

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

January 18, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. December 21, 2017, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2017-02 ~ Gladstone ~ Anoka
 - 2. LRRWMO Permit #2017-18 ~ Anoka Site 20 ~ Anoka
 - 3. LRRWMO Permit #2017-32 ~ Anoka Municipal Liquor Store ~ Anoka
 - 4. LRRWMO Permit #2017-33 ~ South Street Addition ~ Anoka
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. 2017 Fourth Quarter Reports ~ Andover, Anoka, Ramsey
- J. ACD QUARTERLY REPORT
 - 1. 2017 Fourth Quarter Report
- K. OLD BUSINESS ~ None
- L. 9:00 A.M. ~ PUBLIC HEARING
 - 1. Minor Plan Amendment to LRRWMO's Third Generation Watershed Management Plan
- M. OUTSTANDING ITEMS/TASK CHECKLIST
- N. OTHER BUSINESS
- O. ADJOURNMENT

Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan

Next regular meeting date is February 15, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JANUARY 18, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Mark Kuzma, Ramsey; Carl Anderson, Anoka, and Todd Haas, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, Bob Obermeyer of Barr Engineering, and Steve Laitinen of Anoka Conservation District.

APPROVE AGENDA

Motion was made by Kuzma, seconded by Anderson, to approve the January 18, 2018 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

December 21, 2017 Regular Meeting

Motion was made by Kuzma, seconded by Anderson, to approve the December 21, 2017 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending December 31, 2017. Account balances for the period were: Checking, \$211,364.41; less permit account balance of (\$58,477.17), for a total balance of \$152,887.24.

Motion was made by Kuzma, seconded by Anderson, to accept the Treasurer's Report for the period ending December 31, 2017. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Smith presented the payment of bills for TimeSaver in the amount of \$766.15 (services rendered in December of 2017) and Barr Engineering in the amount of \$3,131.06 (services rendered in November of 2017).

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

NEW BUSINESS

LRRWMO Permit #2017-02 ~ Gladstone ~ Anoka

Haas reviewed the January 12, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO remove the item from future agendas until the revised information requested is submitted or a new project submittal is provided.

Nelson confirmed that it would not be a problem to remove the item from the agenda. He noted that the permit request would remain open as the applicant is still attempting to work out details related to financing.

Motion was made by Kuzma, seconded by Anderson, to table and remove Permit #2017-02, Gladstone, Anoka, from future agendas as detailed in the Barr Engineering memorandum dated January 12, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2017-18 ~ Anoka Site 20 ~ Anoka

Haas reviewed the January 12, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue action on the permit until revised plans complying with the LRRWMO freeboard requirement are submitted and considered complete.

Nelson stated that this project is proposed for the spring of 2018 and therefore the information should be received sometime over the winter.

Motion was made by Kuzma, seconded by Anderson, to table Permit #2017-18, Anoka Site 20, Anoka, as detailed in the Barr Engineering memorandum dated January 12, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2017-32 ~ Anoka Municipal Liquor Store ~ Anoka

Nelson stated that the City purchased the neighboring property in attempt to expand the municipal liquor store. He stated that the City is going through the approval process now,

although the project will most likely occur in 2019. He noted that once the conditions are met, the revised plan would be resubmitted to the LRRWMO.

Haas reviewed the January 12, 2018 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 Kuzma, seconded by Anderson, to approve Permit #2017-32, Anoka Municipal Liquor Store, Anoka, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated January 12, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2017-33 ~ South Street Addition ~ Anoka

Haas reviewed the January 12, 2018 memo from Barr Engineering in which Barr Engineering stated that an email was received from the City of Anoka on January 5, 2018 which requested that consideration of the permit be continued.

Nelson stated that the City of Anoka will resubmit based on the comments received from Barr Engineering.

Motion was made by Kuzma, seconded by Anderson, to table Permit #2017-33, South Street Addition, Anoka, as detailed in the Barr Engineering memorandum dated January 12, 2018. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

There were none.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Linton presented the Year 2017 Fourth Quarter Report for the City of Ramsey.

Motion was made by Anderson, seconded by Kuzma, to approve the Year 2017 Fourth Quarter Report for the City of Ramsey, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Nelson presented the Year 2017 Fourth Quarter Report for the City of Anoka.

Motion was made by Kuzma, seconded by Anderson, to approve the Year 2017 Fourth Quarter Report for the City of Anoka, as presented, and to authorize release of unused escrow for Permit #2017-07. Vote: 3 ayes, 0 nays. Motion carried.

Haas presented the Year 2017 Fourth Quarter Report for the City of Andover.

Motion was made by Kuzma, seconded by Anderson, to approve the Year 2017 Fourth Quarter Report for the City of Andover, as presented, and to authorize release of unused

escrow for Permit #2015-21 and Permit #2017-03. Vote: 3 ayes, 0 nays. Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

Haas noted that the Annual Report needs to be submitted to BWSR and asked member city staff to review the information to submit to Schurbon. He provided highlights of the ACD Fourth Quarter report.

Linton commented that the education efforts in Ramsey have been helping. He noted that he has been stressing the process with developers that the City would want to review their stormwater calculations before submission to the LRRWMO and it has been helping.

OLD BUSINESS

None.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

Westby noted that Ramsey has submitted their newsletter articles and the list just needs to be updated.

OTHER BUSINESS

Haas asked if Ramsey has had a chance to follow up on the violations identified during the annual float.

Westby noted that they have not yet followed up on those items. He stated that community development recently hired additional staff and once that staff is fully trained, it will be helpful for addressing those issues.

Haas noted that there is a fund the plan meeting on January 31st in Blaine and stated that it would be helpful for available member city staff to attend.

9:00 A.M. ~ PUBLIC HEARING

Minor Plan Amendment to LRRWMO's Third Generation Watershed Management Plan

Haas read aloud a statement describing the intent of the minor plan amendments and the notice that has been published prior to today's meeting.

Haas opened the public hearing at 9:03 a.m.

No comments made.

Motion was made by Kuzma, seconded by Anderson, to close the public hearing at 9:04 a.m. Vote: 3 ayes, 0 nays. Vote: 3 ayes, 0 nays. Motion carried.

Obermeyer stated that the review agencies have until February 1st and then BWSR will have five calendar days to review and comment. He stated that the Board should then be able to adopt the plan amendment at the February meeting. He stated that if there are significant comments made, he will contact Haas to schedule a special meeting.

ADJOURNMENT

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

Time of adjournment: 9:06 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

February 15, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. January 18, 2018, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. 2018 Recording Secretarial Service Agreement Addendum ~ TimeSaver
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2017-18 ~ Anoka Site 20 ~ Anoka
 - 2. LRRWMO Permit #2017-33 ~ South Street Addition ~ Anoka
 - 3. 2017 ACD Work Results Report ~ Schurbon
 - 4. 2018 ACD Work Contract Consideration ~ Schurbon
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD QUARTERLY REPORT ~ None.
- K. OLD BUSINESS
 - 1. Consider Minor Plan Amendment to LRRWMO's Third Generation Watershed Management Plan
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka*

Next regular meeting date is March 15, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

FEBRUARY 15, 2018

CALL TO ORDER

Acting Chairman Mark Kuzma called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Mark Kuzma, Ramsey; Carl Anderson, Anoka; and Mike Knight, Andover.

Voting members absent were: Todd Haas, Andover.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, Bob Obermeyer of Barr Engineering, John Enstrom of Enstrom Organic Dirt, Jared Wagner of Anoka Conservation District, and Jamie Schurbon of Anoka Conservation District.

APPROVE AGENDA

Motion was made by Anderson, seconded by Knight, to approve the February 15, 2018 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

January 18, 2018 Regular Meeting

Motion was made by Knight, seconded by Anderson, to approve the January 18, 2018 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2017-18 ~ Anoka Site 20 ~ Anoka

Nelson reviewed the February 12, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue consideration until the revised plans complying with the LRRWMO freeboard requirement are submitted and considered complete.

Motion was made by Anderson, seconded by Knight, to table Permit #2017-18, Anoka Site 20, Anoka, as detailed in the Barr Engineering memorandum dated February 12, 2018. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending January 31, 2018. Account balances for the period were: Checking, \$242,329.06; less permit account balance of (\$57,657.58), for a total balance of \$184,671.48.

Motion was made by Anderson, seconded by Knight, to accept the Treasurer's Report for the period ending January 31, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Smith presented the payment of bills for TimeSaver in the amount of \$653.56 (services rendered in January of 2018), Barr Engineering in the amount of \$3,192.83 (services rendered in December of 2017), Dennis Kuiken in the amount of \$470.50 (permit refund), and City of Andover in the amount of \$377.00 (permit refund).

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

2018 Recording Secretarial Service Agreement Addendum – TimeSaver

Kuzma noted that TimeSaver continues to do a great job for the LRRWMO.

Motion was made by Anderson, seconded by Knight, to approve the 2018 Recording Secretarial Service Agreement Addendum. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS (Continued)

LRRWMO Permit #2017-33 ~ South Street Addition ~ Anoka

Nelson reviewed the February 12, 2018 memo from Barr Engineering in which Barr Engineering states that they received an email request from the City of Anoka asking that the LRRWMO table this permit to the next meeting.

Motion was made by Anderson, seconded by Knight, to table Permit #2017-33, South Street Addition, Anoka, as detailed in the Barr Engineering memorandum dated February 12, 2018. Vote: 3 ayes, 0 nays. Motion carried.

2017 ACD Work Results Report

Wagner presented the results of the work done by the ACD in 2017 regarding lake level monitoring and water quality monitoring.

Kuzma asked if the higher lake water levels equate to the aquifers rebounding. Schurbon stated that the shallow aquifers may rise as the lake levels rise but explained that there are very few recharge locations for the deep aquifers.

Wagner presented the results of the stream monitoring that occurred in 2017. He noted that more chloride sampling would occur this year, as is the trend throughout the County. He noted that phosphorus levels were low in 2017. He noted that pH levels measured high in each of the monitoring sites once during the year and will continue to be watched to ensure that trend does not continue. He stated that the ACD continued their educational efforts with student biomonitoring at Anoka High School in 2017 and provided the results.

Schurbon noted that in 2017 the biomonitoring program reached the benchmark of over 1,000 students participating. He stated that the program, funded by the LRRWMO, continues to be a success.

Wagner presented the results of the water quality grant fund activity. He provided details on the 360-degree imaging that was done of the banks of the Rum River throughout Anoka County and how the images can be viewed on the ACD website. He provided an update on Rum River bank stabilization projects that occurred and rain garden projects that were completed in Anoka. He highlighted the newsletter articles and the website updates. He reviewed the recommendations which include continuing to install projects as appropriate, engaging with upstream entities on One Watershed One Plan, implementing the water restoration and protection plan, maintain/reduce phosphorus, continue to promote water conservation measures, continue lake level monitoring, and consider chloride sampling on a rotating basis per site/waterway.

Kuzma thanked Wagner for the presentation.

Enstrom asked if Trott Brook has improved. Schurbon stated that monitoring did not occur in 2017 and therefore there is no new data. He stated that waterbody is measured every other or every third year to detect long-term trends.

Anderson stated that he is impressed with the 360-degree imaging of the riverbank and asked if the same imaging has been done for the Mississippi River.

Wagner stated that they have not yet photographed the Mississippi River, but they do have plans to attempt the imaging on the Mississippi River this spring. He explained that the ability to do the imaging would be dependent on the water levels prior to leaf out.

2018 ACD Work Contract Consideration

Schurbon stated that a contract was included in the Board packet, which is similar to the report that was just reviewed for 2017. He noted that a table was included that identified the minor changes from year to year. He stated that the actual amount proposed is \$276 less than the amount proposed for budgeting.

Kuzma commented that the ACD does a fabulous job of keeping the LRRWMO items and actions in order.

Motion was made by Anderson, seconded by Knight, to approve the 2018 ACD Work Contract. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

Consider Minor Plan Amendment to LRRWMO's Third Generation Watershed Management Plan

Obermeyer provided an update on the minor plan amendment process. He noted that the only comment received on the amendment was from the Minnesota Department of Transportation (MnDOT) and reviewed those general comments. He noted that the comments were forwarded to the LRRWMO's attorney for further comment.

Obermeyer referenced the State Statute which states that MnDOT must apply for watershed district permits. He stated that his question was whether that statute would apply to a WMO and noted that the response was that the statute would not apply to a WMO. He stated that he would suggest keeping good working relationships with MnDOT and hopes that MnDOT would still present their projects to the LRRWMO to ensure that their projects comply with the rules and regulation of the LRRWMO. He asked if the member cities could provide a link to their wellhead protection plans so that he could forward that information to MnDOT. He noted that he would need to reply to the MnDOT comments and therefore suggested that the item be tabled today. He noted that once he receives the wellhead protection plans from the member cities, he will be able to respond to MnDOT and the Board should then be able to adopt the minor plan amendment at the March meeting.

Motion was made by Knight, seconded by Anderson, to table the minor plan amendment to the LRRWMO's Third Generation Watershed Management Plan. Vote: 3 ayes, 0 nays. Motion carried.

OUTSTANDING ITEMS/TASK CHECKLIST

Schurbon noted that he recently worked with Haas to update the checklist and therefore no action is needed at this time.

OTHER BUSINESS

Kuzma noted that Lori Yager is still listed as the Treasurer and asked if that could be updated.

Obermeyer referenced the chloride monitoring that was mentioned by the ACD. He advised of a chloride application/management training that is available for city staff members (snowplow drivers) and stated that training would be beneficial if they have not yet participated.

Knight referenced the carwashes which take off a lot of chloride and asked where that runoff would be flowing to. Obermeyer replied that the chloride would go into the sanitary sewer.

ADJOURNMENT

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

Time of adjournment: 9:05 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

March 15, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. February 15, 2018, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2017-18 ~ Anoka Site 20 ~ Anoka
 - 2. LRRWMO Permit #2017-33 ~ South Street Addition ~ Anoka
 - 3. LRRWMO Permit #2017-34 ~ Ramsey School Addition ~ Ramsey
 - 4. LRRWMO Permit #2018-01 ~ Rum River Prairie ~ Ramsey
 - 5. Oak Grove Comprehensive Plan
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD QUARTERLY REPORT ~ None.
- K. OLD BUSINESS
 - 1. Consider Minor Plan Amendment to LRRWMO's Third Generation Watershed Management Plan
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka*

Next regular meeting date is April 19, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

MARCH 15, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Mark Kuzma, Ramsey; Carl Anderson, Anoka, and Todd Haas, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, and John Enstrom of Enstrom Organic Dirt.

APPROVE AGENDA

Haas requested to add an Item, Anoka County Watershed Based Funding, under Other Business.

Motion was made by Kuzma, seconded by Anderson, to approve the March 15, 2018 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

Enstrom noted that the City of Anoka is using staples to hold the wiring up on the small trees outside City Hall. He noted that seems invasive and suggested using something more organic such as tie wrap. Nelson noted that the electric department using tie wraps in the past but those did not stay in place and therefore the department began to use the staples. He stated that the trees are replaced once they get to a certain size and therefore are not kept in place for years on end. He noted that he would pass on the comment to the electric department.

APPROVE MINUTES

February 15, 2018 Regular Meeting

Motion was made by Anderson, seconded by Kuzma, to approve the February 15, 2018 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 present (Haas). Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending February 28, 2018. Account balances for the period were: Checking, \$238,025.22; less permit account balance of (\$57,683.08), for a total balance of \$180,342.14.

Smith asked if anyone on the Board previously worked with Yager on the annual budget. Haas stated that he does not remember and suggested that Smith go back through the records to determine the process Yager used.

Smith noted that she would review that information and present a resolution for the annual budget to the Board at the next meeting.

Haas referenced Permit #2016-22 and asked for additional information as that item appears to be rebilled several times. Westby noted that he will follow-up on that item.

Motion was made by Kuzma, seconded by Anderson, to accept the Treasurer's Report for the period ending February 28, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Smith presented the payment of bills for TimeSaver in the amount of \$584.17 (services rendered in February of 2018), Barr Engineering in the amount of \$2,081.90 (services rendered in January of 2018), Kennedy and Graven in the amount of \$159.30 (legal services), and Anoka Conservation District in the amount of \$14,485.00 (water monitoring).

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

NEW BUSINESS

LRRWMO Permit #2017-18 ~ Anoka Site 20 ~ Anoka

Nelson asked that this permit be moved to the pending list as it most likely will not move forward for about six months. He noted that would save the Board from having to continuously table the permit.

Motion was made by Kuzma, seconded by Anderson, to table Permit #2017-18, Anoka Site 20, Anoka and move the permit to the pending list. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2017-33 ~ South Street Addition ~ Anoka

Haas reviewed the March 12, 2018 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 Kuzma, seconded by Anderson, to approve Permit #2017-33, South Street Addition, Anoka, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated March 12, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2017-34 ~ Ramsey School Addition ~ Ramsey

Haas reviewed the March 12, 2018 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 Kuzma, seconded by Anderson, to approve Permit #2017-34, Ramsey School Addition, Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated March 12, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-01 ~ Rum River Prairie ~ Ramsey

Haas reviewed the March 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application incomplete.

Motion was made by Anderson, seconded by Kuzma, to table Permit #2018-01, Rum River Prairie, Ramsey, as detailed in the Barr Engineering memorandum dated March 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Oak Grove Comprehensive Plan

Haas noted that the draft version of the Oak Grove Comprehensive Plan was included in the packet for review. He noted that if there are any comments, they can be submitted, otherwise he needs to execute a statement that the Board has no comments and return that to Oak Grove.

Motion was made by Kuzma, seconded by Anderson, to authorize Haas to execute the document and return to Oak Grove as discussed. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

Consider Minor Plan Amendment to LRRWMO's Third Generation Watershed Management Plan

Haas reviewed a memorandum from Barr Engineering.

Motion was made by Kuzma, seconded by Anderson, to approve the Minor Plan Amendment to the LRRWMO's Third Generation Watershed Management Plan including that the most current Joint Application Form for Activities Affecting Water Resources in Minnesota will be applicable. Vote: 3 ayes, 0 nays. Motion carried.

Haas noted that the Water Management Plans for the member cities will need to be updated to be consistent with the minor Plan amendment.

Westby asked if there is a specific timeline for the member cities to update their Water Management Plan.

It was confirmed that there was not a specific deadline to update the member city plans.

Linton stated that the Board will need to decide when the new application submittal dates will become effective. He explained that will be important for developers. He suggested that perhaps the April meeting date would be a good effective date to begin the new deadline.

Haas stated that he would speak with Barr Engineering to determine the effective date for the new application submittal deadline.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Anoka County Watershed Based Funding

Haas stated that he, Linton, and Nelson have been attending local meetings on the pilot program from Board of Water and Soil Resources (BWSR). He stated that Anoka County will be getting \$800,000 and noted that the discussion thus far is that the funding would be split between the watersheds within the County and other impaired waters based on percentages of area. He stated that this is moving along quickly, and each entity is to have their potential projects turned into BWSR by June.

Linton noted this is a pilot project that is attempting to get money to local agencies and therefore it has a short timeline with a lack of specific guidelines of what would qualify and how to apply.

Kuzma stated that perhaps shoreline stabilization would be a good project.

Linton noted the project needs to be identified in the Plan for the organization.

Haas suggested that he, Linton, and Nelson meet with Schurbon to determine the projects that could be eligible. He noted that if the LRRWMO does not submit a list of projects, the funding delegated for the organization would have to be given back.

Nelson noted that there are some WMO's that are not eligible because they do not have plans or methods to implement the projects.

ADJOURNMENT

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

Time of adjournment: 9:00 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

April 19, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. March 15, 2018, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. 2018 Budget Resolution
 - 4. ACD Contract Amendment
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2017-20 ~ Cole Addition ~ Ramsey
 - 2. LRRWMO Permit #2018-01 ~ Rum River Prairie ~ Ramsey
 - 3. LRRWMO Permit #2018-02 ~ Affinity at Ramsey LLC ~ Ramsey
 - 4. LRRWMO Permit #2018-03 ~ Bunker Lake Blvd. & Puma Street Imp. ~ Ramsey
 - 5. LRRWMO Permit #2018-04 ~ White Pine Wilderness 4th Addition ~ Andover
 - 6. Buffer Law "Additional Waters" Amendment to LRRWMO Water Mgmt. Plan
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. First Quarter 2018 ~ Andover, Anoka, Ramsey
- J. ACD QUARTERLY REPORT
 - 1. First Quarter 2018
- K. OLD BUSINESS
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka
Permit #2017-18 ~ Anoka Site 20 ~ Anoka*

Next regular meeting date is May 17, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

APRIL 19, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Mark Kuzma, Ramsey; Jeff Weaver, Anoka; and Todd Haas, Andover.

Voting members absent were: None.

Also present were: Ramsey Civil Engineer IV Leonard Linton, Ramsey Anoka Engineering Technician Ben Nelson, John Enstrom of Enstrom Organic Dirt, and Jamie Schurbon of Anoka Conservation District.

APPROVE AGENDA

Haas requested to add an item K1, Water-Based Funding Discussion.

Motion was made by Kuzma, seconded by Weaver, to approve the April 19, 2018 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

March 15, 2018 Regular Meeting

Motion was made by Kuzma, seconded by Haas, to approve the March 15, 2018 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays. Motion carried. (Weaver abstained)

NEW BUSINESS

LRRWMO Permit #2017-20 ~ Cole Addition ~ Ramsey

Haas reviewed the April 4, 2018 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 Kuzma, seconded by Weaver, to approve Permit #2017-20, Cole Addition, Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated April 4, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-01 ~ Rum River Prairie ~ Ramsey

Haas reviewed the April 12, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to eight conditions detailed in the memorandum.

Motion was made by Kuzma, seconded by Weaver, to approve Permit #2018-01, Rum River Prairie, Ramsey, subject to eight (8) conditions as detailed in the Barr Engineering memorandum dated April 12, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-02 ~ Affinity at Ramsey LLC ~ Ramsey

Haas reviewed the April 4, 2018 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 Kuzma, seconded by Weaver, to approve Permit #2018-02, Affinity at Ramsey LLC, Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated April 4, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-03 ~ Bunker Lake Boulevard and Puma Street Improvement ~ Ramsey

Haas reviewed the April 10, 2018 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 Kuzma, seconded by Weaver, to approve Permit #2018-03, Bunker Lake Blvd. and Puma Street Imp., Ramsey, subject to five (5) conditions as detailed in the Barr Engineering memorandum dated April 10, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-04 ~ White Pine Wilderness 4th Addition ~ Andover

Haas reviewed the April 12, 2018 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 Kuzma, seconded by Weaver, to approve Permit #2018-04, White Pine Wilderness 4th Addition, Andover, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated April 12, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Buffer Law “Additional Waters” Amendment to LRRWMO Water Management Plan

Haas stated that there is a State statute that requires language be added to the Water Management Plan regarding the buffer law. He stated that the language must be added to the Plan by June 1, 2018.

Weaver asked if waters have been identified in Anoka County.

Haas confirmed that the properties have been identified.

Weaver asked the status of the private property locations.

Schurbon replied that the vast majority are compliant. He stated that this spring another round of letters were sent out to those that seemed to be out of compliance. He noted that action is being taken by those property owners to bring those properties into compliance. He stated that there have been very few disputes.

Weaver asked how the Rum or Mississippi are being treated, where banks have been armored.

Schurbon stated that turf grass counts, and armoring would be counted as an alternative practice. He confirmed that tree planting would not be a requirement. He stated that they are on track to have 100 percent compliance by the deadline. He noted that Anoka County started at 80 or 90 percent compliant to begin with.

Enstrom asked who is in charge of enforcement.

Schurbon replied that ACD is in charge of identifying violations and Anoka County would be in charge of enforcement. He explained that this would be an addendum to add this language at this point. He stated that this action recognizes the language.

Weaver stated that he would like to allow additional time for City staff members to review the additional waters language prior to adding it to the Water Management Plan to ensure that there are not additional consequences.

Haas stated that the item does not need to be added until July and therefore there is no problem delaying the action.

Schurbon confirmed that the GIS map could be sent to each member city staff to review.

Haas confirmed that the item could come back on the next meeting agenda.

Weaver explained that his concern is not so much for Anoka because Anoka is fully developed but more for what could be open to interpretation in Ramsey and Andover.

Linton stated that he reviewed the maps when they came out and there was negligible impact to Ramsey as there is not strip farming next to water bodies. He stated that the definition is very tight and good maps were used. He noted that Trott Brook would be the biggest concern and that does not have manicured lawns going down to the water.

Motion was made by Weaver, seconded by Kuzma, to table this discussion to the May meeting. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Linton presented the Year 2018 First Quarter Report for the City of Ramsey.

Motion was made by Kuzma, seconded by Weaver, to approve the Year 2018 First Quarter Report for the City of Ramsey, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Nelson presented the Year 2018 First Quarter Report for the City of Anoka.

Motion was made by Kuzma, seconded by Weaver, to approve the Year 2018 First Quarter Report for the City of Anoka, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Haas presented the Year 2018 First Quarter Report for the City of Andover.

Motion was made by Kuzma, seconded by Weaver, to approve the Year 2018 First Quarter Report for the City of Andover, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Nelson noted that he has one additional permit to close out as the work never began. He requested to close out and refund any unused escrow from Permit #2017-05.

Motion was made by Weaver, seconded by Kuzma, to refund any unused permit escrow for Permit #2017-05. Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

First Quarter 2018

Schurbon provided a brief update of the first quarter report.

Weaver asked for an update on certain bodies of water including Rogers Lake and Round Lake.

Schurbon and Haas provided additional details on vegetation management and water conditions.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

FINANCE MATTERS

Treasurer's Report

Haas presented the Treasurer's Report for the period ending March 31, 2018. Account balances for the period were: Checking, \$237,867.40; less permit account balance of (\$59,712.08), for a total balance of \$178,155.32.

Motion was made by Kuzma, seconded by Weaver, to accept the Treasurer's Report for the period ending March 31, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Smith presented the payment of bills for TimeSaver in the amount of \$787.04 (services rendered in March of 2018), Barr Engineering in the amount of \$1,417.08 (services rendered in February of 2018), League of Minnesota Cities in the amount of \$2,418 (insurance), and Anoka Conservation District in the amount of \$13,610 (water monitoring).

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

Haas noted that Anderson previously signed the checks and therefore staff should verify who should sign that check.

Schurbon stated that the amount of the ACD check will change.

Weaver suggested that the check either be approved and the difference be carried as a credit or refunded.

2018 Budget Resolution

Haas noted that the proposed budget resolution was included in the packet.

Motion was made by Kuzma, seconded by Weaver, to adopt Resolution #2018-01 Adopting the Budget for Year 2018. Vote: 3 ayes, 0 nays. Motion carried.

Haas noted that Anderson is also listed on the resolution and therefore staff should follow up to determine how that would work.

ACD Contract Amendment

Schurbon stated that the monitoring site at the Rum River Dam will be monitored by the Metropolitan Council. He noted that the ACD can then subtract that station from the contract for a cost savings of \$875.

Weaver asked for details on monitoring equipment and details.

Schurbon explained that there is no permanent equipment and the Metropolitan Council will continue with the same type of monitoring that ACD would do, but they will simply monitor more often and conduct further analysis of the results.

Motion was made by Weaver, seconded by Kuzma, to approve the amendment to the 2018 Water Monitoring and Management between the ACD the Lower Rum River WMO with a new contract total of \$13,610. Vote: 3 ayes, 0 nays. Motion carried.

OTHER BUSINESS

Other

Haas noted that all the cities are working on the updates to their Comprehensive Plan. He stated that the cities will be required to update their local water plans. He stated that in his opinion the local water plans should be valid for ten years once approved by the WMO, but it appears that the plans will continually need to be updated.

Linton noted that the local water plans may also need to be updated in conjunction with the MS4 Permit updated.

OLD BUSINESS

Water-Based Funding Discussion

Schurbon provided background information on the water-based funding, noting that the LRRWMO has been allocated \$118,000. He stated that he met earlier this week with staff from the three member cities to discuss the topic further. He noted that the LRRWMO has three years

to spend the funds and there is a 10 percent match, which can be done in cash or in-kind. He noted that at the meeting earlier this week there was discussion and prioritization of potential projects within the LRRWMO. He provided additional details on potential shoreline stabilization projects. He noted that the funding will most likely only be enough for one project and explained that multiple projects were provided as options in the likelihood that the first project is not approved by BWSR.

Haas noted that there has been \$100,000 allocated county-wide for public outreach efforts and discussions are occurring currently as to the best method to ensure that the outreach is the most impactful. He stated that Schurbon will present the prioritized projects to BWSR.

Schurbon explained the next steps following the next county-wide meeting in mid-May. He confirmed that the Board would need to take action on in this today or at the May meeting.

Motion was made by Kuzma, seconded by Weaver, to approve the list of prioritized projects as presented and direct ACD staff to move forward. Vote: 3 ayes, 0 nays. Motion carried.

Schurbon asked if there is a preference for how the funding shall be allocated.

Linton suggested that the member city receiving the funding should be the administrator of the funding.

Haas noted that this item should continue to remain on the agenda for the next meeting.

Kuzma stated that he would like to see something to promote Kings Island.

Weaver agreed that the project ties the cities together.

Nelson stated that he will follow up with parks staff.

ADJOURNMENT

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

Time of adjournment: 9:41 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

May 17, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. April 19, 2018, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2018-05 ~ Anoka County Solar ~ Ramsey
- H. CONSIDER COMMUNICATIONS
 - 1. Coon Rapids 2040 Comprehensive Plan Update
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD QUARTERLY REPORT ~ None
- K. OLD BUSINESS
 - 1. Buffer Law "Additional Waters" Amendment to LRRWMO Water Mgmt. Plan
 - 2. Water Based Funding Discussion ~ Schurbon
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka
Permit #2017-18 ~ Anoka Site 20 ~ Anoka*

Next regular meeting date is June 21, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

MAY 17, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Mark Kuzma, Ramsey; Jeff Weaver, Anoka, and Todd Haas, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, and Jamie Schurbon of Anoka Conservation District.

APPROVE AGENDA

Motion was made by Kuzma, seconded by Weaver, to approve the May 17, 2018 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

April 19, 2018 Regular Meeting

Motion was made by Kuzma, seconded by Weaver, to approve the April 19, 2018 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending April 30, 2018. Account balances for the period were: Checking, \$222,547.46; less permit account balance of (\$57,808.08), for a total balance of \$164,739.38.

Kuzma noted the reserves for 4th Generation Plan of \$90,000 in 2017 and \$110,000 in 2018.

Haas stated there are a number of negative balances on Anoka and Ramsey permits. Smith stated they have corrected a billing error on one permit to bill Lennar and notices will be sent.

Motion was made by Kuzma, seconded by Weaver, to accept the Treasurer's Report for the period ending April 30, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Smith presented the payment of bills for TimeSaver in the amount of \$843.57 (services rendered in April of 2018), Barr Engineering in the amount of \$2,555.93 (services rendered in Feb/Mar of 2018), and RJ Marco in the amount of \$317.50 (permit refund).

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

2019 Member City Assessments

Smith presented the 2019 estimated budget with proposed member assessments as follows: Andover \$11,659; Anoka, \$9,348; and, Ramsey \$20,993.

Haas asked members to submit this information to their respective cities, noting the 2019 budget will be considered for approval later in the year.

Informational; no action required.

NEW BUSINESS

LRRWMO Permit #2018-05 ~ Anoka County Solar ~ Ramsey

Haas reviewed the May 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to eight conditions detailed in the memorandum. Haas noted this is a large sized site.

Linton stated it is a site that Anoka County acquired for construction of the interchange, the bridge over the river to Dayton, but now it will be leased for 25 years and 13,000 solar panels installed. He explained that Dayton and Hennepin County don't want the bridge.

Weaver noted some attitudes can change after elections and asked whether Anoka County is okay with this property being leased for 25 years, if they are willing to take that gamble. Westby stated the bridge crossing is not in any of Anoka County's plans.

Linton stated the applicant will also plant pollinator-friendly vegetation under the solar panels. Haas noted the dimensions of the solar panels on this 18.6-acre site.

Motion was made by Kuzma, seconded by Weaver, to approve Permit #2018-05, Anoka County Solar, Ramsey subject to eight (8) conditions as detailed in the Barr Engineering memorandum dated May 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

Coon Rapids 2040 Comprehensive Plan Update

There being no objections, Haas stated he will sign and submit the response form indicating the LRRWMO has reviewed the proposed Plan Update, has no comments and, therefore, wave further review.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

Buffer Law “Additional Waters” Amendment to LRRWMO Water Management Plan

Haas asked if there were questions or comments on this language.

Nelson stated a lot of Anoka’s storm ponds are noted as rare species instead of wetlands and asked how that can be removed. Schurbon stated they are open water so whether classified as wetland or pond, they are open water for buffer purposes. He noted the action just acknowledges this criterion and that there are rare species in the area but does not indicate any action is needed.

In response to Weaver, Nelson stated his concern relates to when they need to do maintenance on these storm ponds and basins, some of which are dry. Schurbon agreed the water storage could be temporary and explained the rare species wording comes from the DNR data base.

Haas stated it looks like the maps are included two times. Schurbon clarified there are only two maps and this is not an amendment to the watershed plan, it is an addendum, which makes a difference to BWSR.

Motion was made by Kuzma, seconded by Weaver, to approve the following addendum to the LRRWMO Plan:

“The Anoka Conservation District, in accordance with MN Statute 103F.48, identified waters matching the following criteria as potentially benefitting from perennially vegetated riparian buffers or other best management practices:

- 1: Hydrologically connected, open waterways and wetlands as part of a flowing drainage network, and**
- 2: Wetlands of high or outstanding ecological value and/or supporting rare species.”**

Vote: 3 ayes, 0 nays. Motion carried.

Schurbon explained the only change needed is what is reflected in the meeting minutes and then the next time the Plan is updated, this will be included.

Water Based Funding Discussion

Schurbon stated the County-wide group met yesterday to discuss and move forward its outreach program. He explained the funding went from \$100,000 to \$120,000 so the LRRWMO allocation went down by \$4,075. Haas noted the LRRWMO had \$114,274 and the focus is on riverbank stabilization.

Weaver asked whether projects that qualify are root based or rocks and hard armor, noting rootballs are only good until high water when erosion tears them out and they end up on someone else's property or the dam. Schurbon stated the method has not yet been specified but projects will be more hard armored.

Weaver asked whether the LRRWMO gets to approve the projects. Schurbon stated the projects were approved at the last meeting. Weaver asked whether the LRRWMO will find out what they are before the projects are under construction. Nelson answered in the affirmative, noting the project will be in Anoka's Capital Improvement Program (CIP) so Anoka will go out for bids and administer the project. It was noted Anoka will receive \$115,000 from this grant and has budgeted \$100,000. Weaver stated he wants to make sure we get to see the projects before they are approved and construction starts.

Schurbon described the timetable and stated the payments will be received in installments and a match is required. The 10% match, or \$11,427, is provided by whoever administers the project and can be an in-kind match (staff salaries) and does not have to be in cash. Administration of the project can be paid at BWSR hourly rates, which includes a number of rules.

Schurbon reviewed the pros and cons of administering the project, noting there is flexibility if done by a larger organization to move remaining funds to another project whereas if Anoka is the recipient, then it would go into their bank account. Haas noted the project will be larger than \$100,000.

Schurbon stated the ACD is open to being the administrator since they know the rules, if that is a simpler process. He noted there is also a liability aspect, but minor in this case.

Nelson stated if Anoka has the money and administers the project, then it will have the ACD assist with the grant funds. Schurbon stated that is a good recommendation and option as a small agreement could be signed to cover administrative help, as needed.

Motion was made by Kuzma, seconded by Weaver, to designate the City of Anoka as administrator with assistance from the ACD for administrative help, as needed. Vote: 3 ayes, 0 nays. Motion carried.

Haas commented on the County-wide outreach program, noting it was started 12 years ago by East Metro staff, they are still responsible for all outreach programs, and report to Washington County WD. Schurbon stated the outreach efforts include work with elected officials, staff training, schools, and public events like home improvement shows. Haas stated that is where the \$125,000 is for a two-year pilot program and then, depending on funds received, the agencies can decide if they want to keep it going.

Linton stated some people said they already had that type of outreach and didn't need it but the representative pointed out that while there is communication, there are gaps in outreach and with their system, the outreach is unified and crosses school district, city, and watershed boundaries.

Kuzma asked if the LRRWMO would need to come up with funding to continue this program beyond the two-year pilot. Haas answered in the affirmative. Schurbon estimated the contribution could range from \$600 for small entities up to \$1,200. Linton agreed it is not a huge expense and by pooling funds, you can create a larger program. Schurbon stated there is still discussion on how to continue outreach beyond the pilot program.

Linton stated he found the educational articles were well written, offering an explanation, instead of just stating the rules. Haas agreed and stated his support for the two-year pilot program.

Schurbon noted all participating entities are offered the opportunity to help steer the pilot program. Haas stated in another year, BWSR may also put out more funds for the future year projects so this is the initial push to get something started.

Schurbon asked about the match for the riverbank stabilization grant and asked whether the City of Anoka will make a cash match. Smith answered in the affirmative.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist and stated Andover will be submitting its newsletters. He noted the local officials workshop is every four years so it should be scheduled for 2021. Schurbon stated he will reformat the checklist to show that event, but it may be part of the Plan update.

OTHER BUSINESS

LRRWMO Website Update

Schurbon asked for comments on the new website before it goes public on Monday.

Weaver noted Carl Anderson is still listed as the Anoka representative. Schurbon stated that has been updated. Weaver stated he may also be replaced after the election.

Haas noted a wording correction to add 'other watershed in Anoka County.'

Fourth Generation Plan

Haas stated the Fourth Generation Plan is due in 2021 so the process to get a consultant on board needs to start soon.

Schurbon supported that process noting it will also help when seeking BWSR grant funding. He estimated the Plan update may cost \$60,000 and stated he will provide the Sunrise River RFP information.

Smith stated she will confirm the amount budgeted at the next meeting.

The Board supported an RFP process for the Fourth Generation Plan and directed staff to provide information on that process at the June meeting.

Upper Rum River Water Management Organization (URRWMO)

Weaver asked if there should be a contingency plan in case the URRWMO fails. Schurbon stated that would be the decision of the Anoka County Board and BWSR. Haas stated he doubts Anoka County will want that responsibility so it could fall to the LRRWMO. Weaver stated the Upper Rum River is the main thread for the Rum River so it does make sense for the LRRWMO to have a contingency plan in the event that happens.

Schurbon stated to be more proactive, he could send an e-mail to BWSR saying he knows the LRRWMO is starting its Plan update process and if anything is going to happen with the URRWMO, then it would be good to know sooner. **The Board supported that suggestion.**

Schurbon explained the URRWMO operates the same financially but their city contributions are only a few thousand dollars each. Kuzma asked if the LRRWMO has taxing authority. Schurbon stated they do not but instead assess member cities.

Kuzma asked if assuming the URRWMO would change the LRRWMO into a Watershed District. Haas stated that is not necessarily the case. Weaver concurred and stated a Watershed District would be a totally different organization. Haas stated the LRRWMO functions well.

ADJOURNMENT

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

Time of adjournment: 9:13 a.m.

Respectfully submitted,

Carla Wirth, Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

June 21, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. May 17, 2018, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2018-06 ~ COR Infiltration Basin ~ City of Ramsey
 - 2. Membership to the Mn Association of Watershed Districts (MAWD) ~ Haas
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD QUARTERLY REPORT ~ None
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Fourth Generation Plan RFP
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka
Permit #2017-18 ~ Anoka Site 20 ~ Anoka*

Next regular meeting date is July 19, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JUNE 21, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Mark Kuzma, Ramsey; Elizabeth Barnett, Anoka; and Todd Haas, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, Anoka Alternate Jeff Weaver, and Steve Leighton of Anoka Conservation District.

APPROVE AGENDA

Haas requested to add an item to the agenda as G3, Comprehensive Plan Amendment - Change of Land Use in Andover.

Motion was made by Kuzma, seconded by Barnett, to approve the June 21, 2018 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

May 17, 2018 Regular Meeting

Motion was made by Kuzma, seconded by Barnett, to approve the May 17, 2018 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending May 31, 2018. Account balances for the period were: Checking, \$260,130.65; less permit account balance of (\$55,729.58), for a total balance of \$204,401.07.

Haas expressed thanks to Pam for her assistance over the years and congratulated her on her pending retirement.

Motion was made by Kuzma, seconded by Barnett, to accept the Treasurer's Report for the period ending May 31, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Smith presented the payment of bills for TimeSaver in the amount of \$607.33 (services rendered in May of 2018) and Barr Engineering in the amount of \$4,146.68 (services rendered in Mar/May of 2018).

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

NEW BUSINESS

LRRWMO Permit #2018-06 ~ COR Infiltration Basin ~ City of Ramsey

Linton explained the LRRWMO permit noting that the City of Ramsey is not requesting approval at this time. He provided background information on the municipal well area and the ten-year capture zones where infiltration is not allowed, the Drinking Waters Supply Protection Area (DWSPA). He explained that the development that has occurred within that area has paid into an infiltration mitigation fund. He stated that the City is in the processing of developing the COR infiltration basin, which will provide the necessary infiltration for the development within the COR that is within the DWSPA. He stated that one applicant was concerned and referenced the June 20, 2018 memorandum from Barr Engineering in which Barr Engineering stated that condition #6 of Permit #2018-02 will be satisfied.

Weaver asked and received clarification on the location of the COR infiltration basin and received confirmation that the City of Ramsey will forgo development in that area and instead develop an infiltration basin in that area. He asked why a dry basin would be used rather than a wet pond.

Linton explained that the infiltration rules specify that the water going in must be dry within 48 hours, and therefore a pond would not be an option to meet that requirement. He noted that vegetation would be used that can tolerate wet and dry conditions.

Weaver asked about the size. Linton replied that the basin will be approximately five acres in size. He stated that the basin will have additional capacity to support future development within the COR that does not have sufficient space for infiltration.

Weaver asked for details on the infrastructure that would be used to get water from the undeveloped areas to the basin.

Linton explained that the COR was developed with regional ponding in mind, identifying the locations of the ponds. He noted that the infrastructure is already in place to support the development in the COR. He asked the Board to take action as described in the June 20, 2018 memorandum from Barr Engineering, modifying the conditions for Permit #2018-02.

Motion was made by Kuzma, seconded by Barnett, to modify the conditions for Permit #2018-02, as detailed in the June 20, 2018 memorandum from Barr Engineering. Vote: 3 ayes, 0 nays. Motion carried.

Membership to the MN Association of Watershed Districts (MAWD)

Haas stated that he spoke with the new leader of MAWD. He noted that the organization previously only had Watershed Districts as members but has now opened membership with WMO's as well and has invited LRRWMO to become a member. He stated that there are benefits to being a member of the organization. He stated that the Board could choose to become a member and if after a year or two the Board does not see a benefit, the LRRWMO could exit the organization. He stated that the cost would be \$500 per year and suggested that the Board join the organization.

Kuzma asked if there is any additional time commitment to becoming a member.

Haas stated that it is his understanding that the watersheds meet occasionally to share information. He stated that the LRRWMO may gain input through that process.

Kuzma asked if the LRRWMO would gain the same benefit without being a member.

Weaver stated that if the Board has a concern, it would not be difficult to call MAWD.

Haas noted that there is legislative benefit.

Kuzma stated that he understands the opportunity to work together but stated that the LRRWMO has been working well for a number of years without membership in MAWD. He stated that he would prefer to sit on the sidelines for a year and see what comes out of that before deciding to join. He suggested that the idea be revisited in one year.

Haas noted that he will mention that the cost is concerning and perhaps the organization will offer a lower cost. He stated that he will invite a member of Coon Creek Watershed District to the next meeting to provide additional information on MAWD.

Comprehensive Plan Amendment - Change of Land Use in Andover

Haas referenced the turkey farm in Andover, noting that the fourth generation of the family no longer wants to pursue the business. He explained that the property owner has received approval for a PUD for the property, which would require a Comprehensive Plan amendment from agricultural to rural residential. He stated that all agencies were provided with the request and asked to reply if there are any comments.

The Board had no comments or objections.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Fourth Generation Plan RFP

Haas stated that it is time to start toward the Fourth Generation Plan. He stated that the last time the Plan was updated, Barr Engineering updated that plan at an hourly rate. He stated that the other option would be to develop an RFP.

Kuzma stated that if the Board did an update with the Third Generation Plan, he would suggest going out for an RFP this time.

Haas suggested that Schurbon be contracted to draft the RFP.

Motion was made by Kuzma, seconded by Barnett, to request Schurbon to provide a quote to draft an RFP for the Fourth Generation Plan. Vote: 3 ayes, 0 nays. Motion carried.

Linton noted that the cities have to update their Water Plans this year with the Comprehensive Plan and will then have to update the Water Plans again in two years in conjunction with the Fourth Generation Plan. He asked if there are new rules that must be considered in this rendition of the plan.

Haas noted that the WRAPP information will need to be included in this generation of the plan.

Westby stated that it would be nice to know if there are optional items that the Board would like to add to the plan, such as stormwater reuse.

Haas stated that perhaps Schurbon can come to the next meeting to discuss some of the optional items and whether it would be helpful to add those items to the plan.

ADJOURNMENT

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

Time of adjournment: 9:10 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

July 19, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. June 21, 2018, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2018-07 ~ Lehn/Russell Property (Rum River Prop.) ~ Andover
- H. CONSIDER COMMUNICATIONS
 - 1. East Bethel Comp Plan Update
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. Second Quarter 2018 ~ Andover, Anoka, Ramsey
- J. ACD QUARTERLY REPORT
 - 1. Second Quarter 2018
- K. OLD BUSINESS
 - 1. Update ~ Membership to the Mn Assoc. of Watershed Districts (MAWD) ~ Haas
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Fourth Generation Plan RFP
 - a. BWSR Guidance on Updating Metro Water Management Plans
 - b. RFP Process
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka
Permit #2017-18 ~ Anoka Site 20 ~ Anoka*

Next regular meeting date is August 16, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JULY 19, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Mark Kuzma, Ramsey; Elizabeth Barnett, Anoka; and Todd Haas, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, John Enstrom of Enstrom Organic Dirt, Jamie Schurbon of Anoka Conservation District, Dan Fabian of BWSR, and Tim Kelly of Coon Creek Watershed District.

APPROVE AGENDA

Haas requested to add an item to the agenda, G2, to discuss Permit #2018-02, Affinity at Ramsey. He also requested to move item K1 to follow New Business.

Motion was made by Kuzma, seconded by Barnett, to approve the July 19, 2018 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

June 21, 2018 Regular Meeting

Motion was made by Kuzma, seconded by Barnett, to approve the June 21, 2018 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending June 30, 2018. Account balances for the period were: Checking, \$257,516.20; less permit account balance of (\$58,415.68); less 2018 4th Generation Plan Reserve (\$110,000); for a total balance of \$89,100.52.

Smith presented the proposed 2019 contributions for each member cities, which should be used in the city budget processes.

Motion was made by Kuzma, seconded by Barnett, to accept the Treasurer's Report for the period ending June 30, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Smith presented the payment of bills for City of Anoka in the amount of \$1,200 (Feb-June Professional Services) and TimeSaver in the amount of \$722.75 (services rendered in June of 2018).

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

NEW BUSINESS

LRRWMO Permit #2018-07 ~ Lehn/Russell Property (Rum River Prop.) ~ Andover

Haas reviewed the July 16, 2018 memo from Barr Engineering in which Barr Engineering stated that a wetland delineation report was received along with a request for wetland boundary and type concurrence on the subject property. Barr Engineering distributed the report and submitted a Wetland Conservation Act Notice of Application to the other Technical Evaluation Panel members with a comment period ending on August 2, 2018. It was noted that Barr Engineering will conduct a site review a prepare a recommendation for the August 16th Board meeting.

Motion was made by Barnett, seconded by Kuzma, to table Permit #2018-07, Lehn/Russell Property (Rum River Prop.), Andover, as detailed in the Barr Engineering memorandum dated July 16, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-02 ~ Affinity at Ramsey ~ Ramsey

Haas referenced the July 19, 2018 memo from Barr Engineering in which Barr Engineering recommended that the LRRWMO approve the revision to condition #6 of Permit #2018-02

Motion was made by Kuzma, seconded by Barnett, to approve the revision to condition #6 for Permit #2018-02, Affinity at Ramsey, Ramsey, as detailed in the Barr Engineering memorandum dated July 19, 2018. Vote: 3 ayes, 0 nays. Motion carried.

OLD BUSINESS

Update ~ Membership to the MN Assoc. of Watershed Districts (MAWD)

Tim Kelly, Coon Creek Watershed District, provided background information on MAWD and Metro MAWD. He stated that one benefit of belonging to the organization is that you receive a briefing on legislature specifically directed to water-based items. He stated that you also have the opportunity to obtain input from agencies and other administrators.

Kuzma asked and received confirmation that if the LRRWMO were to join, it would be a member and would not be a member of the Board. He asked how the information would then be shared if Board members are the only ones that attend meetings. He also asked if the meeting information would be posted on the website.

Kelly replied that the information is shared via email. He stated that inviting WMO's is a new initiative.

Kuzma asked if there would be an overlap to what BWSR does. Kelly replied that they are separate entities, but noted that MAWD is supported by BWSR, DNR, and PCA.

Kuzma stated he feels that MAWD issues are statewide whereas the LRRWMO is a local group. He stated that while the outcomes effect the LRRWMO, the group would not have any control.

Kelly stated this is just the first step. He equated MAWD to what the League of Minnesota Cities is for municipalities. He stated that while there is a state-wide MAWD, there is also a branch of MAWD that is focused on the Metro area. He stated that the association does not work for any of the State agencies, but the State agencies support the idea of the association.

Fabian stated that MAWD typically provides input to BWSR on certain issues.

Haas noted cities are now going through the process of updating the Comprehensive Plans. He stated that MAWD could provide input on the timing of updating the municipal Water Management Plans.

Linton stated it appears that MAWD would be a unified voice to protect the organizations from the State, using examples of unfunded mandates and impacts that may not be considered when passing legislation.

Kelly confirmed that many people at the State level were unaware of the timing of the local Water Management Plans.

Fabian stated that 8410 was not done in a vacuum and everyone was given the opportunity to be involved. He stated that the plan amendment process requires Water Management Plans to be updated within two years of the Comprehensive Plan being updated in an attempt to provide a more uniformed schedule. He stated that BWSR also has to work with Met Council. He stated

that previously the Water Management Plan was required to be up to date each time the WMO and Watershed District plans were updated, but the new 8410 requires the Water Management Plan to be updated two years before the Comprehensive Plan, which would equate to once every ten years.

Kelly explained that there are often changes to legislature and State statute and therefore the Water Management Plans need to be updated in order to match the new language and in order to be eligible for certain grant funding. He commented on the amount of time that is necessary to make an amendment to the Water Management Plans for the municipalities and the WMO's and Watershed Districts.

Fabian commented that the process to make a minor plan amendment for WMO's and Watershed Districts has been simplified.

Kuzma stated that this input has been helpful from his perspective as he previously was not in favor of joining another group.

Schurbon stated that he was contacted by MAWD weeks ago on the same topic. He noted that if WMO's join, they would be associate members and would not be voting members.

Haas stated the first year would have a cost of \$500, with the second year not to exceed \$1,500.

Barnett asked if there would be an option to discuss the membership prior to the first year of membership expiring in order to discuss the value added before continuing with the second year of membership.

Kelly confirmed that the LRRWMO would receive at least three notifications before the second year of membership begins. He stated that the due schedule was recently updated.

Barnett confirmed that the LRRWMO would have ample ability to discuss the value added before deciding whether to continue with the second year of membership.

Fabian noted that there are also trainings available to members, which is beneficial, above just the legislative voice. He stated that the new manager training often provides good information.

Kelly agreed that the trainings are beneficial as there are differences to governing a natural resources-based organization versus a municipality.

Barnett asked who from the LRRWMO would attend the meetings and be the point person for MAWD.

Kelly stated that the LRRWMO would want to appoint a member to attend the MAWD meetings and communicate that information to its Board.

Haas stated that he could be on the list with one of the other Board members listed as an alternate. He stated that he can provide the information to TimeSaver and the necessary information can be shared with the Board.

Kelly stated that there is value in having the WMO's involved.

Motion was made by Kuzma, seconded by Barnett, to approve joining MAWD for a period of one year, with a review to be done prior to the first year expiring to determine if membership should continue. Vote: 3 ayes, 0 nays. Motion carried.

Fourth Generation Plan RFP

a) BWSR Guidance on Updating Metro Water Management Plans

Haas displayed a map which identifies the deadlines in which the Water Management Plans must be updated for each WMO or Watershed District.

Fabian referenced the BWSR Metro Watershed Management Plan Update Guide which is available on the BWSR website and contains useful information. He stated that BWSR's focus on the process is that the WMO have an open proactive, upfront process to identify the issues and priorities and how those elements will be addressed. He stated that the plans should revolve around the priority issues. He stated that the plan is a living document that should not just sit on the shelf, noting that there is an easy process for minor amendments to the plan to ensure that the plan stays up to date. He stated that there is a benefit to keeping the State agencies involved as that will provide an opportunity for State agencies to provide input and identify issues upfront. He stated that if the State agencies have had the opportunity to provide input throughout the planning process, that makes it easier for him to make the recommendation of approval to the BWSR Board. He provided details on the stakeholder involvement process, which builds support for implementation of the plan. He provided examples of how issues can be identified including trend analysis and modeling. He stated that if the information in the plan includes the priority issues, measurable goals, and actions, that will assist the organization in possibly obtaining grant funds. He noted that he is a resource during this process as well as the State agency contacts.

Kuzma asked for input on the Upper Rum River WMO.

Fabian stated that there is a potential that the One Watershed One Plan could be adopted as the WMO's plan but he has heard that the LRRWMO would like to have their own specific plan. He stated one option would be to delay action on the LRRWMO plan until the One Watershed One Plan is completed. He explained that when the URRWMO submitted their final plan approval, there were some fairly negative comments from the agencies including BWSR because that organization did not have proactive efforts for identifying issues. He stated that controlling costs is a big focus for that organization, but there has to be something accomplished. Otherwise, the money that is spent is wasted.

Fabian stated there are issues in the URRWMO that need to be addressed that are not being addressed. He stated that there have been a few meetings with that organization discussing the elements that need to be addressed in order for their plan to be approved. He stated that the organization does not have a staff person or consultant and therefore administrative duties fall to the Chair of the URRWMO and that is not working for the organization. He stated the URRWMO does have some new Board members that do seem interested in continuing the process and getting their plan approved but noted that the ball is in their court and the organization needs to come through with a real plan.

Schurbon stated that he has been watching the URRWMO and maybe they will come around. He stated the LRRWMO is on the edge of starting an expensive planning process and asked about the likelihood that the LRRWMO spends the money on the planning process and the URRWMO is dissolved, which would mean that the LRRWMO wasted money on the planning process.

Fabian stated he is not sure of the likelihood, noting however that it is always a possibility. He stated that any of the updates to the LRRWMO plan would still be priority issues, whether those would still be high priorities if the organization becomes larger.

Schurbon stated he would be concerned with planning fatigue.

Fabian stated the LRRWMO would have the option of delaying the plan, but the problem is that there is not much included in the plan for specific projects. He stated that a minor plan amendment could be made to include capital improvements which would make those projects eligible for grants in the time being.

Haas stated he got the impression that the URRWMO is trying to move forward and therefore he believes that the LRRWMO should move forward in their planning process.

Fabian stated that the One Watershed One Plan could be a reason to delay the planning process.

Kuzma asked if the URRWMO becomes part of the LRRWMO, would the organization then have the authority to levy that portion of the area for the additional planning costs.

Haas stated that the funds for the LRRWMO come from the municipalities at this time through the JPA. It was noted that if the organization combined with the URRWMO, those cities would become a part of the JPA and those cities could be assessed for the cost.

Fabian noted that the LRRWMO could start the initial request and start collecting data, and then pause, depending on the One Watershed One Plan.

Enstrom asked the penalty the URRWMO would receive if they do not come on board with a plan.

Fabian stated that eventually they would be found non-implementing and the County would then be given the choice as to what would happen with the organization.

Enstrom stated that there are major differences between the areas in the LRRWMO and URRWMO and would believe that the organizations would want to remain separate.

Kelly explained that Coon Creek combined with another organization in the past and explained that subwatershed plans were identified for each of the areas in order to address the specific needs and priorities within the subwatershed areas. He noted that even in urbanized areas, there can be very different needs and desires.

b) RFP Process

Haas stated that if the Board has input, that can be given now before Schurbon goes out for the RFP.

Schurbon stated that the RFP included in the packet is based on a model used by another organization. He identified some elements of the RFP that would be different including challenges for public participation. He referenced issues of timing related to the uncertainty of the URRWMO and One Watershed One Plan. He stated that the rules and standards have recently been updated and therefore perhaps that is not a focus in this plan. He stated one goal that he would see is a melding of the LRRWMO and municipality goals. He stated that perhaps this RFP process would be sent to consultants to allow thought and then ask for input, similar to a pre-bid process, and then revise the RFP to address the additional input.

Haas stated he spoke with Westby the previous day and the consensus was that while each municipality must participate and provide input, the work must be done by a consultant as city staff does not have the time to spearhead the process.

Westby stated that overall the RFP seems that it will work well. He stated that he was confused on the work plan and what that truly is in the RFP. He stated the term seems to be used in multiple locations of the RFP and seems to mean different things in the different areas.

Schurbon confirmed he would clarify that term.

Westby stated he was also confused by the early termination clause.

Schurbon stated that could be changed to state the consultant may not terminate the process without the approval of the Board.

Haas stated he would also like specification that the LRRWMO be provided with Microsoft Word documents that should be owned by the LRRWMO.

Westby referenced language regarding the one rule and statute that must be met and asked if that should be made vaguer to state all rules and applicable statutes must be met.

Kelly commented that would depend city to city. He stated that Coon Creek has attempted to include as much of the Storm Water Pollution Prevention Plans (SWPPP) and asset management. He stated that is a trend in the MS4 Permit that is coming. He stated you could include language that would attempt compliance with the SWPPP.

Haas referenced the partner duties and stated it should be made clear that the consultant would be in charge of running everything, including setting up meetings. He referenced disbursement of funds and stated that the LRRWMO requires 15 business days for payments.

Kelly asked if the identification of issues is included in the RFP. He stated that targeted goals will put the organization in a better position to obtain goals and explain what the organization is doing. He explained that Coon Creek did not use the consultant for that element but noted that the organization has a full-time staff. He stated the organization wants someone that understands the issues of the WMO to be included in that goal identification.

Linton stated that perhaps the LRRWMO needs to put some effort into narrowing the focus of the first phase. He stated that while the LRRWMO does not have dedicated staff, perhaps the member city staff can get together to identify high priority goals.

Schurbon stated the process requires cities to get together to have that discussion but noted that perhaps before there is a consultant involved, the cities should get together to ensure there is a clear understanding.

Linton agreed that homework should be done first to confine the variable cost component.

Schurbon stated that could be part of the pre-bid meeting.

Haas and Linton stated that meeting should occur prior to bringing consultants into the discussion.

Linton stated that each consultant will want to collect their own data from city staff in order to prepare their full proposal and will not want to ask the questions all together in one room and he does not have the time to meet each consultant separately.

Fabian noted the information from the meeting with city staff could be included with the RFP for the consultants to see. He stated that he is unsure that the WMO has a staff person to spearhead that action.

Schurbon stated that if the RFP goes out, he would be interest in submitting a proposal and therefore he is hesitant to participate too much in the scope if he is going to bid.

Haas stated that Schurbon would just be meeting with the cities to gather information.

Schurbon stated he will make the revisions to the RFP as discussed and then perhaps amend the LRRWMO contract with the ACD to include the meetings with the cities to identify goals. He

stated he is anticipated that the planning process will start in January and therefore this will seem to remain on schedule.

Haas thanked Fabian and Kelly for attending the meeting. He stated that the next agenda should include consideration of a resolution indicating that the Board is going to start the planning process.

CONSIDER COMMUNICATIONS

East Bethel Comp Plan Update

It was the consensus of the Board that there are no comments from the LRRWMO.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Nelson presented the Year 2018 Second Quarter Report for the City of Anoka.

Motion was made by Kuzma, seconded by Barnett, to approve the Year 2018 Second Quarter Report for the City of Anoka, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Linton presented the Year 2018 Second Quarter Report for the City of Ramsey.

Motion was made by Kuzma, seconded by Barnett, to approve the Year 2018 Second Quarter Report for the City of Ramsey, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Haas presented the Year 2018 Second Quarter Report for the City of Andover.

Motion was made by Barnett, seconded by Kuzma, to approve the Year 2018 Second Quarter Report for the City of Andover, as presented, and to authorize release of unused escrow for Permit #2017-30. Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

Second Quarter 2018

Schurbon stated that his report was included in the meeting packet. He stated that there is assortment of monitoring being completed that is on track. He provided a summary of the other activities including city newsletter articles and cost-share grants. He referenced the Met Council grant that was received two years ago. He stated that two rain gardens were installed in Anoka thus far and a third site has been selected north of the fairgrounds and provided details on that project.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS ~ None

ADJOURNMENT

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

Time of adjournment: 10:22 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

August 16, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. July 19, 2018, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2018-07 ~ Lehn/Russell Property (Rum River Prop.) ~ Andover
 - 2. LRRWMO Permit #2018-08 ~ TC Homes ~ Andover
 - 3. LRRWMO Permit #2018-09 ~ Petersen Farms Phase 1 ~ Andover
 - 4. LRRWMO Permit #2018-10 ~ Bergeron 2nd Addition ~ Andover
 - 5. LRRWMO Permit #2018-11 ~ Water Resource Mgmt. Plan ~ Andover
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD QUARTERLY REPORT ~ None
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Fourth Generation Plan
 - a. ACD Amendment to Contract for Services
 - b. Resolution #2018-02 ~ Intent to Begin Water Mgmt. Plan Update
 - c. Set Special Meeting Date in September for Watershed Planning Scoping
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka
Permit #2017-18 ~ Anoka Site 20 ~ Anoka*

Next regular meeting date is September 20, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

AUGUST 16, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Elizabeth Barnett, Anoka; and Todd Haas, Andover.

Voting member absent was: Mark Kuzma, Ramsey.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, John Enstrom of Enstrom Organic Dirt, and Jamie Schurbon of Anoka Conservation District.

APPROVE AGENDA

Motion was made by Barnett, seconded by Haas, to approve the August 16, 2018 agenda as presented. Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

Enstrom stated that the trees outside of the Anoka City Hall are infested with a parasite and provided an example.

Nelson stated that he would pass the information to the City Forester.

APPROVE MINUTES

July 19, 2018 Regular Meeting

Motion was made by Barnett, seconded by Haas, to approve the July 19, 2018 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending July 31, 2018. Account balances for the period were: Checking, \$258,704.44; less permit account balance of (\$58,411.68), less 2018 4th Generation Plan Reserve (\$110,000), for a total balance of \$90,292.76.

Nelson referenced the summary of permit application, specifically Permit #2012-04, which was closed in 2013 and has a remaining balance. He stated that he submitted the request to have the remaining balance refunded. He also referenced Permit #2015-14, for the Highway 10 Pedestrian Project. He stated that \$85 charge was for a conversation between Barr Engineer and Bolton & Menk, but a permit number was never officially issued for that project. He asked that be removed.

Haas confirmed the consensus of the Board to remove Permit #2015-14 and charge the \$85 to the Board consulting services.

Linton stated that he recently noticed that every open wetland case was recently charged \$17 as annual maintenance, with no explanation of what was done. He asked for further clarification.

Motion was made by Barnett, seconded by Haas, to accept the Treasurer's Report for the period ending July 31, 2018. Vote: 2 ayes, 0 nays. Motion carried.

Payment of Bills

Smith presented the payment of bills for City of Anoka in the amount of \$1,200 (Feb-June Professional Services), Barr Engineering in the amount of \$833.00 (Professional Services 5/19/18 through 7/13/18), and TimeSaver in the amount of \$853.62 (services rendered in July of 2018).

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

NEW BUSINESS

LRRWMO Permit #2018-07 ~ Lehn/Russell Property (Rum River Prop.) ~ Andover

Haas reviewed the August 3, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and types as detailed in the draft Notice of Decision form.

Motion was made by Barnett, seconded by Haas, to approve the wetland boundaries and types as detailed in the Notice of Decision for Permit #2018-07, Lehn/Russell Property (Rum River Prop.), Andover, as detailed in the Barr Engineering memorandum dated August 3, 2018. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-08 ~ TC Homes ~ Andover

Haas reviewed the August 3, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and types as detailed in the draft Notice of Decision form.

Motion was made by Barnett, seconded by Haas, to approve the wetland boundaries and types as detailed in the Notice of Decision form. Permit #2018-08, TC Homes, Andover, as detailed in the Barr Engineering memorandum dated August 3, 2018. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-09 ~ Petersen Farms Phase 1 ~ Andover

Haas reviewed the August 8, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application to be incomplete until the wetland documentation is submitted for approval.

Motion was made by Barnett, seconded by Haas, to consider Permit #2018-09, Petersen Farms Phase 1, Andover incomplete. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-10 ~ Bergeron 2nd Addition/Estates at Cedar Ridge ~ Andover

Haas reviewed the August 8, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application to be incomplete until the wetland documentation is submitted for approval.

Motion was made by Barnett, seconded by Haas, to consider Permit #2018-10, Bergeron 2nd Addition/Estates at Cedar Ridge, Andover incomplete. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-11 ~ Water Resource Management Plan ~ Andover

Haas reviewed the August 8, 2018 memo from Barr Engineering in which Barr Engineering stated that a permit application has been received for the review and comment of a minor Amendment to the Third Generation Storm Water Management Plan for the City of Andover. It was noted that the review from Barr Engineering will be completed and a recommendation will be provided prior to the Board's September meeting.

Motion was made by Barnett, seconded by Haas, to table Permit #2018-11, Water Resource Management Plan, Andover, as detailed in the Barr Engineering memorandum dated August 8, 2018. Vote: 2 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

Haas noted that these items are informational and do not require action.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Fourth Generation Plan

a) ACD Amendment to Contract for Services

Schurbon referenced the memorandum which was included in the Board packet with a proposed cost of \$600 to assist in developing a scope for consultants and the RFP.

Haas asked if ACD would have a staff engineer to assist with the plan or would they consult with an engineer to review and sign the plan. He noted that Barr Engineering prepared the last rendition of the plan and the Local Water Management plans are signed by the City Engineer.

Schurbon stated it is not a requirement to have an engineer sign the plan. He stated that most of the plans are not signed by an engineer unless the plan is developed by an engineer. He explained it is a planning document and not a designed project.

Westby noted that if ACD prepares the plan and there is a requirement for an engineer to sign off on the plan, that would be an expensive signature as the engineer would want to review the entire document.

Nelson asked if the plan would be reviewed by Barr Engineering anyways. Schurbon stated that would be the choice of the LRRWMO.

Westby asked if a City Engineer from each of the member cities would sign off on the LRRWMO plan. Haas noted that typically the City Engineer would sign off on the Local Water Management Plan.

Schurbon stated that he will consult with Fabian from BWSR to get an official opinion on the signature of an engineer on the LRRWMO plan.

Haas noted that the cost for Schurbon to assist in the development of the RFP would come out of the reserves that the Board has for the plan development.

Motion was made by Barnett, seconded by Haas, to approve the ACD amendment to contract for services. Vote: 2 ayes, 0 nays. Motion carried.

b) Resolution #2018-02 ~ Intent to Begin Water Management Plan Update

Haas stated that Schurbon created the draft resolution suggested by BWSR which will begin the Water Management Plan update.

Motion was made by Barnett, seconded by Haas, to adopt Resolution #2018-02. Vote: 2 ayes, 0 nays. Motion carried.

c) Set Special Meeting Date in September for Watershed Planning Scoping

Haas confirmed that both he and Barnett will be in attendance. He noted that most of the conversation will be between the city staff members.

Schurbon stated if a quorum will be present, it should be posted as a special meeting. He stated that he will send some reading materials one week prior to the special meeting.

Motion was made by Barnett, seconded by Haas, to schedule a special meeting for watershed planning scoping on September 12, 2018 at 8:30 a.m. Vote: 2 ayes, 0 nays. Motion carried.

Other

Enstrom referenced a recent County project which took place on County Road 5 and stated that he is concerned that untreated water is now being directed into the wetland. Westby stated that was a culvert replacement, noting there was a culvert in that place previously.

Enstrom stated the area is open ditch and there were no restoration efforts. Westby confirmed the concern was that there are not erosion control measures or BMPs in place.

Enstrom noted that wetland is already impaired and adding additional untreated water will not be beneficial. He believed that the project could have been managed better. Westby stated that he will follow up on this item.

Westby referenced Permit #2017-20, Cole Addition, and noted that the bill had been sent twice. He stated the property has changed ownership and perhaps the bill was being sent to the old property owner.

ADJOURNMENT

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

Time of adjournment: 9:00 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

September 20, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. August 16, 2018, Regular Meeting
 - 2. September 12, 2018, Special Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2018-09 ~ Petersen Farms Phase 1 ~ Andover
 - 2. LRRWMO Permit #2018-10 ~ Estates at Cedar Ridge ~ Andover
 - 3. LRRWMO Permit #2018-11 ~ Water Resource Mgmt. Plan ~ Andover
 - 4. LRRWMO Permit #2018-12 ~ Brookfield East ~ Ramsey
- H. CONSIDER COMMUNICATIONS
 - 1. Wellhead Protection Plan ~ City of Ramsey
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD QUARTERLY REPORT ~ None
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Fourth Generation Plan
 - a. Update from ACD for LRRWMO Board
 - b. Consultant Request for Proposals
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka
Permit #2017-18 ~ Anoka Site 20 ~ Anoka*

Next regular meeting date is October 18, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

SEPTEMBER 20, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Mark Kuzma, Ramsey; Elizabeth Barnett, Anoka; and Todd Haas, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, John Enstrom of Enstrom Organic Dirt, and Jamie Schurbon of Anoka Conservation District.

APPROVE AGENDA

Haas requested to add an item to the agenda, Release of Escrow for Permit #2007-04, Timber Trails Second Addition, to follow payment of the bills.

Motion was made by Kuzma, seconded by Barnett, to approve the September 20, 2018 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

August 16, 2018 Regular Meeting

Motion was made by Barnett, seconded by Kuzma, to approve the August 16, 2018 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

September 12, 2018 Special Meeting

Motion was made by Barnett, seconded by Haas, to approve the September 12, 2018 Special Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 abstain. Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending August 31, 2018. Account balances for the period were: Checking, \$261,743.60; less permit account balance of (\$60,796.94), less 2018 4th Generation Plan Reserve (\$110,000); for a total balance of \$91,546.66.

Smith referenced Permit #2017-20, Cole Addition, noting that the account has been billed twice with no response. Westby noted that he has updated billing information as the property changed ownership and will provide that to Smith.

Smith referenced Permit #2018-11, Andover Water Management Plan Review, and noted that there is a charge of \$127. She asked if that should be billed to Andover or whether that should be paid with LRRWMO administrative funds.

Haas confirmed that all the cities will be submitting updated Water Management Plans and the consensus was to have that review paid through LRRWMO administrative funds rather than billing the cities individually.

Linton stated that Permit #2018-06 should be listed to the City of Ramsey rather than Anoka County.

Motion was made by Kuzma, seconded by Barnett, to accept the Treasurer's Report for the period ending August 31, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Smith presented the payment of bills for TimeSaver in the amount of \$833.00 (services rendered in July of 2018), Barr Engineering in the amount of \$2,101.42 (services rendered July 14, 2018 through August 10, 2018), and Louck Associates in the amount of \$31.00 (permit #2012-04).

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

Release of Escrow for Permit #2007-04

Motion was made by Kuzma, seconded by Barnett, to authorize the release of remaining escrow for Permit #2007-04, Timber Trails Second Addition. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey

Haas reviewed the September 11, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve an extension of the completed construction of the proposed COR infiltration basin until September 30, 2019.

Motion was made by Kuzma, seconded by Barnett, to approve an extension of the completed construction for Permit #2018-06 until September 30, 2019, The COR Infiltration Basin, City of Ramsey, as detailed in the Barr Engineering memorandum dated September 11, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-09 ~ Petersen Farms Phase I ~ Andover

Haas noted that the name of this project has been changed to Preserve at Petersen Farms.

Haas reviewed the September 14, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and types as detailed in the draft Notice of Decision form.

Motion was made by Kuzma, seconded by Barnett, to approve the wetland boundaries and types as detailed in the draft Notice of Decision form for Permit #2018-09, Petersen Farms Phase I, Andover, as detailed in the Barr Engineering memorandum dated September 14, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Haas reviewed the September 14, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the permit subject to the seven conditions detailed in the memorandum.

Darren Lazan, Landform, representing the applicant, provided details on the proposed low-impact storm water treatment system.

Motion was made by Kuzma, seconded by Barnett, to approve Permit #2018-09, Petersen Farms Phase I, Andover, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated September 11, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-10 ~ Estates at Cedar Ridge ~ Andover

Haas reviewed the September 14, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application incomplete.

Motion was made by Barnett, seconded by Kuzma, to consider Permit #2018-10, Estates at Cedar Ridge, Andover, incomplete as detailed in the Barr Engineering memorandum dated September 14, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-11 ~ Water Resource Management Plan ~ Andover

Haas reviewed the September 11, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the proposed minor plan amendment to the City of Andover's Third Generation Storm Water Management Plan.

Motion was made by Kuzma, seconded by Barnett, to approve the minor plan amendment for Permit #2018-11, Water Resource Management Plan, Andover, as detailed in the Barr Engineering memorandum dated September 11, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-12 ~ Brookfield East ~ Ramsey

Haas reviewed the September 14, 2018 memo from Barr Engineering in which Barr Engineering stated that a WCA Notice of Application was submitted on September 6, 2018 with a required 15 business day comment period, which ends on October 4, 2018. The applicant originally requested a special meeting, but the request was withdrawn on September 6, 2018. A recommendation for the wetland boundary and type decision will be provided in the October 12, 2018 Board packet following the end of the comment period to be discussed during the October 18, 2018 Board meeting.

Motion was made by Kuzma, seconded by Barnett, to table Permit #2018-12, Brookfield East, Ramsey, as detailed in the Barr Engineering memorandum dated September 14, 2018. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

Wellhead Protection Plan ~ City of Ramsey

Haas noted that these items are informational and do not require action.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Fourth Generation Plan

a) Update from ACD for LRRWMO Board

Haas stated that the Board held a special meeting on September 12th.

Schurbon stated that he made updates to the RFP as directed by the comments at that meeting and sent that to the Board and staff to review last week. He stated that the RFP extends the timeline over a three-year period and better identifies the responsibilities of the consultant. He welcomed additional comments and noted that once prepared the RFP can be distributed. He welcomed suggestions for consultants from each of the member cities.

Haas stated that each of the member cities should bring a list of consultants to the next meeting.

Linton stated that Ramsey had some internal questions as to how the proposals will be evaluated.

Haas stated that the RFP components will need to be met, and then other factors such as cost and experience should be considered.

Linton believed that there should be a unified scoring matrix of what is most important, rather than using personal preferences. He explained that will provide a more accurate comparison by the member cities.

Westby suggested that be discussed at the next meeting. He stated that Ramsey has a scoring matrix that they use and noted that he can bring that to the next meeting.

Barnett agreed that having a quantifiable process will ensure that the decision is non-judgmental for people looking from the outside.

b) Consultant Request for Proposals

Motion was made by Kuzma, seconded by Barnett, to approve the RFP for the 4th Generation Plan development. Vote: 3 ayes, 0 nays. Motion carried.

ADJOURNMENT

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

Time of adjournment: 8:51 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

September 12, 2018 – 8:30 a.m.
Council Work Session Room – Anoka City Hall
(end of hallway on second floor)

**PRELIMINARY
SPECIAL AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. FOURTH GENERATION PLAN
 - 1. Watershed Planning Scoping
- F. ADJOURNMENT

Next regular meeting date is September 20, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

SEPTEMBER 12, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Work Session Room of Anoka City Hall.

ROLL CALL

Voting members present were: Elizabeth Barnett, Anoka; and, Todd Haas, Andover.

Voting members absent were: Mark Kuzma, Ramsey.

Also present were: Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, Jamie Schurbon of Anoka Conservation District, David Berkowitz, Andover Director of Public Works/City Engineer, and Dan Fabian, BWSR.

APPROVE AGENDA

Motion was made by Barnett, seconded by Haas, to approve the September 12, 2018 agenda as presented. Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

FOURTH GENERATION PLAN

Watershed Planning Scoping

Schurbon stated that the intent of today is to create a request for proposals (RFP) for consultants to assist with update of the LRRWMO Watershed Management Plan. He reviewed some of the topics that he would like Board direction on which will help to further refine the scope and direction. He stated that the last time they spoke they believed that the completion date was to be December 2020, but after speaking with Fabian the official expiration date of the current LRRWMO plan is December 2021. He noted that the Board could make the choice to delay the RFP process or could utilize an extended planning process. He noted that the One Watershed One Plan process begins in the next few months and a consultant could be chosen to attend those meetings on behalf of the LRRWMO. He explained that One Watershed One Plan will focus on regional issues, while the WMO would include local items as well.

Fabian stated that the WMO could adopt the One Watershed One Plan (1W1P), but there would need to be an additional section that addresses the more localized issues. He stated that the purpose of the 1W1P can include local issues, but more emphasis will be placed on regional issues.

Schurbon stated that 1W1P could be a good place to gather some of the information needed for the WMO plan.

Linton stated that he attended most of the WRAPP meetings and his perception is that it would be very difficult for the WMO to insert something given the dominant rural character of the people that were in the WRAPP sessions. He stated that their biggest concern was failed septic systems, not 40-acre commercial developments that come in at 90 percent impervious. He explained that it would be an apples and oranges comparison of what the cities of the WMO are facing as challenges.

Haas agreed.

Schurbon stated that watershed issues drive where those regional plans go and agreed that most of the other communities are rural.

Linton stated that the 1W1P will not get to the level of detail that the WMO will need for the municipal areas and therefore it would be better for the LRRWMO to just create its own plan.

Haas asked if the 8410 rules apply to 1W1P.

Fabian stated that it is a different program and legislation. He stated that the 8410 plans are equivalent to 1W1P, although he prefers 8410. He explained that 1W1P are perhaps in their second generation while the WMO has gone through several generations of their plan to further refine. He stated that the 8410 plans meet or exceed the requirements of the 1W1P.

Haas confirmed the consensus of the Board to develop its own plan.

Berkowitz agreed with Linton's comments that the WMO should focus on the municipalities and their challenges rather than joining the rural communities of 1W1P. He stated that Andover is also governed by Coon Creek Watershed District and Andover would like to see consistency between the two watershed organizations. He stated that Coon Creek Watershed District will have their plan completed by 2022, and Andover would like to see the LRRWMO plan adopted as close to that time as possible.

Fabian stated that in regard to the 1W1P process, it would be beneficial to have the LRRWMO participate as some of the rural communities are beginning to urbanize and therefore the knowledge of the LRRWMO would be helpful.

Berkowitz agreed that the LRRWMO could participate and perhaps some of the general information could be referenced in the LRRWMO plan.

Schurbon stated that the 1W1P will want to have kickoff meetings in the north and down here and therefore it could be helpful to combine the kickoff meeting between the LRRWMO and the 1W1P group upstream.

Fabian provided additional details on the orientation meeting in Mille Lacs that will take place on October 23rd.

Schurbon stated that there are multiple options for how the LRRWMO will participate in the 1W1P meetings. He noted that it could occur similar to the WRAPP meetings where one or two representatives from this group attend or a consultant could be appointed to attend on behalf of the LRRWMO. He provided additional details on the two levels of committees that will be a part of the process.

Berkowitz suggested that a Board member attend both Committees and the consultant be a part of the Advisory Committee.

Fabian stated that the Advisory Committee is mainly staff while the Policy Committee would be composed of Board member representatives. He stated that Advisory Committee makes recommendations to the Policy Committee.

Schurbon stated that the decision would be whether the consultant would attend the Advisory Committee or whether a member of city staff would represent the Board.

Linton stated that he would prefer that a member of city staff attend the Advisory Committee. He stated that a consultant would most likely be out of the south metro and therefore a lot of driving time would be paid for that consultant to attend meetings in Mille Lacs.

Haas stated that he would recommend Linton to attend the Advisory Committee meetings and he would attend the Policy Committee meetings.

Schurbon stated that if the staff member is chosen to do specific work for 1W1P, the State 1W1P planning grant would not pay for his time and mileage.

Fabian stated that it a decision that the LRRWMO would want to make on whether to pay for the expenses for the staff member and Board member to attend the 1W1P meetings.

Haas stated that the funds could be provided from the funds set aside for the planning process.

Fabian asked what was done for the WRAPP meetings.

Linton stated that staff just took a city vehicle and it was just part of the regular daily duties. He stated that he would be okay with that but if the meetings become monthly, then perhaps compensation would need to be discussed. He believed that paying a consultant to attend the 1W1P meetings would be a significant hit to the LRRWMO budget.

Haas commented that Linton would have more background information on the LRRWMO than a consultant and therefore would be able to provide more accurate opinions.

Fabian noted that the LRRWMO could have representatives from each of the municipalities attending the meetings to alternate the responsibilities of the Advisory Committee.

Berkowitz stated that Andover could send Jason Law to attend the Advisory Committee meetings as an alternate or in addition to Linton.

Barnett asked if there would be additional responsibility for the staff members that attend the 1W1P Advisory Committee meetings.

Fabian stated that the only responsibility would be to attend the meeting and read the materials prior to ensure that they are prepared for the meeting. He noted that if the person chose to volunteer for additional duties, that would be their decision.

Nelson left the meeting at 9:03 a.m.

Berkowitz asked and received confirmation that the LRRWMO could be a part of the 1W1P process but still have its own plan.

Fabian used the example of another entity that is participating in the 1W1P process but will simply incorporate applicable elements into their own plan.

Schurbon reviewed the task descriptions included in the original RFP, including elements that are required and elements that are optional.

Berkowitz suggested making presentations to the member City Councils in a similar format to how the joint LRRWMO meetings were done in the past, with dinner offered, as that seems to gain attendance.

Haas asked how the development of goals would interact with water-based funding.

Fabian stated that when projects are done, it should be known as to how much that project is going to help the LRRWMO achieve that goal.

Haas stated that he has gotten the impression that either the LRRWMO or the cities have to come up with the measurable goals.

Schurbon stated that the LRRWMO, with the help of the consultant, would develop the measurable goals to include in the plan.

Fabian stated that if there is an item in a city's CIP, that should be included in the Watershed Plan as well.

Berkowitz stated that the Coon Creek Watershed District states that the District will identify improvements that will maximize the measurable goal and each municipality will participate in the cost-share, regardless of whether the improvement is located within the city's boundaries as the resource will still be improved by the project.

Fabian stated that this WMO operates with the city's implementing those projects.

Berkowitz stated that the WMO could identify the best projects that could maximize the impact to the water resource. He agreed that the member city where the project lies could develop the plans and construct the project, but then all member cities would participate in a cost-share. He believed that the LRRWMO should identify the projects in the Watershed Plan and then the member cities could include the project in their CIP in order to budget.

Westby agreed.

Haas stated that he got the impression that the water-based funding is going to continue, whether its annually or every other year.

Fabian noted that having projects defined in the plan makes the LRRWMO more competitive for funding and grant funding.

Schurbon stated that the approval process takes quite a while as BWSR has a 60 to 90-day review period.

Fabian stated that it typically is less than 90 days and provided additional information on the timeline.

Schurbon did a destructive planning exercise with the group to help identify the key stakeholders, existing documents and plans that should be reviewed, what is desired from the consultant, and the optimal number of meetings. He asked for input on community events.

Haas stated that perhaps the dinner meeting is done with a presentation that showcases projects for staff and Council.

Schurbon reviewed other options that could include a tour or keynote speaker event for the general public.

Fabian stated that perhaps a tour is done with a keynote speaker workshop that is done at the conclusion.

Schurbon stated that perhaps a less formal setting is chosen, like a park on the river or the golf course.

Berkowitz stated that he is not sure how well attended a tour would be and believed that a meeting with boards showing projects would be the best option.

Haas suggested using Anoka City Hall as the location as you can see the Rum River from the window. He stated that Anoka could give a little presentation on how the water level is controlled by the dam and the history of the dam.

Barnett stated that each city could utilize its Facebook account with an eye-catching photo to help increase participation in the event.

It was the consensus of the group that two reviews should be done of the plan.

Schurbon stated that the Board will be putting out an RFP but since the consultant will not be involved in the IWIP process, there is not a direct need to have the consultant on board right away and asked for input from the Board.

Haas believed that it would be beneficial to have the consultant begin earlier in the process because of the time it takes to get things going and confirmed the consensus of the group.

Schurbon asked for input on how to get the RFP out to consultants.

Haas noted that there is a method that TimeSaver has used in the past that consultants review.

Berkowitz and Westby confirmed that the cities typically have lists of consultants.

Berkowitz stated that he would not want the LRRWMO to receive 30 proposals to review.

Linton stated that the qualifications should be very specific to ensure that the consultant has done a certain number of plans within the past five years.

Berkowitz stated that staff could review the lists the municipalities have and bring that back to the Board.

Linton stated that this is a large amount of money for the LRRWMO and therefore the Board wants to ensure that the right consultant is chosen that can address all elements of the plan.

Barnett stated that perhaps other WMO's and Watershed Districts have gone through this process and the Board could ask for references from those entities.

Schurbon agreed that in the submittal process references could be required of the consultants.

Haas stated that perhaps a not to exceed amount should be specified within the RFP.

Linton suggested listing the not to exceed amount as 80 percent of the available funds the Board has.

Berkowitz suggested that the consultants provide a not to exceed amount rather than the Board listing that amount. That way the consultant is providing the amount rather than the Board giving that information.

Schurbon asked for input on the timeline, noting that consultants would need at least one month to prepare their submission.

Berkowitz stated that it would most likely be better to have the submittal date in early or mid-December with interviews to occur in January.

Haas suggested making the submittal deadline as December 7th, which would allow the Board to include that information in the packet for review with interviews in January.

Schurbon noted that a special meeting would then be set for the Board in January to conduct the interviews.

Westby asked who would review the proposals, in the case that 25 proposals are received.

Haas stated that perhaps each member city review the proposals to make a recommendation to the Board, with the Board ultimately making the final recommendation of the interview candidates.

Linton suggested making the submittal date three weeks prior to the Board meeting to allow city staff enough time to review the proposals and get their choices to TimeSaver in time to be included with the agenda.

Haas stated that staff could just bring their choices to the Board meeting.

Schurbon stated that the RFP could be approved by the Board at the next meeting and that could be sent out immediately to allow additional time on the front end.

Haas suggested making the submittal date as November 30th at 4:30 p.m. to the City of Anoka. It was the consensus of the Board for the city staff members to bring their recommendations of the top consultants to be interviewed at the December meeting. Interviews would be conducted in January.

Fabian stated that once the submittals are received, staff could go back through some of the references and review those plans to determine the quality of the plan that was prepared.

Schurbon stated that he will provide the RFP by email to the Board and staff via email prior to the Board meeting to allow everyone to review the information prior to the meeting to determine if additional elements should be incorporated. He stated that if the Board is not comfortable with the draft RFP at the September meeting, the approval could be delayed to the October meeting.

ADJOURNMENT

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

Time of adjournment: 10:13 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

October 18, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. September 20, 2018, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2018-10 ~ Estates at Cedar Ridge ~ Andover
 - 2. LRRWMO Permit #2018-12 ~ Brookfield East ~ Ramsey
 - 3. LRRWMO Permit #2018-13 ~ Bunker Lake Industrial Park #3 ~ Ramsey
 - 4. LRRWMO Permit #2018-14 ~ Cottages at The COR ~ Ramsey
 - 5. LRRWMO Permit #2018-15 ~ Kwik Trip ~ Anoka
- H. CONSIDER COMMUNICATIONS
 - 1. 2040 Comprehensive Plan Update ~ City of Ramsey
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. 2018 Third Quarter Reports ~ Andover, Anoka, Ramsey
- J. ACD QUARTERLY REPORT
 - 1. 2018 Third Quarter Report
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Fourth Generation Plan
 - a. Consider Consultant Selection/LRRWMO Board
 - 2. Consider Board Member Attending MAWD Conference
 - 3. Amendment to Metropolitan Council Stormwater Retrofit Grant Agreement
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka
Permit #2017-18 ~ Anoka Site 20 ~ Anoka
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (to 9/30/2019)*

Next regular meeting date is November 15, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

OCTOBER 18, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:33 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Elizabeth Barnett, Anoka; and, Todd Haas, Andover.

Voting members absent were: Mark Kuzma, Ramsey.

Also present were: Assistant Deputy Treasurer Andrea Worcester, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, and Bob Obermeyer of Barr Engineering.

APPROVE AGENDA

Haas requested to add H2, the MAWD Update, and M4, One Watershed One Plan Orientation Meeting, M5, Update on Rum River Potential Violations, and M6, Review of Brochures.

Westby requested to add an item M7, to discuss a potential special meeting.

Motion was made by Barnett, seconded by Haas, to approve the October 18, 2018 agenda as amended. Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

September 20, 2018 Regular Meeting

Motion was made by Barnett, seconded by Haas, to approve the September 20, 2018 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Worcester presented the Treasurer's Report for the period ending September 30, 2018. Account balances for the period were: Checking, \$261,575.41; less permit account balance of (\$60,856.55); less 2018 4th Generation Plan Reserve of (\$109,400); for a total balance of \$91,318.86.

Motion was made by Barnett, seconded by Haas, to accept the Treasurer's Report for the period ending September 30, 2018. Vote: 2 ayes, 0 nays. Motion carried.

Payment of Bills

Worcester presented the payment of bills for Barr Engineer in the amount of \$2,317.90 (services rendered 8/11/18 through 9/7/18), TimeSaver in the amount of \$1,051.13 (services rendered in September of 2018) and Plowe Engineering, Inc. in the amount of \$490 (permit #07-04 refund).

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

NEW BUSINESS

LRRWMO Permit #2018-10 ~ Estates at Cedar Ridge ~ Andover

Haas reviewed the October 12, 2018 memo from Barr Engineering in which Barr Engineering stated that a WCA Notice of Application was submitted on October 2, 2018 with a comment period ending on October 23, 2018. A recommendation for the wetland requests will be provided for the November Board meeting.

Motion was made by Barnett, seconded by Haas, to table Permit #2018-10, Estates at Cedar Ridge, Andover, as detailed in the Barr Engineering memorandum dated October 12, 2018. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-12 ~ Brookfield East ~ Ramsey

Haas reviewed the October 12, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the revised wetland boundaries and types as documented in the draft Notice of Decision, subject to no additional comments being received by the end of the day today.

Motion was made by Barnett, seconded by Haas, to approve the revised wetland boundaries and types as documented in the draft Notice of Decision for Permit #2018-12, Brookfield East, Ramsey, as detailed in the Barr Engineering memorandum dated October 12, 2018 and subject to no additional comments being received. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-13 ~ Bunker Lake Industrial Park #3 ~ Ramsey

Obermeyer provided additional details on the proposed drainage plans. He reviewed the October 16, 2018 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 Barnett, seconded by Haas, to approve Permit #2018-13, Bunker Lake Industrial Park #3, Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated October 16, 2018. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-14 ~ Cottages at The COR ~ Ramsey

Obermeyer noted that this is within the wellhead protection area and explained that this will be included in the larger infiltration project that the City of Ramsey is completing to offset the projects in this area. He reviewed the October 15, 2018 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 Barnett, seconded by Haas, to approve Permit #2018-14, Cottages at The COR, Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated October 15, 2018. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-15 ~ Kwik Trip ~ Anoka

Haas reviewed the October 15, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application to be incomplete until the information summarized in the October 9, 2018 email to the applicant has been provided.

Nelson stated that infiltration was not allowed onsite because this is a gas station. He stated that another area would need to be provided for the volume retention requirements to be met. He stated that the email noted that the applicant will work with the City of Anoka. He stated that there was discussion by the Board years ago on how hard infiltration is in Anoka because of the developed state. He stated that credits could be purchased from other communities in the LRRWMO and asked if there are any available in other cities.

Westby stated that Ramsey may have some credits available.

Nelson stated that in previous projects in Anoka, rain gardens and other elements of that nature were included in past projects that were not required. He stated that he would like to review past projects to tabulate those totals to determine if there would be sufficient credits.

Obermeyer stated that Anoka would need to provide that information to ensure that those elements were not provided to meet the requirements of the LRRWMO. He stated that in the development of the LRRWMO Third Generation Plan, the redevelopment of Anoka was discussed. He noted that there are a series of steps that the applicant can go through to explain

why they cannot comply with the regulations. He stated that if the City can show that the basins have been constructed as part of a development and additional credits are available, that could be banked and used to offset this request. He stated that the negotiation for purchase of those credits would be between the City and applicant. He noted that the water quality and rate control would still need to be met by the applicant.

Nelson stated that if Anoka could construct a pond for credits, they would but there is not space available. He noted that is why he asked if there is space available in other communities for that type of activity.

Westby asked if there is ability within City parks. Nelson stated that a lot of the Anoka parks were filled in as landfills and therefore there are restrictions on what could be done. He stated that the other parks are smaller pocket parks.

Westby stated that one applicant in Ramsey used an underground storage tank that was then reused for irrigation and stated that perhaps that would be an option for parks.

Nelson stated that Anoka is already doing that as some of the road reconstruction projects and therefore perhaps that would be another element that could count as credits.

Haas stated that this will not be the last request for Anoka and perhaps staff should look into developing some kind of plan.

Obermeyer stated that perhaps that is an option for engineer to interact with the parks department in attempt to find a solution that would provide credits for development and an opportunity for reuse of stormwater for irrigation.

Nelson asked if the Board would consider him tabulating old projects to determine if credits are available.

Obermeyer confirmed that could be done, noting that the review would need to include the project element and review that the element is functioning properly.

The Board discussed documentation that would need to be provided to show the credits and how those are being allocated.

Nelson confirmed that if he were to find the credits, he would then open a permit through the LRRWMO. He stated that the road projects do not require a LRRWMO permit. He explained that the Anoka road projects are reducing the overall impervious surface and then basins and treatment structures are provided were they would fit and asked if credit could be provided for those elements.

Obermeyer stated that there are a series of things the applicant can look at for their project and then the City can separately look to create a bank. He stated that if the basin constructed with a road project is functioning and is going to stay in perpetuity that could count as credit. He stated that the reduction in impervious would be tough to count as a credit.

Nelson confirmed that he would not be looking to count the impervious but would be looking at the other improvement elements, including basins.

Haas agreed that it would be helpful for Anoka to look into the past projects to come up with a plan for future redevelopment requests.

Barnett asked if there is a project in Anoka where residents could sell their land for projects of this nature.

Haas stated that land sale would be difficult, but an easement could be placed on the property to put a rain garden or other improvement.

Nelson stated that Anoka has had three rain gardens completed on resident property by working with ACD. He stated that he will go through the permit application process and will begin to calculate potential available credits.

Motion was made by Barnett, seconded by Haas, to table Permit #2018-15, Kwik Trip, Anoka, as detailed in the Barr Engineering memorandum dated October 15, 2018. Vote: 2 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

2040 Comprehensive Plan Update – City of Ramsey MAWD Update

Haas confirmed that there were no comments relating to the 2040 Comprehensive Plan update for the City of Ramsey. He noted that he will sign the document.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Linton presented the Year 2018 Third Quarter Report for the City of Ramsey. He advised of the permits that he has submitted to be closed.

The Board discussed the process that is typically followed or preferred to close out permits.

Motion was made by Barnett, seconded by Haas, to approve the Year 2018 Third Quarter Report for the City of Ramsey, as presented and to authorize release of unused escrow for Permits #2017-14, #2017-09, #2016-26, #2016-15, #2016-12, #2016-06, and #2016-05. Vote: 2 ayes, 0 nays. Motion carried.

Nelson presented the Year 2018 Third Quarter Report for the City of Anoka. He advised of the permits that he has submitted to be closed.

Motion was made by Barnett, seconded by Haas, to approve the Year 2018 Third Quarter Report for the City of Anoka, as presented, and to authorize release of unused escrow for Permit #2014-04 and #2016-27, canceling #2017-02 and transferring any unused escrow from #2015-18 to #2015-18A. Vote: 2 ayes, 0 nays. Motion carried.

Haas presented the Year 2018 Third Quarter Report for the City of Andover.

Motion was made by Barnett, seconded by Haas, to approve the Year 2018 Third Quarter Report for the City of Andover, as presented. Vote: 2 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

Haas noted that the ACD Quarterly Report was included in the Board packet.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Fourth Generation Plan

i. Consider Consultant Selection/LRRWMO Board

Westby provided his list of potential consultants to solicit proposals from which included Barr Engineer, AE2S, and Wenk. He asked if the Board would still be publishing notice, which would allow for additional proposals to be submitted.

Haas stated that the Board is not required to publish notice requesting proposals and can simply solicit proposals for this professional service.

Nelson stated his only experience has been with Barr Engineering and potentially Bolton & Menk.

Haas stated that his list also included Barr Engineering, Civil Methods, WSB, and he would also be in agreement with Wenk, AE2S, and Bolton & Menk. He noted that ACD was also interested in putting together a proposal but advised that ACD does not have an engineer on staff and therefore would most likely have to consult for that service if the Board desired that. He noted that Schurbon stated that an engineer is not required but it was confirmed by the Board that the City Engineers would not want to sign off on the Plan and would want an engineer to sign off on the Plan.

Barnett stated that perhaps if Schurbon knows that an engineer will be a required element of the proposal, he would no longer be interested in submitting a proposal.

Haas noted that the LRRWMO would need an engineer that can defend the Plan.

Linton stated that the engineer should not be contracted to only develop the Plan but should be on retainer for the life of the Plan.

Barnett stated that she would not want to exclude ACD but would want the requirement to be clear that an engineer would be required to remain on retainer for the life of the Plan.

Motion was made by Barnett, seconded by Haas, to solicit proposals from Barr Engineering, Civil Methods, WSB, Wenk, AE2S, Bolton & Menk, and the ACD with the understanding that ACD would need an engineer that would need to remain in retainer for the life of the Plan. Vote: 2 ayes, 0 nays. Motion carried.

Haas stated that he will follow up with Schurbon to move forward to solicit the proposals.

Linton asked how the proposals will be scored when they come back. Haas identified the process for receiving proposals, reviewing those proposals, and making a recommendation for three consultants to interview in January.

Westby recommended that the Board discuss the ranked process for the proposals at the November meeting.

It was the consensus of the Board that a sample scoring sheet should be included in the solicitation of the proposals which emphasizes the areas the Board deems most important.

Westby noted that he will submit the sample scoring information that he has to Haas and the other Board members by Monday.

Consider Board Member Attending MAWD Conference

Haas stated that the LRRWMO is now a member of MAWD, which holds a conference each year, and the LRRWMO has now been invited.

Obermeyer noted that it would be great experience for the LRRWMO to participate in as there are educational opportunities on current water topics.

Haas stated there is a preconference on Thursday, which could be helpful for Barnett.

Barnett stated that she would be happy to attend but is unsure how the election will go and whether she would still be on the Council at that time. She stated if she is on the Council, she would be happy to attend.

Haas noted that it would also be an opportunity for Kuzma.

Westby agreed that it would be a great fit for Barnett.

Barnett asked if there was a deadline for registration. She stated if pre-registration is not required and she is elected, she would be happy to attend.

Haas stated the Board should look to have representation each year. He noted that the Board would simply need to approve the cost for registration.

Motion was made by Barnett, seconded by Haas, to authorize a member of the Board to attend the MAWD preconference with a cost of \$85. Vote: 2 ayes, 0 nays. Motion carried.

Haas noted if Barnett is not re-elected and does not attend, then he or Kuzma could attend.

Amendment to Metropolitan Council Stormwater Retrofit Grant Agreement

Haas reviewed the proposed amendment which would extend the project timeline.

Motion was made by Barnett, seconded by Haas, to approve the amendment to the Metropolitan Council Stormwater Retrofit Grant Agreement. Vote: 2 ayes, 0 nays. Motion carried.

One Watershed One Plan Orientation Meeting

Haas stated that funds have been approved from BWSR to move forward and therefore an orientation meeting will be held the following week. He stated that he will attend this meeting and Linton will attend the Advisory Committee meetings.

Update on Rum River Potential Violations

Westby stated that the violations observed during one or more of the pontoon rides on the Rum River were in both Andover and Ramsey.

Haas stated that the Andover violations were addressed.

Westby stated that Ramsey has been working to address the violations. He noted that Gladhill would like to attend a future meeting to provide an update.

Review Brochures

Haas stated he recently obtained brochures from an event and noted that it could be helpful for the LRRWMO to have similar information developed and made available at the City Halls.

Obermeyer stated that a trail map would be helpful for the LRRWMO as those are the brochures that people tend to take the most often. He confirmed the information would include the trail map and also information about the watershed.

Westby asked if there is a budget item for that type of work. He stated that ACD has developed similar information for the WMO in the past.

Haas stated that he could follow up to determine if Schurbon would be interested in helping.

Discuss Potential Special Meeting

Westby stated he has received an application for a new development in Ramsey, in which LazyDays RV purchased Shorewood RV and is looking to expand to include a maintenance facility. He stated that the applicant received all city approvals but did not submit the application to the WMO yet. He stated that he does have the completed application but does not yet have approved stormwater calculations and Barr Engineering has not yet reviewed the information. Westby stated the applicant does not want to wait until the November 15th meeting and asked if the Board would be interested in holding a special meeting once the required review is completed.

He confirmed the consensus of the Board to hold a special meeting with a date to be determined once the required review is completed.

Other

Nelson stated the Anoka City Council approved the agreement for the riverbank stabilization which will utilize the available funds the LRRWMO received from the Anoka County Watershed-Based Funding which the WMO designated Anoka as the grant administrator.

ADJOURNMENT

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

Time of adjournment: 10:08 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

November 2, 2018 – 8:00 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. NEW BUSINESS
 - 1. LRRWMO Permit #2018-18 ~ Lazy Days RV ~ Ramsey
- F. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka
Permit #2017-18 ~ Anoka Site 20 ~ Anoka
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (to 9/30/2019)*

Next regular meeting date is November 15, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

NOVEMBER 2, 2018

CALL TO ORDER

Chairman Todd Haas called the special meeting to order at 8:07 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Mark Kuzma, Ramsey; Elizabeth Barnett, Anoka; and Todd Haas, Andover.

Voting members absent were: None.

Also present were: Ramsey Civil Engineer IV Leonard Linton, and Anoka Engineering Technician Ben Nelson.

APPROVE AGENDA

Motion was made by Kuzma, seconded by Barnett, to approve the November 2, 2018 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

NEW BUSINESS

LRRWMO Permit #2018-18 ~ LazyDays RV ~ Ramsey

Linton explained the LRRWMO permit application for LazyDays RV, which was previously Shorewood RV. He stated that the proposed expansion will include 5.7 acres of building and parking, noting that the buildings will mainly be service bays. He reviewed the October 26, 2018 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 Kuzma, seconded by Barnett, to approve Permit #2018-18, LazyDays RV, Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated October 26, 2018. Vote: 3 ayes, 0 nays. Motion carried.

OTHER BUSINESS

4th Generation Plan Proposals

Haas stated that the 4th Generation Plan proposal was sent to all the consultants decided on by the Board at the last meeting.

ADJOURNMENT

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

Time of adjournment: 8:10 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

November 15, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. October 18, 2018, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2018-10 ~ Estates at Cedar Ridge ~ Andover
 - 2. LRRWMO Permit #2018-15 ~ Kwik Trip ~ Anoka
 - 3. LRRWMO Permit #2018-16 ~ Shade Tree Cottages ~ Ramsey
 - 4. LRRWMO Permit #2018-17 ~ 1565 161st Avenue ~ Andover
 - 5. LRRWMO Permit #2018-19 ~ Elk River Pipe Repair ~ Ramsey
 - 6. LRRWMO Permit #2018-20 ~ Water Resource Management Plan ~ City of Ramsey
- H. CONSIDER COMMUNICATIONS
 - 1. 2040 Comprehensive Plan Update ~ City of Champlin
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD QUARTERLY REPORT ~ None
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Fourth Generation Plan
 - a. Discuss Ranking Process for RFPs ~ Westby
 - 2. Update on One Watershed One Plan Orientation Meeting ~ Haas
 - 3. Update on Rum River Violations ~ Gladhill
 - 4. Update on Informational Brochure ~ Haas
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka
Permit #2017-18 ~ Anoka Site 20 ~ Anoka
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (to 9/30/2019)*

Next regular meeting date is December 20, 2018 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

NOVEMBER 15, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Mark Kuzma, Ramsey; Elizabeth Barnett, Anoka; and Todd Haas, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, John Enstrom of Enstrom Organic Dirt, and Andover Associate Planner Dan Krumwiede.

APPROVE AGENDA

Motion was made by Kuzma, seconded by Barnett, to approve the November 15, 2018 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

October 18, 2018 Regular Meeting

Haas noted on pages six and eight, in the motions, it should state, "**Vote: 3 2 ayes, 0 nays. Motion carried.**" On page nine, under Other, it should state, "...as the grant administrator.:"

Motion was made by Barnett, seconded by Haas, to approve the October 18, 2018 Regular Meeting minutes as amended. Vote: 2 ayes, 0 nays, 1 abstain (Kuzma). Motion carried.

November 2, 2018 Regular Meeting

Motion was made by Kuzma, seconded by Barnett, to approve the November 2, 2018 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending October 31, 2018. Account balances for the period were: Checking, \$257,675.85; less permit account balance of (\$61,215.49), less 2018 4th Generation Plan Reserve of (\$109,4000); for a total balance of \$87,060.36.

Smith asked for clarification on a permit in Ramsey that was proposed to be closed but still had a balance showing. Linton provided additional details.

Barnett stated that it appears the costs for monitoring have increased from the budgeted amount with ACD and asked for details.

Smith noted that she would pull the contract with ACD to verify the contracted amount.

Barnett asked for details on the funding received from the member cities and whether permit fees could be increased to further distribute the costs to those actually using the services.

Haas explained that the assessments from the member cities cover the operating costs of the LRRWMO. He explained that the permit applicants pay the costs for their permit review process.

Motion was made by Kuzma, seconded by Barnett, to accept the Treasurer's Report for the period ending October 31, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Smith presented the payment of bills for Barr Engineering in the amount of \$1,30.70 (services rendered 9/8/18 - 10/5/18), TimeSaver Off Site in the amount of \$806.47 (services rendered in October), Anoka Conservation District in the amount of \$600 (Watershed Plan Update), Landmark Development in the amount of \$105 (permit #2014-04 refund), Village Bank in the amount of \$262 (permit #2014-10 refund), Eric and Karla Thomsen in the amount of \$28.50 (permit #2014-07 refund), City of Ramsey in the amount of \$241 (permit #2014-18 refund), City of Ramsey in the amount of \$700 (permit #2016-26 refund), City of Ramsey in the amount of 88 (permit #2016-15 refund), Knoll Properties in the amount of \$317.50 (permit #2016-12 refund), and Richard Lehn in the amount of \$716.06 (permit #2018-07 refund).

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

NEW BUSINESS

LRRWMO Permit #2015-18A ~ Anoka Station Park ~ City of Anoka

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and types as documented in the draft Notice of Decision.

Motion was made by Kuzma, seconded by Barnett, to approve the wetland boundaries and types as documented in the draft Notice of Decision for Permit #2015-18A, Anoka Station Park, City of Anoka, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2016-22 ~ Woodlands 4th Addition ~ Ramsey

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO provides the LGU official signature to document that the monitoring of the replacement site has been completed as requirement and the goal of the replacement plan has been achieved.

Motion was made by Kuzma, seconded by Barnett, to provide the LGU official signature to document that the monitoring of the replacement site has been completed as required and the goal of the replacement plan has been achieved for Permit #2016-22, Woodlands 4th Addition, Ramsey, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-10 ~ Estates at Cedar Ridge ~ Andover

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the request for the wetland boundary and type, incidental wetland determination, sequencing analysis, and wetland replacement plan with conditions.

Motion was made by Barnett, seconded by Kuzma, to approve the wetland boundary and type, incidental wetland determination, sequencing analysis, and wetland replacement plan with conditions for Permit #2018-10, Estates at Cedar Ridge, Andover, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-15 ~ Kwik Trip ~ Anoka

Haas noted that this application is still considered incomplete and therefore should be tabled.

Motion was made by Kuzma, seconded by Barnett, to table Permit #2018-15, Kwik Trip, Anoka, as detailed in the Barr Engineering memorandum which states that the application is incomplete. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-16 ~ Shade Tree Cottages ~ Ramsey

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the revised wetland boundaries and types as documented in the draft Notice of Decision.

Motion was made by Kuzma, seconded by Barnett, to approve the revised wetland boundaries and types as documented in the draft Notice of Decision for Permit #2018-16, Shade Tree Cottages, Ramsey, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-17 ~ 1565 167th Avenue ~ Andover

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO issue a 60-day extension on the wetland boundary and type decision and the comment period until revised wetland boundaries can be properly documented.

Motion was made by Kuzma, seconded by Barnett, to issue a 60-day extension of the comment period for Permit #2018-17, 1565 167th Avenue, Andover, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-19 ~ Elk River Pipe Repair ~ Ramsey

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA no-loss request with the four conditions listed in the draft Notice of Decision.

Motion was made by Barnett, seconded by Kuzma, to approve the WCA no-loss request with the four conditions listed in the draft Notice of Decision for Permit #2018-19, Elk River Pipe Repair, Ramsey, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-20 ~ Water Resource Management Plan ~ City of Ramsey

Haas reviewed the November 9, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO table the request to the December meeting.

Motion was made by Kuzma, seconded by Barnett, to table Permit #2018-20, Water Resource Management Plan, City of Ramsey, as detailed in the Barr Engineering memorandum dated November 9, 2018. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

2040 Comprehensive Plan Update ~ City of Anoka
2040 Comprehensive Plan Update ~ City of Champlin

Haas noted that Anoka would need to submit an application for the 2040 Comprehensive Plan update, highlighting changes for Obermeyer to review. He advised that the item could come back on the December agenda.

Motion was made by Kuzma, seconded by Barnett, to authorize Haas to execute a letter stating that the WMO does not have any comments on the City of Anoka 2040 Comprehensive Plan Update directing Anoka to submit the Water Resource Management Plan to be approved by the WMO. Vote: 3 ayes, 0 nays. Motion carried.

Haas confirmed that the WMO does not have any comments on the City of Champlin 2040 Comprehensive Plan Update.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Fourth Generation Plan

a) Discuss Ranking Process for RFPs

Westby provided a proposal ranking sheet, noting that this could be an option the WMO could use to rank the proposals that are received. He noted that this is simply an example and the ranking criteria and assigned points could be adjusted as desired. He noted that another option rather than using points would be to use a qualitative approach using excellent, fair, and good.

Haas stated that he did include this ranking sheet with the proposal requests already. Haas stated that the proposals are due by the end of the month and noted that once he receives the proposals, he will distribute them to the member cities to review prior to the December meeting. He noted that at the December meeting, each member city should have the top two or three candidates that they would like to interview in January.

Update on One Watershed One Plan Orientation Meeting

Haas stated that he attended the meeting last month and provided an update. He stated that the group is debating on whether to hire a consultant to assist with some of the work. He stated that there will need to be a representative from the LRRWMO on the Policy Committee and confirmed that he will represent the WMO on the Committee.

Kuzma asked if there is a budget for a consultant or whether that expense request would come back to the LRRWMO.

Haas noted that there is a budget for a consultant through grants and funds that have been received for the One Watershed One Plan process.

Update on Rum River Violations & 2019 River Float

Westby reported that Gladhill was unable to attend the meeting but could come to a future meeting. He stated that during the last Rum River float there were some significant violations identified in Ramsey including a tiered deck on the Rum River. He stated that Ramsey staff continues to work with the property owners in attempt to find resolution. He stated that violation notice was sent to the property owner and he believed demolition of the structure has either been completed or is in process. He stated that in Ramsey, the City does not proactively look for violations and is staffed for complaint-driven violations. He stated that because the purpose of the float is to identify violations, they were obviously addressed. He asked for details on the thoughts of the other cities in terms of enforcement of violations.

Haas stated that because the Code was adopted by the State, if Andover notes a violation, they address the violation along the Scenic River District rather than awaiting a complaint. He believed that each of the member cities should enforce the rules of the Scenic River District equally rather than awaiting complaints.

Nelson noted that in 2017 the Rum River was floated and there was not a float in 2018. He stated that typically the rivers are alternated and therefore if following that schedule 2019 would be the Mississippi River.

Haas stated that perhaps the group should do floats annually, alternating between the two rivers.

Kuzma stated that perhaps both the Mississippi and Rum Rivers are done in 2019.

Haas stated that perhaps mid-June would be ideal.

Nelson noted that it would be dependent upon the water levels as well. He agreed that the Board could be more proactive in selecting a date once the spring melt begins.

Linton suggested that the float be discussed at the March 2019 meeting.

Haas confirmed the consensus of the Board to attempt to float both the Mississippi and Rum rivers in 2019 with more emphasis on the Rum River.

Barnett asked if there is a time period on violations.

Westby also asked the time period from when a violation is issued until the issue is resolved.

Krumwiede stated that the first violation would provide ten days, if nothing is done another 10 days is provided, if still no response further enforcement would be enacted, and the Attorney General would provide an additional ten days for a total of 30 days. He stated that if a violator responds, there can be additional time granted if the person is working with the City to resolve the issue.

Westby noted that sometimes it is difficult to determine which property has the violations.

Haas noted that a portable GPS can make that process easier.

Westby stated that he would attempt to have Gladhill attend the December meeting to provide an update.

Update on Informational Brochures

Haas stated that he previously provided an example of a brochure created by another WMO. He confirmed that the brochures would be made available at the member city halls and events.

It was the consensus that Haas would ask Schurbon for information on the cost to develop a similar brochure for the LRRWMO.

ADJOURNMENT

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

Time of adjournment: 9:20 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION
ANDOVER - ANOKA - RAMSEY
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

December 20, 2018 – 8:30 a.m. – Committee Room - Anoka City Hall

**PRELIMINARY
REGULAR AGENDA**

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. November 15, 2018, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Preliminary 2020 Budget and Insurance Renewal
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2018-15 ~ Kwik Trip ~ Anoka
 - 2. LRRWMO Permit #2018-17 ~ 1565 161st Avenue ~ Andover
 - 3. LRRWMO Permit #2018-20 ~ Water Resource Management Plan ~ City of Ramsey
 - 4. LRRWMO Permit #2018-21 ~ Sonsteby Properties ~ Andover
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD QUARTERLY REPORT ~ None
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Fourth Generation Plan
 - a. Consider Barr Engineering RFP
 - 2. Update on Rum River Violations ~ Gladhill
 - 3. Update on Informational Brochure ~ Haas
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-02 ~ Gladstone ~ Anoka
Permit #2017-18 ~ Anoka Site 20 ~ Anoka
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (to 9/30/2019)*

Next regular meeting date is January 17, 2019 – at 8:30 a.m.

**** PLEASE POST **
PUBLIC WELCOME TO ATTEND**

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

DECEMBER 20, 2018

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Mark Kuzma, Ramsey; Elizabeth Barnett, Anoka; and Todd Haas, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, and Ramsey Community Development Director Tim Gladhill.

APPROVE AGENDA

Motion was made by Kuzma, seconded by Barnett, to approve the December 20, 2018 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

November 15, 2018 Regular Meeting

Motion was made by Kuzma, seconded by Barnett, to approve the November 15, 2018 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Smith presented the Treasurer's Report for the period ending November 30, 2018. Account balances for the period were: Checking, \$257,410.17; less permit account balance of (\$61,300.55); less 2018 4th Generation Plan Reserve balance of (\$109,400), for a total balance of \$86,709.62.

Motion was made by Kuzma, seconded by Barnett, to accept the Treasurer's Report for the period ending November 30, 2018. Vote: 3 ayes, 0 nays. Motion carried.

Smith provided additional details on the inquiry made by Barnett at the previous meeting about an over contract amount shown for ACD. She stated that ACD had billed a higher amount and that check had been voided and replaced with the correct amount but that was not reflected in the balance sheet. She noted that the issue has been corrected.

Payment of Bills

Smith presented the payment of bills for Barr Engineering in the amount of \$2,588.90 (services rendered 10/6/18 – 11/2/18) and TimeSaver in the amount of \$986.43 (services rendered in November of 2018).

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

Preliminary 2020 Budget and Insurance Renewal

Smith noted that the LRRWMO has to have an audit every five years, noting that the last audit was completed in 2015. She noted that the proposed budget will include \$5,000 for an audit.

Haas referenced the LRRWMO plan update line item and believed that amount should be budgeted at a lower amount.

Smith stated that in 2019 she budgeted \$25,000 and advised that amount has been changed to zero for 2020.

Haas clarified that perhaps the LRRWMO should spread the cost for the next update over a longer period of time, at a lower rate, rather than budgeting \$25,000 per year in the years leading up to the plan update.

Kuzma asked if it is an equal share to each city or whether that is split on percentages.

Smith stated that the values are based on the size and value of properties in each city.

Linton stated that it would be difficult to guess whether the regulations will be relaxed in the next ten years or whether the regulations will become more restrictive.

Kuzma stated that there are already issues with water shortages. He agreed that perhaps a lesser amount should be budgeted over a longer period of time.

Linton stated that the amount the LRRWMO budgeted was higher than anticipated for this update.

Westby asked what happens to the remaining balance that will be left from the plan update that the LRRWMO is currently working on.

Smith noted that remaining balance would just roll over as a line item. She stated that the Board typically adopts the budget in January and that is why she is bringing forward this information for review.

Haas suggested that \$12,500 be budgeted each year for the plan update.

Linton stated that the Board can always review that amount in year five to prepare for the amount that the Board believes will be necessary.

Smith stated that would put the LRRWMO at a net loss of \$10,900. She asked if the Board would want to increase the allocations from the member cities.

Haas noted that the line item could remain as zero for 2020 and begin that in 2021.

Kuzma stated that he does not believe that the LRRWMO should skip a year in budgeting.

Smith stated that the LRRWMO does has a cash balance and therefore the Board could go negative for one year to budget.

Kuzma stated that his thought is that it is difficult to increase the city allocations if reduced and therefore believes that the city allocation should be increased to cover the \$12,500.

Linton asked and received confirmation that the \$5,000 budgeted this year for the audit would not be included in the 2021 budget and therefore there would be a reduction in that year. He agreed that the member city allocations should be increased to cover the \$12,500 rather than decreasing that amount and increasing that the next year.

Haas referenced the brochures that he brought to a previous meeting from another WMO with the suggestion that the LRRWMO develop similar materials that could be distributed. He noted that the cost for brochures was not included in the budget. He reviewed different cost options provided from Schurbon to develop different types of brochures. He suggested the \$600 option.

Kuzma suggested that the Board budget for the nicer color option at \$800.

It was the consensus of the Board to include a color option brochure line item at a cost of \$800.

Smith stated that the budget that is adopted by the Board in January will be used to provide allocations to the member cities in June when their budget discussions begin for their 2020 budgets.

NEW BUSINESS

LRRWMO Permit #2018-15 ~ Kwik Trip ~ Anoka

Haas reviewed the December 12, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application submitted as incomplete.

Motion was made by Kuzma, seconded by Barnett, to table Permit #2018-15, Kwik Trip, Anoka, as detailed in the Barr Engineering memorandum dated December 12, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-17 ~ 1565 167th Avenue ~ Andover

Haas reviewed the December 14, 2018 memo from Barr Engineering in which Barr Engineering recommends that a wetland boundary type decision should not be made until TEP requested revisions are received and after the applicant decides on a course of action for the sod fields.

Motion was made by Kuzma, seconded by Barnett, to table Permit #2018-17, 1565 167th Avenue, Andover, as detailed in the Barr Engineering memorandum dated December 14, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-20 ~ Water Resource Management Plan ~ City of Ramsey

Haas reviewed the December 11, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the 2018 update to the City of Ramsey Surface Water Management Plan, subject to the four conditions identified in the memorandum.

Motion was made by Kuzma, seconded by Barnett, to approve the 2018 update to the City of Ramsey Surface Water Management Plan for Permit #2018-20, Water Resource Management Plan, City of Ramsey, subject to the four conditions as detailed in the Barr Engineering memorandum dated December 11, 2018. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2018-21 ~ Sonsteby Properties ~ Andover

Haas reviewed the December 14, 2018 memo from Barr Engineering in which Barr Engineering stated that the application is incomplete until Barr Engineering receives the aerial imagery review. Barr Engineering will submit a Minnesota Wetland Conservation Act Notice of Application and provide the required 15 business day comment period after receiving a complete application. A recommendation will be provided for the Board packet following the end of the comment period.

Motion was made by Kuzma, seconded by Barnett, to table Permit #2018-21, Sonsteby Properties, Andover, as detailed in the Barr Engineering memorandum dated December 14, 2018. 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

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Fourth Generation Plan

- a) Consider Barr Engineering RFP

Haas stated that the Board only received one RFP back from the consultants that were solicited. He noted that the other consultants all had favorable words for Barr Engineering and did not feel that they could compete against Barr Engineering. He noted that Barr did suggest that a few items be combined together, which he liked.

Motion was made by Kuzma, seconded by Barnett, to authorize entering into an agreement with Barr Engineering for the development of the Fourth Generation Plan for the LRRWMO with a not to exceed cost of \$79,800. Vote: 3 ayes, 0 nays. Motion carried.

Haas stated that Barr Engineering staff will attend the January meeting to begin work and identify a contact person for each member city.

Update on Rum River Violations ~ Gladhill

Haas stated that at the last meeting there was a discussion between the cities that there should be consistency on how the scenic river rules are enforced throughout the WMO. He stated that at the last meeting the Andover staff member present provided the timeline that Andover follows with violations that occur in Andover along the river.

Gladhill stated that on the last boat tour there were three violations identified in Ramsey. He noted that there has been some turnover with Ramsey city staff in the past year. He noted that multiple letters were sent in attempt to address the violations identified. He provided an update on the Ramsey violations, noting that two of the three violations are moving forward to prosecution, which is a lengthy process. He stated that in the past the process of approving docks on the river has been discussed. He noted that half of the area in Ramsey requires a Conditional Use Permit for docks while the other half of Ramsey can obtain a dock permit administratively. He stated that Ramsey has a backlog of code enforcement issues that are moving to prosecution due to development cases that were being reviewed throughout the past year after the new City Planner came on staff. He stated that Ramsey is now focusing on the

code enforcement issues and has received direction from the Council to be more aggressive when letters are being ignored.

Kuzma stated that the thoughts of Council were not to be too aggressive in the first communication with residents about violations but when the letters are being ignored, staff has been directed to be more aggressive.

Gladhill stated that Ramsey runs on complaint-based enforcement and this is a unique situation where City staff is out looking for violations on the river.

Kuzma stated that part of the duty of the LRRWMO is to enforce the rules along the river and therefore these issues should be addressed.

Nelson stated that this could be seen as a complaint provided by the LRRWMO to the member city.

Haas noted that if they wait for complaints along the river, problems could get too far down the road.

Gladhill stated that he does not see an issue getting that clarification on this topic.

Haas stated that this comes down from the State for the scenic river rules and therefore is a bit different than typical code enforcement.

Gladhill stated that Ramsey has had the biggest development year post-recession and therefore the majority of the year was spent on development review. He stated that more time will be spent addressing code violations.

Haas stated that there was discussion to float the river again in June.

Update on Informational Brochure

No additional comments.

Other

Haas stated that Schurbon will be at the January meeting to discuss the MOA for the One Watershed One Plan process.

Kuzma asked if there have been any other discussions on the Upper Rum River WMO (URRWMO).

Haas stated that he attended a TAC meeting for the URRWMO the previous month. He noted that he expressed thoughts on consistency between the URRWMO and LRRWMO but advised that there was not much support for these suggestions. He noted that the URRWMO has not yet updated their information with the Atlas 14 figures.

Kuzma stated that he would be opposed to joining together at this time because of the issues with liability if the organizations are merged.

Haas stated that the URRWMO is working on their plan because they want to be eligible for funding. He stated that there is a 60-day review period for the plan and suggested that Barr Engineering conduct a review of the URRWMO plan and that item can come forward on the January agenda for further discussion.

ADJOURNMENT

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

Time of adjournment: 9:20 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary