

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

APRIL 18, 2019

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## CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were: Debra Musgrove, 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, Anoka Engineering Technician Ben Nelson, and Steve Leighton of Anoka Conservation District

## APPROVE AGENDA

Haas requested to add an Item M4, ACD Notice Comprehensive Plan Update 2020 – 2029, to the agenda.

**Motion was made by Musgrove, seconded by Barnett, to approve the April 18, 2019 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.**

## RESIDENT'S FORUM

None.

## APPROVE MINUTES

March 21, 2019 Regular Meeting

**Motion was made by Musgrove, seconded by Haas, to approve the March 21, 2019 Regular 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 March 31, 2019. Account balances for the period were: Checking, \$238,408.23; less permit account balance of (\$57,683.08), less 2018 Fourth Generation Plan reserve (\$109,400), for a total balance of \$71,325.15.

Musgrove asked why some permits remain on the list even though they have a zero balance and no action. Linton noted that there are some permits that have been completed and the remaining escrow has been returned.

Nelson stated that he worked with staff within the past six months to remove the Anoka permits that should be removed.

It was the consensus of the Board that completed permits that have had the escrow returned to the applicants should be removed from the list.

Smith confirmed that she would review the list and remove any permits that state escrow returned to applicant.

Linton referenced Permit #2013-16. He noted that the window to receive grant funds from the ACD has passed and the LRRWMO cannot go back to the developer for additional funds. He provided background information on the permit and confirmed that he could go back to the builder in attempt to recoup some of the funds.

Smith stated that one option would be to write off the remaining balance.

Musgrove stated that perhaps the builder would be able to pay a portion of the funds.

Barnett stated that she would not be comfortable with the LRRWMO taking that hit. It was noted that perhaps Ramsey would be responsible for a portion of that balance as well.

**Motion was made by Barnett, seconded by Musgrove, to accept the Treasurer's Report for the period ending March 31, 2019. Vote: 3 ayes, 0 nays. Motion carried.**

#### Payment of Bills

Smith presented the payment of bills for Barr Engineering in the amount of \$1,164.50 (prof. services 1/26/19 – 2/22/19), Barr Engineering in the amount of \$709.90 (prof. services 2/23/19 – 3/22/19), TimeSaver in the amount of \$768.02 (services rendered in February of 2019) and Anoka Conservation District in the amount of \$18,134.55 (replace check 2410).

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

#### NEW BUSINESS

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

Haas reviewed the April 16, 2019 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to five conditions detailed in the memorandum.

**Motion was made by Musgrove, seconded by Barnett, to approve Permit #2018-10, Estates at Cedar Ridge, Andover, subject to five (5) conditions as detailed in the Barr Engineering memorandum dated April 16, 2019. Vote: 3 ayes, 0 nays. Motion carried.**

LRRWMO Permit #2018-21 ~ Sonsteby Properties ~ Andover

Haas reviewed the April 12, 2019 memo from Barr Engineering in which Barr Engineering states that the application is incomplete until the aerial imagery review is submitted. Once submitted, Barr Engineering will submit a Minnesota Wetland Conservation Act Notice of Application and provide the required 15 business day comment period. A recommendation would then be provided to the Board packet following the end of the comment period.

**Motion was made by Barnett, seconded by Musgrove, to consider Permit #2018-21, Sonsteby Properties, Andover, incomplete as detailed in the Barr Engineering memorandum dated April 12, 2019. Vote: 3 ayes, 0 nays. Motion carried.**

CONSIDER COMMUNICATIONS

2040 Comprehensive Plan Update ~ City of Andover

Haas confirmed that there were no comments and noted that he will sign the form to send back to Andover.

Barnett asked if Barr Engineering is required to review the Comprehensive Plan for each member city, similar to the review that was done of the Upper Rum River WMO.

Nelson noted that Barr Engineering reviewed the Surface Water Management Plan for each of the member cities already and that element is then included in the Comprehensive Plan.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

Nelson presented the Year 2019 First Quarter Report for the City of Anoka.

**Motion was made by Musgrove, seconded by Barnett, to approve the Year 2019 First Quarter Report for the City of Anoka, as presented, and to authorize release of unused escrow for Permit #2017-33. Vote: 3 ayes, 0 nays. Motion carried.**

Linton presented the Year 2019 First Quarter Report for the City of Ramsey.

**Motion was made by Barnett, seconded by Musgrove, to approve the Year 2019 First Quarter Report for the City of Ramsey, as presented. Vote: 3 ayes, 0 nays. Motion carried.**

Haas presented the Year 2019 First Quarter Report for the City of Andover.

**Motion was made by Musgrove, seconded by Barnett, to approve the Year 2019 First Quarter Report for the City of Andover, as presented. Vote: 3 ayes, 0 nays. Vote: 3 ayes, 0 nays. Motion carried.**

#### ACD QUARTERLY REPORT

##### 2019 First Quarter Report

Haas noted that the report was included in the Board packet. He confirmed that all the member cities have submitted their information to Schurbon for the Annual Report.

OLD BUSINESS ~ None

#### OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

#### OTHER BUSINESS

##### Update on Fourth Generation Plan

Haas stated that the 60-day comment period will expire soon, noting that comments were received from the Metropolitan Council.

##### Consider Records Retention Policy

Linton noted that Ramsey has not yet had time to follow up on the item. He confirmed that he would bring something back to the next meeting.

##### Schedule River Float

Haas asked if the Board is still looking at a June date.

Musgrove asked for background information.

Haas provided background information on the floats that have occurred, noting that the purpose of the float is to review the river conditions and note any violations they may see. He stated that the member cities then follow up with the violations that are identified through the Scenic River District. He noted that they would float the Rum River this year and the Mississippi River next year.

Nelson noted that the date would be dependent upon the dock installations in Anoka, and the boards are installed, as the pontoon will be used by the City until that time.

Linton stated that perhaps a date be tentatively planned for the end of June, noting that the water levels could be reviewed in the beginning of June.

Nelson agreed that the water levels would be better known at the next meeting and further discussion can occur at that time.

#### ACD Notice Comprehensive Plan Update 2020 – 2029

Haas distributed the ACD notice of the 2020 – 2029 Comprehensive Plan update. He stated that ACD is looking for agencies to be part of their Advisory Panel. He stated it appears that ACD would like someone from each of the cities as well as the LRRWMO. He asked if there is interest from any of the Board to participate, specifically in regard to the surface water discussion.

Leighton provided additional information on the different committee topics.

Haas provided examples of city staff that would most likely participate in the other topics: groundwater, ecological, and soils.

Barnett stated that she did not feel she would have the technical knowledge to contribute to surface water.

Musgrove volunteered to participate.

#### ADJOURNMENT

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

Time of adjournment: 8:54 a.m.

Respectfully submitted,

Amanda Staple  
Administrative Secretary