

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

AUGUST 18, 2022

CALL TO ORDER

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 Valerie Holthus, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Lori Yager, Ramsey Civil Engineer IV Leonard Linton, Anoka Engineering Technician Ben Nelson, Anoka Public Works Director Mark Anderson, Bob Obermeyer of Barr Engineering, Karen Wold of Barr Engineer, Andover Natural Resources Technician Kameron Kytonen, Becky Wozney of Anoka Conservation District, and Colleen Werdien of Anoka Conservation District.

APPROVE AGENDA

Motion was made by Weaver, seconded by Holthus, to approve the August 18, 2022 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

July 21, 2022 Regular Meeting

Motion was made by Holthus, seconded by Weaver, to approve the July 21, 2022 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Yager presented the Treasurer's Report for the period ending July 31, 2022. Account balances for the period were: Checking, \$142,207.04; less permit account balance of (\$46,854.68); less 2018 4th General Plan Reserve (\$31,027.83), for a total balance of \$64,324.53.

Motion was made by Weaver, seconded by Holthus, to accept the Treasurer's Report for the period ending July 31, 2022. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$750.33 (July secretarial services), Anoka Conservation District in the amount of \$7,463 (1st and 2nd quarter 2022), Barr

Engineering in the amount of \$1,534.40 (February 25, 2022 MGMT Plan), Barr Engineering in the amount of \$4,071.41 (May 21-June 17, 2022), Barr Engineering in the amount of \$2,440.14 (June 18-July 15, 2022), City of Anoka – Legal in the amount of \$530.42 (June 2022), and Kennedy and Graven, Chartered in the amount of \$622.20 (June 2022).

Musgrove asked for clarification on the billing from Barr Engineering and whether the costs associated with permits are then billed to the permittees. Yager confirmed that the LRRWMO pays the billing to Barr Engineering and the applicable expenses are then charged to the appropriate permit.

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

Musgrove noted a bill from January and asked if there is a deadline for billing to be received as it is now August. Yager replied that bill was sent previously and was resent. She confirmed that the bill was only paid once.

2023 Budget Resolution

Yager stated that the details for the budget were included in the packet and highlighted two changes that were made since the last review, reducing one expense for the WCA and increasing permit revenue. She explained the suggested increase to permit revenue to ensure the related administrative costs are covered.

Motion was made by Holthus, seconded by Weaver, to increase the permit fees as suggested to become effective January 2, 2023. Vote: 3 ayes, 0 nays. Motion carried.

Musgrove commented that legal is budgeted at \$4,000 but the expenses year to date are \$1,700. She suggested that line item be reduced to \$3,000. Yager stated that it can be difficult to predict legal costs. She noted that in 2022 the WMO incurred more legal costs than typical. Musgrove commented that the Plan is now completed and therefore believes it could be lowered for 2023 and increased in the future if necessary.

Weaver commented that the budget is currently showing negative \$11,000. He stated that there are numerous new expenses that were not included in the previous budget. He noted there are fixed costs that will not be able to be reduced.

Musgrove asked if engineering costs were higher as a result of the Plan. Yager commented that the Plan was funded through the designated reserve account and therefore is outside of the budget.

Weaver referenced the streambank restoration projects which previously had a balance of \$5,000 and now has a balance of \$32,000. Musgrove commented that is in relationship to the allocated funds that require matching funds. Weaver noted that budget items will either need to be reduced or more revenue will need to be generated.

Yager stated that the budget includes expenses that may not be fully realized, therefore even though the budget shows negative at this time, the outcome will be less than that. She provided details on

the fund balance and related policy and believed that the WMO would be in a good position moving forward. She noted that the assessment revenue could be increased in future years if needed.

Wozney commented that some items will be one-time opportunities as there are funds available this year that required matching funds. Yager noted that if the expense of \$32,000 falls off after 2023, the WMO would continue to have excess revenue and fund balance.

Linton commented that those funds would not be used unless residents apply for the watershed based funding and matching funds are required by the WMO.

Musgrove commented that she was glad to see the decrease from negative \$18,000 to negative \$11,000. She asked if the Board would support this budget with the knowledge that this is a one-year situation.

Weaver stated that he would like to see a balanced budget. He recognized there is an available fund balance but did not believe that would last for long.

Yager stated that she could easily amend the assessment allocations to the cities to balance the budget. She reviewed the updated assessments to the cities.

Motion was made by Weaver, seconded by Holthus, to adopt Resolution 2022-01 Adopting the Budget for Year 2023 as amended. Vote: 3 ayes, 0 nays. Motion carried.

Yager asked if she could move forward with QuickBooks at this time, or whether she would need to wait for 2023.

Motion was made by Holthus, seconded by Weaver, to authorize Yager to move forward with the cost to implement QuickBooks in 2022. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2021-19 ~ Trott Brook Crossing ~ Ramsey

Linton reviewed the August 12, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the proposed wetland impact sequencing and replacement plan on the condition that the proposed activities are consistent with other plans as identified in Minnesota Rule 8420.0515 Subpart 10, including compliance with the City of Ramsey requirements and the LRRWMO grading, stormwater management, and erosion/sediment control requirements. Barr Engineering also recommends that the LRRWMO approve the WCA no loss approval under MN Rule 8420.0415 H for the proposed temporary wetland impacts in Wetland 7 and 7a to install a trunk sanitary sewer line.

Musgrove referenced the wetland credits that would be purchased which are reflected in the same county but asked the major watershed that is referred to. Wozney replied that there are 10 major watersheds in Minnesota and ultimately you attempt to purchase credits as close as possible to the impacted area. She commented that term is often utilized by the Corps of Engineers. She stated that in this case the credits are available in the bank service area. Musgrove asked if another entity

would need to approve this action as well. Wozney replied that the Corps of Engineers may have their own permit as well. She stated that this would complete the WCA.

Wold stated that the Corps of Engineers has provided documentation that they do not require a permit as the wetland impacts do not fall under that jurisdiction.

Weaver noted that this is a Ramsey project and asked if the Ramsey City Council has discussed this project. Linton provided an update on the review process by the City of Ramsey.

Tracey Rust, representing the applicant, stated that they have gained preliminary plat approval but have not yet gained final plat approval.

Motion was made by Holthus, seconded by Weaver, to approve the proposed wetland impact sequencing and replacement plan on the condition that the proposed activities are consistent with the other plans as identified in Minnesota Rule 8420.0515 Subpart 10, including compliance with the City of Ramsey requirements and the LRRWMO grading stormwater management, and erosion/sediment control requirements; and the WCA no loss approval under MN Rule 8420.0415 H for the proposed temporary wetland impacts in Wetland 7 and 7a to install a trunk sanitary sewer line for Permit #2021-19, Trott Brook Crossing, Ramsey, as detailed in the Barr Engineering memorandum dated August 12, 2022. Vote: 3 ayes, 0 nays. Motion carried.

Weaver noted that if residents have concerns with any of the WMO approved permits, they could still bring those concerns to the applicable City Council. Linton confirmed that the City Council would still need to consider final plat approval.

LRRWMO Permit #2022-07 ~ 54 Tiger Street ~ Ramsey

Linton reviewed the August 12, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO hold off on a WCA decision until a complete application is received.

Motion was made by Weaver, seconded by Holthus, to table Permit #2022-07, 54 Tiger Street, Ramsey, as detailed in the Barr Engineering memorandum dated August 12, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-12 ~ PACT Charter School New Campus ~ Ramsey

Linton reviewed the August 11, 2022 memo from Barr Engineering in which Barr Engineering stated that the requested additional information was received on August 11, 2022 and therefore did not provide sufficient review time and recommends that the LRRWMO table this item to the next meeting.

Jeff Fincher, representing the applicant, asked why the item is being tabled as they have been working with the City of Ramsey for several months and submittal civil drawings to the City of Ramsey in June. He stated that it was his impression that this would be reviewed at today's meeting. He stated that they are attempting to begin construction before winter.

Linton stated that the City and Barr Engineering received the information on August 11th and the deadline for the meeting packet is August 12th. He stated that there was not sufficient time to review that information in order to include the item in the agenda. He stated that the developer would have the option to request a special meeting if the City and Barr Engineering have completed their review prior to the next meeting. He stated that if there is a special meeting, the developer would be responsible for the applicable meeting costs.

Fincher commented that it was his impression that they submitted the information prior to the deadline. Linton stated that 30 days is required after the submittal to provide time for review, meaning that the submittal deadline for the September meeting is today. He noted that the additional information that was requested from the applicant was received August 11th, which did not provide sufficient time for review of that new information prior to publishing the agenda and meeting packet.

Fincher commented that he would like to request a special meeting in order to keep their schedule moving.

Musgrove asked if Obermeyer had further input. Obermeyer stated that additional information was requested from the applicant which was received the day before the submittal deadline for the agenda which did not provide enough time to ensure compliance with the WMO requirements.

Jason Patro, Ramsey resident, asked if residents would still be allowed to provide input at a special meeting and whether they would be able to view the same information being reviewed by Barr Engineering. Linton provided the location where the agenda and packet is published with all applicable information. Wozney noted that not all the information is published in the packet, but additional information would be available for residents to request at Ramsey City Hall.

Weaver asked if the Ramsey City Council has approved the project as it is obvious there is concern from residents. Musgrove commented that the Council has approved both preliminary and final plat, subject to certain conditions.

Weaver recognized the letters from residents and asked if those concerns would be addressed by Barr Engineering. Wozney stated that she has not seen those concerns but many of them seem to be city based rather than water quality based. She welcomed any comments from residents to be provided to her via email for follow up.

Obermeyer reminded the Board that Barr Engineering reviews plans based on how the project would impact water resources in the area. He noted that any other concerns would be resolved and/or discussed at the municipal level.

Mrs. Patro commented that the main concern for the residents in the area is related to water and the impact the additional hardcover would have on the wetlands that connect to the neighborhood. Mr. Patro commented that he believes the Blanding Turtle which was mentioned in the Trott Brook case is being overlooked in this case.

Motion was made by Weaver, seconded by Holthus, to table Permit #2022-12, PACT Charter School New Campus, Ramsey, as detailed in the Barr Engineering memorandum dated August 11, 2022 and with the understanding that a special meeting may be scheduled. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS

Consider Rum River Watershed Partnership Plan Adoption, JPA, and Bylaws

Wozney commented that it is up to the Board to decide whether or not it would like to join. She noted another option where a staff person could still serve on the IPC.

Weaver commented that there was a unique meeting at Anoka City Hall that involved City staff, legislators, and Council members that focused on the dam and provided an update. He noted that there is potential that bonding for the project could be considered in special session yet this year.

Holthus commented that the City of Anoka did an excellent job with its presentation. She noted that there are residents in each of the cities that live on the river and enjoy the value of that resource. She stated that she was worried about potential fish passage but that concern was calmed when it was explained that with the Saint Anthony lock/dam no longer in operation, redundancy is now provided at the Coon Rapids dam to prevent the passage of invasive species farther upstream.

Weaver stated that Anderson is working on a one-page fact sheet that can be used with legislators. Anderson stated that the document is still in draft form. He also commented on the positive energy at that meeting and found it interesting to be a part of that meeting. He stated Anoka staff is going to finalize the document with the benefits of the potential improvements to the dam including safety, maintenance plan, recreation, hydrogeneration, lock system, modernized lighting, trails, etc. He stated that once the document is finalized, he could provide that to the Board.

Weaver stated that he would be thrilled if the WMO would make a motion to support this legislative action at the next meeting. It was confirmed that the item could be added to the next agenda.

Wozney commented that there may be some water quality benefits to the project as well and the LRRWMO would be involved in permitting in the future. Musgrove commented that she would

want to ensure that there would be value added in the support statement from the LRRWMO. She recognized that there are values that align with the WMO plan.

Weaver asked that the Board not take the big step to join the 1W1P at this time.

Musgrove commented that she would like to have staff representation so that the Board can stay informed. Weaver agreed to that option.

Motion was made by Weaver, seconded by Holthus, to not join 1W1P but to delegate a staff person to attend the IPC meetings. Vote: 3 ayes, 0 nays. Motion carried.

Update on Retention Policy and File Access

Wozney stated that she met with TimeSaver and realized that the Board passed resolutions in regard to file retention in 2019. She commented that it is a complicated issue for several reasons and provided a brief update. She reviewed some potential solutions. She noted that although they have migrated to electronic submittals, there are still some paper copies being sent in. She commented that some documents have been scanned but are not available to TimeSaver. She asked for approval from the Board to create a Gmail account for the LRRWMO which would allow access to Google Cloud and those files could then be migrated to be accessible.

Musgrove asked that the resolution from 2019 be brought to the next meeting for review.

Motion was made by Weaver, seconded by Holthus, to authorize Wozney to create a Gmail account for the LRRWMO. Vote: 3 ayes, 0 nays. Motion carried.

ADJOURNMENT

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

Time of adjournment: 9:20 a.m.

Respectfully submitted,



Amanda Staple
Administrative Secretary