

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

MARCH 21, 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; Mark Freeburg, Anoka Alternate; and Todd Haas, Andover.

Voting members absent were: Elizabeth Barnett, Anoka.

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

APPROVE AGENDA

Motion was made by Musgrove, seconded by Freeburg, to approve the March 21, 2019 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

February 21, 2019 Regular Meeting

Motion was made by Musgrove, seconded by Haas, to approve the February 21, 2019 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 abstain (Freeburg). Motion carried.

FINANCE MATTERS

Treasurer's Report

Worcester presented the Treasurer's Report for the period ending February 28, 2019. Account balances for the period were: Checking, \$240,353.43; less permit account balance of

(\$59,614.56); less 2018 4th Generation Plan reserve (\$109,400), for a total balance of \$71,338.87.

Motion was made by Musgrove, seconded by Freeburg, to accept the Treasurer's Report for the period ending February 28, 2019. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Worcester presented the payment of bills for Anoka Conservation District in the amount of \$200 (groundwater video), Barr Engineering Co. in the amount of \$1,194.78 (professional services 12/1/18 – 12/28/18), TimeSaver in the amount of \$780.06 (services rendered in February of 2019), Anoka Conservation District in the amount of \$9,993.75 (75% of 2019 Work Plan), Kennedy and Graven in the amount of \$247.80 (January services), and Hakanson Anderson in the amount of \$300.50 (refund #17-32 escrow).

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

NEW BUSINESS

LRRWMO Permit #2018-21 ~ Sonstebby Properties ~ Andover

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

Motion was made by Musgrove, seconded by Freeburg, to consider Permit #2018-21, Sonstebby Properties, Andover, incomplete as detailed in the Barr Engineering memorandum dated March 15, 2019. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-25 ~ The Lockup ~ Anoka

Haas reviewed the March 19, 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.

Nelson stated that the project is located on the easterly boarder near North Street and is a three-story storage building, adjacent to Carlson Toyota.

Motion was made by Musgrove, seconded by Freeburg, to approve Permit #2018-25, The Lockup, Anoka, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated March 19, 2019. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

Wellhead Protection Plan Part 1 Amendment – City of Ramsey

Westby provided an overview of the Wellhead Protection Plan, specifically Part 1 and the amendment that was completed. He stated that Ramsey will now begin to work on the Part 2 updates.

Haas noted that this item is informational and does 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

Update on Fourth Generation Plan

Haas stated that a letter was sent out on behalf of the Board inviting stakeholders to make comments on items they want addressed in the Fourth Generation Plan. He stated once that 60-day comment period expires, the public input process will begin.

Consider Records Retention Policy

Haas stated that an example policy from another Watershed District was included in the packet for review.

Westby asked if this policy is more stringent than the State requirements.

Haas stated that he was unsure. He stated that perhaps TimeSaver could update the policy and be interested in completing the process.

Linton stated that perhaps each member city could take the policy back to their records retention specialist to gather feedback that can be shared at the next meeting.

Haas stated he would be comfortable with the Ramsey records retention person reviewing the policy.

Linton confirmed that would be okay. He noted that a Watershed District is different than a WMO, as a Watershed District has direct employees and taxing authority and perhaps the policy could be better streamlined.

Westby confirmed that Ramsey could review the policy and could bring the information back to the April or May meeting.

Musgrove stated that perhaps if there is a policy from another WMO that would be easier to compare rather than using a Watershed District policy.

Westby confirmed that he could check with Obermeyer to find a similar WMO that perhaps has a policy.

ADJOURNMENT

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

Time of adjournment: 8:21 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary