

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

OCTOBER 18, 2018

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: Elizabeth Barnett, Anoka; and, Todd Haas, Andover.

Voting members absent were: Mark Kuzma, Ramsey.

Also present were: Assistant Deputy Treasurer Andrea Worcester, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, and Bob Obermeyer of Barr Engineering.

APPROVE AGENDA

Haas requested to add H2, the MAWD Update, and M4, One Watershed One Plan Orientation Meeting, M5, Update on Rum River Potential Violations, and M6, Review of Brochures.

Westby requested to add an item M7, to discuss a potential special meeting.

Motion was made by Barnett, seconded by Haas, to approve the October 18, 2018 agenda as amended. Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

September 20, 2018 Regular Meeting

Motion was made by Barnett, seconded by Haas, to approve the September 20, 2018 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Worcester presented the Treasurer's Report for the period ending September 30, 2018. Account balances for the period were: Checking, \$261,575.41; less permit account balance of (\$60,856.55); less 2018 4th Generation Plan Reserve of (\$109,400); for a total balance of \$91,318.86.

Motion was made by Barnett, seconded by Haas, to accept the Treasurer's Report for the period ending September 30, 2018. Vote: 2 ayes, 0 nays. Motion carried.

Payment of Bills

Worcester presented the payment of bills for Barr Engineer in the amount of \$2,317.90 (services rendered 8/11/18 through 9/7/18), TimeSaver in the amount of \$1,051.13 (services rendered in September of 2018) and Plowe Engineering, Inc. in the amount of \$490 (permit #07-04 refund).

Motion was made by Barnett, seconded by Haas, to authorize payment as presented and indicated above. Vote: 2 ayes, 0 nays. Motion carried.

NEW BUSINESS

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

Haas reviewed the October 12, 2018 memo from Barr Engineering in which Barr Engineering stated that a WCA Notice of Application was submitted on October 2, 2018 with a comment period ending on October 23, 2018. A recommendation for the wetland requests will be provided for the November Board meeting.

Motion was made by Barnett, seconded by Haas, to table Permit #2018-10, Estates at Cedar Ridge, Andover, as detailed in the Barr Engineering memorandum dated October 12, 2018. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-12 ~ Brookfield East ~ Ramsey

Haas reviewed the October 12, 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, subject to no additional comments being received by the end of the day today.

Motion was made by Barnett, seconded by Haas, to approve the revised wetland boundaries and types as documented in the draft Notice of Decision for Permit #2018-12, Brookfield East, Ramsey, as detailed in the Barr Engineering memorandum dated October 12, 2018 and subject to no additional comments being received. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-13 ~ Bunker Lake Industrial Park #3 ~ Ramsey

Obermeyer provided additional details on the proposed drainage plans. He reviewed the October 16, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to seven conditions detailed in the memorandum.

Motion was made by Barnett, seconded by Haas, to approve Permit #2018-13, Bunker Lake Industrial Park #3, Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated October 16, 2018. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-14 ~ Cottages at The COR ~ Ramsey

Obermeyer noted that this is within the wellhead protection area and explained that this will be included in the larger infiltration project that the City of Ramsey is completing to offset the projects in this area. He reviewed the October 15, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to seven conditions detailed in the memorandum.

Motion was made by Barnett, seconded by Haas, to approve Permit #2018-14, Cottages at The COR, Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated October 15, 2018. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-15 ~ Kwik Trip ~ Anoka

Haas reviewed the October 15, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application to be incomplete until the information summarized in the October 9, 2018 email to the applicant has been provided.

Nelson stated that infiltration was not allowed onsite because this is a gas station. He stated that another area would need to be provided for the volume retention requirements to be met. He stated that the email noted that the applicant will work with the City of Anoka. He stated that there was discussion by the Board years ago on how hard infiltration is in Anoka because of the developed state. He stated that credits could be purchased from other communities in the LRRWMO and asked if there are any available in other cities.

Westby stated that Ramsey may have some credits available.

Nelson stated that in previous projects in Anoka, rain gardens and other elements of that nature were included in past projects that were not required. He stated that he would like to review past projects to tabulate those totals to determine if there would be sufficient credits.

Obermeyer stated that Anoka would need to provide that information to ensure that those elements were not provided to meet the requirements of the LRRWMO. He stated that in the development of the LRRWMO Third Generation Plan, the redevelopment of Anoka was discussed. He noted that there are a series of steps that the applicant can go through to explain

why they cannot comply with the regulations. He stated that if the City can show that the basins have been constructed as part of a development and additional credits are available, that could be banked and used to offset this request. He stated that the negotiation for purchase of those credits would be between the City and applicant. He noted that the water quality and rate control would still need to be met by the applicant.

Nelson stated that if Anoka could construct a pond for credits, they would but there is not space available. He noted that is why he asked if there is space available in other communities for that type of activity.

Westby asked if there is ability within City parks. Nelson stated that a lot of the Anoka parks were filled in as landfills and therefore there are restrictions on what could be done. He stated that the other parks are smaller pocket parks.

Westby stated that one applicant in Ramsey used an underground storage tank that was then reused for irrigation and stated that perhaps that would be an option for parks.

Nelson stated that Anoka is already doing that as some of the road reconstruction projects and therefore perhaps that would be another element that could count as credits.

Haas stated that this will not be the last request for Anoka and perhaps staff should look into developing some kind of plan.

Obermeyer stated that perhaps that is an option for engineer to interact with the parks department in attempt to find a solution that would provide credits for development and an opportunity for reuse of stormwater for irrigation.

Nelson asked if the Board would consider him tabulating old projects to determine if credits are available.

Obermeyer confirmed that could be done, noting that the review would need to include the project element and review that the element is functioning properly.

The Board discussed documentation that would need to be provided to show the credits and how those are being allocated.

Nelson confirmed that if he were to find the credits, he would then open a permit through the LRRWMO. He stated that the road projects do not require a LRRWMO permit. He explained that the Anoka road projects are reducing the overall impervious surface and then basins and treatment structures are provided were they would fit and asked if credit could be provided for those elements.

Obermeyer stated that there are a series of things the applicant can look at for their project and then the City can separately look to create a bank. He stated that if the basin constructed with a road project is functioning and is going to stay in perpetuity that could count as credit. He stated that the reduction in impervious would be tough to count as a credit.

Nelson confirmed that he would not be looking to count the impervious but would be looking at the other improvement elements, including basins.

Haas agreed that it would be helpful for Anoka to look into the past projects to come up with a plan for future redevelopment requests.

Barnett asked if there is a project in Anoka where residents could sell their land for projects of this nature.

Haas stated that land sale would be difficult, but an easement could be placed on the property to put a rain garden or other improvement.

Nelson stated that Anoka has had three rain gardens completed on resident property by working with ACD. He stated that he will go through the permit application process and will begin to calculate potential available credits.

Motion was made by Barnett, seconded by Haas, to table Permit #2018-15, Kwik Trip, Anoka, as detailed in the Barr Engineering memorandum dated October 15, 2018. Vote: 2 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

2040 Comprehensive Plan Update – City of Ramsey MAWD Update

Haas confirmed that there were no comments relating to the 2040 Comprehensive Plan update for the City of Ramsey. He noted that he will sign the document.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Linton presented the Year 2018 Third Quarter Report for the City of Ramsey. He advised of the permits that he has submitted to be closed.

The Board discussed the process that is typically followed or preferred to close out permits.

Motion was made by Barnett, seconded by Haas, to approve the Year 2018 Third Quarter Report for the City of Ramsey, as presented and to authorize release of unused escrow for Permits #2017-14, #2017-09, #2016-26, #2016-15, #2016-12, #2016-06, and #2016-05. Vote: 2 ayes, 0 nays. Motion carried.

Nelson presented the Year 2018 Third Quarter Report for the City of Anoka. He advised of the permits that he has submitted to be closed.

Motion was made by Barnett, seconded by Haas, to approve the Year 2018 Third Quarter Report for the City of Anoka, as presented, and to authorize release of unused escrow for Permit #2014-04 and #2016-27, canceling #2017-02 and transferring any unused escrow from #2015-18 to #2015-18A. Vote: 2 ayes, 0 nays. Motion carried.

Haas presented the Year 2018 Third Quarter Report for the City of Andover.

Motion was made by Barnett, seconded by Haas, to approve the Year 2018 Third Quarter Report for the City of Andover, as presented. Vote: 2 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

Haas noted that the ACD Quarterly Report was included in the Board packet.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Fourth Generation Plan

i. Consider Consultant Selection/LRRWMO Board

Westby provided his list of potential consultants to solicit proposals from which included Barr Engineer, AE2S, and Wenk. He asked if the Board would still be publishing notice, which would allow for additional proposals to be submitted.

Haas stated that the Board is not required to publish notice requesting proposals and can simply solicit proposals for this professional service.

Nelson stated his only experience has been with Barr Engineering and potentially Bolton & Menk.

Haas stated that his list also included Barr Engineering, Civil Methods, WSB, and he would also be in agreement with Wenk, AE2S, and Bolton & Menk. He noted that ACD was also interested in putting together a proposal but advised that ACD does not have an engineer on staff and therefore would most likely have to consult for that service if the Board desired that. He noted that Schurbon stated that an engineer is not required but it was confirmed by the Board that the City Engineers would not want to sign off on the Plan and would want an engineer to sign off on the Plan.

Barnett stated that perhaps if Schurbon knows that an engineer will be a required element of the proposal, he would no longer be interested in submitting a proposal.

Haas noted that the LRRWMO would need an engineer that can defend the Plan.

Linton stated that the engineer should not be contracted to only develop the Plan but should be on retainer for the life of the Plan.

Barnett stated that she would not want to exclude ACD but would want the requirement to be clear that an engineer would be required to remain on retainer for the life of the Plan.

Motion was made by Barnett, seconded by Haas, to solicit proposals from Barr Engineering, Civil Methods, WSB, Wenk, AE2S, Bolton & Menk, and the ACD with the understanding that ACD would need an engineer that would need to remain in retainer for the life of the Plan. Vote: 2 ayes, 0 nays. Motion carried.

Haas stated that he will follow up with Schurbon to move forward to solicit the proposals.

Linton asked how the proposals will be scored when they come back. Haas identified the process for receiving proposals, reviewing those proposals, and making a recommendation for three consultants to interview in January.

Westby recommended that the Board discuss the ranked process for the proposals at the November meeting.

It was the consensus of the Board that a sample scoring sheet should be included in the solicitation of the proposals which emphasizes the areas the Board deems most important.

Westby noted that he will submit the sample scoring information that he has to Haas and the other Board members by Monday.

Consider Board Member Attending MAWD Conference

Haas stated that the LRRWMO is now a member of MAWD, which holds a conference each year, and the LRRWMO has now been invited.

Obermeyer noted that it would be great experience for the LRRWMO to participate in as there are educational opportunities on current water topics.

Haas stated there is a preconference on Thursday, which could be helpful for Barnett.

Barnett stated that she would be happy to attend but is unsure how the election will go and whether she would still be on the Council at that time. She stated if she is on the Council, she would be happy to attend.

Haas noted that it would also be an opportunity for Kuzma.

Westby agreed that it would be a great fit for Barnett.

Barnett asked if there was a deadline for registration. She stated if pre-registration is not required and she is elected, she would be happy to attend.

Haas stated the Board should look to have representation each year. He noted that the Board would simply need to approve the cost for registration.

Motion was made by Barnett, seconded by Haas, to authorize a member of the Board to attend the MAWD preconference with a cost of \$85. Vote: 2 ayes, 0 nays. Motion carried.

Haas noted if Barnett is not re-elected and does not attend, then he or Kuzma could attend.

Amendment to Metropolitan Council Stormwater Retrofit Grant Agreement

Haas reviewed the proposed amendment which would extend the project timeline.

Motion was made by Barnett, seconded by Haas, to approve the amendment to the Metropolitan Council Stormwater Retrofit Grant Agreement. Vote: 2 ayes, 0 nays. Motion carried.

One Watershed One Plan Orientation Meeting

Haas stated that funds have been approved from BWSR to move forward and therefore an orientation meeting will be held the following week. He stated that he will attend this meeting and Linton will attend the Advisory Committee meetings.

Update on Rum River Potential Violations

Westby stated that the violations observed during one or more of the pontoon rides on the Rum River were in both Andover and Ramsey.

Haas stated that the Andover violations were addressed.

Westby stated that Ramsey has been working to address the violations. He noted that Gladhill would like to attend a future meeting to provide an update.

Review Brochures

Haas stated he recently obtained brochures from an event and noted that it could be helpful for the LRRWMO to have similar information developed and made available at the City Halls.

Obermeyer stated that a trail map would be helpful for the LRRWMO as those are the brochures that people tend to take the most often. He confirmed the information would include the trail map and also information about the watershed.

Westby asked if there is a budget item for that type of work. He stated that ACD has developed similar information for the WMO in the past.

Haas stated that he could follow up to determine if Schurbon would be interested in helping.

Discuss Potential Special Meeting

Westby stated he has received an application for a new development in Ramsey, in which LazyDays RV purchased Shorewood RV and is looking to expand to include a maintenance facility. He stated that the applicant received all city approvals but did not submit the application to the WMO yet. He stated that he does have the completed application but does not yet have approved stormwater calculations and Barr Engineering has not yet reviewed the information. Westby stated the applicant does not want to wait until the November 15th meeting and asked if the Board would be interested in holding a special meeting once the required review is completed.

He confirmed the consensus of the Board to hold a special meeting with a date to be determined once the required review is completed.

Other

Nelson stated the Anoka City Council approved the agreement for the riverbank stabilization which will utilize the available funds the LRRWMO received from the Anoka County Watershed-Based Funding which the WMO designated Anoka as the grant administrator.

ADJOURNMENT

A motion was made by Barnett, seconded by Haas, to adjourn the meeting. Vote: 2 ayes, 0 nays. Motion carried.

Time of adjournment: 10:08 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary