

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

FEBRUARY 20, 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: Mark Kuzma, Ramsey Alternate; Elizabeth Barnett, Anoka; and Todd Haas, Andover.

Voting members absent were: Debra Musgrove, Ramsey.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Anoka Engineering Technician Ben Nelson, Greg Williams of Barr Engineering, and Jamie Schurbon of Anoka Conservation District.

APPROVE AGENDA

Haas requested to add two items under Other Business, MS4 MPCA Annual Permit Fee and MAWD Legislation Breakfast and Day at the Capital.

Motion was made by Barnett, seconded by Kuzma, to approve the February 20, 2020 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

January 16, 2020 Regular Meeting

Motion was made by Barnett, seconded by Haas, to approve the January 16, 2020 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 abstain (Kuzma). Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending January 31, 2019. Account balances for the period were: Checking, \$256,233.02; less permit account balance of (\$42,653.75); less 2018 4th Generation Plan Reserve (\$93,079.00), for a total balance of \$120,500.27.

Haas referenced a permit with outstanding fees due that was mentioned in the email from Musgrove. Springer noted that staff has attempted to make contact but does not have an updated address.

Linton stated that Ramsey may have an updated address but noted that applicant also has unpaid development fees. He stated that he will make a noted of the LRRWMO fees that need to be paid as well.

Barnett referenced a charge of \$428.68 for the Wetland Conservation Act and asked if that is an annual expense and something that was included in future budgets. Springer noted that she would follow up to determine the details.

Schurbon stated that the LRRWMO can be reimbursed with State dollars for WCA charges and perhaps Barr Engineering split out that charge to make it easier for reimbursement.

Barnett referenced the wetland education bulletins and asked if the cost shown is simply for writing the news articles or whether that also includes publication. Schurbon stated that is the cost of writing the articles and distribution. He explained that the cities provide the space at no charge for publication. He stated that the brochures were also included in that cost.

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

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$645.37 (January professional services), Barr Engineering in the amount of \$1,451.20 (engineering services), LMCIT P&C in the amount of \$2,403 (2020 coverage premium), Hakanson Anderson in the amount of \$275 (#16-09 escrow refund), Lennar in the amount of \$444 (#17-16 escrow refund), Lennar in the amount of \$444 (#17-17 escrow refund), Lennar in the amount of \$274 (#17-18 escrow refund), Shade Tree Construction in the amount of \$1,731 (#18-16 escrow refund), Anoka County in the amount of \$1,213.50 (#16-21 escrow refund), and Knoll Development in the amount of \$139 (#19-07 escrow refund).

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

Consider 2020 MAWD Dues

Haas stated that an email was included in the packet from MAWD. He noted that 2019 was the first year the LRRWMO joined and began to receive the email updates from MAWD. He confirmed the cost to be \$500 per year for WMOs.

Barnett asked if the LRRWMO is finding \$500 in value from the membership. Haas stated that he has not attended any meetings in person but has received the information via email as well as emails related to legislative updates.

Kuzma stated that he found it positive that there was another larger organization passing on helpful information.

Barnett asked if there is a way for the LRRWMO to receive the information without paying the \$500. Haas stated that he has not received correspondence from MAWD prior to becoming a member. He stated that he has found the information helpful. He suggested trying another year of membership and then reviewing it again.

Kuzma commented that he has found the shared information helpful.

Motion was made by Barnett, seconded by Kuzma, to approve the MAWD membership at a cost of \$500, with direction for this item to appear on the agenda one month prior to the membership becoming due again for further discussion. Vote: 3 ayes, 0 nays. Motion carried.

Update of 2019 ACD/LRRWMO Work Contract

Schurbon stated that the main question brought forward at the last meeting was related to budget deviations and whether those were approved by the Board. He explained that he brought forward discussion from the Board in 2019 related to those changes.

Springer asked if the 2019 budget should be altered to reflect the changes in the line items or whether contingency should be used. Barnett stated that it would be nice to have the budget changed, as members of the Board rotate, but noted that it would also be fine to list the change under miscellaneous.

Williams suggested listing the change under miscellaneous and then referencing the change for those that might be interested in more information.

Consider 2020 ACD/LRRWMO Work Contract

Schurbon stated that the proposed contract was included in the packet with a cost of \$12,213. He stated that the tasks and costs remain similar to previous years. He noted the comments from Musgrove sent via email. He explained the difference between lake level monitoring and the educational program with the high school monitoring.

Haas noted that the high school monitoring is more of an educational element with the students that has been very helpful and has been done for over 20 years.

Barnett stated that perhaps it would be nice to have one of the students come to a LRRWMO meeting or City Council meeting to present some results.

Linton stated that it would be difficult to have a student attend the LRRWMO meeting and perhaps it would be easier for a student to provide a written report with a video.

Schurbon reviewed the balance of the cost-share fund balance. He noted that although there was no activity in that fund in 2019, there were applications in the previous years. He stated that the proposed contribution to that fund would ensure sufficient funds for at least two projects to be completed. He confirmed that some homeowners are unaware that the funds are available and

stated that he could write something advertising the program that the cities can included in their newsletters.

Barnett asked if there is anything included that is being completed too frequently or is no longer needed. Haas noted that lake level monitoring provides helpful data for comparison purposes.

Schurbon confirmed that lake levels change so much from year to year and it is helpful to have that data. He stated that perhaps going forward the schedule for monitoring the Rum River could be modified to match the Upper Rum River WMO schedule. He stated that the baseline of information has been collected and therefore the LRRWMO is simply tracking trends at this point and therefore annual monitoring should not be necessary under the new Plan the LRRWMO is developing.

Springer stated that she noticed an increase of \$1,948 from the budget she received the previous year at this time. Haas noted that is the contribution for Emily's position, which the LRRWMO made the decision on in July and therefore was not included in the budget.

Barnett asked if the \$1,425 could be removed for the Rum River monitoring. Schurbon confirmed that could be removed and the LRRWMO could replicate the URRWMO schedule for monitoring the Rum River, noting that activity is next scheduled for 2022.

Barnett asked when the Board would next be discussing a possible contribution to Emily's position. Haas was unsure. He noted that the watershed-based funding group could make the contribution towards that position, if that is the decision.

Motion was made by Barnett, seconded by Kuzma, to approve the 2020 ACD/LRRWMO Work Contract, with the removal of the Rum River monitoring in the amount of \$1,425 and with the addition of the Anoka County education collaborative position. Vote: 3 ayes, 0 nays. Motion carried.

Springer noted that she would make notes of the changes from the budgeted amounts on the Treasurer's Report in order to track those changes in the future.

Consider Audit Engagement Letter

Springer stated that she received the audit engagement letter from the auditors that the LRRWMO has worked with for several years. She stated that she has a great working relationship with the firm but noted that the proposal was \$1,500 higher than the \$5,000 that had budgeted and therefore wanted input from the Board.

Haas stated that in the past Yager had stated that \$5,000 was a deal.

Springer confirmed that was a good deal and the price had not changed for several years, therefore the increase is warranted. She confirmed that she would adjust future budgets and noted that the additional charge this year would be covered under miscellaneous.

Motion was made by Barnett, seconded by Kuzma, to accept the Audit Engagement Letter from WIPFLI, LLP. Vote: 3 ayes, 0 nays. Motion carried.

Consider Commercial Insurance Renewal

Springer stated that the renewal came back with a slightly lower rate. She stated that an action is needed from the Board stated that the Board does not waive tort liability limits.

Motion was made by Kuzma, seconded by Barnett, to approve the commercial insurance renewal with North Risk Partners and make the decision that the Board does not waive the tort liability limits. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

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

Haas reviewed the February 14, 2020 memo from Barr Engineering in which Barr Engineering states that it will provide a recommendation for the WCA decision after receiving a complete application.

Motion was made by Kuzma, seconded by Barnett, to table Permit #2019-15, ANP Pond Excavation, City of Anoka, as detailed in the Barr Engineering memorandum dated February 14, 2020. Vote: 3 ayes, 0 nays. Motion carried.

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

Haas reviewed the February 13, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO table this item until it is determined 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).

Motion was made by Kuzma, seconded by Barnett, to table Permit #2019-22, The American Club, Anoka, as detailed in the Barr Engineering memorandum dated February 13, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-24 ~ AHSD Washington Campus ~ Anoka

Haas reviewed the February 12, 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 Barnett, seconded by Kuzma, to approve Permit #2019-24, AHSD Washington Campus, Anoka, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated February 12, 2020. Vote: 3 ayes, 0 nays. Motion carried.

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

Haas reviewed the February 13, 2020 memo from Barr Engineering in which Barr Engineering states that until they have received plans and the additional information for the submittal to be complete, it recommends that the item be tabled by the LRRWMO.

Motion was made by Kuzma, seconded by Barnett, to table Permit #2019-28, AHSD Fred Moore Campus, Anoka, as detailed in the Barr Engineering memorandum dated February 13, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-01 ~ Kelsey Round Lake Park Trail Expansion ~ Andover

Haas reviewed the January 29, 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 Barnett, seconded by Kuzma, to approve Permit #2020-01, Kelsey Round Lake Park Trail Expansion, Andover, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated January 29, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Consider Termination of Permit #2017-17 ~ Lennar Anoka Site 17 ~ Anoka

Haas reviewed the January 29, 2020 memo from the City of Anoka which states that the permit has been terminated by the applicant and therefore the City recommends the return of any unexpended escrow funds to the applicant.

Motion was made by Barnett, seconded by Kuzma, to terminate Permit #2017-17, Lennar Anoka Site 17, Anoka, as detailed in the memorandum dated January 29, 2020 and return any unexpended escrow funds to the applicant. Vote: 3 ayes, 0 nays. Motion carried.

Consider Termination of Permit #2017-18 ~ Lennar Anoka Site 20 ~ Anoka

Haas reviewed the January 29, 2020 memo from the City of Anoka which states that the permit has been terminated by the applicant and therefore the City recommends the return of any unexpended escrow funds to the applicant.

Motion was made by Barnett, seconded by Kuzma, to terminate Permit #2017-18, Lennar Anoka Site 20, Anoka, as detailed in the memorandum dated January 29, 2020 and return any unexpended escrow funds to the applicant. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

Flood Forecasting Media Release

Schurbon stated that he wrote this information and it will be included in city newsletters. He noted that all flood forecasting will be through the National Weather Service website.

Haas noted that this item is informational and does not require action.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT

2019 Work Results Report

Schurbon provided an overview of the 2019 work results including lake monitoring, the stream bio monitoring with Anoka High School, and wetland monitoring. He highlighted the water quality grant funds and streambank projects that were completed in the past. He highlighted rain gardens that were completed with Anoka road reconstruction projects. He confirmed that he could make the updates suggested by Musgrove related to the website.

The Board thanked Schurbon and the ACD for the continued great work.

Williams noted that the most recent version of this report could be included in the Plan as an appendix.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

Williams stated that a table of draft goals was included in the packet. He explained that the goals in the previous version of the plan were taken directly from State Statute whereas these goals attempt to be more descriptive towards the LRRWMO. He stated that the draft goals address the issues identified in reviewing the gaps analysis. He reviewed the list of draft goals.

Linton noted that only a small part of Trott Brook is located in Ramsey and the main contributors are found upstream in Elk River.

Williams acknowledged that it is almost entirely private property adjacent to Trott Brook and reviewed alternative language that could be included to further specify that point. He confirmed the consensus of the Board to remove the goal related to aquatic invasive species.

Barnett left the meeting.

Williams continued to review the draft goals. He confirmed two goals that could be combined into one.

Schurbon noted that related to education and outreach, a schedule of events could be included to help address the measurable goals aspect.

Williams welcomed any additional input the Board may have via email. He stated that he will work on the draft policies for the next review.

MS4 MPCA Annual Permit Fee

Haas distributed information on the proposed increase to fees from the MPCA related to the MS4. He noted that the cities were previously paying \$500 for five years and now the proposed fees would be based on population and would significantly increase. He noted that some cities are drafting letters to the MPCA and suggested that the member cities send similar comments. He noted that he can send draft copies of the Blaine and Andover letters for the other cities to review.

MAWD Legislation Breakfast and Day at the Capital

Haas advised of the legislative event taking place on March 18th and 19th. He explained that is the opportunity to go down and speak with legislators.

ADJOURNMENT

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

Time of adjournment: 9:36 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary