

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JUNE 20, 2019

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, Greg Williams of Barr Engineering, John Enstrom of Enstrom Organic Dirt, Anoka County Water Resource Outreach Coordinator Emily Johnson, and Anoka Conservation District Manager Chris Lord.

APPROVE AGENDA

Linton requested to add an item to the agenda regarding a DNR Appropriation Permit for the City of Ramsey under Consider Communications.

Motion was made by Musgrove, seconded by Barnett, to approve the June 20, 2019 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

May 16, 2019 Regular Meeting

Motion was made by Barnett, seconded by Musgrove, to approve the May 16, 2019 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 May 31, 2019. Account balances for the period were: Checking, \$244,956.65; less permit account balance of (\$62,646.50); less 2018 4th Generation Plan Reserve of (\$109,400), for a total balance of \$72,910.15.

Musgrove noted that the organization is about halfway through the year and asked how the actual numbers are comparing to the budgeted amounts.

Smith stated that a few items were slightly over budget, perhaps by \$100 or \$200, but noted that the organization has \$10,000 in contingency as well.

Musgrove asked for additional details on the Travelers Bond Ramsey Town Center item.

Linton provided additional details noting that the City of Ramsey received funds from a bond to cover some of the costs associated with wetland/stormwater elements related to The COR.

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

Payment of Bills

Smith presented the payment of bills for TimeSaver in the amount of \$770.78 (May Professional Services), Barr Engineering in the amount of \$927.50 (4th Generation Plan), Barr Engineering in the amount of \$1464.95 (Professional Services), Capstone Homes in the amount of \$164.50 (Permit Refund), Lennar in the amount of \$16,431.50 (Permit Refund), Paul Johnson in the amount of \$28.50 (Permit Refund), City of Ramsey in the amount of \$79.50 (Permit Refund), Gan Ram CTW Group Inc in the amount of \$484.50 (Permit Refund), Michael Johnson in the amount of \$300.50 (Permit Refund), Kent Roessler in the amount of \$2,953.80 (Permit Refund), Ramsey Station Apartments in the amount of \$309 (Permit Refund), and Capstone Homes in the amount of \$1,428 (Permit Refund).

Barnett referenced the Barr Engineering invoice, specifically responses to questions from Lennar and asked if those items would be billed to Lennar. Smith confirmed that the amount billed will then be billed to the appropriate party, in that case, Lennar.

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

Discuss Accrual of Interest on Overdue Permits

Smith stated that she added a statement to the bottom of the invoice stating that if the amount is not paid by the end of the month, 1.5 percent interest will be added per month or 18 percent annually.

Haas agreed that it makes sense to charge this interest as applicants should be paying their bills.

Motion was made by Barnett, seconded by Musgrove, to approve the accrual of interest on overdue permits as proposed. Vote: 3 ayes, 0 nays. Motion carried.

Smith noted that she will be sending bills this week and will send the new statement with the interest accrual statement.

Member City Assessments

Smith noted that the member city assessments were included for the Board to share with their finance staff for the 2020 budget discussions.

Musgrove asked the reason for the specific dollar amounts and why they are allocated in that manner.

Nelson explained that the JPA specifies the shared percentage based on land size and population.

NEW BUSINESS

LRRWMO Permit #2019-02 ~ West Armstrong Retail ~ Ramsey

Haas reviewed the June 14, 2019 memo from Barr Engineering in which Barr Engineering recommends that the City has requested that this item be continued until the necessary City review has been completed.

Motion was made by Barnett, seconded by Musgrove, to continue Permit #2019-02, West Armstrong Retail, Ramsey, as detailed in the Barr Engineering memorandum dated June 14, 2019. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-03 ~ 6021 Highway 10 ~ Ramsey

Linton stated that this is the old ICO gas station next to the technical college on Highway 10. He stated that the applicant is improving the site and adding stormwater elements. He noted that the previous day he spoke with the applicant and Obermeyer and provided comments from Obermeyer. He reviewed the updated memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the permit subject to seven conditions.

Motion was made by Barnett, seconded by Musgrove, to approve Permit #2019-03, 6021 Highway 10, Ramsey, subject to seven (7) conditions as detailed in the updated Barr Engineering memorandum. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-04 ~ The Sapphire Apartments ~ Ramsey

Linton stated that this will be a new apartment building across from City Hall in Ramsey and will be similarly sized to the neighboring apartment building. He noted that stormwater will be handled by The COR infiltration basin currently being constructed. He reviewed the June 14,

2019 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 Musgrove, to approve Permit #2019-04, The Sapphire Apartments, Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated June 14, 2019. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-05 ~ M&G Trailer Sales ~ Ramsey

Haas reviewed the June 14, 2019 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to six conditions detailed in the memorandum.

Linton noted that this will be a new site for the business, across from the weigh station on Highway 10.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2019-05, M&G Trailer Sales, Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated June 14, 2019. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-06 ~ Green Valley Greenhouse Site Improvements ~ Ramsey

Haas reviewed the June 14, 2019 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application incomplete.

Motion was made by Musgrove, seconded by Barnett, to continue Permit #2019-06, Green Valley Greenhouse Site Improvements, Ramsey, as detailed in the Barr Engineering memorandum dated June 14, 2019. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-07 ~ Anderson Dahlen South Addition ~ Ramsey

Haas reviewed the June 14, 2019 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to six conditions detailed in the memorandum.

Linton stated that this is an expansion of Anderson Dahlen at the corner of Jaspar and 143rd. He noted that the business doubled the size of their current building two years ago and again needs additional space.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2019-07, Anderson Dahlen South Addition, Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated June 14, 2019. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-08 ~ Delta ModTech ~ Ramsey

Linton reviewed the June 14, 2019 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application incomplete.

Motion was made by Barnett, seconded by Musgrove, to continue Permit #2019-08, Delta ModTech, Ramsey, as detailed in the Barr Engineering memorandum dated June 14, 2019. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-09 ~ Surface Water Resource Management Plan Update ~ Anoka

Haas reviewed the June 14, 2019 memo from Barr Engineering in which Barr Engineering stated that the review has not been completed but will be presented at the July LRRWMO meeting.

Motion was made by Barnett, seconded by Musgrove, to continue Permit #2019-09, Surface Water Resource Management Plan Update, Anoka, as detailed in the Barr Engineering memorandum dated June 14, 2019. Vote: 3 ayes, 0 nays. Motion carried.

Consider Financial Contribution/Water Resource Outreach Collaborative ~ ACD

Chris Lord, ACD, provided background information on the watershed-based funding program. He explained that it was determined that a portion of the funds should be used to hire someone to assist in coordination, which is how Emily was hired. He stated that because the funds are from watershed-based funding, Emily cannot address MS4 elements, which could further assist the cities.

Emily Johnson, Anoka County Water Resource Outreach Coordinator, highlighted events and workshops/presentations that she has recently participated in. She explained that if a city/organization does not have a staff person that can attend an event, she can help to share information and represent that city or organization. She provided additional information on the interaction that she has had with schools noting that she visited 22 classrooms at seven different schools.

Haas noted that the group meets regularly with Johnson and many partners pushed for education of youth.

Johnson continued to provide updates on recent interactions she has had including the 4H natural resources field trip, conservation planning workshops, Fortin Consulting certification trainings, and creation of a groundwater video.

Musgrove asked and received confirmation that the groundwater video would be available on the LRRWMO website.

Lord stated that the collaborative arose when Johnson was working for ACD through GreenCorps and she worked to coordinate a group of partners to create the collaborative, which

is how it became apparent that a coordinator would be helpful. He stated that the first three months was spent on creating the work plan and since that time Johnson has focused on events, workshops and presentations. He hoped to bridge the gap in funding for the fourth quarter. He stated that while it would be nice if the County Board were to fund the position for the remainder of the year, he does not want to assume that and therefore presented a proposal for the partners to help fund the position for the fourth quarter. He stated that if the 2020 funding gap can be bridged, a more comprehensive picture can be developed to present in future budgeting discussions. He stated that each member contributing towards the position, gives each of those members a voice in what they would like to see produced from the position.

Williams stated that it would make sense to think of this not so much as an additional educational cost but a reallocation of the existing educational funds as Johnson would be completing some of the actions.

Johnson noted that she created the recent LRRWMO brochure.

Lord explained that the LRRWMO contracted with ACD to create the brochure. He explained that Johnson's duties outside of the watershed-based funding are segregated and paid through ACD.

Musgrove asked the amount received by Anoka County through watershed-based funding. Lord replied that Anoka County received \$826,000 in 2019 and \$125,000 of that was set aside to fund this position over two years.

Nelson advised that \$125,000 was allocated to the LRRWMO and was used by Anoka for a Rum River stabilization project.

Lord explained that the funding is going to shift in the future and rather than having funds designated to the County, those funds would be allocated to a larger watershed area. He did not believe that given the change in structure, the watershed-based funding would be able to fund Johnson's position moving forward. He explained that the Coordinator position has been able to reach areas that are difficult for cities, such as getting into the schools to build that relationship across the County.

Musgrove asked the class that Johnson is going into. She stated that the purpose of the school is to educate on the basics and sometimes the schools have difficulty with that. Johnson stated that one of the biology requirements of 5th grade is to learn about ecosystems and provided additional information on the link that was used to tie into that curriculum.

Haas noted that even though Watershed Districts have full-time staff, they have said that there are still instances when they do not have time to complete the actions Johnson is completing and still find her position helpful.

Linton stated that if a Watershed District does something educational, they sometimes cannot share that because it was funded solely by their taxpayers, whereas information created by Johnson is funded throughout Anoka County and can then be shared.

Barnett asked the percentage that would impact the LRRWMO budget. Smith noted that it would be ten percent of the budget.

Lord stated that the proposed breakdown was based on population. He stated that the request to come forward in 2020 may have a different breakdown for funding formulas developed by the collaborative. He estimated that perhaps \$8,000 or less would be requested from the LRRWMO in 2020.

Nelson asked if the LRRWMO could use some of the watershed-based funding it receives the next year to fund the position in the future.

Haas stated that he would think the Rum River watershed area would collectively need to approve the use of funds in that manner.

Lord stated that the LRRWMO could “contract” with Johnson for certain activities and could then use the watershed-based funding.

Nelson stated that perhaps those educational elements could be included in the 4th Generation Plan.

Williams stated that the shift in funding for watershed-based funding is not yet clear. He noted that funding from that program would need to be written into the One Watershed One Plan.

Haas stated that his guess is that a large amount of those funds would be allocated to the middle portion of that watershed area because of the problems that exist in that area.

Lord stated that there is a good chance that there will be another watershed-based funding allocation prior to the completion of the One Watershed One Plan.

Barnett stated that she would be hesitant investing 10 percent of the budget for this item.

Musgrove stated that she would like to see additional information that the LRRWMO could use to determine if they would like to continue to invest year after year.

Lord noted that this request supports the fourth quarter of 2020 and therefore there is not a rush and is an opportunity to start the conversation.

Haas noted that this would come from the 2020 contingency funds.

Barnett stated that she would need to better understand the value that the LRRWMO is getting. She acknowledged that overall Johnson is doing a great job. She stated that it would make more sense in her mind to contract for direct services.

Lord explained that he can bring additional information back specific to the LRRWMO and its member cities.

Williams stated that the plan update process will allow the organization to review its priorities and determine how they align with this position. He noted that he would like to utilize Johnson for some upcoming events related to the plan update.

Haas noted that the 2020 budget has not yet been fully approved and therefore, if desired, the Board could increase the 2020 budget to include the funding request of \$1,947.78 for this position.

2020 Pictometry Flight

Haas noted that the County has made this request in the past and the LRRWMO declined.

Linton stated that he believes Ramsey will participate and he would have access to the information through that route. He noted that the LRRWMO does not have staff to use the data correctly.

Haas agreed that this should fall to the cities.

Nelson confirmed that Anoka also participates.

It was the consensus of the Board not to participate.

CONSIDER COMMUNICATIONS

DNR Appropriations Permit for Ramsey

Linton provided a map of a proposed development for Riverstone 3rd Addition, noting that dewatering is required for utilities. He noted that the developer submitted the DNR permit. He noted that the contractor would like to begin prior to the 30-day comment period expiring and the DNR has said if permission is given from each of the entities involved, that work can begin. He noted that the LRRWMO would simply need to acknowledge receipt and state that there is no impact.

Musgrove left the meeting.

Nelson stated that the LRRWMO has never commented/objected as an organization on this type of permit.

Linton noted that Ramsey is not opposed to the permit.

Haas noted that if Linton types up a paragraph, he can sign and authorize on behalf of the LRRWMO.

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

Update on Fourth Generation Plan ~ Compilation of Comments

Williams stated that a notification letter was sent requesting input on priority issues for the creation of the 4th Generation Plan. He reviewed a list of agencies that provided comments to the LRRWMO and reviewed a brief summary of the comments received that area detailed in his memorandum. He noted that each of the commenting agencies will be invited to participate in the TAC. He noted that the LRRWMO is not required to respond to the comments received, but he did document those comments to consider in the planning process.

Haas referenced a comment from BWSR which requests development of a timeline for the planning process and asked for additional details.

Williams stated that he believes that specifically refers to the planning process. He noted that there is no statute or requirement that requires an engagement timeline approval from BWSR, but that agency has begun to request that. He noted that perhaps he sends a communication to Fabian that identifies some of the engagement steps.

Haas referenced another comment from BWSR, noting that those details are included in the JPA.

Williams stated that is a general comment and he did not believe that BWSR looked at details specific to the LRRWMO when making that comment and simply wanted to ensure that maintenance is addressed.

Haas referenced a comment received from the DNR, noting that he believes that language is already covered under the DNR requirements. He did not believe that the LRRWMO should put language in its plan to address protected species and should instead require that type of permit from the DNR.

Williams stated that it is his understanding that the comment is related to activity that is not regulated by permit and provided examples.

Nelson referenced a comment from DNR and stated that Anoka has been against the fish passage and he would want to see that continue. He explained that Anoka has attempted to promote the

dam be used as an invasive species barrier and wants to continue towards that goal. He noted that Anoka owns the dam.

Enstrom referenced a comment from the DNR related to forested areas and how that impacts green acres for farmers.

Linton stated that the MPCA comments seem irrelevant. Williams stated that he is used to receiving several pages of generic comments from the MPCA.

Barnett asked for an update on the resident survey. Williams noted that it is completed and will be live at the event the following week. He confirmed that he would also send a link to the member cities to place on their website.

Haas stated that the member cities can advertise the public meeting on their social media sites.

Consider Records Retention Quote

Haas stated that he spoke with TimeSaver the previous day. He noted that he would place the item on the agenda in July to compare a retention policy from a similar agency that the Board could consider adopting. He noted that TimeSaver and members of the Board could review some of the information in the drawers to determine information that could be eliminated prior to scanning. He noted that the policy should be adopted prior to reviewing quotes.

Linton stated that WMO's would have the same retention policy requirements as cities.

Schedule River Float

Nelson stated that Anoka is trying to get the boards on the dam, hopefully in July.

Haas noted that this item can come back in July.

Discuss June 26, 2019 Public Meeting

Haas noted that an agenda for the meeting was included in the packet.

Williams stated that he developed a short, 10 to 15-minute PowerPoint presentation and provided a draft to the Board. He stated that the goal of the engagement meeting is to receive comments from stakeholders that attend. He noted that this is a method to receive input, but the Board will not be obligated to respond and address every comment received. He stated that he will gather the information and filter it to determine what will be relevant in the planning process.

Barnett asked who is expected to attend the meeting and how would they find out about the meeting, outside of member City Council members.

Haas noted that the member cities can, or could, publish notice on their social media and websites. He noted that information would also be posted on the LRRWMO website but acknowledged that a large audience is not checking that website.

Barnett stated that it appears the LRRWMO is preparing well for input and attendance but was unsure how that information would be made available to the general public.

Nelson stated that he has put the agenda on the message board at City Hall.

Williams noted that posting the flyer on the member city Facebook accounts will be helpful as that is more engaging than an agenda.

Haas noted that perhaps QCTV could put a little advertisement on about the meeting and noted that he would reach out. He stated that perhaps there could be cookies at the meeting.

Linton stated that he would follow up on that.

ADJOURNMENT

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

Time of adjournment: 9:55 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary