

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

MARCH 18, 2021

CALL TO ORDER

Acting Chairman Debra Musgrove 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; Jeff Weaver, Anoka; and Todd Haas, Andover (arrived at 8:10 a.m.).

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Andover Natural Resources Technician Kameron Kytonen, Colleen Werdien of Anoka Conservation District, and Greg Williams (call in) of Barr Engineering.

APPROVE AGENDA

Motion was made by Weaver, seconded by Musgrove, to approve the March 18, 2021 agenda as presented. Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

February 18, 2021 Regular Meeting

Musgrove noted that it was requested by Haas that the consideration of the minutes happen later in the meeting.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending February 28, 2021. Account balances for the period were: Checking, \$245,136.11; less permit account balance of (\$41,590.54), less 2018 4th Generation Plan Reserve of (\$73,807.50), for a total balance of \$129,738.07.

Musgrove asked if there are not funds budgeted for Wetland Conservation Act items. Springer replied that it does not appear so. Musgrove commented that perhaps that be included in the upcoming budgeting discussions.

Motion was made by Weaver, seconded by Musgrove, to accept the Treasurer's Report for the period ending February 28, 2021. Vote: 2 ayes, 0 nays. Motion carried.

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$646.49 (February professional services), Barr Engineering in the amount of \$8,953.50 (engineering), MN Dept of Administration in the amount of \$216 (RFP water monitoring/engineering/legal), and Anoka Conservation District in the amount of \$13,053 (funds match WBIF grant).

Motion was made by Weaver, seconded by Musgrove, to authorize payment as presented and indicated above. Vote: 2 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2021-01 ~ Mississippi Riverbank Stabilization ~ City of Anoka

Weaver noted that the Council reviewed and approved this item earlier in the week and discussed the material that would be used to secure the fabric.

Linton reviewed the March 10, 2021 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to five conditions detailed in the memorandum.

Motion was made by Weaver, seconded by Musgrove, to approve Permit #2021-01, Mississippi Riverbank Stabilization, City of Anoka, subject to five (5) conditions as detailed in the Barr Engineering memorandum dated March 10, 2021. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2021-02 ~ Northfork Meadows ~ Ramsey

Linton reviewed the March 10, 2021 memo from Barr Engineering in which Barr Engineering stated that the submittal was received on March 3rd, therefore Barr has not had sufficient time to review the submittal and prepare a recommendation for the LRRWMO. It was requested that this item be continued by the LRRWMO until the review is completed.

Motion was made by Musgrove, seconded by Weaver, to table Permit #2021-02, Northfork Meadows, Ramsey, as detailed in the Barr Engineering memorandum dated March 10, 2021. Vote: 2 ayes, 0 nays. Motion carried.

Haas joined the meeting.

LRRWMO Permit #2021-03 ~ Andover Village ~ Andover

Haas reviewed the March 11, 2021 memo from Barr Engineering in which Barr Engineering stated that they have had several conversations with the applicant's agent, Pioneer Engineering, regarding compliance with the LRRWMO's volume retention and low floor elevation requirement in

relationship to the 100-year highwater elevation of the on-site storm water management facilities. It was recommended that the LRRWMO continue the request until the submittal is revised to comply with the LRRWMO stormwater management requirements.

Motion was made by Musgrove, seconded by Weaver, to table Permit #2021-03, Andover Village, Andover, as detailed in the Barr Engineering memorandum dated March 11, 2021. Vote: 3 ayes, 0 nays. Motion carried.

APPROVE MINUTES (Continued)

February 18, 2021 Regular Meeting

Haas thanked everyone for their input on the minutes as the meeting was not recorded. He noted that Elizabeth Barnett as the Anoka representative should be changed to Jeff Weaver.

Musgrove noted that Colleen from ACD also attended and should be listed. She stated that under the Fourth Generation Plan she would like to add additional notes and stated that she provided a copy to Weaver and would email her comments to Haas as well related to the specific items that were discussed during the meeting.

Haas suggested that the minutes be tabled to the next meeting or the motion could include the comments from Musgrove. Musgrove stated that she could support either option.

Weaver commented that he would support adding the comments submitted by Musgrove as written.

Motion was made by Weaver, seconded by Musgrove, to approve the February 18, 2021 Regular Meeting minutes with the noted changes and additional incorporations to be submitted by Musgrove. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS (Continued)

Discuss Administrative Assistance Options

Haas stated that he asked the Finance Department to review the time he has put into the watershed activities each week, which appeared to be two to four hours each week. He asked if the Board would like to look to have someone act as a coordinator in the future, similar to the service ACD provides to the URRWMO.

Musgrove agreed that would be a good idea as she does not have the time available that Haas has put into this role. She commented that an annual review could be done on the role, the hours and cost.

Weaver agreed.

Haas asked if Schurbon should put together something to potentially add to the contract later this year. Musgrove agreed that it would be helpful to review a guide and framework.

Weaver asked when Haas anticipates leaving. Haas commented that he would anticipate September or October.

Weaver commented that this organization needs to continue to function after Haas leaves and believed that the assistance should be begin around that time to ensure a seamless transition.

Haas confirmed that he would have Schurbon draft something for the Board to review.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

Watershed Based Implementation Funding Update

Musgrove had nothing new to report.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

Linton noted that he has been working on the new MS4 Permit and there are a lot more newsletter articles required under the new permit, providing examples.

OTHER BUSINESS

Update on Fourth Generation Plan

Williams commented that the item included in the packet does not require action. He stated that an informational memorandum was provided including errors that were identified in the Plan by Musgrove and the Ramsey City Council in different figures that charts. He stated that the memorandum provides additional explanation.

Musgrove thanked Williams for providing the additional information and updates to clarify the data.

Haas asked for an update from Williams. Williams confirmed that the plan was submitted to BWSR and he received about ten pages in comments from Fabian. He believed that it would be helpful to address some of the comments in a track changes mode for the Board to review and ensure the Board is comfortable with those changes prior to formal submission.

Musgrove asked if the cities would review and provide feedback as well. Williams stated that would be up to the Board. He did not anticipate changes to the information that would impact City

activity and would be more related to the measured goals. He stated that he would be adding additional detail as requested by BWSR but would not place additional burden or cost on the cities.

Rum River 1W1P ~ JPA Review

Haas commented that the cities of Anoka and Andover use the same Attorney who had reviewed the JPA and made some comments. Haas noted that some of the comments appeared in the agenda while some did not. He stated Schurbon forwarded the comments from both cities and confirmed that those would be brought forward with the attorneys related to the JPA. Haas stated that the Board should attempt to have a cleaner version of the JPA before signing. He would also provide the WMO Attorney with a clean copy of the document. He asked if Ramsey had any comments.

Linton stated that he sent the document through the chain for the City Attorney to review but did not hear any response.

Musgrove believed there was a review received through email she could try to find.

Weaver asked if the comments from Andover and Anoka were sent to the Ramsey City Attorney. Linton believed he sent it prior to the comments from Andover and Anoka. He confirmed that he could resend to the Ramsey City Attorney with the comments from the other cities.

Musgrove appreciated the input from the City Attorneys and agreed that she would like to see the clean version. She asked if there is a deadline for the review. Haas stated that he would follow up to determine when the next meeting would take place.

Werdien commented that the Policy Committee will meet on March 25th.

Haas noted that he will follow up with Schurbon.

ADJOURNMENT

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

Time of adjournment: 8:30 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary