cleanups are organized by established groups or if volunteers are recruited as needed. Mr. Janke reported that we typically rely on a consistent group of returning volunteers. He noted that cleanup efforts have been challenged by the presence of large, discarded items—such as refrigerators—that volunteers are unable to safely remove. Additionally, there are currently only a few large commercial sites in need of cleanup, limiting opportunities for volunteer engagement.

Board President Hafner then called for comments three times. Hearing none, Board Member Lund moved to close the Public SWPPP Annual Hearing to review CCWD'S performance in storm water management. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members Lund, Campbell, Hafner and McCullough) and no nays.

## **11. District Rule Update**

Watershed Development Coordinator Erin Margl presented the District Rules Update. The intent of this update to the District Rules is to provide clarification on standards that have caused confusion during the permitting process and address any gaps that staff have identified since the current rules have been in place.

On February 23, 2026, regular Board Meeting, the Board directed staff to forward the Draft District Rule for review and comment by the Citizen Advisory Committee (CAC) and Technical Advisory Committee (TAC). Both advisory committees and the Technical Evaluation Panel (TEP) reviewed the revisions.

Staff received a handful of comments, which prompted additional revisions. The comments received, District responses, and an updated redlined copy of the Draft Rules are attached.

Prior to rule amendment the District must do the following:

- Submit the proposed amendments to the Board of Water and Soil Resources (BWSR) for review and comment. BWSR then has 45 days to provide comments in writing.
- Notice revisions for review and comment to all public transportation authorities that have jurisdiction within the District. Transportation authorities also have 45 days to provide comments in writing.

Board Member Lund moved to receive the report and to reinspect it in 2027. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

### **18. 2027 Preliminary Capital Equipment Budget**

The purpose of this item is to familiarize the Board with the 2027 preliminary capital equipment and facility improvement requests.

Mr. Janke explained this budget category addresses larger equipment, vehicle, technology, and facility-related capital investments that support District operations, maintain District assets, or improve the efficiency and functionality of District facilities and equipment.

The preliminary 2027 Capital Equipment Budget includes several one-time facility and equipment investments, including lower-level office improvements, front parking lot replacement, and vehicle replacement. The increase from the 2026 budget is primarily driven by facility-related capital needs rather than recurring equipment costs.

A discussion was held and focused on the parking-lot netting and the need to work with the City and the golf course to mitigate hazards posed by stray golf balls, including risks to staff, visitors, vehicles, and district property. Member Lund also raised questions regarding elevator access and the variance associated with the lower-level remodel. Administrative Services Coordinator Corinne Elfelt confirmed that the applicable code requirements had been reviewed and verified.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to receive the report.

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

### **19. 2027 Preliminary Program Cost Budget**

Mr. Janke presented this item to familiarize the Board with the preliminary program and project costs requested to support District implementation activities. This budget category addresses program and project costs associated with District implementation, including restoration, water quality, planning, maintenance, monitoring, partner-supported projects, and other program-specific activities.

The preliminary 2027 Program Cost Budget is \$5,334,460. This is a \$1,369,856 decrease, or approximately 20%, from the 2026 budget. The decrease is primarily related to project timing, project readiness, and the mix of implementation activities proposed for 2027, and does not reflect a reduction in the District's long-term implementation needs.

These figures are preliminary and will be reviewed with the full 2027 draft budget, including revenues, levy impact, carryforward balances, and project timing.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to receive the report and provide direction for staff.

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

## **20. Watershed Management Videos**

A video was not watched at this meeting, with the Board indicating it will postpone video viewing for future consideration when the new Board member is present in September.

## **INFORMATIONAL ITEMS**

## **ADJOURNMENT**

Board Member Campbell moved to adjourn at 6:42pm. Seconded by Board Member Lund. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

  
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President

