

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

APRIL 16, 2020

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 Springer, and Ramsey Civil Engineer IV Leonard Linton.

Attending remotely: Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, Andover Natural Resources Technician Cameron Kytonen, and Greg Williams of Barr Engineering.

APPROVE AGENDA

Motion was made by Musgrove, seconded by Barnett, to approve the April 16, 2020 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

February 20, 2020 Regular Meeting

Motion was made by Barnett, seconded by Haas, to approve the February 20, 2020 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 abstain. Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending March 31, 2020. Account balances for the period were: Checking, \$250,082.90; less permit account balance of (\$45,415.60), less 2018 4th Generation Plan Reserve (\$93,079), for a total balance of \$111,588.30.

Musgrove asked for clarification on a few items. Springer and City staff provided additional clarification.

Springer referenced a \$500 charge showing on the March statement and was unsure if the Board wanted that to appear under a specific line item or under education. It was clarified that charge was for the MAWD membership dues and that item would be placed under contingency.

Motion was made by Barnett, seconded by Musgrove, to accept the Treasurer's Report for the period ending March 31, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$790.12 (February professional services), Barr Engineering in the amount of \$2,096.70 (engineering services), MN Association of Watershed Districts in the amount of \$500 (2020 annual dues), Landform in the amount of \$170.37 (#18-09 escrow refund), TimeSaver in the amount of \$500.49 (March professional services), Barr Engineering in the amount of \$1,437.50 (4th Generation Plan), Barr Engineering in the amount of \$1,802 (engineering services), City of Anoka in the amount of \$1,200 (financial services August 2019 – January 2020), and Anoka Conservation District in the amount of \$8,091 (2020 monitoring/management work plan).

Barnett asked if the member city engineers reviewed the Barr invoices to ensure that those charges are appropriate for the work completed. Nelson commented that he has not been doing that because Barr has been the WMO engineer for so long, but he could do that.

Linton commented that he does not review the information ahead, as it is included in the packet but agreed that he could review the information more in detail if desired.

Barnett explained that she does not have engineering experience and therefore is unsure if the charges would be accurate.

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

Discuss Suspending April 2020 Late Fees

Musgrove stated with the COVID-19 situation, she believes that perhaps it would be appropriate to suspend April late fees, along with May and June.

Haas provided an example of an account that is already accruing late fees and asked if the late fees for April, May and June would not be charged.

Musgrove stated that the Board could even consider a six-month period.

Springer stated that it would not be hard for staff to waive those fees, as they are entered manually.

Barnett stated these projects are so large that waiving the late fees would not impact anything from moving forward but could show that the LRRWMO is being a good partner. She also noted that she would not want to disincentivize people from paying that are already behind.

Springer stated that staff will still continue to send invoices.

Motion was made by Musgrove, seconded by Barnett, to suspend the April and May late fees. Vote: 3 ayes, 0 nays. Motion carried.

Discuss Dividing Payment of Permit Fees

Musgrove stated that her other idea was to allow applicants to request dividing a permit fee into multiple payments.

Barnett agreed that could be a good idea. She asked if the Board would want applicants to prove that COVID-19 has been a factor, or whether the Board would just assume that fact.

Haas stated the Board could assume that COVID-19 is a factor. He stated that the applicant would have to come to the Board with a plan to be approved.

Musgrove asked City staff members whether applicants are coming to cities stating that there is a problem paying fees. Linton explained that if someone is proposing a development, a permit fee is not a major factor in that cost of land development.

Musgrove stated her intent was simply to receive feedback and if someone comes forward with a concern, the Board could be open to discussing that concern with the applicant.

Linton stated that a homeowner could come forward with a request but he did not see it would be a problem for a developer.

Consider Contribution towards Groundwater Video

Haas stated that the funds needed have already been received and therefore the LRRWMO does not need to contribute funds at this time.

NEW BUSINESS

LRRWMO Permit #2019-15 ~ ANP Pond Excavation Project ~ City of Anoka

Haas reviewed the April 10, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO remove from the project from future agendas until a complete application is received.

Motion was made by Barnett, seconded by Musgrove, to remove Permit #2019-15, ANP Pond Excavation Project, City of Anoka, from future agendas until a complete application is received as detailed in the Barr Engineering memorandum dated April 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-22 ~ The American Club ~ Anoka

Haas reviewed the April 8, 2020 memo from Barr Engineering in which Barr Engineering recommends until it is determine that on-site volume retention through infiltration can be provided without the mobilization of the underlying contamination (or some other method of complying with the LRRWMO volume retention requirements), the LRRWMO should continue action on the application.

Motion was made by Barnett, seconded by Musgrove, to table Permit #2019-22, The American Club, Anoka, as detailed in the Barr Engineering memorandum dated April 8, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-25 ~ 2020 Street Reconstruction Program ~ City of Andover

Haas reviewed the April 2, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit subject to the four conditions noted in the memorandum.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2019-25, 2020 Street Reconstruction Program, City of Andover, subject to the four (4) conditions detailed in the Barr Engineering memorandum dated April 2, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Haas reviewed the April 10, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA utility exemption as described in the draft WCA Notice of Decision.

Motion was made by Musgrove, seconded by Barnett, to approve the WCA utility exemption for Permit #2019-25, 2020 Street Reconstruction Program, City of Andover, as detailed in the Barr Engineering memorandum dated April 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-28 ~ AHSD Fred Moore Campus ~ Anoka

Haas reviewed the April 8, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit subject to the seven conditions noted in the memorandum.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2019-28, AHSD Fred Moore Campus, Anoka, subject to the seven (7) conditions detailed in the Barr Engineering memorandum dated April 8, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-02 ~ Riverside Residential Development ~ Anoka

Haas reviewed the April 9, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit subject to the six conditions noted in the memorandum.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2020-02, Riverside Residential Development, Anoka, subject to the six (6) conditions detailed in the Barr Engineering memorandum dated April 9, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Haas reviewed the April 10, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA de minimis exemption request as described in the draft WCA Notice of Decision.

Motion was made by Musgrove, seconded by Barnett, approve the WCA de minimis exemption request as described in the WCA Notice of Decision for Permit #2020-02, Riverside, Anoka, as detailed in the Barr Engineering memorandum dated April 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-03~ 4th Avenue Regional Pond Expansion ~ City of Anoka

Haas reviewed the April 7, 2020 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.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2020-03, 4th Avenue Regional Pond Expansion, City of Anoka, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated April 7, 2020. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Nelson presented the Year 2020 First Quarter Report for the City of Anoka.

Motion was made by Barnett, seconded by Musgrove, to approve the Year 2020 First Quarter Report for the City of Anoka, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Linton presented the Year 2020 First Quarter Report for the City of Ramsey.

Motion was made by Musgrove, seconded by Barnett, to approve the Year 2020 First Quarter Report for the City of Ramsey, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Haas presented the Year 2020 First Quarter Report for the City of Andover.

Motion was made by Barnett, seconded by Musgrove, to approve the Year 2020 First Quarter Report for the City of Andover, as presented. Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

First Quarter 2020 Report

Haas noted that the report was included in the packet.

Westby stated that it would be nice to have the newsletter articles sooner in order to include the information in the city's spring newsletter prior to residents beginning yard work.

Haas confirmed that he would speak to Schurbon to move up the timeline on the article.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan ~ Williams

Williams stated that a draft update of the policies in the Plan were included in the packet for review, divided into the categories of education, operation and regulation.

Haas referenced item seven, under regulation, and stated that BWSR may have some pushback on that.

Linton stated that his question would be more stringent than what.

Haas referenced an item related to sewage treatment and noted that the LRRWMO does not regulate that activity. He referenced an erosion control item, noting that each member city already has erosion control measures in place.

Musgrove referenced the items that are listed as suggest removing and asked if that is a decision the Board needs to make. Haas confirmed that the Board would make that decision.

Williams stated that it would be great to get direction from the Board on the edits in order to keep moving forward. He noted that the Board would see the draft again before the 60-day review and could provide additional input, so this is not the last opportunity to provide comments. He confirmed that he is not looking for formal action, but simply direction to continue to move forward.

Kytonen referenced item four, under regulations, and asked for additional information. Williams stated that this is based on an earlier policy in the plan related to stormwater pond design, encouraging multi-benefit considerations in stormwater management design. He stated that it could be as simple as including a seed mix that benefit pollinators.

Kytonen stated that while he agrees with that, historically in Andover, the City tends to tell people not to do a lot of landscaping around ponds because that could be compromised if future maintenance needs arise.

Haas stated that pollinator friendly planting could be great on berms, but he would not want to encourage tree planting.

Williams confirmed that he could expand the language to state consistent with intended maintenance requirements. He confirmed that he would make the suggested edits to distribute to the Board for review prior to the next meeting.

Discuss “Stay at Home” Mandate’s Impact on Permits

No further discussion.

Discuss Deferment of 2020 Projects

No further discussion.

Discuss Potential COVID-19 Impacts on LRRWMO

Haas stated that hopefully things will continue to progress forward, and the Board will know more as time moves on.

ADJOURNMENT

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

Time of adjournment: 9:00 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary