

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

NOVEMBER 15, 2018

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: Mark Kuzma, Ramsey; Elizabeth Barnett, Anoka; and Todd Haas, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, John Enstrom of Enstrom Organic Dirt, and Andover Associate Planner Dan Krumwiede.

APPROVE AGENDA

Motion was made by Kuzma, seconded by Barnett, to approve the November 15, 2018 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

October 18, 2018 Regular Meeting

Haas noted on pages six and eight, in the motions, it should state, "**Vote: 3 2 ayes, 0 nays. Motion carried.**" On page nine, under Other, it should state, "...as the grant administrator.:"

Motion was made by Barnett, seconded by Haas, to approve the October 18, 2018 Regular Meeting minutes as amended. Vote: 2 ayes, 0 nays, 1 abstain (Kuzma). Motion carried.

November 2, 2018 Regular Meeting

Motion was made by Kuzma, seconded by Barnett, to approve the November 2, 2018 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending October 31, 2018. Account balances for the period were: Checking, \$257,675.85; less permit account balance of (\$61,215.49), less 2018 4th Generation Plan Reserve of (\$109,4000); for a total balance of \$87,060.36.

Smith asked for clarification on a permit in Ramsey that was proposed to be closed but still had a balance showing. Linton provided additional details.

Barnett stated that it appears the costs for monitoring have increased from the budgeted amount with ACD and asked for details.

Smith noted that she would pull the contract with ACD to verify the contracted amount.

Barnett asked for details on the funding received from the member cities and whether permit fees could be increased to further distribute the costs to those actually using the services.

Haas explained that the assessments from the member cities cover the operating costs of the LRRWMO. He explained that the permit applicants pay the costs for their permit review process.

Motion was made by Kuzma, seconded by Barnett, to accept the Treasurer's Report for the period ending October 31, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Smith presented the payment of bills for Barr Engineering in the amount of \$1,30.70 (services rendered 9/8/18 - 10/5/18), TimeSaver Off Site in the amount of \$806.47 (services rendered in October), Anoka Conservation District in the amount of \$600 (Watershed Plan Update), Landmark Development in the amount of \$105 (permit #2014-04 refund), Village Bank in the amount of \$262 (permit #2014-10 refund), Eric and Karla Thomsen in the amount of \$28.50 (permit #2014-07 refund), City of Ramsey in the amount of \$241 (permit #2014-18 refund), City of Ramsey in the amount of \$700 (permit #2016-26 refund), City of Ramsey in the amount of 88 (permit #2016-15 refund), Knoll Properties in the amount of \$317.50 (permit #2016-12 refund), and Richard Lehn in the amount of \$716.06 (permit #2018-07 refund).

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

NEW BUSINESS

LRRWMO Permit #2015-18A ~ Anoka Station Park ~ City of Anoka

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and types as documented in the draft Notice of Decision.

Motion was made by Kuzma, seconded by Barnett, to approve the wetland boundaries and types as documented in the draft Notice of Decision for Permit #2015-18A, Anoka Station Park, City of Anoka, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2016-22 ~ Woodlands 4th Addition ~ Ramsey

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO provides the LGU official signature to document that the monitoring of the replacement site has been completed as requirement and the goal of the replacement plan has been achieved.

Motion was made by Kuzma, seconded by Barnett, to provide the LGU official signature to document that the monitoring of the replacement site has been completed as required and the goal of the replacement plan has been achieved for Permit #2016-22, Woodlands 4th Addition, Ramsey, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-10 ~ Estates at Cedar Ridge ~ Andover

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the request for the wetland boundary and type, incidental wetland determination, sequencing analysis, and wetland replacement plan with conditions.

Motion was made by Barnett, seconded by Kuzma, to approve the wetland boundary and type, incidental wetland determination, sequencing analysis, and wetland replacement plan with conditions for Permit #2018-10, Estates at Cedar Ridge, Andover, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-15 ~ Kwik Trip ~ Anoka

Haas noted that this application is still considered incomplete and therefore should be tabled.

Motion was made by Kuzma, seconded by Barnett, to table Permit #2018-15, Kwik Trip, Anoka, as detailed in the Barr Engineering memorandum which states that the application is incomplete. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-16 ~ Shade Tree Cottages ~ Ramsey

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the revised wetland boundaries and types as documented in the draft Notice of Decision.

Motion was made by Kuzma, seconded by Barnett, to approve the revised wetland boundaries and types as documented in the draft Notice of Decision for Permit #2018-16, Shade Tree Cottages, Ramsey, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-17 ~ 1565 167th Avenue ~ Andover

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO issue a 60-day extension on the wetland boundary and type decision and the comment period until revised wetland boundaries can be properly documented.

Motion was made by Kuzma, seconded by Barnett, to issue a 60-day extension of the comment period for Permit #2018-17, 1565 167th Avenue, Andover, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-19 ~ Elk River Pipe Repair ~ Ramsey

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA no-loss request with the four conditions listed in the draft Notice of Decision.

Motion was made by Barnett, seconded by Kuzma, to approve the WCA no-loss request with the four conditions listed in the draft Notice of Decision for Permit #2018-19, Elk River Pipe Repair, Ramsey, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-20 ~ Water Resource Management Plan ~ City of Ramsey

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO table the request to the December meeting.

Motion was made by Kuzma, seconded by Barnett, to table Permit #2018-20, Water Resource Management Plan, City of Ramsey, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

2040 Comprehensive Plan Update ~ City of Anoka
2040 Comprehensive Plan Update ~ City of Champlin

Haas noted that Anoka would need to submit an application for the 2040 Comprehensive Plan update, highlighting changes for Obermeyer to review. He advised that the item could come back on the December agenda.

Motion was made by Kuzma, seconded by Barnett, to authorize Haas to execute a letter stating that the WMO does not have any comments on the City of Anoka 2040 Comprehensive Plan Update directing Anoka to submit the Water Resource Management Plan to be approved by the WMO. Vote: 3 ayes, 0 nays. Motion carried.

Haas confirmed that the WMO does not have any comments on the City of Champlin 2040 Comprehensive Plan Update.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Fourth Generation Plan

a) Discuss Ranking Process for RFPs

Westby provided a proposal ranking sheet, noting that this could be an option the WMO could use to rank the proposals that are received. He noted that this is simply an example and the ranking criteria and assigned points could be adjusted as desired. He noted that another option rather than using points would be to use a qualitative approach using excellent, fair, and good.

Haas stated that he did include this ranking sheet with the proposal requests already. Haas stated that the proposals are due by the end of the month and noted that once he receives the proposals, he will distribute them to the member cities to review prior to the December meeting. He noted that at the December meeting, each member city should have the top two or three candidates that they would like to interview in January.

Update on One Watershed One Plan Orientation Meeting

Haas stated that he attended the meeting last month and provided an update. He stated that the group is debating on whether to hire a consultant to assist with some of the work. He stated that there will need to be a representative from the LRRWMO on the Policy Committee and confirmed that he will represent the WMO on the Committee.

Kuzma asked if there is a budget for a consultant or whether that expense request would come back to the LRRWMO.

Haas noted that there is a budget for a consultant through grants and funds that have been received for the One Watershed One Plan process.

Update on Rum River Violations & 2019 River Float

Westby reported that Gladhill was unable to attend the meeting but could come to a future meeting. He stated that during the last Rum River float there were some significant violations identified in Ramsey including a tiered deck on the Rum River. He stated that Ramsey staff continues to work with the property owners in attempt to find resolution. He stated that violation notice was sent to the property owner and he believed demolition of the structure has either been completed or is in process. He stated that in Ramsey, the City does not proactively look for violations and is staffed for complaint-driven violations. He stated that because the purpose of the float is to identify violations, they were obviously addressed. He asked for details on the thoughts of the other cities in terms of enforcement of violations.

Haas stated that because the Code was adopted by the State, if Andover notes a violation, they address the violation along the Scenic River District rather than awaiting a complaint. He believed that each of the member cities should enforce the rules of the Scenic River District equally rather than awaiting complaints.

Nelson noted that in 2017 the Rum River was floated and there was not a float in 2018. He stated that typically the rivers are alternated and therefore if following that schedule 2019 would be the Mississippi River.

Haas stated that perhaps the group should do floats annually, alternating between the two rivers.

Kuzma stated that perhaps both the Mississippi and Rum Rivers are done in 2019.

Haas stated that perhaps mid-June would be ideal.

Nelson noted that it would be dependent upon the water levels as well. He agreed that the Board could be more proactive in selecting a date once the spring melt begins.

Linton suggested that the float be discussed at the March 2019 meeting.

Haas confirmed the consensus of the Board to attempt to float both the Mississippi and Rum rivers in 2019 with more emphasis on the Rum River.

Barnett asked if there is a time period on violations.

Westby also asked the time period from when a violation is issued until the issue is resolved.

Krumwiede stated that the first violation would provide ten days, if nothing is done another 10 days is provided, if still no response further enforcement would be enacted, and the Attorney General would provide an additional ten days for a total of 30 days. He stated that if a violator responds, there can be additional time granted if the person is working with the City to resolve the issue.

Westby noted that sometimes it is difficult to determine which property has the violations.

Haas noted that a portable GPS can make that process easier.

Westby stated that he would attempt to have Gladhill attend the December meeting to provide an update.

Update on Informational Brochures

Haas stated that he previously provided an example of a brochure created by another WMO. He confirmed that the brochures would be made available at the member city halls and events.

It was the consensus that Haas would ask Schurbon for information on the cost to develop a similar brochure for the LRRWMO.

ADJOURNMENT

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

Time of adjournment: 9:20 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary