AGENDA

A. CALL TO ORDER

B. ROLL CALL
   1. Introduction of Jeff Weaver ~ Anoka Alternate Member
   2. Introduction of Sarah Strommen ~ Ramsey Voting Member

C. APPROVE AGENDA

D. RESIDENT’S FORUM

E. APPROVE MINUTES
   1. December 15, 2011, Regular Meeting

F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills
   3. Consider Resolution 2012-01 Adopting 2012 Budget

G. NEW BUSINESS
   1. RFPs ~ Legal, Engineering & Accounting

H. CONSIDER COMMUNICATIONS
   1. City of Ramsey ~ Proposed Comprehensive Plan Amendment ~ Tim Gladhill
   2. LRRWMO Permit #2011-09 ~ CSAH 116 between CSAH 7 & 9 ~ EA/EAW/Public Hearing
   3. MPCA ~ SDS Permit for Turtle Run South Wastewater Treatment Facility ~ Oak Grove
   4. MPCA ~ Electronic Public/Rulemaking Notices
   5. MPCA ~ Twin Cities Metro Chloride Project/Intro. and Residential Snow and Ice Survey

I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
   1. 2011 Fourth Quarterly Report ~ Andover, Anoka, Coon Rapids, Ramsey

J. OLD BUSINESS
   1. Consider Resolution 2012-02 Approving Third Generation Plan ~ Haas
   2. Discuss Implementation of Third Generation Plan ~ Haas

K. OTHER BUSINESS
   1. Update ~ Video for the LRRWMO ~ Anderson
   2. Election of 2012 Officers ~ Haas

L. ADJOURNMENT

Items under postponement: Permit #2001-07 ~ Kelsey Round Lake Park (extended to 2012)
Pending permits: Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey
                  Permit #2001-09 ~ CSAH 116 between CSAH 7 & 9 ~ Andover

Next regular meeting date is February 16, 2012 – at 8:30 a.m.

** PLEASE POST **

PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:34 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Randy Backous, Ramsey Alternate; Doug Vierzba, Coon Rapids; Jeff Weaver, Anoka Alternate, and Todd Haas, Andover. Voting members absent were: Carl Anderson, Anoka; and Sarah Strommen, Ramsey.

Also present were: Deputy Treasurer Lori Yager, Ramsey Engineer Tim Himmer, Ramsey Planner Tim Gladhill, Anoka Engineer Greg Lee, and Andover Alternate Bruce Perry.

Introduction of Jeff Weaver ~ Anoka Alternate Member

Haas introduced the new Anoka Alternate, Jeff Weaver.

Introduction of Sarah Strommen ~ Ramsey Voting Member

Haas confirmed that Sarah Strommen has been appointed as the voting member for the City of Ramsey and Backous would become the alternate member.

APPROVE AGENDA

Motion was made by Backous, seconded by Vierzba, to approve the January 19, 2012 agenda, as presented. Vote: 4 ayes, 0 nays. Motion carried.

RESIDENT’S FORUM

None.

APPROVE MINUTES

December 15, 2011 Regular Meeting

Motion was made by Vierzba, seconded by Backous, to approve the December 15, 2011 Regular Meeting minutes, as presented. Vote: 4 ayes, 0 nays. Motion carried.
FINANCE MATTERS

Treasurer’s Report

Yager presented the Treasurer’s Report for the period ending December 31, 2011. Account balances for the period were: Checking, $12,253.91; less permit account balance of ($24,482.57), for a total balance of ($12,228.66).

Motion was made by Vierzba, seconded by Backous, to accept the Treasurer’s Report for the period ending December 31, 2011. Vote: 4 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of $537.94 (services rendered in December of 2011), Barr Engineering in the amount of $3,642.58 (services rendered in Oct/Nov of 2011), and City of Anoka in the amount of $1,200.00 (services rendered in Jan/Feb of 2012).

Motion was made by Vierzba, seconded by Backous, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.

Consider Resolution 2012-01 Adopting 2012 Budget

Yager stated that the draft form of the budget had been presented to the Board the previous July and advised that this is the formal budget, which proposes a net income of $34,000. She explained that the City contributions would assist the WMO in obtaining a positive account balance.

Haas referenced the Third Generation Plan and questioned if specific implementation items had been included in the budget.

Yager compared the budget to the list of implementation items and was unsure if all the items had been included in the budget. She questioned if some of the implementation items could be delayed until 2013, since the Third Generation Plan had only been approved in the last month.

Haas suggested that Yager compare the information to ensure that funds would be available for the implementation items. He noted that in order to delay the implementation schedule, the WMO would need to request an amendment from BWSR and stated that he would prefer to avoid that situation.

Weaver discussed the water monitoring gauge which is located at Peninsula Point and monitors the Mississippi River. He noted that the item was discussed by the DNR at a meeting the previous day and advised that the gauge would soon need to be replaced. He also noted that the Mississippi recreational pool would be raised in the near future to assist in control of invasive species.

Haas advised that the ACD conducts most of the monitoring for the WMO.
Yager reviewed the implementation items and stated that a total of $10,700 had not been included in the budget. She stated that this would not leave the WMO with a large balance at the end of the year and noted that if additional costs arise during the year, member cities may need to make additional contributions. She confirmed that she could amend the Resolution to include these implementation items.

Additional discussion ensued regarding possible grant opportunities which could be explored this year and could bring in additional funds.

**Motion was made by Vierzba, seconded by Backous, to approve Resolution 2012-01 adopting the 2012 Budget, as amended to include additional implementation items totaling $10,700. Vote: 4 ayes, 0 nays. Motion carried.**

**NEW BUSINESS**

**RFPs ~ Legal, Engineering and Accounting**

Haas stated now that the Third Generation Plan has been approved, RFPs would be needed for legal, engineering and accounting services.

Yager stated that once every three years a full audit is required and confirmed that an RFP would need to be completed for accounting services. She confirmed that the cost for a full audit had been included in the budget.

Haas suggested that a posting be made in the *State Register* for those services.

Himmer stated that he and Haas would work together to amend the engineering RFP which will be brought back to the Board at the next meeting.

Yager stated that she would compose the accounting RFP and noted that the legal RFP had already been completed. She stated that she would verify with legal counsel whether the posting would be required or whether she could simply send the RFP for accounting services directly to accounting firms. She noted that if necessary she would post both the legal and accounting RFPs in the *State Register*.

**CONSIDER COMMUNICATIONS**

**City of Ramsey ~ Proposed Comprehensive Plan Amendment ~ Tim Gladhill**

Gladhill stated that the City of Ramsey recently approved a major Comprehensive Plan amendment which was the result of changes to the City’s System Statement issued by the Metropolitan Council and changes to the Master Plan for The COR (formerly the Ramsey Town Center). He advised that changes to the City’s Future Land Use Map and Master Plan for The COR will result in changes to the City’s population, household, and employment forecasts. He briefly summarized the changes provided through the amendment and explained that the Metropolitan Council requires that the amendment be reviewed by adjacent communities.
Haas confirmed that the Board would not have objections to the amendment.

**Motion was made by Vierzba, seconded by Backous, to authorize Haas to execute the document stating that the LRRWMO has no objections to the amendment to the Comprehensive Plan for the City of Ramsey. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO Permit #2011-09 ~ CSAH 116 between CSAH 7 and CSAH 9 ~ Ea/EAW/Public Hearing
MPCA ~ SDS Permit for Turtle Run South Wastewater Treatment Facility ~ Oak Grove
MPCA ~ Electronic Public/Rulemaking Notices

Haas asked that TimeSaver sign up for the electronic notification, which can then be distributed to the member cities.

MPCA ~ Twin Cities Metro Chloride Project/Introduction and Residential Snow and Ice Survey

Himmer suggested that the survey be posted on the WMO website and noted that a link could be provided on the websites for each of the member cities.

Haas reviewed the above correspondence and the notices included in the Chair’s Folder, noting they do not require action.

**Informational ~ no action required.**

**REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT**

2011 Fourth Quarter ~ Ramsey, Coon Rapids, Anoka, and Andover

Himmer presented the Year 2011 Fourth Quarter Report for the City of Ramsey. He advised that at this time he is not requesting to close out any projects and simply provided an update on the existing and ongoing projects within the City.

**Motion was made by Vierzba, seconded by Backous, to approve the Year 2011 Fourth Quarter Report for the City of Ramsey, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

Vierzba advised there are no active reports for the City of Coon Rapids.

Lee presented the Year 2011 Fourth Quarter Report for the City of Anoka. He provided an update on the two projects within the City of Anoka and noted that Permit #2011-01 had been completed and should be closed out.

**Motion was made by Backous, seconded by Vierzba, to approve the Year 2011 Fourth Quarter Report for the City of Anoka, as presented, and authorize the release of unused escrow funds for Permit #2011-01. Vote: 4 ayes, 0 nays. Motion carried.**
Haas presented the Year 2011 Fourth Quarter Report for the City of Andover and provided an update on the ongoing projects within the City.

**Motion was made by Backous, seconded by Vierzba, to approve the Year 2011 Fourth Quarter Report for the City of Andover, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

**OLD BUSINESS**

**Consider Resolution 2012-02 Approving Third Generation Plan**

Haas stated now that the Plan has been approved by BWSR, it has been recommended that the WMO approve a Resolution approving the Third Generation Plan. He noted that once the Plan is approved by the WMO, member cities would have up to two years to implement the Plan items.

Perry asked how much the Plan ended up costing the WMO.

Yager stated that she did not have the actual amount but could bring that information to the next meeting.

Vierzba estimated that the WMO spent $70,000 on the Plan and commented that was a good price as similar WMOs had spent a higher amount.

Haas noted that he would draft an article which could be included in the newsletters for each member city, as this is a great accomplishment.

Himmer suggested including a link to the WMO website, which could assist in public education.

**Motion was made by Vierzba, seconded by Backous, to approve Resolution 2012-02 Approving Third Generation Plan. Vote: 4 ayes, 0 nays. Motion carried.**

**Discuss Implementation of Third Generation Plan**

Haas presented a list of implementation items in regard to the Third Generation Plan. He noted that while the WMO would need assistance through Barr Engineering, he believed that some items could be handled by staff from member cities. Further discussion ensued regarding specific implementation items including the permit review check list, the surety amount, the stormwater impact fund, volume banking and the stormwater maintenance template. Haas confirmed the items that staff would complete and noted that he would speak with Obermeyer to further discuss the other implementation items. He suggested that this item also be placed on the agenda for the February meeting.

Weaver discussed the Rum River Dam and noted that the item had just been discussed by Anoka and is now proposed as an invasive species barrier and will be presented in the next few days for bonding. He believed that the Dam would become a statewide regional asset and did not think that the modification would simply be the responsibility of the four cities. He stated that this item was already included in the Governor’s bonding bill which will be reviewed in this
legislative session. He explained that today the DNR and Three Rivers Park District will enter into a Joint Powers Agreement for the Coon Rapids Regional Dam and provided details regarding that item. He believed a similar agreement could be development for the Rum River Dam in the future.

Haas noted that a plan for the Rum River Dam would need to be implemented by 2014.

Weaver explained that the City of Anoka has not yet had a Worksession to discuss the item following the discussion with the legislature. He noted that he would continue to follow up on the item and provide updates to the Board.

OTHER BUSINESS

Update ~ Video for the LRRWMO

Haas was unsure of the progress Anderson has made on the video and noted that the item could be discussed at the next meeting.

Election of Officers

Haas commented that he was unsure how this past year would go but commended the Board for the amount of work that the WMO was able to complete.

**Motion was made by Backous, seconded by Vierzba, to elect Todd Haas as Chair, Vierzba as Vice Chair, Strommen as Secretary, and Anderson as Treasurer. Vote: 4 ayes, 0 nays. Motion carried.**

Himmer noted that Strommen was unable to attend the meeting today and is adjusting her schedule, but would also be unable to attend the February meeting.

ADJOURNMENT

A motion was made by Vierzba, seconded by Backous, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 10:12 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary
AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. APPROVE AGENDA

D. RESIDENT’S FORUM

E. APPROVE MINUTES
   1. January 19, 2012, Regular Meeting

F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills
   3. TimeSaver Addendum

G. NEW BUSINESS
   1. LRRWMO Permit #2011-10 ~ CSAH 78 Tire Stockpile ~ Anoka County
   2. Presentation of 2011 ACD Annual Report ~ Schurbon
   3. Consider 2012 ACD Work Contract ~ Schurbon
   4. Discuss MN Legacy Grant Program Opportunities ~ Anoka Conservation District

H. CONSIDER COMMUNICATIONS
   1. Grant Letter for Kelsey Round Lake Park ~ Andover
   2. Freshwater Society ~ Speaker Series

I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

J. OLD BUSINESS
   1. RFPs ~ Legal, Engineering & Accounting
   2. Discuss Implementation of Third Generation Plan ~ Haas
      A. Permit Review Checklist ~ Barr Engineering
      B. Surety Amount ~ Barr Engineering
      C. Stormwater Impact Fund ~ Barr Engineering
      D. Volume Banking ~ Barr Engineering
      E. Stormwater Maintenance Template ~ City of Ramsey
      F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

K. OTHER BUSINESS
   1. Update ~ Video for the LRRWMO ~ Anderson

L. ADJOURNMENT

Items under postponement: Permit #2001-07 ~ Kelsey Round Lake Park (extended to 2012)
Pending permits: Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey
                  Permit #2001-09 ~ CSAH 116 between CSAH 7 & 9 ~ Andover

Next regular meeting date is March 15, 2012 – at 8:30 a.m.

** PLEASE POST **

PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Randy Backous, Ramsey Alternate (arrived at 8:35 a.m.); Doug Vierzba, Coon Rapids; Carl Anderson, Anoka, and Todd Haas, Andover.

Voting member absent was: Sarah Strommen, Ramsey.

Also present were: Deputy Treasurer Lori Yager, Ramsey City Engineer Tim Himmer, Andover Alternate Bruce Perry, Anoka Alternate Jeff Weaver, and Jamie Schurbon of Anoka Conservation District.

APPROVE AGENDA

Motion was made by Anderson, seconded by Vierzba, to approve the February 16, 2012 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT’S FORUM

None.

APPROVE MINUTES

January 19, 2012 Regular Meeting

Motion was made by Vierzba, seconded by Weaver, to approve the January 19, 2012 Regular Meeting minutes, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Backous arrived at 8:35 a.m.

FINANCE MATTERS

Treasurer’s Report

Yager presented the Treasurer’s Report for the period ending January 31, 2012. Account balances for the period were: Checking, $10,216.81; less permit account balance of ($24,430.27), for a total balance of ($14,213.46).
Motion was made by Anderson, seconded by Vierzba, to accept the Treasurer’s Report for the period ending January 31, 2012. Vote: 4 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of $670.69 (services rendered in January of 2012), Barr Engineering in the amount of $1,733.77 (services rendered in December of 2011 and January 2012), Kennedy & Graven in the amount of $107.25, Bearence Management Group in the amount of $125.00 (2012 Insurance), Anoka Conservation District in the amount of $3,966.67 (TAC Facilitation), Allina Design and Construction in the amount of $466.00 (Permit Refund).

Himmer referenced the Oakwood wetland application and noted that a permit number had not been issued and escrow had not been received. He noted that the WMO is currently incurring charges for the project that it will need to be recouped.

Haas asked that permit numbers be included in the bill list to provide clarity.

Yager suggested emailing the bills for Barr Engineering directly to Himmer, or Haas, to ensure that the information is correct. She confirmed that the task number listed is also the permit number.

Motion was made by Anderson, seconded by Vierzba, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.

TimeSaver Addendum

Motion was made by Vierzba, seconded by Anderson, to approve the TimeSaver addendum. Vote: 4 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2011-10 ~ CSAH 78 Tire Stockpile ~ Anoka County

Haas reviewed the February 1, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for the stock piling of tires at 16563 Hanson Boulevard in Andover. Obermeyer recommends that the LRRWMO approve of the permit for this project subject to four conditions detailed in the February 1, 2012 memorandum.

Perry noted that the memo states the west side of Hanson but it is located on the east side of Hanson Boulevard.

Haas explained that the County began work on the project prior to receiving approval from the City of Andover. He advised that the City of Andover has now approved the project.
Motion was made by Backous, seconded by Vierzba, to approve Permit #2011-10, CSAH 78 Stockpile, Andover, subject to four (4) conditions as detailed in the Barr Engineering memorandum dated February 1, 2012, and to request Barr Engineering correct the memo as noted above. Vote: 4 ayes, 0 nays. Motion carried.

Presentation of 2011 ACD Annual Report

Schurbon presented the 2011 ACD Annual Report, noting this information is in draft form at this time and will be finalized in the next month. He stated that the information is very much the same as it has been in previous years and highlighted specific items such as lake level monitoring, the Rum River monitoring, and the water quality grant fund.

Perry referenced a violation noticed in Ramsey on the pontoon trip which took place the previous year and questioned if that item had been addressed.

Haas stated that he followed up on the violations in Andover.

Himmer confirmed that he would follow up on the Ramsey violation.

Schurbon continued the review of the Report and noted that the web video had not yet been completed.

Anderson questioned if the video composed by QCTV could fill the requirement of a video.

Schurbon stated that he has seen the QCTV video, noting that it is only about five minutes. He believed that the video could fill that requirement. He stated that he had a separate script and video shots which he was still putting together and would send to the WMO once complete. He referenced the annual reporting template and explained that each member community should be reporting this information to the WMO on an annual basis. He explained that the information can then be compiled and submitted to BWSR in the WMO Annual Report.

Yager asked that the deadline be changed from January 31st to the end of February.

Schurbon advised that this check list would not need to be completed until the next year, as the Third Generation Plan had just been approved.

Himmer asked that an agenda item be added at the end of the year to remind the member cities that the deadline is approaching.

Consider 2012 ACD Work Contract

Schurbon noted that this information had been reviewed by the Board in May, for budgeting purposes. He advised that the tasks themselves have not changed, but reviewed the costs that had changed since that time, noting an ultimate increase in cost of $700.
Yager stated that there would be an increase in the budget because the budgeting process simply used the numbers that had been submitted earlier. She advised that this change would cut into the overall balance remaining at the end of the year, but confirmed that the funds would be available.

Haas questioned if Lake Itasca monitoring should be limited to twice yearly.

Himmer stated that Ramsey staff may be able to conduct that monitoring but will need to meet with Schurbon to discuss what it entails.

Haas referenced the monitoring of Rogers Lake and questioned if monitoring would even be beneficial as that body of water is now impaired.

Schurbon provided background information on the status of Rogers Lake and commented that the monitoring could be removed from the list until a decision is made as to what will be done.

Haas confirmed that the monitoring of Rogers Lake would be removed from the scope of work and noted that the ACD and the City of Ramsey will work together with the residents to develop a plan of action. He stated that the PCA will be intently monitoring the Rum River in 2013 and questioned if the WMO should also remove that monitoring for 2012.

Schurbon confirmed that the PCA would be monitoring the Rum River in 2013 and 2014, at a much more intent level than the WMO would complete. He believed that this item could also be removed from the scope of work.

Haas confirmed that Schurbon would recompile the work contract as amended and bring back the contract at the next meeting.

Schurbon confirmed that he would most likely begin some of the work prior to the official approval but did not see a problem with that.

Yager confirmed that with the amendments, the contract will come in under the budgeted amount.

Discuss MN Legacy Grant Program Opportunities ~ Anoka Conservation District

Schurbon provided additional information in regard to Legacy grant program opportunities, and noted that most funds are funneled through a State agency, such as the PCA or BWSR. He stated that if a member city is going to work on TMDL projects the PCA should be contacted in an attempt to gain funding assistance. He stated that it would really come back to the on the ground projects and noted that there must be a water quality improvement aspect to the project. He explained that in order to obtain grant funds the project really must go above and beyond. He explained that the Metro Conservation Districts have already received a grant to complete stormwater conveyance projects and provided additional information. He believed that the City of Anoka would be a great location for this type of project and noted that there would be approximately $9,000 available to contribute.
Himmer questioned why Anoka stands out. Schurbon advised that the City of Anoka is fully developed, long ago, where the improvements could now be made. He explained that grant opportunities are meant to fix the old problems and noted that the State assumes that cities will do things in the right way going forward. He reviewed the grant application deadlines.

Himmer referenced an email regarding BWSR funding opportunities. It was discussed that member cities should bring their projects back to the WMO at the next meeting and the projects can then be submitted to BWSR.

CONSIDER COMMUNICATIONS

Grant Letter for Kelsey Round Lake Park ~ Andover
Freshwater Society ~ Speaker Series

Haas reviewed the above correspondence and the notices included in the Chair’s Folder, noting they do not require action.

Informational ~ no action required.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

OLD BUSINESS

RFPs ~ Legal, Engineering & Accounting

Yager stated that she did receive a legal RFP from Kennedy and Graven. She believed that she may have to send out the RFP for accounting services directly to firms that she believed would respond as she had not received anything as of yet. She believed that all the requests for RFP had been posted on the State Registry.

Himmer questioned if the submissions could be made electronically and also had additional questions regarding the insurance requirement for engineering services.

Yager stated that she was unsure if the RFPs had been posted or if a request had been sent directly to Kennedy and Graven.

Haas stated that he would follow up on the item to determine if the RFPs had been posted or sent directly.

Himmer questioned what the insurance requirement actually is for engineering services.

Discuss Implementation of Third Generation Plan

Haas advised that this item had been discussed at the previous meeting and noted that he had spoken with Barr Engineering regarding the items designated to Barr, items A through D. He confirmed that Himmer would continue to follow up on item E.
Schurbon stated that the ACD uses the templates from the University of Minnesota.

Haas referenced item F, and confirmed that members from Anoka would continue to follow up on the Rum River Dam.

Weaver stated that he spoke with Zastrow prior to the meeting and was expecting an update on the Rum River Dam very soon.

A. Permit Review Checklist ~ Barr Engineering  
B. Surety Amount ~ Barr Engineering  
C. Stormwater Impact Fund ~ Barr Engineering  
D. Volume Banking ~ Barr Engineering  
E. Stormwater Maintenance Template ~ City of Ramsey  
F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

OTHER BUSINESS

Update ~ Video for the LRRWMO

Haas confirmed that he and Anderson would follow up with Schurbon regarding the video, as discussed earlier in the meeting.

ADJOURNMENT

A motion was made by Anderson, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:45 a.m.

Respectfully submitted,

Amanda Staple  
Administrative Secretary
Meeting Notice
March 15, 2012 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

A. CALL TO ORDER

B. ROLL CALL
   1. Introduction of Sarah Strommen ~ Ramsey Voting Member

C. APPROVE AGENDA

D. RESIDENT’S FORUM

E. APPROVE MINUTES
   1. February 16, 2012, Regular Meeting

F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills
   3. Year End Report

G. NEW BUSINESS
   1. LRRWMO Permit #2012-02 ~ North Commons Park ~ City of Ramsey
   2. LRRWMO Video Presentation ~ Schurbon
   3. Discuss BWSR Funding Opportunities for Member Cities
   5. Update of the Rum River Major Watershed Monitoring Kick-off Meeting ~ Haas/Schurbon
   6. Discuss Participation at Ramsey’s Environmental Expo on April 28, 2012

H. CONSIDER COMMUNICATIONS
   1. Girl Scout Service Project ~ Clean Rum River Banks ~ October of 2012

I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

J. OLD BUSINESS
   1. Update RFPs ~ Legal, Engineering & Accounting ~ Yager
   2. Consider Updated 2012 ACD Work Contract ~ Schurbon
   3. Discuss Implementation of Third Generation Plan ~ Haas
      A. Permit Review Checklist ~ Barr Engineering
      B. Surety Amount ~ Barr Engineering
      C. Stormwater Impact Fund ~ Barr Engineering
      D. Volume Banking ~ Barr Engineering
      E. Stormwater Maintenance Template ~ City of Ramsey
      F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

K. OTHER BUSINESS

L. ADJOURNMENT

Items under postponement: Permit #2001-07 ~ Kelsey Round Lake Park (extended to 2012)
Pending permits: Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey; Permit #2001-09 ~ CSAH 116 between CSAH 7 & 9 ~ Andover; Permit#2012-01 ~ Oakwood Wetland

Next regular meeting date is April 19, 2012 – at 8:30 a.m.

** PLEASE POST **

PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Sarah Strommen, Ramsey; Doug Vierzba, Coon Rapids; Carl Anderson, Anoka, and Todd Haas, Andover.

Also present were: Deputy Treasurer Lori Yager, Ramsey City Engineer Tim Himmer, Andover Alternate Bruce Perry, Bonnie Finnerty of Minnesota Pollution Control Agency (MPCA), Aaron Onsrud of Minnesota Pollution Control Agency (MPCA), Jamie Schurbon of Anoka Conservation District, and John Enstrom of Ramsey Organic Dirt.

Introduction of Sarah Strommen ~ Ramsey Voting Member

Haas introduced the new Ramsey voting member Sarah Strommen.

APPROVE AGENDA

Motion was made by Vierzba, seconded by Strommen, to approve the March 15, 2012 agenda as presented. Vote: 4 ayes, 0 nays. Motion carried.

RESIDENT’S FORUM

None.

APPROVE MINUTES

February 16, 2012 Regular Meeting

Motion was made by Anderson, seconded by Vierzba, to approve the February 16, 2012 Regular Meeting minutes, as presented. Vote: 4 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer’s Report

Yager presented the Treasurer’s Report for the period ending February 29, 2012. Account balances for the period were: Checking, $83,147.96; less permit account balance of ($25,701.20), for a total balance of $57,446.76.
Motion was made by Vierzba, seconded by Anderson, to accept the Treasurer’s Report for the period ending February 29, 2012. Vote: 4 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of $650.48 (services rendered in February of 2012) and Bearence Management Group in the amount of $125.00 (for insurance consulting).

Motion was made by Anderson, seconded by Strommen, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.

Yager noted that the Year-End Report was not yet complete and stated that she would bring the Report to the next meeting. She explained that staff was unsure if an audit is required this year and provided additional information. She noted that she would follow the guidance of the State and complete a full audit once every five years, which will be a huge savings.

NEW BUSINESS

LRRWMO Video Presentation ~ Schurbon

Schurbon stated that he had been asked to create a short video for the WMO and presented the draft video for the Board to review and asked for input.

Anderson believed the video was good.

Strommen commented that the narration seemed to move a little too quickly at times.

Anderson commented that a historic shot of the dam was used and asked that the shot be dated to educate the public. He asked that the video produced by the LRRWMO, on the pontoon float, also be placed on the LRRWMO website.

Haas agreed that it would be great to place both videos on the website.

Himmer commented that the video moves very quickly.

Schurbon questioned if the Board would like the pictures to move as quickly or whether it should be slowed down.

Himmer suggested that the meeting time be added, stating the third Thursday of the month, or to check the website for any changes.

Schurbon stated that he would continue to work on the video and then post it on the website for the WMO.
LRRWMO Permit #2012-02 ~ North Commons Park ~ City of Ramsey

Himmer stated that the City of Ramsey is proposing to construct a park in a heavily populated area to service residents. He explained that an existing park would be decommissioned and that equipment would move to the new location. He explained that this process would move forward in phases and noted that the City is simply requesting to grade the site at this time.

Haas reviewed the March 6, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for North Commons Park. Obermeyer recommends that the LRRWMO approve of the permit for this project subject to the five conditions detailed in the March 6, 2012 memorandum.

Motion was made by Vierzba, seconded by Anderson, to approve Permit #2012-02, North Commons Park, Ramsey, subject to the five (5) conditions as detailed in the Barr Engineering memorandum dated March 6, 2012. Vote: 4 ayes, 0 nays. Motion carried.

Review Draft 2011 LRRWMO Annual Report

Haas advised that WMO staff worked together to complete the Annual Report and noted that the Report must be submitted to BWSR on an annual basis.

Yager noted that the Financial Report would need to be attached prior to submission to BWSR.

Motion was made by Anderson, seconded by Vierzba, to approve the Annual Report and submit the Report to BWSR. Vote: 4 ayes, 0 nays. Motion carried.

Discuss BWSR Funding Opportunities for Member Cities

Schurbon confirmed that this item had been discussed at the previous meeting.

Haas described the process that is followed in Andover and stated that he could submit a project list.

Himmer confirmed that a similar process is followed in Ramsey and discussed a specific project, but was unsure if that project would move forward this year.

Schurbon stated that in order to apply for the grants, a project specific plan would need to be submitted. He stated that it does not appear that the cities are quite at that level of preparedness, but confirmed that the cities could get to that point.

Himmer discussed the trail project that would cross from Ramsey to Anoka, noting that Ramsey would like to complete the project in 2012, but understood that the City of Anoka may not have those funds budgeted until 2013.

Haas noted that he would check with city staff to determine if there are projects that would qualify.
Himmer discussed an area of Ramsey that is due for reconstruction and installation of utilities.

**Discuss Participation at Ramsey’s Environmental Expo on April 28, 2012**

Himmer stated that the City has provided a booth at the event for the WMO, which has been staffed by Ramsey in the past. He noted that Ramsey could continue to staff the booth, but also invited members of the Board to attend.

Vierzba and Haas noted that they would be unable to attend the event.

Anderson stated that he would possibly be available to assist in the event, and would contact Himmer to setup a time slot.

John Enstrom stated that a birding seminar would be held on his property prior to the event.

Strommen noted that she would also be willing to staff the booth. She asked that the video shown earlier be available to play.

Anderson commented that the pontoon float video should also be available for the event.

**Update of the Rum River Major Watershed Monitoring Kick-Off Meeting ~ Haas/Schurbon**

Bonnie Finnerty, MPCA, introduced herself to the Board and provided background information on her career, noting that she works out of the Brainerd area. She stated that she has been with the MPCA for the past five years and described the main responsibilities that she handles. She displayed a map of the state and highlighted the Watersheds that she works with, explaining that her agency has switched to the Watershed approach. She explained that in the past monitoring was not complete across the state and noted that is why a more efficient approach had been implemented to ensure equal coverage across the state. She explained the ten year cycle that her agency is following with each Watershed. She identified the project timeline for this Watershed, from 2013 through 2017, which includes monitoring, data collection, and modeling. She then introduced Aaron Onsrud who works out of the Saint Paul office.

Aaron Onsrud, MPCA, stated that in 2013 he will come in and sample fish throughout the Watershed to obtain a snapshot of what each part of the Watershed looks like. He stated that bugs will also be collected further in the summer, and noted that after all that data is collected a decision would be made to identify problem areas and stressors.

Finnerty advised that the data from the Watershed would be used in coordination with the data collected by the MPCA staff. She explained that MPCA collects their own data to ensure that the same process is followed across the state and that equal comparisons can be made.

Schurbon noted that the WMO would not be completing any monitoring on the Rum River this year because the MPCA will begin their monitoring in 2013.

Perry questioned the cost to the WMO. Finnerty noted that the project would mainly be funded through the legacy funds and would not have a direct cost to the WMO.
Haas noted that the WMO would contribute their data to assist in the process. He commented that this process would be beneficial because it will look at more than just the LRRWMO, including the waters that flow into the WMO.

Schurbon stated that while this project seems good, from an outside prospective it also seems that the MPCA is looking for problems that will then need to be solved by local agencies. He explained that the WMO should stay involved in the process so that there is not a huge surprise in the future that will need to be solved by the WMO.

Finnerty confirmed that the MPCA is here a year ahead of time to fully explain the process and give the WMO time to plan for this process.

Haas asked that MPCA compose a small article which could be published in each member city newsletter to advise residents of this process.

Finnerty confirmed that she could compose something of that nature and could also include a link to the MPCA website, specific to the LRRWMO, which will continue to be updated throughout this process.

Haas thanked Finnerty and Onsrud for attending the meeting today. He asked that they attend another meeting in a year or two to keep the WMO updated on what is found.

CONSIDER COMMUNICATIONS

Girl Scout Service Project ~ Clean Rum River Banks ~ October of 2012

Anderson played a voicemail that he received from Mark Anderson, City of Anoka, in regard to the Girl Scout project which will be held on October 13th. The voicemail identified possible boundaries for the clean-up project.

Haas stated that he received an e-mail from the Scout leader asking that the Girl Scout Troop attend a meeting later this summer.

Anderson advised that this item would continue to be updated.

Haas reviewed the above correspondence and the notices included in the Chair’s Folder, noting they do not require action.

Informational ~ no action required.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

OLD BUSINESS
Update RFPs ~ Legal, Engineering, and Accounting ~ Yager

Yager advised that the RFPs have been posted, and identified the close dates for the RFPs which are still active. She stated that the legal RFP has closed and the only information received was from Kennedy and Graven.

Haas believed that another RFP has been sent for legal and noted that he would forward the information to Yager.

Yager stated that she had not received it but would wait to discuss the legal RFP until the next meeting when the other RFPs are available for discussion.

Consider Updated 2012 ACD Work Contract ~ Schurbon

Schurbon stated that the ACD work contract had been discussed at the last meeting and identified the three items which had been removed. He stated that with those amendments, the new total for the ACD work contract would be $12,870, which is $2,850 less than the original work contract.

Himmer stated that he and Mark Riverblood would meet with Schurbon after the meeting to further discuss Rogers Lake, and other possible projects. He confirmed that ACD would only be paid for work completed.

Motion was made by Anderson, seconded by Vierzba, to approve the Anoka Conservation District work contract. Vote: 4 ayes, 0 nays. Motion carried.

Discuss Implementation of Third Generation Plan ~ Haas

A. Permit Review Checklist ~ Barr Engineering
B. Surety Amount ~ Barr Engineering
C. Stormwater Impact Fund ~ Barr Engineering
D. Volume Banking ~ Barr Engineering
E. Stormwater Maintenance Template ~ City of Ramsey
F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

OTHER BUSINESS

John Enstrom stated that he had mentioned the trees being cut because of the power line construction at the last meeting he had attended. He advised that over 10,000 trees were cut through this project, with a chemical being placed on the trunk to ensure that the tree does not grow back. He was concerned that the chemical could seep into the water and cause a lot of damage.

Schurbon stated that usually this type of activity is not regulated on a local level and instead governed on a federal level.
ADJOURNMENT

A motion was made by Anderson, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:50 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary
MEETING NOTICE
April 19, 2012 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

A. CALL TO ORDER
B. ROLL CALL
C. APPROVE AGENDA
D. RESIDENT’S FORUM
E. APPROVE MINUTES
   1. March 15, 2012, Regular Meeting
F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills
   3. Year End Report
G. NEW BUSINESS
   1. LRRWMO Permit #2011-09 ~ CSAH 116 between CSAH 7 & 9 ~ Andover
   2. Revised LRRWMO Permit #2011-10 ~ Tire Stockpile ~ Dennis Kuiken
H. CONSIDER COMMUNICATIONS
   1. 2012 Street Reconstruction Project ~ DNR Permit ~ City of Andover
   2. 115kV Transmission Line Project for the Enterprise Park to Crooked Lake
   3. Anoka Water Almanac ~ ACD
I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
   1. 2012 First Quarter Reports ~ Andover, Anoka, Coon Rapids & Ramsey
J. OLD BUSINESS
   1. Presentation of RFPs ~ Legal, Engineering & Accounting ~ Yager
   2. Discuss Implementation of Third Generation Plan ~ Haas
      A. Permit Review Checklist ~ Barr Engineering
      B. Surety Amount ~ Barr Engineering
      C. Stormwater Impact Fund ~ Barr Engineering
      D. Volume Banking ~ Barr Engineering
      E. Stormwater Maintenance Template ~ City of Ramsey
      F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka
K. OTHER BUSINESS
L. ADJOURNMENT

Items under postponement: Permit #2001-07 ~ Kelsey Round Lake Park (extended to 2012)
Pending permits: Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey
                 Permit #2012-01 ~ Oakwood Wetland

Next regular meeting date is May 17, 2012 – at 8:30 a.m.

** PLEASE POST **
PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Sarah Strommen, Ramsey; Doug Vierzba, Coon Rapids; Carl Anderson, Anoka, and Todd Haas, Andover.

Also present were: Deputy Treasurer Lori Yager, Ramsey City Engineer Tim Himmer, Andover Alternate Bruce Perry, and Anoka Alternate Jeff Weaver.

APPROVE AGENDA

Motion was made by Anderson, seconded by Strommen, to approve the April 19, 2012 agenda, as presented. Vote: 4 ayes, 0 nays. Motion carried.

RESIDENT’S FORUM

None.

APPROVE MINUTES

March 15, 2012 Regular Meeting

Motion was made by Vierzba, seconded by Anderson, to approve the March 15, 2012 Regular Meeting minutes, as presented. Vote: 4 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2011-09 ~ CSAH 116 between CSAH 7 & 9 ~ Andover

Haas reviewed the April 18, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for CSAH 116 between CSAH 7 & 9. Obermeyer recommends that the LRRWMO continue the permit for this project until the TEP recommendation is received.
Motion was made by Anderson, seconded by Strommen, to continue the request for Permit #2011-09, CSAH 116 between CSAH 7 & 9, Andover. Vote: 4 ayes, 0 nays. Motion carried.

Revised LRRWMO Permit #2011-10 ~ Tire Stockpile – Dennis Kuiken

Haas noted that approval has already been given for the tire stockpile, and explained the revision requested for an additional stockpile. He confirmed that the material is coming from the County project on Hanson Boulevard, and will be used for the applicant to construct an extension of his farm road. He confirmed that there is a deadline for the tire stockpile of July 1st and noted that the County project also has a deadline.

Anderson questioned if anyone was concerned with the fire hazard which will be located on the pipeline easement.

Haas noted that the item was fully discussed by the Andover City Council and the Fire Chief.

Motion was made by Vierzba, seconded by Strommen, to approve revised Permit #2011-10, Tire Stockpile, Dennis Kuiken, subject to five (5) conditions as detailed in the Barr Engineering memorandum dated April 9, 2012. Vote: 4 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer’s Report

Yager presented the Treasurer’s Report for the period ending March 31, 2012. Account balances for the period were: Checking, $85,082.34; less permit account balance of ($25,759.71), for a total balance of $59,322.63.

Motion was made by Strommen, seconded by Anderson, to accept the Treasurer’s Report for the period ending March 31, 2012. Vote: 4 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of $786.30 (services rendered in March of 2012), Barr Engineering in the amount of $803.99 (services rendered in February of 2012), Anoka Conservation District in the amount of $12,870.00 (2012 services), Kennedy & Graven in the amount of $481.00 (legal services), League of Minnesota Cities in the amount of $2,277.00 (2012 insurance), and State Register in the amount of 173.40 (advertising).

Himmer asked for additional information in regard which lakes will be monitored for the lake level monitoring, which will be conducted by the ACD.

Motion was made by Anderson, seconded by Vierzba, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.
Year End Report

Yager stated that the Report was completed in house this year and briefly summarized the highlights of the Report. She noted that there had been some confusion over whether an audit would be required this year but advised that she had been told that the WMO would only need to complete an audit once every five years, which will be in 2015.

Motion was made by Anderson, seconded by Vierzba, to accept the Year End Report. Vote: 4 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

2012 Street Reconstruction Project ~ DNR Permit ~ City of Andover
115kV Transmission Line Project ~ DNR Permit ~ City of Andover
Anoka Water Almanac ~ ACD

Haas reviewed the above correspondence and the notices included in the Chair’s Folder, noting they do not require action.

Informational ~ no action required.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

2012 First Quarter ~ Andover, Anoka, Coon Rapids & Ramsey

Haas presented the Year 2012 First Quarter Report for the City of Andover and updated the Board on the status of each project.

Motion was made by Anderson, seconded by Vierzba, to approve the Year 2012 First Quarter Report for the City of Andover, as presented. Vote: 4 ayes, 0 nays. Motion carried.

Anderson presented the Year 2012 First Quarter Report for the City of Anoka.

Motion was made by Vierzba, seconded by Strommen, to approve the Year 2012 First Quarter Report for the City of Anoka, as presented. Vote: 4 ayes, 0 nays. Motion carried.

Vierzba advised there are no active reports for the City of Coon Rapids.

Himmer presented the Year 2012 First Quarter Report for the City of Ramsey and provided an update on the projects.

Motion was made by Anderson, seconded by Vierzba, to approve the Year 2012 First Quarter Report for the City of Ramsey, as presented. Vote: 4 ayes, 0 nays. Motion carried.
OLD BUSINESS

Presentation of RFPs ~ Legal, Engineering and Accounting

Yager noted that two bids were received for legal services and explained the differences between the two firms in regard to fees. She explained that because this is a professional service, the Board would not need to go with the low bid and could still choose Kennedy & Graven because of the history with the firm.

Himmer pointed out that the charge for a third party reimbursement fee would be higher with the other firm.

Anderson stated that he is comfortable with the present counsel, especially with the small difference in fees.

**Motion was made by Anderson, seconded by Vierzba, to award the legal services contract to Kennedy and Graven. Vote: 4 ayes, 0 nays. Motion carried.**

Yager presented the engineering bids that were received, noting that the Board may need more time to study the bids. She asked that the Board take time to review the bids and noted that a decision could be made at the next Board meeting. She also presented a proposal received from the ACD and asked that the Board also review that information.

Yager confirmed that accounting bids were not necessary.

Discuss Implementation of Third Generation Plan

A. Permit Review Checklist ~ Barr Engineering
B. Surety Amount ~ Barr Engineering
C. Stormwater Impact Fund ~ Barr Engineering
D. Volume Banking ~ Barr Engineering
E. Stormwater Maintenance Template ~ City of Ramsey
F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

Haas stated that he had spoken with Obermeyer in regard to the items listed to Barr Engineering and believed information would be available at the next meeting.

Himmer stated that he had emailed information to the City Engineers for review and comments. He also believed that information would be ready to review at the next meeting.

Anderson stated that he did not have an update on the Rum River Dam.

Weaver discussed the Rum River Dam, as well as other dams in the State.
Haas asked that the City of Anoka draft a letter to BWSR in regard to the Rum River Dam, which could be submitted on behalf of the WMO.

Weaver believed that something had been drafted recently in regard to enhancing the Rum River Dam as a fish barrier.

**OTHER BUSINESS**

Himmer advised that the Ramsey Environmental Expo will take place on Saturday, April 28th from 9:00 a.m. to 2:00 p.m. He volunteered to cover the first shift, from 9:00 a.m. until noon, and asked for volunteers to staff the LRRWMO booth for the remaining shift.

Strommen stated that she would be able to cover at least a portion of that time.

**ADJOURNMENT**

A motion was made by Anderson, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:32 a.m.

Respectfully submitted,

Amanda Staple  
Administrative Secretary
MEETING NOTICE
May 17, 2012 - 8:30 a.m. - Committee Room - Anoka City Hall

REVISED AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. APPROVE AGENDA

D. RESIDENT’S FORUM

E. APPROVE MINUTES
   1. April 19, 2012, Regular Meeting

F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills

G. NEW BUSINESS
   1. LRRWMO Permit #2011-09 ~ CSAH 116 between CSAH 7 & 9 ~ Andover
   2. LRRWMO Permit #2012-01 ~ Oakwood Wetland Bank ~ Ramsey
   3. LRRWMO Permit #2012-03 ~ Sunwood Drive Realignment ~ City of Ramsey
   4. LRRWMO Permit #2012-04 ~ RiverWay Clinic Anoka ~ Anoka
   5. LRRWMO Permit #2012-06 ~ 2012 Stormwater Improvements ~ City of Ramsey
   6. LRRWMO Permit #2012-07 ~ Castle Field ~ City of Anoka

H. CONSIDER COMMUNICATIONS
   1. DNR ~ Crop Irrigation Permit ~ Riverside Farms
   2. Coon Rapids Dam Project ~ Hearing Notification

I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.

J. OLD BUSINESS
   1. Discuss Engineering RFP
   2. Discuss Implementation of Third Generation Plan ~ Haas
      A. Permit Review Checklist ~ Barr Engineering
      B. Surety Amount ~ Barr Engineering
      C. Stormwater Impact Fund ~ Barr Engineering
      D. Volume Banking ~ Barr Engineering
      E. Stormwater Maintenance Template ~ City of Ramsey
      F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka
   3. LRRWMO Permit #2012-02 ~ North Commons Park ~ Wetland Delineation

K. OTHER BUSINESS

L. ADJOURNMENT
   Items under postponement: Permit #2001-07 ~ Kelsey Round Lake Park (extended to 2012)
   Pending permits: Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey

Next regular meeting date is June 21, 2012 – at 8:30 a.m

** PLEASE POST **
PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Sarah Strommen, Ramsey; Doug Vierzba, Coon Rapids; Carl Anderson, Anoka, and Todd Haas, Andover.

Also present were: Deputy Treasurer Lori Yager, Ramsey City Engineer Tim Himmer, Anoka City Engineer Greg Lee, Bob Obermeyer of Barr Engineering, Andover Alternate Bruce Perry, Anoka Alternate Jeff Weaver, Jaime Schurbon of Anoka Conservation District, and John Enstrom of Ramsey Organic Dirt.

APPROVE AGENDA

Haas requested to add an item J3, LRRWMO Permit #2012-02 ~ North Commons Park ~ Wetland Delineation, to the agenda. He also requested to move item J2, Discuss Implementation of Third Generation Plan, to follow Finance Matters.

Motion was made by Strommen, seconded by Anderson, to approve the May 17, 2012 agenda as amended. Vote: 4 ayes, 0 nays. Motion carried.

RESIDENT’S FORUM

John Enstrom questioned if the letter had been drafted for the power lines and the type of weed spray used that could impact the wetlands and other natural vegetation. Lee stated that he had not drafted the letter as of yet. Enstrom expressed concern over the chemical weed sprays that are used during the power line process.

Haas did not believe that the LRRWMO would have much say in the type of chemicals used to control weeds and suggested that Enstrom contact the MPCA.

APPROVE MINUTES

April 19, 2012 Regular Meeting

Strommen stated that under the approval of the agenda, it should state, “…approve the April 19, 2012 Regular Meeting minutes agenda…”
Weaver stated that under roll call, it should state, “Anoka Alternate John Jeff Weaver…”

Motion was made by Vierzba, seconded by Anderson, to approve the April 19, 2012 Regular Meeting minutes, as amended. Vote: 4 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer’s Report

Yager presented the Treasurer’s Report for the period ending April 30, 2012. Account balances for the period were: Checking, $67,672.68; less permit account balance of ($27,859.71), for a total balance of $39,812.97.

Motion was made by Vierzba, seconded by Anderson, to accept the Treasurer’s Report for the period ending April 30, 2012. Vote: 4 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of $613.69 (services rendered in April of 2012), Kennedy & Graven in the amount of $16.50 (legal services), and 4M in the amount of $20.00 (bank charge)

Motion was made by Anderson, seconded by Vierzba, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.

OLD BUSINESS

Discuss Implementation of Third Generation Plan

A. Permit Review Checklist ~ Barr Engineering
B. Surety Amount ~ Barr Engineering
C. Stormwater Impact Fund ~ Barr Engineering
D. Volume Banking ~ Barr Engineering
E. Stormwater Maintenance Template ~ City of Ramsey
F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

Obermeyer stated that he had discussed the development of the checklist with LeFevere, who believed it would be beneficial to include generic language in the LRRWMO correspondence, which could then be amended by the individual cities as desired. He noted that the other option would be to generate one standalone checklist specific to the LRRWMO.

Himmer believed that BWSR would like to see consistency. He noted that the boilerplate for the maintenance agreements is there and the cities could then fill in specific information.
Obermeyer suggested that the permit review checklist and volume banking be standalone documents specific to the LRRWMO, but noted that the surety amount and stormwater maintenance template could be generic forms that could be amended by each of the cities. He stated that recommendations could be included in the generic forms, such as the surety amount, to help guide member cities.

Himmer stated that he believed there should still be some consistency in the surety amount so that the amount is even across the Board.

Obermeyer confirmed that he would include recommendations, which could then be reviewed and tweaked by the cities.

Obermeyer briefly discussed the stormwater impact fund, and noted that the volume banking process would be a standalone process handled by the LRRWMO.

Himmer explained that by conducting a stormwater analysis process, most cities will be able to identify a volume bank because of the changes and requirements under the new rules.

Obermeyer stated that he would develop the implementation items discussed today, with the exception of the stormwater maintenance template that has already been completed, and bring those items back to the Board at the next meeting.

Himmer confirmed that LeFevere could review the stormwater maintenance template, which could be brought back to the next Board meeting for review.

Lee discussed the Reconstruction/Development of a Control Plan for the Rum River Dam and provided an update on the process to modify the dam as an invasive species barrier, which could possibly be included in the bonding bill next year.

NEW BUSINESS

LRRWMO Permit #2011-09 ~ CSAH 116 between CSAH 7 & 9 ~ Andover

Haas discussed the road improvements that are proposed for CSAH 116 between CSAH 7 and 9. He reviewed the May 15, 2012 memo from Barr Engineering. Obermeyer recommends that the Board take two actions, the first to accept the recommendation of the TEP and the second to approve the permit application. Haas noted that while some aspects of the project would begin this fall, most of the construction would occur in spring of 2013.

Motion was made by Vierzba, seconded by Strommen, to approve the recommendation of the TEP. Vote: 4 ayes, 0 nays. Motion carried.

Motion was made by Vierzba, seconded by Anderson, to approve Permit #2011-09, CSAH 116 between CSAH 7 & 9, Andover, subject to five (5) conditions as detailed in the Barr Engineering memorandum dated May 15, 2012. Vote: 4 ayes, 0 nays. Motion carried.
LRRWMO Permit #2012-01 ~ Oakwood Wetland Bank ~ Ramsey

Himmer noted that this item has been delayed and will be reviewed at the June meeting.

Motion was made by Vierzba, seconded by Strommen, to continue the permit to the June meeting. Vote: 4 ayes, 0 nays. Motion carried.

LRRWMO Permit #2012-03 ~ Sunwood Drive Realignment ~ City of Ramsey

Himmer described the improvements proposed for the realignment of Sunwood Drive.

Haas reviewed the May 15, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for Sunwood Drive Realignment. Obermeyer recommends that the LRRWMO approve the permit for this project subject to five conditions detailed in the May 15, 2012 memorandum.

Motion was made by Anderson, seconded by Vierzba, to approve Permit #2012-02, Sunwood Drive Realignment, City of Ramsey, subject to five (5) conditions as detailed in the Barr Engineering memorandum dated May 15, 2012. Vote: 4 ayes, 0 nays. Motion carried.

LRRWMO Permit #2012-04 ~ Riverway Clinic Anoka ~ Anoka

Obermeyer stated staff is still waiting for information specific to water quality treatment and volume control. He noted that the applicant is working on conducting infiltration onsite.

Lee stated that construction is not scheduled to begin until August 1st and confirmed that there would be time to continue this decision.

Motion was made by Anderson, seconded by Strommen, to continue the permit to the June meeting. Vote: 4 ayes, 0 nays. Motion carried.

LRRWMO Permit #2012-06 ~ 2012 Stormwater Improvements ~ City of Ramsey

Himmer discussed the stormwater improvements proposed in attempt to prevent issues of flooding.

Motion was made by Anderson, seconded by Vierzba, to approve Permit #2012-06, 2012 Stormwater Improvements, City of Ramsey, subject to four (4) conditions as detailed in the Barr Engineering memorandum dated May 15, 2012. Vote: 4 ayes, 0 nays. Motion carried.
LRRWMO Permit #2012-07 ~ Castle Field ~ City of Anoka

Lee stated that his permit is in regard to the relocation of Castle Field to the area off 7th Avenue near Bunker Lake Boulevard. He discussed the stormwater elements of the permit and noted that the permit request had been reviewed by Obermeyer.

**Motion was made by Vierzba, seconded by Strommen, to approve Permit #2012-07, Castle Field, City of Anoka, subject to four (4) conditions as detailed in the Barr Engineering memorandum dated May 16, 2012. Vote: 4 ayes, 0 nays. Motion carried.**

**CONSIDER COMMUNICATIONS**

DNR ~ Crop Irrigation Permit ~ Riverside Farms
Coon Rapids Dam Project ~ Hearing Notification

Haas reviewed the above correspondence and the notices included in the Chair’s Folder, noting they do not require action.

**Informational ~ no action required.**

**REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT**

None.

**OLD BUSINESS (Continued)**

LRRWMO Permit #2012-02 ~ North Commons Park ~ Wetland Delineation

Obermeyer recommended approval of the North Commons Park wetland delineation.

**Motion was made by Vierzba, seconded by Anderson, to accept the wetland delineation for North Commons Park. Vote: 4 ayes, 0 nays. Motion carried.**

Obermeyer left the meeting.

**Discuss Engineering RFP**

Haas noted that copies of the Engineering RFP had been included in the Board packet. He advised that Schurbon is also present to discuss the proposal from the ACD in regard to the Third Generation implementation items.

Schurbon stated that a list was included in the Board packet that identified the items ACD would feel comfortable assisting with. He noted that while ACD would assist with secretarial services, he did not believe that the Board desires new secretarial services and confirmed that item could be removed from the proposal.
Vierzba stated that he would be comfortable with the proposal, with the exception of secretarial services.

Haas confirmed that ACD could draft the Annual Report, rather than using TimeSaver for that service. He questioned if the current contract with 2012 includes educational components.

Schurbon noted that the current contract does not include educational aspects.

Himmer confirmed that the video should act as the educational aspect, as well as the items the individual cities complete. He confirmed that some of the educational aspects from this proposal could be moved into 2012.

**Motion was made by Vierzba, seconded by Strommen, to approve the proposal from ACD for 2013 and 2014, with the exception of secretarial services. Vote: 4 ayes, 0 nays. Motion carried.**

Haas noted that the engineering RFP process must be completed every two years.

Himmer stated that he did review each of the proposals submitted. He acknowledged that Barr Engineering provides a great service at the proposed cost and consistency would also be provided. He stated that although Houston proposes great services, there is a higher cost and would be a transition if a new firm is chosen.

Anderson stated that he also favors Barr Engineering.

Vierzba stated that he would also favor Barr Engineering.

Haas commended Obermeyer for his work with the Board and the level of service received from Obermeyer.

Himmer also acknowledged the high level of service provided by Obermeyer.

**Motion was made by Anderson, seconded by Vierzba, to accept the proposal from Barr Engineering. Vote: 4 ayes, 0 nays. Motion carried.**

Haas stated that it would be beneficial for the Board to draft a letter thanking all the firms that submitted proposals and informing them that another firm had been chosen.

**OTHER BUSINESS**

Lee discussed the water level monitoring that occurs by the National Oceanic and Atmospheric Administration (NOAA). He noted that the water level monitoring equipment currently installed at Penn Point in Anoka is the only older model used by the organization and is currently read by the City of Anoka Police Department when necessary. He stated that NOAA would like to replace that equipment with the newer model, at a cost of $30,000.
Lee noted that annual maintenance costs are estimated at approximately another $12,000. He stated that Zastrow will attend the next Board meeting to fully discuss the options and whether this upgrade is necessary. He stated that Zastrow would like some guidance from the Board on how to proceed with this matter.

The Board agreed that additional information should be gathered and Zastrow should attend the next meeting, but were not in favor of funding this level of equipment update.

ADJOURNMENT

A motion was made by Vierzba, seconded by Anderson, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:42 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary
MEETING NOTICE

June 21, 2012 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. APPROVE AGENDA

D. RESIDENT’S FORUM

E. APPROVE MINUTES
   1. May 17, 2012, Regular Meeting

F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills

G. NEW BUSINESS
   1. LRRWMO Permit #2012-01 ~ Oakwood Wetland Bank ~ Ramsey
   2. LRRWMO Permit #2012-04 ~ RiverWay Clinic Anoka ~ Anoka
   3. LRRWMO Permit #2012-08 ~ The COR Sequencing Analysis ~ City of Ramsey

H. CONSIDER COMMUNICATIONS
   1. Coon Rapids Dam Project ~ Licensing Process
   2. Coon Rapids Dam Project ~ Overdue Progress Report

I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

J. OLD BUSINESS
   1. Discuss Implementation of Third Generation Plan ~ Haas
      A. Permit Review Checklist ~ Barr Engineering
      B. Surety Amount ~ Barr Engineering
      C. Stormwater Impact Fund ~ Barr Engineering
      D. Volume Banking ~ Barr Engineering
      E. Stormwater Maintenance Template ~ City of Ramsey
      F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

K. OTHER BUSINESS

L. ADJOURNMENT

Items under postponement: Permit #2001-07 ~ Kelsey Round Lake Park (extended to 2012)
Pending permits: Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey

Next regular meeting date is July 19, 2012 – at 8:30 a.m.

** PLEASE POST **

PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Doug Vierzba, Coon Rapids; Carl Anderson, Anoka, and Todd Haas, Andover.

Voting member absent was: Sarah Strommen, Ramsey.

Also present were: Deputy Treasurer Lori Yager, Ramsey City Engineer Tim Himmer, Anoka City Engineer Greg Lee, Bob Obermeyer of Barr Engineering, and Andover Alternate Bruce Perry.

APPROVE AGENDA

Motion was made by Anderson, seconded by Vierzba, to approve the June 21, 2012 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT’S FORUM

None.

APPROVE MINUTES

May 17, 2012 Regular Meeting

Motion was made by Anderson, seconded by Vierzba, to approve the May 17, 2012 Regular Meeting minutes, as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer’s Report

Yager presented the Treasurer’s Report for the period ending May 31, 2012. Account balances for the period were: Checking, $71,269.35; less permit account balance of ($27,071.74), for a total balance of $44,197.61. She also provided an estimate of the 2013 contributions from the
City and noted that the Finance Director for each City can review the information, which will be assessed in 2013.

**Motion was made by Anderson, seconded by Vierzba, to accept the Treasurer’s Report for the period ending May 31, 2012. Vote: 3 ayes, 0 nays. Motion carried.**

**Payment of Bills**

Yager presented the payment of bills for TimeSaver in the amount of $757.55 (services rendered in May of 2012), Barr Engineering in the amount of $2,705.00 (services rendered in Feb-April of 2012), and Barr Engineering in the amount of $3,576.98 (services rendered in April-May of 2012).

**Motion was made by Anderson, seconded by Vierzba, to authorize payment as presented and indicated above. Vote: 3 ayes, 0 nays. Motion carried.**

**NEW BUSINESS**

**LRRWMO Permit #2012-01 ~ Oakwood Wetland Bank ~ Ramsey**

Himmer stated that it appears that some information is still necessary. He stated that Oakwood is proposing to create a wetland bank on Highway 47, west of Rum River Hills Golf Course. He stated that because the 60-day comment period from the initial application submittal has expired, the review period has been extended an additional 60 days, via an email sent to the TEP on June 11, 2012. He noted that the comments are requested to be submitted by July 12th with the objective for the TEP to provide a recommendation to the LRRWMO in time for the July 19th Board meeting.

**Motion was made by Anderson, seconded by Vierzba, to continue consideration of Permit #2012-01 and approve an additional 60-day extension. Vote: 3 ayes, 0 nays. Motion carried.**

**LRRWMO Permit #2012-04 ~ RiverWay Clinic Anoka ~ Anoka**

Lee provided information on the proposed Riverway Clinic, which will be located near Green Haven Golf Course on the existing Castle Field site. He explained the permit and proposed project plans.

**Motion was made by Vierzba, seconded by Anderson, to approve Permit #2012-04, Riverway Clinic Anoka, Anoka, subject to four (4) conditions as detailed in the Barr Engineering memorandum dated May 31, 2012. Vote: 3 ayes, 0 nays. Motion carried.**
LRRWMO Permit #2012-08 ~ The COR Sequencing Analysis ~ City of Ramsey

Himmer noted that this item had been continued from the previous meeting and explained the permit and proposed project plans. He noted that the required delineation has been submitted and expected the TEP to meet to approve the delineation.

**Motion was made by Anderson, seconded by Vierzba, to approve Permit #2012-08, The COR Sequencing Analysis, City of Ramsey, contingent upon receipt of an approved delineation. Vote: 3 ayes, 0 nays. Motion carried.**

**CONSIDER COMMUNICATIONS**

Coon Rapids Dam Project – Licensing Process  
Coon Rapids Dam Project – Overdue Progress Report

Haas reviewed the above correspondence and the notices included in the Chair’s Folder, noting they do not require action.

**Informational ~ no action required.**

**REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.**

**OLD BUSINESS**

Discuss Implementation of Third Generation Plan

A. Permit Review Checklist ~ Barr Engineering  
B. Surety Amount ~ Barr Engineering  
C. Stormwater Impact Fund ~ Barr Engineering  
D. Volume Banking ~ Barr Engineering  
E. Stormwater Maintenance Template ~ City of Ramsey  
F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

Obermeyer noted he developed a permit review checklist, which had been previously sent to the Board for review. He also reviewed the calculations he used to develop the surety amount information. He noted that additional information was also provided that had been reviewed by LeFevere in regard to maintenance. He confirmed that this information would be used to evaluate the permits and determine the surety amount required for permits. The LRRWMO would need to determine whether the WMO would collect the surety or whether the municipality would collect the surety.

Yager believed that most companies would buy a letter of credit or performance bond, rather than providing that amount of cash for that period of time.
Obermeyer explained that surety is necessary to ensure that if a project is not completed correctly, those funds could be used to complete the project rather than having to use public dollars to complete a private project.

Haas confirmed that the cities could require a line item in the development contract that would function as surety.

Obermeyer agrees that the municipalities could collect that amount in the development contract, rather than having the LRRWMO collect and hold those funds.

Himmer agreed that surety should remain at the city level. He preferred that letters of credit be used rather than performance bonds, as it would be easier to collect on a letter of credit.

Obermeyer agreed that the cities could adjust the idea to fit with their process but believed that the WMO funds should remain separate in the case that the funds need to be drawn upon.

The Board discussed whether all the cities should have the same calculations, or whether each City could continue with their existing amounts.

Obermeyer noted that the information was simply given to review at this point and for each member city to determine the best method for moving forward. He suggested that each city review the information and continue the discussion at the next meeting. He referenced the stormwater impact fund item and briefly reviewed some ideas, noting he would provide the Board with additional information on that item and the volume banking item in the next few days.

Haas moved on to the stormwater maintenance template that had been drafted.

Himmer explained the process that is followed in the City of Ramsey.

Obermeyer noted a statement could be included that would specify the maintenance responsibility.

Haas confirmed that the maintenance statement could be added as a condition from Barr Engineering when the review of a permit is done. He stated he would ask LeFevere to draft the document into a template that could be reviewed at the next meeting.

Lee reviewed the item regarding the Reconstruction/Development of a Control Plan for the Rum River Dam. He stated that there is a plan developed for the Coon Rapids Dam to act as an invasive species barrier but believed that the Anoka Dam should also be modified to act in the same manner in the case that the Asian Carp do move past the Coon Rapids Dam. He stated that staff is working with Stanley Group, which completed the study on the Coon Rapids Dam, to review the Anoka Dam in the same manner. He noted that the Stanley Group is in the study process at this time, and staff has also spoken with the State representatives to the possibility of
including the costs in a bonding bill in 2013. He estimated a rough cost of about $4,000,000 for the improvement to the Anoka Dam.

Haas confirmed that the Dam is still structurally sound at this point.

Lee noted that if the Dam is identified as an invasive species barrier, the funding level would be elevated to the State, rather than local.

Haas questioned how this information would be included in the plan.

Obermeyer explained that a minor plan amendment would be needed but advised that the WMO should determine if there is anything else that needs to be included in the amendment.

Himmer commented that the WMO could simply contact BWSR to advise that the required information has been completed and question whether an amendment would be needed.

OTHER BUSINESS

Himmer questioned if there was an update on the monitoring sensors that were discussed at the previous meeting.

Haas noted changes are being made to the MS4 process and advised of a meeting taking place the following week in Elk River addressing the Upper Mississippi Shakedown.

ADJOURNMENT

A motion was made by Anderson, seconded by Vierzba, to adjourn the meeting. Vote: 3 ayes, 0 nays. Motion carried.

Time of adjournment: 9:45 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary
MEETING NOTICE

July 19, 2012 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

A. CALL TO ORDER
B. ROLL CALL
C. APPROVE AGENDA
D. RESIDENT’S FORUM
E. APPROVE MINUTES
   1. June 21, 2012, Regular Meeting
F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills
G. NEW BUSINESS
   1. LRRWMO Permit #2012-01 ~ Oakwood Wetland Bank ~ Ramsey
   2. LRRWMO Permit #2012-09 ~ North Commons ~ Ramsey
H. CONSIDER COMMUNICATIONS
   1. DNR ~ Public Waters Permit ~ TH47 Outlet Replacement ~ Ramsey
   2. WSB ~ Finding of No Significant Impact ~ CSAH 116/Bunker Lake Boulevard
   3. 3rd Gen. Plan Correction ~ Page B-7/Appendix B
I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
   1. 2012 Second Quarterly Reports ~ Andover, Anoka, Coon Rapids & Ramsey
J. OLD BUSINESS
   1. Permit #2001-07 ~ Kelsey Round Lake Park ~ Consider Mitigation Extension
   2. Discuss Implementation of Third Generation Plan ~ Haas
      A. Permit Review Checklist ~ Barr Engineering
      B. Surety Amount ~ Barr Engineering
      C. Stormwater Impact Fund ~ Barr Engineering
      D. Volume Banking ~ Barr Engineering
      E. Stormwater Maintenance Template ~ City of Ramsey
      F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka
K. OTHER BUSINESS
L. ADJOURNMENT

Pending permits: Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey

Next regular meeting date is August 16, 2012 – at 8:30 a.m.

** PLEASE POST **
PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Sara Strommen, Ramsey (arrived at 8:40 a.m.); Doug Vierzba, Coon Rapids; Carl Anderson, Anoka; and Todd Haas, Andover.

Also present were: Deputy Treasurer Lori Yager, Ramsey City Engineer Leonard Linton, Bob Obermeyer of Barr Engineering, Coon Rapids City Engineer Tim Himmer, Andover Alternate Bruce Perry, Anoka Alternate Jeff Weaver, and John Enstrom of Ramsey Organic Dirt.

APPROVE AGENDA

Motion was made by Anderson, seconded by Vierzba, to approve the July 19, 2012 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT’S FORUM

None.

APPROVE MINUTES

June 21, 2012 Regular Meeting

Motion was made by Anderson, seconded by Vierzba, to approve the June 21, 2012 Regular Meeting minutes, as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer’s Report

Yager presented the Treasurer’s Report for the period ending June 30, 2012. Account balances for the period were: Checking, $66,924.82; less permit account balance of ($27,771.74), for a total balance of $39,153.08.

Perry noted that six permits have negative balances and wanted to ensure that staff is following up on those items.
Motion was made by Anderson, seconded by Vierzba, to accept the Treasurer’s Report for the period ending June 30, 2012. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of $602.24 (services rendered in June of 2012) and Kennedy & Graven in the amount of $305.25.

Motion was made by Vierzba, seconded by Anderson, to authorize payment as presented and indicated above. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2012-01 ~ Oakwood Wetland Bank ~ Ramsey

Haas noted that the WMO is still waiting for additional information from the applicant and advised that this item would need to be continued to the August meeting and a 60-day extension of the review period would be needed.

Motion was made by Anderson, seconded by Vierzba, to continue Permit #2012-01 to the August meeting and issue a 60-day extension to the review period. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2012-09 ~ North Commons ~ Ramsey

Obermeyer explained the project and proposed plans. He advised that this project had been submitted prior to the new LRRWMO standards, but noted that the volume control would still be provided through the sandy soils. He noted that he sent a memo to the Board, dated July 16, 2012, and recommended that the LRRWMO approve of the permit for this project subject to four conditions detailed in the July 16, 2012 memorandum.

Strommen arrived at 8:40 p.m.

Chris Call, Landform, provided additional information regarding the ponding plan for the City in The COR area. He noted that the street plans for the undeveloped area have not yet been finalized.

Motion was made by Anderson, seconded by Vierzba, to approve Permit #2012-09, North Commons, Ramsey, subject to four (4) conditions as detailed in the Barr Engineering memorandum dated July 16, 2012 and an additional condition that surface overflow be provided from Sunwood Drive ponding basin to be a minimum of one foot below floor elevation of structures. Vote: 4 ayes, 0 nays. Motion carried.
CONSIDER COMMUNICATIONS

DNR ~ Public Waters Permit ~ TH47 Outlet Replacement ~ Ramsey
WSB ~ Finding of No Significant Impact ~ CSAH 116/Bunker Lake Boulevard
3rd Generation Plan Correction ~ Page B-7/Appendix B

Haas reviewed the above correspondence and the notices included in the Chair’s Folder, noting they do not require action.

Informational ~ no action required.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

2012 Second Quarter ~ Andover, Anoka, Coon Rapids & Ramsey

Haas presented the Year 2012 Second Quarter Report for the City of Andover and provided a brief update of each ongoing project.

Motion was made by Anderson, seconded by Vierzba, to approve the Year 2012 Second Quarter Report for the City of Andover, as presented. Vote: 4 ayes, 0 nays. Motion carried.

Lee was not present to represent the City of Anoka.

Yager provided a brief update of the activity at Castle Field and the Health Partners clinic.

Haas noted that the Anoka Quarterly Report could be given at the August Board meeting.

Himmer advised there are no active reports for the City of Coon Rapids.

Linton presented the Year 2012 Second Quarter Report for the City of Ramsey and provided a brief update of the ongoing projects.

Himmer noted that a number of the permits could be closed out at the next Quarterly Report.

Motion was made by Vierzba, seconded by Anderson, to approve the Year 2012 Second Quarter Report for the City of Ramsey, as presented. Vote: 4 ayes, 0 nays. Motion carried.

OLD BUSINESS

Permit #2001-07 ~ Kelsey Round Lake Park ~ Consider Mitigation Extension

Haas stated that the City Engineer submitted a request for a two-year extension. He explained that there is water in the wetland and the City would like time to establish the vegetation.

Motion was made by Strommen, seconded by Anderson, to extend the Kelsey Round Lake Park permit until July 2014. Vote: 4 ayes, 0 nays. Motion carried.
Discuss Implementation of Third Generation Plan

A. Permit Review Checklist ~ Barr Engineering
B. Surety Amount ~ Barr Engineering
C. Stormwater Impact Fund ~ Barr Engineering
D. Volume Banking ~ Barr Engineering
E. Stormwater Maintenance Template ~ City of Ramsey
F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

Obermeyer stated that as part of the process with BWSR, the LRRWMO made certain commitments that some of the jurisdictional items will be pushed to the cities.

Haas confirmed that everyone had a chance to review the permit review checklist and ensured that there were no questions. He confirmed that the checklist could be reviewed for approval at the August meeting and then moved on to the item regarding surety amounts.

Obermeyer noted that discussion took place at the last meeting regarding the surety calculations, noting that the amount could be adjusted as long as there is consistency between the member cities. He noted that the amount could be adjusted on an annual basis to reflect construction costs.

The Board discussed the current surety amounts and administrative costs.

Haas confirmed that staff from each member city would bring the calculations back to fully review the surety information.

Perry confirmed that the LRRWMO is going to set the minimum surety amount and that cities could choose to go above those requirements.

Obermeyer discussed the volume banking and stormwater impact fund information prepared by Barr Engineering.

Weaver expressed concerns regarding the volume banking and stormwater impact fund and believed that Anoka staff should review those items further to ensure these items would not be cost prohibitive.

Haas confirmed that each member would bring the information back to their City Engineer for further review. He noted that these items would be on the August agenda for approval. He moved on to the stormwater maintenance template, which was drafted by LeFevere.

Obermeyer confirmed that element would become part of the toolbox for the cities.

Haas indicated that the City Attorney for each member city should review the template.

Yager discussed the Anoka Dam.
Weaver agreed that the Dam is a regional asset and should not simply be the responsibility of Anoka. He noted that the Dam is structurally sound.

Haas noted that it would be the responsibility of Anoka to bring the item forward, and how the financing of repair and replacement would be done.

Yager believed that the Dam was included in the CIP for the LRRWMO.

Obermeyer read the excerpt from the Third Generation Plan, noting that the plan for management and repair of the Dam should be developed by December 2014.

Weaver noted that although the State has decided at this time that the Anoka Dam is not a regional asset for controlling invasive species, he believed that idea could come around with the right type of pressure from northern communities, such as Mille Lacs.

Haas noted that the member cities could begin discussions on the Dam next spring.

OTHER BUSINESS

Haas noted that the WMO should probably do some educational items.

Strommen agreed and indicated she would develop an educational item that could be included in city newsletters.

Haas provided an update on the Upper Mississippi TMDL meeting he and Linton recently attended. He noted that e coli has been identified as an issue in the area monitored. He advised that the MPCA has put together some bacteria results on the Rum River and will make a presentation to Haas and Schurbon in August. Haas stated he would provide an update at the next meeting.

ADJOURNMENT

A motion was made by Anderson, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 10:08 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary
MEETING NOTICE
August 16, 2012 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. APPROVE AGENDA

D. RESIDENT’S FORUM

E. APPROVE MINUTES
   1. July 19, 2012, Regular Meeting

F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills

G. NEW BUSINESS
   1. LRRWMO Permit #2012-01 ~ Oakwood Wetland Bank ~ Ramsey
   2. LRRWMO Permit #2012-08 ~ The COR ~ Wetland Delineation ~ Ramsey

H. CONSIDER COMMUNICATIONS
   1. Wellhead Protection Plan ~ Rum River Elementary School

I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
   1. 2012 Second Quarterly Reports ~ Anoka

J. OLD BUSINESS
   1. Discuss Implementation of Third Generation Plan ~ Haas
      A. Permit Review Checklist ~ Barr Engineering
      B. Surety Amount ~ Barr Engineering
      C. Stormwater Impact Fund ~ Barr Engineering
      D. Volume Banking ~ Barr Engineering
      E. Stormwater Maintenance Template ~ City of Ramsey
      F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

K. OTHER BUSINESS
   1. Update on MPCA Meeting ~ Haas
   2. Educational Newsletter Article ~ Strommen

L. ADJOURNMENT

Pending permits: Permit #2001-07 ~ Kelsey Round Lake Park ~ Extended to July 2014
                 Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey

Pending items: Discussion of Anoka Dam (spring of 2013)

Next regular meeting date is September 20, 2012 – at 8:30 a.m.

** PLEASE POST **
PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Sarah Strommen, Ramsey; Doug Vierzba, Coon Rapids; Carl Anderson, Anoka (left at 9:17 a.m.), and Todd Haas, Andover.

Also present were: Deputy Treasurer Lori Yager, Ramsey Civil Engineer II Leonard Linton, Coon Rapids City Engineer Tim Himmer, Anoka City Engineer Greg Lee, Bob Obermeyer of Barr Engineering, Andover Alternate Bruce Perry, and John Enstrom of Ramsey Organic Dirt.

APPROVE AGENDA

Motion was made by Anderson, seconded by Vierzba, to approve the August 16, 2012 agenda as presented. Vote: 4 ayes, 0 nays. Motion carried.

RESIDENT’S FORUM

None.

APPROVE MINUTES

July 19, 2012 Regular Meeting

It was noted on page five, the second sentence, it should state, “Haas noted that it would be the responsibility of Anoka to bring the item forward, as well as and how the financing of repair and replacement would be done.

Motion was made by Anderson, seconded by Vierzba, to approve the July 19, 2012 Regular Meeting minutes, as amended. Vote: 4 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer’s Report

Yager presented the Treasurer’s Report for the period ending July 31, 2012. Account balances for the period were: Checking, $66,820.99; less permit account balance of ($26,264.77), for a total balance of $40,556.22.
Motion was made by Vierzba, seconded by Anderson, to accept the Treasurer’s Report for the period ending July 31, 2012. Vote: 4 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of $644.57 (services rendered in July of 2012), Barr Engineering in the amount of $1,518.00 (services rendered in May/June of 2012), Barr Engineering in the amount of $1,918.94 (services rendered in June/July of 2012) and Kennedy & Graven in the amount of $876.40 (legal services).

Motion was made by Anderson, seconded by Vierzba, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2012-01 ~ Oakwood Wetland Bank ~ Ramsey

Haas reviewed the August 8, 2012 memo from Barr Engineering advising that they have received a request to approve the Wetland Delineation for Oakwood Wetland Bank. He advised that Barr Engineering recommends that the LRRWMO approve of the wetland delineation for this project as detailed in the August 8, 2012 memorandum. He noted that the wetland bank application would be coming forward for approval in the near future.

Motion was made by Vierzba, seconded by Strommen, to approve the wetland delineation for Oakwood Wetland Bank, Ramsey, as detailed in the Barr Engineering memorandum dated August 8, 2012. Vote: 4 ayes, 0 nays. Motion carried.

LRRWMO Permit #2012-08 ~ The COR ~ Wetland Delineation ~ Ramsey

Haas reviewed the August 8, 2012 memo from Barr Engineering advising that they have received a request to approve the Wetland Delineation for The COR. He advised that Barr Engineering recommends that the LRRWMO approve of the wetland delineation for this project as detailed in the August 8, 2012 memorandum.

Motion was made by Vierzba, seconded by Anderson, to approve the wetland delineation for The COR Wetland Delineation, Ramsey, as detailed in the Barr Engineering memorandum dated August 8, 2012. Vote: 4 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

Wellhead Protection Plan ~ Rum River Elementary School

Haas reviewed the above correspondence and the notices included in the Chair’s Folder, noting they do not require action.
Informational ~ no action required.

OLD BUSINESS

Discuss Implementation of Third Generation Plan

A. Permit Review Checklist ~ Barr Engineering
B. Surety Amount ~ Barr Engineering
C. Stormwater Impact Fund ~ Barr Engineering
D. Volume Banking ~ Barr Engineering
E. Stormwater Maintenance Template ~ City of Ramsey
F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

Haas stated he hoped that everyone was able to speak with their City staff and attorneys in regard to the items discussed at the previous meeting. He noted that the permit review checklist is something that can be given to applicants with the permit application.

Motion was made by Anderson, seconded by Vierzba, to approve the permit review checklist. Vote: 4 ayes, 0 nays. Motion carried.

Haas noted that the surety amount information would be used by each of the cities to ensure the correct surety is being charged by each City.

Obermeyer explained that this information coordinates with the Third Generation Plan and can be used as a minimum guideline, which can then be adopted by member cities. He discussed the specific line items which could either be specified by the LRRWMO or could be under the control of the member cities.

Motion was made by Anderson, seconded by Vierzba, to approve the Surety Amount of 125 percent, giving the member cities control of the specific line items, including erosion control, at the minimum levels required. Vote: 4 ayes, 0 nays. Motion carried.

Obermeyer reviewed the Stormwater Impact Fund information.

Haas questioned if the language could be used, “$40,000 or an amount agreed upon by the LRRWMO Engineer.”

Obermeyer confirmed that language could be used, but suggested using the “LRRWMO Board” rather than the “Engineer”.

Haas questioned who would be responsible for overseeing the Stormwater Impact Fund.

Obermeyer noted that the LRRWMO Board would hold that responsibility.

Himmer commented that the money would stay separate for each member city and would not be combined into one large pot.
Motion was made by Strommen, seconded by Vierzba, to approve the Stormwater Impact Fund as discussed. Vote: 4 ayes, 0 nays. Motion carried.

Obermeyer provided a brief overview of the Volume Banking as proposed. He noted that this would setup a program where needed volume credits could be purchased or sold within a member city.

Motion was made by Strommen, seconded by Vierzba, to approve Volume Banking. Vote: 4 ayes, 0 nays. Motion carried.

Haas stated that he had asked that the City Attorney for each member city review the Stormwater Maintenance Template prior to the meeting today. He noted that Andover and Anoka use the same Attorney and only two minor comments were made, which had been responded to by LeFevere. He confirmed that the attorneys for Ramsey and Coon Rapids had both reviewed the information and had no objections.

Motion was made by Vierzba, seconded by Anderson, to approve the Stormwater Maintenance Template. Vote: 4 ayes, 0 nays. Motion carried.

Lee stated that Anoka was working with the DNR on the concept of making the Dam into an invasive species barrier, but noted that the DNR is not supporting that option at this point which has halted that idea.

Anderson stated that someday the Dam will need to be reconstructed and advised that the City Attorney for Anoka has suggested that the item be placed on the Capital Improvement list for the LRRWMO.

Haas noted that the Board has until December 2014 to develop a plan for the Dam, as specified by the Third Generation Plan.

Yager suggested that each Board member bring this item forward to their Council for ideas on funding for the future.

Lee confirmed that the Dam is structurally sound and would not need replacement for about the next 30 years.

Yager confirmed that Anoka is saving a certain amount per year towards this cost.

Haas suggested that the item be brought back to each Council for further discussion.

Yager noted that she could add the item under the LRRWMO budget and assess the member cities annually, noting that the funds could be placed in a separate account.

Lee noted that the City of Anoka conducts regular maintenance and confirmed that he could draft a list of those repairs for the Board’s review.
Vierzba believed that a statement should also be included that the Board will continue to work with the DNR on the idea of reconstructing the Dam as an invasive species barrier.

Haas asked that this item be placed on the October agenda for the Board to continue the discussion on the Anoka Dam. He stated that he could have Obermeyer draft a letter recognizing the items that were approved today, which he could sign, and could be sent to member cities and BWSR.

Obermeyer confirmed that a copy of the letter could be sent to BWSR to show that the requirement has been satisfied.

Anderson left the meeting at 9:17 a.m.

**OTHER BUSINESS**

**Update on MPCA Meeting**

Haas distributed a letter regarding the Rum River Watershed Restoration and Protection Project (WRAPP) which will take place on Monday, August 27, 2012. He noted that he will attend the meeting and offered to carpool with anyone interested in attending.

**Educational Newsletter Article**

Strommen stated that she spoke with the Chair of the Environmental Policy Board and he agreed to write a newsletter article. She believed she could have an article ready for the next meeting and asked for suggestions on topics.

Haas agreed that Strommen could go ahead with that article and advised that he would draft an article for the fall newsletters in regard to WRAPP.

**REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT**

2012 Second Quarter ~ Anoka

Lee noted that the Report was not ready but would be drafted for the September meeting.

**ADJOURNMENT**

A motion was made by Strommen, seconded by Vierzba, to adjourn the meeting. Vote: 3 ayes, 0 nays. Motion carried.

Time of adjournment: 9:27 a.m.

Respectfully submitted,

Amanda Staple,
Administrative Secretary
MEETING NOTICE
September 20, 2012 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. APPROVE AGENDA

D. RESIDENT’S FORUM

E. APPROVE MINUTES
   1. August 16, 2012, Regular Meeting

F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills

G. NEW BUSINESS
   1. LRRWMO Permit #2012-01 ~ Oakwood Wetland Banking ~ Ramsey
   2. LRRWMO Permit #2012-10 ~ Boyd Barrott Accessory Structure ~ Andover
   3. LRRWMO Permit #2012-11 ~ Sunwood Retail ~ Ramsey
   4. LRRWMO Permit #2012-12 ~ Northgate Church ~ Ramsey
   5. LRRWMO Permit #2012-13 ~ 159th Avenue Wetland Delineation ~ Andover

H. CONSIDER COMMUNICATIONS
   1. ACD Wetland Specialist Leaving ~ Dennis Rodacker
   2. New BWSR Conservationist ~ Mary Kells
   3. Great River Energy 115kV Transmission Line Project

I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
   1. 2012 Second Quarterly Reports ~ Anoka

J. OLD BUSINESS
   1. Discuss Implementation of Third Generation Plan ~ Haas
      A. Permit Review Checklist ~ Barr Engineering (approved Aug. 16, 2012)
      B. Surety Amount ~ Barr Engineering (approved Aug. 16, 2012)
      C. Stormwater Impact Fund ~ Barr Engineering (approved Aug. 16, 2012)
      D. Volume Banking ~ Barr Engineering (approved Aug. 16, 2012)
      E. Stormwater Maintenance Template ~ City of Ramsey (approved Aug. 16, 2012)
      F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

K. OTHER BUSINESS
   1. Report on MPCA Meeting ~ Haas
   2. Educational Newsletter Article ~ Strommen

L. ADJOURNMENT

Pending permits: Permit #2001-07 ~ Kelsey Round Lake Park ~ Extended to July 2014
Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey

Pending items: Discussion of Anoka Dam (spring of 2013)

Next regular meeting date is October 18, 2012 – at 8:30 a.m.

** PLEASE POST **

PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Vice Chairman Doug Vierzba called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Sarah Strommen, Ramsey; Doug Vierzba, Coon Rapids; Carl Anderson, Anoka; and Bruce Perry, Andover.

Also present were: Deputy Treasurer Lori Yager, Ramsey Civil Engineer II Leonard Linton, Coon Rapids City Engineer Tim Himmer, Anoka Alternate Jeff Weaver, Anoka City Engineer Greg Lee, John Enstrom of Ramsey Organic Dirt, Boyd Barrott, and James Neilson.

APPROVE AGENDA

Motion was made by Bruce Perry, seconded by Sarah Strommen, to approve the September 20, 2012 agenda as presented. Vote: 4 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

August 16, 2012 Regular Meeting

Motion was made by Carl Anderson, seconded by Bruce Perry, to approve the August 16, 2012 Regular Meeting minutes, as presented. Vote: 4 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer’s Report

Yager presented the Treasurer’s Report for the period ending August 31, 2012. Account balances for the period were: Checking, $64,926.40; less permit account balance of ($29,514.24), for a total balance of $35,412.16.

Yager noted that Ramsey is still using the old permit application and requested that their staff update to the new form.
Motion was made by Carl Anderson, seconded by Sarah Strommen, to accept the Treasurer’s Report for the period ending August 31, 2012. Vote: 4 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of $574.64 (services rendered in August of 2012), Barr Engineering in the amount of $1,453.08 (services rendered in July/August of 2012), and City of Anoka in the amount of $700.00.

Motion was made by Carl Anderson, seconded by Bruce Perry, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2012-01 – Oakwood Wetland Banking – Ramsey

Vierzba reviewed the September 18, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for Oakwood Wetland Banking. Barr Engineering recommends that the LRRWMO approve of the permit for this project as recommended by the Technical Evaluation Panel as detailed in the September 18, 2012 memorandum.

Motion was made by Carl Anderson, seconded by Bruce Perry, to approve Permit #2012-01, Oakwood Wetland Banking, Ramsey, as recommended by the Technical Evaluation Panel, as detailed in the Barr Engineering memorandum dated September 18, 2012. Vote: 4 ayes, 0 nays. Motion carried.

LRRWMO Permit #2012-10 – Boyd Barrott Accessory Structure – Andover

Vierzba reviewed the September 19, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for the construction of a garage at 3047 173rd Lane NW, in Andover. He explained that a portion of the plan lies within the 100-year floodplain and noted that a letter was required which released the LRRWMO from liability due to the proposed location. He reviewed the conditions specified by Barr Engineering and noted that the applicant and his attorney, Jim Neilson are present.

Jim Neilson spoke in representation of the applicant, Boyd Barrott, noting that Mr. Boyd has owned the property for over 40 years. He advised that there is an existing home and garage, noting that the proposed accessory structure would be higher in elevation than the basement elevation of the existing garage. He noted that the proposed elevation is also higher than that of a neighboring property. He advised that approval was received from the City of Andover, with the conditions that two other sheds be removed from the property and a letter releasing the City from liability. He advised that he has also been in contact with LeFevere to satisfy his concerns as well. He did not see any reason not to approve the proposal, as the proposed elevation is
higher than the existing elevation and approval has already been granted from the City of Andover.

Anderson questioned if there had been any issues of flooding with the existing basement or garage.

Boyd Barrott advised that he has not had any issues with flooding with his home or garage. He confirmed that the structure would be built at existing grade.

Perry questioned why the shed removal was tied to the building of the new structure.

Neilson explained that the City of Andover has limitations on the total size of accessory structures and therefore recommended that the two smaller structures be removed in order to accommodate the proposed structure.

Anderson noted that Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to three conditions detailed in the September 19, 2012 memorandum.

Motion was made by Carl Anderson, seconded by Sarah Strommen, to approve Permit #2012-10, Boyd Barrott Accessory Structure, Andover, subject to three (3) conditions as detailed in the Barr Engineering memorandum dated September 19, 2012. Vote: 4 ayes, 0 nays. Motion carried.

Neilson noted that he would send the requested documentation to LeFevere and the attorney for the City of Andover.

LRRWMO Permit #2012-11 ~ Sunwood Retail ~ Ramsey

Vierzba reviewed the September 18, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for the development of the Sunwood Retail development located within Ramsey Town Center, Center of Ramsey development in Ramsey.

Strommen noted that all of the requirements of the Third Generation were able to be met through this plat but noted that might not always be the case in the future with properties for the Ramsey Town Center. She asked that an item be placed on a future agenda to allow further discussion.

Himmer stated that if a plan was approved under the previous version of the Plan, those projects could continue, unless the original approval were to lapse.

Vierzba stated that Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to five conditions detailed in the September 18, 2012 memorandum.

Motion was made by Carl Anderson, seconded by Bruce Perry, to approve Permit #2012-11, Sunwood Retail, Ramsey, subject to five (5) conditions as detailed in the Barr Engineering memorandum dated September 18, 2012. Vote: 4 ayes, 0 nays. Motion carried.
LRRWMO Permit #2012-12 – Northgate Church – Ramsey

Vierzba reviewed the September 18, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for the development of Northgate Performing Arts Center to be located within Ramsey Town Center, Center of Ramsey development in Ramsey.

Linton explained the proposed plans, noting that this would be for a 500-seat auditorium.

Vierzba advised that Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to five conditions detailed in the September 18, 2012 memorandum.

Motion was made by Carl Anderson, seconded by Bruce Perry to approve Permit #2012-12, Northgate Church, Ramsey, subject to five (5) conditions as detailed in the Barr Engineering memorandum dated September 18, 2012. Vote: 4 ayes, 0 nays. Motion carried.

LRRWMO Permit #2012-13 – 159th Avenue Wetland Delineation – Andover

Vierzba reviewed the September 13, 2012 memo from Barr Engineering advising that they have received a Wetland Delineation Report for the 159th Avenue Road Improvement Project. Barr Engineering recommends that the LRRWMO approve of the Wetland Delineation as detailed in the September 13, 2012 memorandum.

Motion was made by Sarah Strommen, seconded by Doug Vierzba, to approve Permit #2012-13, the 159th Avenue Wetland Delineation, Andover, as detailed in the Barr Engineering memorandum dated September 13, 2012. Vote: 4 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

ACD Wetland Specialist Leaving – Dennis Rodacker
BWSR Conservationist – Mary Kells
Great River Energy 115kV Transmission Line Project

Vierzba reviewed the above correspondence and the notices included in the Chair’s Folder, noting they do not require action.

Informational ~ no action required.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

2012 Second Quarter ~ Anoka

Lee presented the Year 2012 First Quarter Report for the City of Anoka. He provided a brief update on the status of each open project within the City of Anoka.
Motion was made by Bruce Perry, seconded by Sarah Strommen, to approve the Year 2012 Second Quarter Report for the City of Anoka, as presented. Vote: 4 ayes, 0 nays. Motion carried.

OLD BUSINESS

Discuss Implementation of Third Generation Plan

A. Permit Review Checklist (approved August 16, 2012)
B. Surety Amount (approved August 16, 2012)
C. Stormwater Impact Fund (approved August 16, 2012)
D. Volume Banking (approved August 16, 2012)
E. Stormwater Maintenance Template (approved August 16, 2012)
F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

Lee stated that Anoka Senior Engineering Technician Russ Zastrow is still working on developing the cost analysis for a major rehab of the Dam, but reminded the Board that a major rehab would not be needed in the immediate future. He advised that the Andover City Council will be discussing the item at an upcoming meeting.

OTHER BUSINESS

Report on MPCA Meeting

Vierzba advised that Haas attended the MPCA meeting, at which a multi-year plan regarding monitoring was discussed.

Educational Newsletter Article

Strommen advised that the Environmental Policy Board drafted an article, in general form, which could be used by all member cities.

Other

Himmer noted that this will be Vierzba’s last meeting as he is retiring. He advised that the City of Coon Rapids has not yet decided on who will take the place of Vierzba. Himmer noted that he will attend the meeting, but advised that the City of Coon Rapids may not be voting until the position can be filled.

Vierzba noted that the alternate has been promoted to City Manager and believed that another member would need to be found.

Himmer advised that the City of Coon Rapids will hold a small celebration for Vierzba the following Friday at noon for those interested in attending.
ADJOURNMENT

A motion was made by Carl Anderson, seconded by Doug Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:00 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary
MEETING NOTICE
October 18, 2012 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. APPROVE AGENDA

D. RESIDENT’S FORUM

E. APPROVE MINUTES
   1. September 20, 2012, Regular Meeting

F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills

G. NEW BUSINESS
   1. LRRWMO Permit #2012-15 ~ Quality RV ~ Ramsey

H. CONSIDER COMMUNICATIONS
   1. Permit #2011-10 ~ Kuiken CUP Deadline Reminder ~ Andover
   2. Updated Contact List

I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
   1. 2012 Third Quarterly Reports ~ Andover, Anoka, Coon Rapids, Ramsey

J. OLD BUSINESS
   1. Discuss Implementation of Third Generation Plan ~ Haas
      a. Permit Review Checklist ~ Barr Engineering (approved Aug. 16, 2012)
      b. Surety Amount ~ Barr Engineering (approved Aug. 16, 2012)
      c. Stormwater Impact Fund ~ Barr Engineering (approved Aug. 16, 2012)
      d. Volume Banking ~ Barr Engineering (approved Aug. 16, 2012)
      e. Stormwater Maintenance Template ~ City of Ramsey (approved Aug. 16, 2012)
      f. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka
   2. Deadline Reminder of Member Cities/Storm Water Management Standards – January 1, 2013

K. OTHER BUSINESS
   1. Application of Infiltration Standards for New Phases of Project within Common Theme of Development (COR/RTC) ~ City of Ramsey

L. ADJOURNMENT

Pending permits: Permit #2001-07 ~ Kelsey Round Lake Park ~ Extended to July 2014 ~ Andover
Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey
Permit #2012-14 ~ Andover Athletic Facility (former Meadow Creek School Project)

Pending items: Discussion of Anoka Dam (spring of 2013)

Next regular meeting date is November 15, 2012 – at 8:30 a.m.

** PLEASE POST **

PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:33 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Sarah Strommen, Ramsey; Jeff Weaver, Anoka; and Todd Haas, Andover.

Also present were: Deputy Treasurer Lori Yager, Ramsey Civil Engineer II Leonard Linton, Coon Rapids Director of Public Works Tim Himmer (arrived at 8:40 a.m.), Coon Rapids City Engineer Bob Moberg (arrived at 8:40 a.m.), Anoka City Engineer Greg Lee, Andover Alternate Bruce Perry, Ramsey Associate Planner/Environmental Coordinator Chris Anderson, and John Enstrom of Ramsey Organic Dirt.

APPROVE AGENDA

Haas requested to add an item to the agenda, H3, MAWD Annual Meeting and Trade Show.

Motion was made by Strommen, seconded by Weaver, to approve the October 18, 2012 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT’S FORUM

None.

APPROVE MINUTES

September 20, 2012 Regular Meeting

Haas noted that he was not present at the meeting and therefore would have Perry vote in his place, since he was the Andover representative at the meeting.

Motion was made by Weaver, seconded by Strommen, to approve the September 20, 2012 Regular Meeting minutes, as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer’s Report
Yager presented the Treasurer’s Report for the period ending September 30, 2012. Account balances for the period were: Checking, $63,871.48; less permit account balance of ($28,582.24), for a total balance of $35,289.24.

**Motion was made by Strommen, seconded by Weaver, to accept the Treasurer’s Report for the period ending September 30, 2012. Vote: 3 ayes, 0 nays. Motion carried.**

**Payment of Bills**

Yager presented the payment of bills for TimeSaver in the amount of $581.72 (services rendered in September of 2012), and Barr Engineering in the amount of $2,282.97 (services rendered in August and September of 2012).

**Motion was made by Weaver, seconded by Strommen, to authorize payment as presented and indicated above. Vote: 3 ayes, 0 nays. Motion carried.**

**NEW BUSINESS**

**LRRWMO Permit #2012-15 ~ Quality RV ~ Ramsey**

Linton reviewed the October 9, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for Quality RV. Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to six conditions detailed in the October 9, 2012 memorandum.

Himmer and Moberg arrived.

**Motion was made by Weaver, seconded by Strommen, to approve Permit #2012-15, Quality RV, Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated October 9, 2012. Vote: 3 ayes, 0 nays. Motion carried.**

Himmer confirmed that he had been promoted to Director of Public Works and Bob Moberg has taken the position of City Engineer for the City of Coon Rapids. He noted that they had not received the e-packet or agenda for the meeting and noted that they would attempt to fill the position on the Board.

**CONSIDER COMMUNICATIONS**

**Permit #2011-10 ~ Kuiken CUP Deadline Reminder ~ Andover**

**Updated Contact List**

**MAWD 2012 Annual Meeting and Trade Show**

Haas provided an update on Permit #2011-10, noting that the item should remain on the agenda for the next meeting. He reviewed the above correspondence and the notices included in the Chair’s Folder, noting they do not require action.
Informational ~ no action required.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

2012 Third Quarter ~ Andover, Anoka, Coon Rapids & Ramsey

Lee noted that the presentation, which was approved at the previous meeting for the City of Anoka, included both the Second and Third Quarter Reports.

Haas presented the Year 2012 Third Quarter Report for the City of Andover.

Motion was made by Strommen, seconded by Weaver, to approve the Year 2012 Third Quarter Report for the City of Andover, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Linton presented the Year 2012 Third Quarter Report for the City of Ramsey and requested the release of unused escrow for Permits #2002-32, #2010-02, #2010-12, #2010-17, #2011-03, #2011-05, #2011-06, #2011-08. He noted that the following permits are complete but should remain on the list until the outstanding balance is resolved, Permits #2003-11 and #2005-27. He confirmed that he would follow up with Obermeyer to officially close out the permits.

Motion was made by Weaver, seconded by Strommen, to approve the Year 2012 Third Quarter Report for the City of Ramsey, as presented, and to authorize release of unused escrow for Permits #2002-32, #2010-02, #2010-12, #2010-17, #2011-03, #2011-05, #2011-06, and #2011-08. Vote: 3 ayes, 0 nays. Motion carried.

Himmer advised there are no active reports for the City of Coon Rapids.

OLD BUSINESS

Discuss Implementation of Third Generation Plan ~ Haas

A. Permit Review Checklist (approved August 16, 2012)
B. Surety Amount (approved August 16, 2012)
C. Stormwater Impact Fund (approved August 16, 2012)
D. Volume Banking (approved August 16, 2012)
E. Stormwater Maintenance Template (approved August 16, 2012)
F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

Haas stated that he discussed the Rum River Dam with the Andover City Council and provided feedback, noting that the Council was not excited about contributing funds and hoped that State funds could be obtained. He advised that the Andover Council would like the City of Anoka to come to them and the City of Ramsey to further discuss the matter.
Weaver noted that there is nothing imminent needed in regard to repairs and advised that this would most likely be a conversation that would need to occur.

Haas noted a plan for the Dam would need to be included in the WMO Plan by 2014.

Strommen stated she had not brought the discussion to the Ramsey Council, but advised that the matter is on the list of topics.

Haas stated it may be beneficial for the City of Anoka to develop a funding plan and present that to the member cities.

Lee confirmed that reconstruction is many years out.

Haas noted that this item should remain on the agenda for the next meeting.

Deadline Reminder of Member Cities/Storm Water Management Standards – January 1, 2013

Haas stated that each member city should have received a list of requirements from the WMO and should ensure that all City standards are consistent with the WMO storm water management standards by January 2, 2013.

OTHER BUSINESS

Application of Infiltration Standards for New Phases of Project within Common Theme of Development (CPR/RTC) ~ City of Ramsey

Linton stated that the City of Ramsey received a permit in 2003 for the Ramsey Town Center area entirely and explained that each new parcel developed within would still need to apply for permits. He explained since that permit was received, the infiltration standards have changed and questioned if the smaller areas would still need to meet the infiltration standards. He explained that the City has planned for infiltration for the entire Town Center parcel and believed that pressing infiltration standards on each smaller development within that area would affect the planned infiltration plans.

Strommen stated that the City can most likely step up some areas to meet the new infiltration standards but was unsure that those standards would be able to be met on each individual parcel.

Haas suggested that the regional ponds constructed by the City be investigated for their infiltration levels.

Himmer confirmed that infiltration credits could be banked through the regional ponds but noted that the old standards should still stand for the Common Theme of Development, as the permit is still active and meets the intent of the Third Generation Plan. He explained that a permit was applied for the entire Ramsey Town Center area and the ponds were developed for that site to meet the infiltration standards at that time.
Lee noted that the City of Anoka has a similar situation near the commuter rail station and provided input.

Other

Haas referenced the newsletter article that had been sent to all member cities. He noted that the Anoka Conservation District has been hired to begin monitoring of the Rum River beginning in 2013. He referred to the Third Generation Plan and noted that there are a number of items that need to be completed by the Board on an annual basis. He suggested creating a list of items that could be included in the agenda as Outstanding Items, which could then be reviewed and discussed. He confirmed that he would meet with Obermeyer to create the list of outstanding items.

Strommen stated she is going to accept a job with BWSR at the end of November, so the November meeting of the LRRWMO will be her last meeting. She noted that the Ramsey Alternate would attend the December meeting.

ADJOURNMENT

A motion was made by Weaver, seconded by Strommen, to adjourn the meeting. Vote: 3 ayes, 0 nays. Motion carried.

Time of adjournment: 9:16 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary
AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. APPROVE AGENDA

D. RESIDENT’S FORUM

E. APPROVE MINUTES
   1. October 18, 2012, Regular Meeting

F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills

G. NEW BUSINESS
   1. Permit #2012-16 ~ Hanson/Constance Blvd. Wetland Delineation ~ Ramsey
   2. Permit #2012-17 ~ Nowthen/Alpine Drive Wetland Delineation ~ Ramsey

H. CONSIDER COMMUNICATIONS
   1. Permit #2011-10 ~ Kuiken CUP Deadline Reminder ~ Andover

I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

J. OLD BUSINESS
   1. Discuss Implementation of Third Generation Plan ~ Haas
      A. Permit Review Checklist ~ Barr Engineering (approved Aug. 16, 2012)
      B. Surety Amount ~ Barr Engineering (approved Aug. 16, 2012)
      C. Stormwater Impact Fund ~ Barr Engineering (approved Aug. 16, 2012)
      D. Volume Banking ~ Barr Engineering (approved Aug. 16, 2012)
      E. Stormwater Maintenance Template ~ City of Ramsey (approved Aug. 16, 2012)
      F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

K. OUTSTANDING ITEMS/TASK CHECKLIST

L. OTHER BUSINESS

M. ADJOURNMENT

Outstanding items for future agendas:
Permit #2001-07 ~ Kelsey Round Lake Park ~ Extended to July 2014 ~ Andover
Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey
Permit #2012-14 ~ Andover Athletic Facility (former Meadow Creek School Project)
Discussion of Anoka Dam (winter/spring of 2013)

** PLEASE POST **

PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Sarah Strommen, Ramsey; Carl Anderson, Anoka, and Todd Haas, Andover.

Also present were: Deputy Treasurer Lori Yager, Ramsey Civil Engineer II Leonard Linton, and John Enstrom of Ramsey Organic Dirt.

APPROVE AGENDA

Motion was made by Anderson, seconded by Strommen, to approve the November 15, 2012 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT’S FORUM

None.

APPROVE MINUTES

October 18, 2012 Regular Meeting

Motion was made by Strommen, seconded by Anderson, to approve the October 18, 2012 Regular Meeting minutes, as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer’s Report

Yager presented the Treasurer’s Report for the period ending October 31, 2012. Account balances for the period were: Checking, $61,808.65; less permit account balance of ($27,837.94), for a total balance of $33,970.71.

Haas asked for clarification on specific Andover permits.
Motion was made by Anderson, seconded by Strommen, to accept the Treasurer’s Report for the period ending October 31, 2012. Vote: 3 ayes, 0 nays. Motion carried.

Yager stated that it appears the LRRWMO has the same tax identification number as the City of Anoka and advised that she would follow up in an attempt to obtain a separate tax identification number for the LRRWMO.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of $554.04 (services rendered in October of 2012), Kennedy & Graven in the amount of $1,273.50, and Barr Engineering in the amount of $2,864.30 (services rendered in September and October of 2012).

Motion was made by Anderson, seconded by Strommen, to authorize payment as presented and indicated above. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2012-16 ~ Hanson/161st Wetland Delineation ~ Andover

Haas reviewed the November 7, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for the Hanson/161st Wetland Delineation, Andover. He advised that this is in relation to a future County project and noted that Barr Engineering recommends that the LRRWMO approval of the wetland delineation as detailed in the November 7, 2012 memorandum.

Motion was made by Strommen, seconded by Anderson, to approve Permit #2012-16, Hanson/161st Wetland Delineation, Andover, as detailed in the Barr Engineering memorandum dated November 7, 2012. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2012-17 ~ Nowthen/Alpine Drive Wetland Delineation ~ Ramsey

Linton reviewed the November 7, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for the Nowthen/Alpine Drive Wetland Delineation, Ramsey. He advised that this is also a 2014 County project and noted that Barr Engineering recommends that the LRRWMO approve of the wetland delineation as detailed in the November 7, 2012 memorandum.

Motion was made by Anderson, seconded by Strommen, to approve Permit #2012-17, Nowthen/Alpine Drive Wetland Delineation, Ramsey, as detailed in the Barr Engineering memorandum dated November 7, 2012. Vote: 3 ayes, 0 nays. Motion carried.

Haas noted that both of these projects will come back before the LRRWMO in the future for actual permits.
CONSIDER COMMUNICATIONS

Permit #2011-10 ~ Kuiken CUP Deadline Reminder ~ Andover

Haas noted that staff has not had time to visit the site, but believed that the actions needed were complete. He advised that he would bring this item back to the Board at the next meeting.

Informational ~ no action required.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

OLD BUSINESS

Discuss Implementation of Third Generation Plan ~ Haas

A. Permit Review Checklist (approved August 16, 2012)
B. Surety Amount (approved August 16, 2012)
C. Stormwater Impact Fund (approved August 16, 2012)
D. Volume Banking (approved August 16, 2012)
E. Stormwater Maintenance Template (approved August 16, 2012)
F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

Anderson did not have any new information to report.

Strommen stated that she did not have any information to report at this time either because of the recent election.

Haas suggested that possible dates for a joint meeting with member City Councils be discussed at the December meeting for a possible meeting in April 2013, which would give sufficient time for the newly elected Council members to begin.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas stated that Barr Engineering developed this checklist that can be reviewed at each meeting and noted that as tasks are completed, the items can be checked off from the list. He highlighted specific items on the checklist for the Board. He noted that different symbols were chosen, which would eliminate the need for color printing in the future. He stated that he would follow up with Obermeyer to make slight alterations to the list and this item will remain on future agendas.

OTHER BUSINESS

None.
ADJOURNMENT

A motion was made by Anderson, seconded by Strommen, to adjourn the meeting. Vote: 3 ayes, 0 nays. Motion carried.

Time of adjournment: 8:55 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary
A. CALL TO ORDER

B. ROLL CALL

C. APPROVE AGENDA

D. RESIDENT'S FORUM

E. APPROVE MINUTES
   1. November 15, 2012, Regular Meeting

F. FINANCE MATTERS
   1. Treasurer’s Report
   2. Payment of Bills

G. NEW BUSINESS
   1. Permit #2012-14 ~ Sports Complex ~ City of Andover
   2. Permit #2012-18 ~ Andover Open Space Commission/Selmer Property Access
   3. Permit #2012-20 ~ Rum River Regional Trail ~ City of Anoka

H. CONSIDER COMMUNICATIONS
   1. Permit #2011-10 ~ Kuiken CUP Deadline Reminder ~ Andover
   2. DNR General Permit #2001-6113 ~ Bank Stabilization
   3. DNR General Permit #1997-6024 ~ Bridge/Culvert Replacement

I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
   1. 2012 WCA Expense Reporting

J. OLD BUSINESS
   1. Update ~ Permit #2005-15 ~ Sweetbay Ridge Wetland Mitigation ~ Ramsey
   2. Discuss Implementation of Third Generation Plan ~ Haas
      A. Permit Review Checklist ~ Barr Engineering (approved Aug. 16, 2012)
      B. Surety Amount ~ Barr Engineering (approved Aug. 16, 2012)
      C. Stormwater Impact Fund ~ Barr Engineering (approved Aug. 16, 2012)
      D. Volume Banking ~ Barr Engineering (approved Aug. 16, 2012)
      E. Stormwater Maintenance Template ~ City of Ramsey (approved Aug. 16, 2012)
      F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

K. OUTSTANDING ITEMS/TASK CHECKLIST

L. OTHER BUSINESS

M. ADJOURNMENT

Outstanding items for future agendas:
Permit #2001-07 ~ Kelsey Round Lake Park ~ Extended to July 2014 ~ Andover
Permit #2011-08 ~ Armstrong Blvd./Hwy 10 Interchange ~ Ramsey
Permit #2012-14 ~ Andover Sports Complex (former Meadow Creek School Project)
Discussion of Anoka Dam (winter/spring of 2013)

Next regular meeting date is January 17, 2013 – at 8:30 a.m.

** PLEASE POST **

PUBLIC WELCOME TO ATTEND
CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Randy Backous, Ramsey; Carl Anderson, Anoka, and Todd Haas, Andover.

Also present were: Deputy Treasurer Lori Yager, Ramsey Civil Engineer II Leonard Linton, Coon Rapids City Engineer Bob Moberg, Andover Alternate Bruce Perry, and John Enstrom of Ramsey Organic Dirt.

APPROVE AGENDA

Motion was made by Anderson, seconded by Backous, to approve the December 20, 2012 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT’S FORUM

None.

APPROVE MINUTES

November 15, 2012 Regular Meeting

Motion was made by Backous, seconded by Anderson, to approve the November 15, 2012 Regular Meeting minutes, as presented. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2012-14 ~ Sports Complex ~ City of Andover

Haas reviewed the November 26, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application to accept the wetland delineation at the Sports Complex site. Barr Engineering recommends that the LRRWMO approve the wetland delineation detailed in the November 26, 2012 memorandum.
Motion was made by Anderson, seconded by Backous, to approve the wetland delineation for Permit #2012-14, Sports Complex, City of Andover, as detailed in the Barr Engineering memorandum dated November 26, 2012. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2012-18 ~ Andover Open Space Commission/Selmer Property Access ~ Andover

Haas reviewed the December 11, 2012 memo from Barr Engineering advising that they have received a LRRWMO permit application for the wetland delineation for the Andover Open Space Commission/Selmer property access. Barr Engineering recommends that the LRRWMO approve the TEP determination, as detailed in the December 11, 2012 memorandum.

Perry provided additional information, as he is a member of the Andover Open Space Advisory Commission.

Motion was made by Anderson, seconded by Backous, to approve the TEP determination for Permit #2012-18, Andover Open Space Commission/Selmer property Access, that the proposed Selmer property access is wetland and that fill material placed along this proposed access area would require wetland mitigation according to the Minnesota WCA replacement ratio rules, which is 2.5 replacement credits for each acre of wetland impacted, as detailed in the Barr Engineering memorandum dated December 11, 2012. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2012-20 ~ Rum River Regional Trail ~ City of Anoka

Haas reviewed the December 19, 2012 memo from Barr Engineering advising that additional information is needed and a recommendation to continue the permit to the next meeting.

Motion was made by Anderson, seconded by Backous, to continue Permit #2012-20, Rum River Regional Trail, City of Anoka, as detailed in the Barr Engineering memorandum dated December 19, 2012. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer’s Report

Yager presented the Treasurer’s Report for the period ending November 30, 2012. Account balances for the period were: Checking, $59,318.61; less permit account balance of ($30,117.91), for a total balance of $29,200.70.

Haas suggested that Yager verify that the Anoka Conservation District has been paid in full.

Motion was made by Anderson, seconded by Backous, to accept the Treasurer’s Report for the period ending November 30, 2012. Vote: 3 ayes, 0 nays. Motion carried.
Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of $504.24 (services rendered in November of 2012), Barr Engineering in the amount of $1,470.97 (services rendered in October and November), Kennedy & Graven in the amount of $66.00, Anoka County in the amount of $202.00 (permit refund), Brian Winges in the amount of $466.00 (permit refund), City of Ramsey in the amount of $700.00 (permit refund), City of Anoka in the amount of $500.00 (September through January services) and MN Dept of Commerce in the amount of 280.00 (unclaimed property).

Motion was made by Anderson, seconded by Backous, to authorize payment as presented and indicated above. Vote: 3 ayes, 0 nays. Motion carried.

Yager noted that the signer on the checking account needs to be updated by Resolution and advised that she would prepare that Resolution for approval at the next meeting. She reported that the 2013 budget would also be approved at the next meeting.

CONSIDER COMMUNICATIONS

Permit #2011-10 ~ Kuiken CUP Deadline Reminder ~ Andover

Haas provided background information on the Kuiken CUP, noting that the applicant has requested a two-year extension through the City of Andover. He advised that the applicant was told to obtain approvals from the MPCA, which he did not do, and believed that the LRRWMO should delay any action on this matter until the Andover City Council has made their determination.

Motion was made by Anderson, seconded by Backous, to continue any action on Permit #2011-10, Kuiken CUP Deadline Reminder, Andover. Vote: 3 ayes, 0 nays. Motion carried.

DNR General Permit #2011-6113 ~ Bank Stabilization
DNR General Permit #1197-6024 ~ Bridge Culvert Replacement

Haas reviewed the above correspondence and the notices included in the Chair’s Folder, noting they do not require action.

Informational ~ no action required.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

2012 WCA Expense Reporting

Yager provided an update and estimated a total of $15,000 for expenses, noting that total is from Andover and Ramsey as Anoka and Coon Rapids did not have any expenses to report.
OLD BUSINESS

Update ~ Permit #2005-15 ~ Sweetbay Ridge Wetland Mitigation ~ Ramsey

Haas noted that this permit has been completed and can now be closed out and removed from future agendas.

Motion was made by Backous, seconded by Anderson, to approve closing Permit #2005-15, Sweetbay Ridge Wetland Mitigation, Ramsey. Vote: 3 ayes, 0 nays. Motion carried.

Discuss Implementation of Third Generation Plan ~ Haas

A. Permit Review Checklist (approved August 16, 2012)
B. Surety Amount (approved August 16, 2012)
C. Stormwater Impact Fund (approved August 16, 2012)
D. Volume Banking (approved August 16, 2012)
E. Stormwater Maintenance Template (approved August 16, 2012)
F. Reconstruction/Development of a Control Plan for the Rum River Dam ~ City of Anoka

Haas noted that the reconstruction of the Rum River Dam would be discussed at a joint meeting of Andover, Anoka, Coon Rapids, and Ramsey. He believed a previous meeting of this nature was held at Greenhaven in the past and asked Yager to verify if that would be possible. He asked that each representative speak with their City Council in January to determine available dates for the meeting.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas explained that the LRRWMO created this list of tasks/outstanding items that can be followed for the future.

OTHER BUSINESS

Next Meeting Agenda

Haas noted that at the next meeting the members should determine who will draft the next article for the City newsletters.

The 2013 budget and a Resolution Designating a Signer for the Checking Account will also be included on the next agenda.
Other

Yager referenced the Armstrong and Highway 10 interchange and noted that the LRRWMO has not yet received a permit application for the project.

Linton stated that he would follow up on that.

Moberg stated that he believed the Coon Rapids delegate for the LRRWMO would be appointed in January.

ADJOURNMENT

A motion was made by Backous, seconded by Anderson, to adjourn the meeting. Vote: 3 ayes, 0 nays. Motion carried.

Time of adjournment: 9:05 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary