

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

SEPTEMBER 20, 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 Jamie Schurbon of Anoka Conservation District.

APPROVE AGENDA

Haas requested to add an item to the agenda, Release of Escrow for Permit #2007-04, Timber Trails Second Addition, to follow payment of the bills.

Motion was made by Kuzma, seconded by Barnett, to approve the September 20, 2018 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

August 16, 2018 Regular Meeting

Motion was made by Barnett, seconded by Kuzma, to approve the August 16, 2018 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

September 12, 2018 Special Meeting

Motion was made by Barnett, seconded by Haas, to approve the September 12, 2018 Special Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 abstain. Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending August 31, 2018. Account balances for the period were: Checking, \$261,743.60; less permit account balance of (\$60,796.94), less 2018 4th Generation Plan Reserve (\$110,000); for a total balance of \$91,546.66.

Smith referenced Permit #2017-20, Cole Addition, noting that the account has been billed twice with no response. Westby noted that he has updated billing information as the property changed ownership and will provide that to Smith.

Smith referenced Permit #2018-11, Andover Water Management Plan Review, and noted that there is a charge of \$127. She asked if that should be billed to Andover or whether that should be paid with LRRWMO administrative funds.

Haas confirmed that all the cities will be submitting updated Water Management Plans and the consensus was to have that review paid through LRRWMO administrative funds rather than billing the cities individually.

Linton stated that Permit #2018-06 should be listed to the City of Ramsey rather than Anoka County.

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

Payment of Bills

Smith presented the payment of bills for TimeSaver in the amount of \$833.00 (services rendered in July of 2018), Barr Engineering in the amount of \$2,101.42 (services rendered July 14, 2018 through August 10, 2018), and Louck Associates in the amount of \$31.00 (permit #2012-04).

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

Release of Escrow for Permit #2007-04

Motion was made by Kuzma, seconded by Barnett, to authorize the release of remaining escrow for Permit #2007-04, Timber Trails Second Addition. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey

Haas reviewed the September 11, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve an extension of the completed construction of the proposed COR infiltration basin until September 30, 2019.

Motion was made by Kuzma, seconded by Barnett, to approve an extension of the completed construction for Permit #2018-06 until September 30, 2019, The COR Infiltration Basin, City of Ramsey, as detailed in the Barr Engineering memorandum dated September 11, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-09 ~ Petersen Farms Phase I ~ Andover

Haas noted that the name of this project has been changed to Preserve at Petersen Farms.

Haas reviewed the September 14, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and types as detailed in the draft Notice of Decision form.

Motion was made by Kuzma, seconded by Barnett, to approve the wetland boundaries and types as detailed in the draft Notice of Decision form for Permit #2018-09, Petersen Farms Phase I, Andover, as detailed in the Barr Engineering memorandum dated September 14, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Haas reviewed the September 14, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the permit subject to the seven conditions detailed in the memorandum.

Darren Lazan, Landform, representing the applicant, provided details on the proposed low-impact storm water treatment system.

Motion was made by Kuzma, seconded by Barnett, to approve Permit #2018-09, Petersen Farms Phase I, Andover, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated September 11, 2018. Vote: 3 ayes, 0 nays. Motion carried.

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

Haas reviewed the September 14, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application incomplete.

Motion was made by Barnett, seconded by Kuzma, to consider Permit #2018-10, Estates at Cedar Ridge, Andover, incomplete as detailed in the Barr Engineering memorandum dated September 14, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-11 ~ Water Resource Management Plan ~ Andover

Haas reviewed the September 11, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the proposed minor plan amendment to the City of Andover's Third Generation Storm Water Management Plan.

Motion was made by Kuzma, seconded by Barnett, to approve the minor plan amendment for Permit #2018-11, Water Resource Management Plan, Andover, as detailed in the Barr Engineering memorandum dated September 11, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-12 ~ Brookfield East ~ Ramsey

Haas reviewed the September 14, 2018 memo from Barr Engineering in which Barr Engineering stated that a WCA Notice of Application was submitted on September 6, 2018 with a required 15 business day comment period, which ends on October 4, 2018. The applicant originally requested a special meeting, but the request was withdrawn on September 6, 2018. A recommendation for the wetland boundary and type decision will be provided in the October 12, 2018 Board packet following the end of the comment period to be discussed during the October 18, 2018 Board meeting.

Motion was made by Kuzma, seconded by Barnett, to table Permit #2018-12, Brookfield East, Ramsey, as detailed in the Barr Engineering memorandum dated September 14, 2018. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

Wellhead Protection Plan ~ City of Ramsey

Haas noted that these items are informational and do not require action.

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) Update from ACD for LRRWMO Board

Haas stated that the Board held a special meeting on September 12th.

Schurbon stated that he made updates to the RFP as directed by the comments at that meeting and sent that to the Board and staff to review last week. He stated that the RFP extends the timeline over a three-year period and better identifies the responsibilities of the consultant. He welcomed additional comments and noted that once prepared the RFP can be distributed. He welcomed suggestions for consultants from each of the member cities.

Haas stated that each of the member cities should bring a list of consultants to the next meeting.

Linton stated that Ramsey had some internal questions as to how the proposals will be evaluated.

Haas stated that the RFP components will need to be met, and then other factors such as cost and experience should be considered.

Linton believed that there should be a unified scoring matrix of what is most important, rather than using personal preferences. He explained that will provide a more accurate comparison by the member cities.

Westby suggested that be discussed at the next meeting. He stated that Ramsey has a scoring matrix that they use and noted that he can bring that to the next meeting.

Barnett agreed that having a quantifiable process will ensure that the decision is non-judgmental for people looking from the outside.

b) Consultant Request for Proposals

Motion was made by Kuzma, seconded by Barnett, to approve the RFP for the 4th Generation Plan development. Vote: 3 ayes, 0 nays. Motion carried.

ADJOURNMENT

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

Time of adjournment: 8:51 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary