

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, February 23, 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: Mary Campbell, Jim Hafner, Jason Lund, and Dwight McCullough.

Board Member Absent: Erin Lind

Staff Present: Jon Janke, Corinne Elfelt, Erin Margl, Jessica Lindemyer, Hattie Hillukka and Michelle Ulrich

2. Approval of the Agenda

Board Member McCullough moved to add Permit Item #7 P26-006 Kurvers Residence Home Build, to the Consent Items. Seconded by Board Member Lund. The motion carried with four (4) yeas (Board Members Campbell, Hafner, 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 Campbell, Hafner, 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 9, 2026

6. Bills/Accounts Payable

Claims totaling \$77,962.84 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0015--ANOKA COUNTY MN	1,189.40
V0024--CITY OF ANDOVER	430.78
V0050--LEAGUE OF MN CITIES INSURANCE TRUST	6,583.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	105.00
V0221--ABDO LLP	3,333.33
V0221--ABDO LLP	1,767.50
V0348--BLUE CROSS BLUE SHIELD OF MN	23,015.98
V0350--FIRST UNUM LIFE INSURANCE COMPANY	659.90
V0351--DELTA DENTAL OF MN	1,683.42
V0352--HEALTH EQUITY INC	865.38
V0352--HEALTH EQUITY INC	33.35
V0352--HEALTH EQUITY INC	963.00
V0352--HEALTH EQUITY INC	768.99
V0352--HEALTH EQUITY INC	288.46
V0352--HEALTH EQUITY INC	900.00
V0360--PAYLOCITY	771.85
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	7,865.02
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,215.00
V0415--GOPHER STATE ONE CALL	50.00
V0426--SGS AXYS ANALYTICAL SERVICES	25,416.00
V0428--JESSICA LINDEMYER	57.48
	77,962.84

The following permit items were moved to the Consent Agenda.

7. P26-006 Kurvers Residence Home Build

The purpose of this item is the construction of a new single-family home located at 9698 Unity St NW in Coon Rapids, Minnesota.

The project will disturb 0.5 acres and create no regulated impervious. The parcel drains to Lower Coon 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 one (1) Condition and zero (0) Stipulations.

Conditions:

Rule 4.0 – Soils and Erosion Control

1. Updated the erosion and sediment control plan to include the following:
 - a. a note that portable toilets should be secured to prevent tipping.
 - b. standard details for erosion control devices.

Stipulations:

none

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

POLICY ITEMS

No policy items

PERMIT ITEMS – *(moved to Consent Agenda)*

DISCUSSION ITEMS

8. Confined Space Safety Policy

The purpose of this item was to present the Board with the Coon Creek Watershed District proposed Confined Space Safety Policy that supports implementation of a written confined space program. The program is intended to protect employee safety consistent with applicable safety regulations.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to discuss and consider adoption of Resolution Number 2026-03 Coon Creek Watershed District Confined Space Policy.

Board Member Campbell moved to adopt Resolution Number 2026-03 approving the Coon Creek Watershed District Confined Space Policy. Seconded by Board Member Lund. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

9. Draft District Rules

Staff are in the process of updating the District Rules. The purpose of this item is to obtain preliminary feedback on revision and forward the Draft District Rules to the District's advisory committees to collect feedback.

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.

Based on the findings and exhibits as presented in the Staff report, the staff requested the Board review and forward the currently proposed revisions noted

in the Draft District Rules for review and comment by the Citizen Advisory Committee (CAC) and Technical Advisory Committee (TAC).

Board Member Lund moved to forward the proposed revisions of the Draft District Rules to the CAC and TAC for review and comment. Seconded by Board Member Hafner. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

10. Personnel Guidance Manual

The purpose of this item is to review and discuss the proposed 2026 Coon Creek Watershed District Personnel Guidance Manual revisions and to provide comments and corrections to provided draft for discussion for adoption.

Adoption of this Personnel Guidance Manual with any recommended board changes will maintain legal compliance in accordance with changes brought about by new laws, including Minnesota Paid Leave, and more clearly define needed policies to provide added protection to the District.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to review, discuss and make recommendations and comment on the proposed Personnel Guidance Manual at the subsequent March 2026 Board of Managers Meetings.

There was no motion made at this time and the issue will be held over.

INFORMATIONAL ITEMS

11. Website Accessibility Audit and Compliance

The purpose of this item is to provide Board members with information on the federal requirements for local government to comply with federal web accessibility requirements and Staff's plan to ensure Coon Creek Watershed District complies by the April 2027 deadline. This effort will be completed within the adopted 2026 budget.

The changes are intended to ensure that local government websites and their content are accessible to people with disabilities, including those with visual, audio or mobility impairments that may use adaptive technology to access government services.

Some of the standards include items such as video captions, alternative text, image descriptions, contrast ratios, keyboard operability, and screen reader compatibility.

No recommendation was made by staff as this is an informational item.

12. Governors Executive Order on Permitting Reform

This issue concerns the Minnesota Pollution Control Agency's permitting efficiency. The Governor released this Executive Order after discovering it is taking far too long (up to 348 days) between applications and issuing air permits, some which are sizable potential pollutants. The Executive Order also addresses MPCA's permitting efficiency goals for its air, water and land permits. This can help watershed districts' permit efficiency with the Governor's support; and is a great initiative to use as momentum to promote positive change for future permitting.

No recommendation was made by staff as this is an informational item.

ADJOURNMENT

Board Member Campbell moved to adjourn at 6:06 pm. Seconded by Board Member Lund. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.



President

