

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

SEPTEMBER 17, 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, Ramsey Civil Engineer IV Leonard Linton, Anoka Engineering Technician Ben Nelson, Bob Obermeyer of Barr Engineering, and Dean Robbins of Landform.

APPROVE AGENDA

Motion was made by Musgrove, seconded by Barnett, to approve the September 17, 2020 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

August 20, 2020 Regular Meeting

Motion was made by Barnett, seconded by Musgrove, to approve the August 20, 2020 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending August 31, 2020. Account balances for the period were: Checking, \$287,350.90; less permit account balance of (\$52,954.37); less 2018 4th Generation Plan Reserve (\$86,601.00), for a total balance of \$147,795.53.

Springer provided clarification on how the 4th Generation Plan expenses are tracked and paid. She also confirmed that the increase in the audit was an anticipated increase that was approved by the Board.

Musgrove provided input on a formatting error. She referenced specific permits and received confirmation that those permits are still open.

Barnett asked if the LRRWMO pays interest on funds that have been held for a long period of time. Springer replied that the LRRWMO does not pay interest on funds held that are ultimately released.

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

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$1,059.91 (August professional services), Barr Engineering in the amount of \$1,776.50 (engineering services), Barr Engineering in the amount of \$4,000 (4th Generation Plan), and Wipfli in the amount of \$6,500 (Audit YE 1/31/2020).

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

Presentation of 2020 Audit

Springer stated that the 2020 Audit Report was included in the Board packet. She reported that no issues were identified, and a clean audit report was received.

Motion was made by Musgrove, seconded by Barnett, to accept the 2020 Audit. Vote: 3 ayes, 0 nays. Motion carried.

Consider 2021 MAWD Membership Dues

Haas stated that the Board discussed this at the last meeting and reported that the fee has not yet been determined by MAWD. He stated that there is a possibility that the LRRWMO could have a charge of \$500 for membership. He noted that MAWD will send a communication once the proposed fee is known.

Barnett asked if a list could be established that review the benefits the LRRWMO has received from its membership.

Haas confirmed that would be reviewed once the proposed membership fee is known.

NEW BUSINESS

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

Haas reviewed the September 11, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundary and type and conditional WCA no-loss approval for work in wetlands associated with this project as described in the draft WCA Notice of Decision.

Motion was made by Musgrove, seconded by Barnett, to approve the wetland boundary and type and conditional WCA no-loss approval for work in wetlands associated with this project as described in the WCA Notice of Decision for Permit #2019-15, ANP Pond Excavation, City of Anoka, as detailed in the Barr Engineering memorandum dated September 11, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-09 ~ Meadows at Peterson Farms (Phase 2) ~ Andover

Haas reviewed the September 12, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the permit subject to the nine conditions within the memorandum.

Robbins reported that he has sent the additional information to Barr Engineering.

Obermeyer stated that he received information to satisfy condition seven. He stated that once he receives additional information from Andover staff, he can issue the permit, if approved.

Robbins stated that he has documentation from Andover staff that he can forward to Obermeyer.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2020-09 Meadows at Peterson Farms (Phase 2), Andover, subject to the nine (9) conditions as detailed in the Barr Engineering memorandum dated September 12, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-10 ~ Ramsey Villas North ~ Ramsey

Haas reviewed the September 11, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundary and type as described in the draft WCA Notice of Decision.

Motion was made by Barnett, seconded by Musgrove, to approve the wetland boundary and type as described in the WCA Notice of Decision for Permit #2020-10 Ramsey Villas North, Ramsey, as detailed in the Barr Engineering memorandum dated September 11, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-11 ~ Hampton Townhomes ~ Ramsey

Haas reviewed the September 13, 2020 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 Musgrove, seconded by Barnett, to approve Permit #2020-11, Hampton Townhomes, Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated September 13, 2020. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

Watershed Based Implementation Funding Update

Musgrove reported that the projects have been approved and there has not been a decrease in funding. She was unsure that the group would meet again unless additional funds are released.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

a) Consider Authorizing Barr Engineering to Help Update Permit Application/Process

Haas stated that the cities met with Williams the previous week to discuss updates to the stormwater requirements, which is contracted within the 4th Generation Plan scope. He stated that there has been discussion on updating the permit application and process in the past and the cities decided that they need help to update that process. He noted there are funds available and he suggests hiring Barr Engineering to assist in updating the application.

Musgrove asked if the process entails more work outside of separating the regular permit items from the stormwater items to create two separate applications.

Linton explained that Barr Engineering would work to convert the current application into a PDF format which would potentially allow the LRRWMO to accept electronic applications. He stated that the flowchart for the application process also needs to be updated significantly, as some

process steps are not applicable. He noted that this would bring the entire application package up to date, along with creating the additional stormwater permit.

Musgrove asked if City staff would have an IT person that could possibly complete the work for a lesser cost. Linton replied that Barr Engineering has IT staff that would assist, and it would not necessarily be Obermeyer completing all the work.

Musgrove stated that she would like to set a not to exceed amount.

Barnett stated that she would be hesitant to set a not to exceed amount without knowing the cost estimate.

Haas suggested approving this to go forward with a not to exceed amount of \$1,000. He noted that if additional funds are needed, that estimate could come back before the Board.

Motion was made by Musgrove, seconded by Barnett, to authorize Barr Engineering to help update permit application/process with a not to exceed cost of \$1,000 with direction for Barr Engineering to bring back an estimate of the total cost. Vote: 3 ayes, 0 nays. Motion carried.

Discuss Wetland Monitoring Requirements

Haas stated he can follow up with Wold but noted that she is most likely busy completing wetland delineations before the season is complete.

ADJOURNMENT

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

Time of adjournment: 8:37 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary