
MEETING NOTICE

January 16, 2020 – 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. APPROVE MINUTES
 - 1. December 12, 2019, Special Meeting
 - 2. December 19, 2019, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Approve Resolution Adopting Fiscal Year End
 - 4. TOSS 2020 Addendum
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2019-15 ~ ANP Pond Excavation Project ~ City of Anoka
 - 2. LRRWMO Permit #2019-21 ~ Green Haven Maintenance Facility ~ City of Anoka
 - 3. LRRWMO Permit #2019-22 ~ The American Club ~ Anoka
 - 4. LRRWMO Permit #2019-24 ~ AHSD Washington Campus ~ Anoka
 - 5. LRRWMO Permit #2019-28 ~ AHSD Fred Moore Campus ~ Anoka
 - 6. LRRWMO Permit #2019-30 ~ CSAH 116 at MN TH47 ~ Anoka & Ramsey
 - 7. Anoka County Water Resource Outreach Collaborative 2019 Annual Report
- H. CONSIDER COMMUNICATIONS
 - 1. Highway 10/169 Project ~ Negative Declaration re: Need for EIS
 - 2. Wellhead Protection Plan Amendment ~ City of Ramsey
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. Fourth Quarter 2019 Reports ~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. Fourth Quarter 2019 Report
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
 - 2. Update on Training for new Boardmembers ~ Schurbon
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2017-18 ~ Anoka Site 20 ~ Anoka
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled to 06-30-2020)
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ Anoka*

Next Meeting: Regular meeting is February 20, 2020 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JANUARY 16, 2020

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, Andover Natural Resource Technician Cameron Kytonen, ACD Outreach and Engagement Coordinator Emily Johnson, and Steve Laitinen of Anoka Conversation District.

APPROVE AGENDA

Haas requested to add an item to discuss the MS4/NPDES Permit, under Other Business.

Motion was made by Barnett, seconded by Musgrove, to approve the January 16, 2020 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

December 12, 2019 Special Meeting

Motion was made by Barnett, seconded by Musgrove, to approve the December 12, 2019 Special Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

December 19, 2019 Regular Meeting

Barnett noted on page two, it should state, "...cities are ~~invoices~~ invoiced..."

Motion was made by Musgrove, seconded by Barnett, to approve the December 19, 2019 Regular Meeting minutes as amended. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending December 31, 2019. Account balances for the period were: Checking, \$247,515.80; less permit account balance of (\$45,737.27); less 2018 4th Generation Plan Reserve of (\$93,079.00), for a total balance of \$108,699.53.

Musgrove asked that the invoices for the City be sent directly to member city staff in the future. She referenced some items that appear over budget and asked for additional explanation.

Haas stated that he could follow up with Schurbon.

Springer stated that the LRRWMO does have \$10,000 in contingency funds available for items that may go over budget.

Musgrove referenced the interest shown on the statement and asked for additional information. She asked if the LRRWMO is able to invest to earn additional interest. Springer noted that the interest shown is bank interest from the 4M account. She noted that she can research to determine if the LRRWMO is able to invest.

Motion was made by Barnett, seconded by Musgrove, to accept the Treasurer's Report for the period ending December 31, 2019. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$993.14 (professional services) and Barr Engineering in the amount of \$3,554.20 (engineering services), and Barr Engineering in the amount of \$980 (4th Generation Plan).

Barnett asked if the LRRWMO goes out for bids on consulting services. Haas stated that the LRRWMO obtains bids/quotes every two years. He noted that the previous time the other consultants did not want to compete against Barr Engineering and therefore did not submit quotes/bids.

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

Approve Resolution Adopting Fiscal Year End

Haas stated that he developed the draft resolution which will adopt December 31st as the fiscal year end. He noted that the change would begin in February 2021 and that fiscal year will run through December 31, 2021.

Motion was made by Musgrove, seconded by Barnett, to approve the Resolution Adopting Fiscal Year End. Vote: 3 ayes, 0 nays. Motion carried.

TOSS 2020 Addendum

Barnett referenced the base rate and unit rate. The Board asked for additional information on the two different rates.

Motion was made by Barnett, seconded by Musgrove, to approve the TOSS 2020 Addendum. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

Musgrove asked if the permits recommended to be tabled should be moved off the agenda until they are ready to have action taken. Nelson noted that many of the permits not ready to have action taken are development driven.

Haas explained that the agenda is sent out prior to the memorandums being received from Barr Engineering and therefore the recommendation from Barr is not known when the agenda is published.

Linton suggested leaving the permits on the agenda and tabling at the meeting. He explained that people watch the agenda and if something is listed as pending, residents may claim that proper notification is not given.

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

Haas reviewed the January 10, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue the request until a complete application is received.

Motion was made by Barnett, seconded by Musgrove, to table Permit #2019-15, ANP Pond Excavation, City of Anoka, as detailed in the Barr Engineering memorandum dated January 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-21 ~ Green Haven Maintenance Facility ~ City of Anoka

Haas reviewed the January 8, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to six conditions detailed in the memorandum.

Motion was made by Barnett, seconded by Musgrove, to approve Permit #2019-21, Green Haven Maintenance Facility, City of Anoka, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated January 8, 2020. Vote: 3 ayes, 0 nays. Motion carried.

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

Haas reviewed the January 8, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue the review of this item until it is determined that on-site volume retention through infiltration can be provided without the mobilization of the underlying contamination (or some other method of complying with the LRRWMO volume retention requirements).

Motion was made by Barnett, seconded by Musgrove, to table Permit #2019-22, The American Club, Anoka, as detailed in the Barr Engineering memorandum dated January 8, 2020. Vote: 3 ayes, 0 nays. Motion carried.

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

Haas reviewed the January 8, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue the review of this item until confirmation is received from the City regarding the feasibility of on-site compliance of the LRRWMO stormwater management requirements.

Motion was made by Barnett, seconded by Musgrove, to table Permit #2019-24, AHSD Washington Campus, Anoka, as detailed in the Barr Engineering memorandum dated January 8, 2020. Vote: 3 ayes, 0 nays. Motion carried.

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

Haas reviewed the January 8, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue review of the item until the LRRWMO receives plans and the additional information for the submittal to be complete.

Motion was made by Barnett, seconded by Musgrove, to table Permit #2019-28, AHSD Fred Moore Campus, Anoka as detailed in the Barr Engineering memorandum dated January 8, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-30 ~ CSAH 116 at MN TH47 ~ Anoka and Ramsey

Haas reviewed the January 10, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the wetland boundaries and types as described in the draft Notice of Decision.

Motion was made by Musgrove, seconded by Barnett, to approve the wetland boundaries and types as described in the Notice of Decision for Permit #2019-30, CSAH 116 at MN TH47, Anoka and Ramsey, as detailed in the Barr Engineering memorandum dated January 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Anoka County Water Resource Outreach Collaborative 2019 Annual Report

Johnson stated that the report was included in the packet and asked if the Board has any questions.

Barnett asked the definition of an interaction for public events. Johnson explained that she counts an interaction as someone that she makes eye contact with and has a brief conversation with for at least 20 seconds, or someone that reads information at the booth for at least 20 seconds.

Barnett asked for information on the assistance that Jarren Cook provided and the difference in staffing that may occur this year. Johnson replied that Cook was the intern and is no longer with the ACD. She noted that he provided assistance at some events, but mostly handled the farmers market events. She stated that the previous year, she was only working 30 hours per week, while this year she is working 40 hours per week which helps to make up that difference. She noted that she will be applying for another intern this summer.

Barnett asked for information on the goal related to the percentage of residents reached per city. Johnson replied that she has a goal of two percent of the population reached. She noted that Ramsey's number was lower for 2019 and advised that she will work with Ramsey staff to increase that percentage. She noted on page three of the report, it provides a brief highlight of the outreach collaborative program for 2019. She welcomed any feedback related to additional information the Board would like to find in the report going forward. She confirmed that she has presented her report to the County and city partners, noting that she met with City staff from each member city.

Kytonen stated that he also invited Johnson to present to the City Council in Andover.

Barnett referenced the professional training and workshops and asked for more details on the climate change session. Johnson provided additional details on that session that was held. She offered to provide the notes that were shared at that training session. She noted that she could also share the list of attendees.

Musgrove noted that she would also be interested in that information. Haas suggested that Musgrove inquire at the watershed-based funding meetings as to whether the funds can be used for education and outreach purposes, as Johnson's position is only funded for 2020.

Johnson noted that two other WMO's and one Watershed District have included an education and outreach contribution in their budgets. She explained they are also looking for outside grants and would hope that additional funds are budgeted from the County for 2021.

Haas stated that this work has been very helpful for the member cities and has helped to provide one consistent message throughout the County.

Kytonen agreed that the collaboration has been great to provide one message and work together.

CONSIDER COMMUNICATIONS

Highway 10/169 Project ~ Negative Declaration re: Need for EIS
Wellhead Protection Plan Amendment ~ City of Ramsey

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

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Nelson presented the Year 2019 Fourth Quarter Report for the City of Anoka.

Motion was made by Musgrove, seconded by Barnett, to approve the Year 2019 Fourth Quarter Report for the City of Anoka, as presented, and to authorize release of unused escrow for Permit #2016-09 and #2017-16. Vote: 3 ayes, 0 nays. Motion carried.

Linton presented the Year 2019 Fourth Quarter Report for the City of Ramsey.

Motion was made by Barnett, seconded by Musgrove, to approve the Year 2019 Fourth Quarter Report for the City of Ramsey, as presented, and to authorize release of unused escrow for Permit #2018-16. Vote: 3 ayes, 0 nays. Motion carried.

Haas presented the Year 2019 Fourth Quarter Report for the City of Andover.

Motion was made by Barnett, seconded by Musgrove, to approve the Year 2019 Fourth Quarter Report for the City of Andover, as presented. Vote: 3 ayes, 0 nays. Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

Fourth Quarter 2019 Report

Haas noted that the written report was included in the Board packet for review.

Musgrove stated that she noticed that the ACD website was not updated with the current LRRWMO meeting schedule/dates.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan ~ Williams

Haas stated that he spoke with Williams this morning and Williams is starting to work on the Plan with the information and input gathered. He stated that he will communicate the desire for the Board to review one or two chapters at a time to make the information easier to digest.

Update on Training for New Board Members ~ Schurbon

Haas reviewed the training format information provided by Schurbon. He referenced a cost of \$80 per person, which the LRRWMO would fund.

Barnett stated that the cost seems high for 90 minutes of training.

Haas noted that one of the member cities could provide a room for no charge. Haas highlighted the different elements that would be covered in the new Board Member training.

Musgrove commented that the cost does seem high, depending upon the number of people attending.

Haas stated that he would speak with Schurbon to obtain clarification.

MS4/NPDES Permit

Kytonen stated the Minnesota Cities Stormwater Coalition (MCSC) hosted a webinar the previous week related to the new MS4 permit, which is slated to begin this summer and will have new requirements for compliance.

Haas noted that the comment period for the new permit ended this past Saturday.

Kytonen and Linton highlighted some of the changes that were included in the new permit requirements.

Musgrove left the 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: 9:26 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary



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 - 1. January 16, 2020, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer’s Report
 - 2. Payment of Bills
 - 3. Consider 2020 MAWD Dues
 - 4. Update of 2019 ACD/LRRWMO Work Contract
 - 5. Consider 2020 ACD/LRRWMO Work Contract
 - 6. Consider Audit Engagement Letter
 - 7. Consider Commercial Insurance Renewal
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2019-15 ~ ANP Pond Excavation Project ~ City of Anoka
 - 2. LRRWMO Permit #2019-22 ~ The American Club ~ Anoka
 - 3. LRRWMO Permit #2019-24 ~ AHSD Washington Campus ~ Anoka
 - 4. LRRWMO Permit #2019-28 ~ AHSD Fred Moore Campus ~ Anoka
 - 5. LRRWMO Permit #2020-01 ~ Kelsey Round Lake Park Trail Expansion ~ Andover
 - 6. Consider Termination of Permit #2017-17 ~ Lennar Anoka Site 17 ~ Anoka
 - 7. Consider Termination of Permit #2017-18 ~ Lennar Anoka Site 18 ~ Anoka
- H. CONSIDER COMMUNICATIONS
 - 1. Flood Forecasting Media Release
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT
 - 1. 2019 Work Results Report ~ Schurbon
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
 Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled to 06-30-2020)
 Permit #2018-21 ~ Sonstebly Properties ~ Andover
 Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ Anoka*

Next Meeting: Regular meeting is March 19, 2020 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

FEBRUARY 20, 2020

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: Debra Musgrove, Ramsey.

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

APPROVE AGENDA

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

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

RESIDENT'S FORUM

None.

APPROVE MINUTES

January 16, 2020 Regular Meeting

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

FINANCE MATTERS

Treasurer's Report

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

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

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

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

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

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

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

Payment of Bills

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

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

Consider 2020 MAWD Dues

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

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

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

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

Kuzma commented that he has found the shared information helpful.

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

Update of 2019 ACD/LRRWMO Work Contract

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

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

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

Consider 2020 ACD/LRRWMO Work Contract

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

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

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

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

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

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

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

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

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

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

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

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

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

Consider Audit Engagement Letter

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

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

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

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

Consider Commercial Insurance Renewal

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

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

NEW BUSINESS

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

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

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

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

Haas reviewed the February 13, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO table this item until it is determined that on-site volume retention through infiltration can be provided without the mobilization of the underlying contamination (or some other method of complying with the LRRWMO volume retention requirements).

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

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

Haas reviewed the February 12, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to six conditions detailed in the memorandum.

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

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

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

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

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

Haas reviewed the January 29, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to six conditions detailed in the memorandum.

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

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

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

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

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

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

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

CONSIDER COMMUNICATIONS

Flood Forecasting Media Release

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

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

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT

2019 Work Results Report

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

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

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

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

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

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

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

Barnett left the meeting.

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

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

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

MS4 MPCA Annual Permit Fee

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

MAWD Legislation Breakfast and Day at the Capital

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

ADJOURNMENT

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

Time of adjournment: 9:36 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

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 20, 2020, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2019-15 ~ ANP Pond Excavation Project ~ City of Anoka
 - 2. LRRWMO Permit #2019-22 ~ The American Club ~ Anoka
 - 3. LRRWMO Permit #2019-28 ~ AHSD Fred Moore Campus ~ Anoka
 - 4. LRRWMO Permit #2020-02 ~ Anoka Riverside Residential Development ~ Anoka
- H. CONSIDER COMMUNICATIONS
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
- N. ADJOURNMENT

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled to 06-30-2020)
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ Anoka*

Next Meeting: Regular meeting is April 16, 2020 – at 8:00 a.m.

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

MEETING CANCELLATION NOTICE

March 19, 2020 – 8:00 a.m. – Committee Room - Anoka
City Hall

**THIS MEETING HAS BEEN
CANCELED**

**ALL AGENDA ITEMS WILL BE
CONSIDERED AT THE
APRIL, 2020 MEETING**

**** ENGINEERS PLEASE POST ****

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 20, 2020, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report ~ March & April
 - 2. Payment of Bills ~ March & April
 - 3. Discuss Suspending April 2020 Late Fees
 - 4. Discuss Dividing Payment of Permit Fees
 - 5. Consider Contribution towards Groundwater Video
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2019-15 ~ ANP Pond Excavation Project ~ City of Anoka
 - 2. LRRWMO Permit #2019-22 ~ The American Club ~ Anoka
 - 3. LRRWMO Permit #2019-25 ~ 2020 Street Reconst. Program ~ City of Andover
 - 4. LRRWMO Permit #2019-28 ~ AHSD Fred Moore Campus ~ Anoka
 - 5. LRRWMO Permit #2020-02 ~ Anoka Riverside Residential Development ~ Anoka
- H. CONSIDER COMMUNICATIONS
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. First Quarter 2020 Reports ~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. First Quarter 2020 Report
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
 - 2. Discuss 'Stay at Home' Mandate's Impact on Permits
 - 3. Discuss Deferral of 2020 Projects
 - 4. Discuss Potential COVID-19 Impacts on LRRWMO
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 16, 2020 Lower Rum River WMO meeting by telephone rather than by being personally present at the Lower Rum River WMO regular meeting place at the Anoka City Hall, 2015 First Avenue North, Anoka, MN 55303. Members of the public can physically attend, although there is very limited seating in the workshop conference room (2nd floor) as appropriate social distancing will be done by the Commission and visitors.

**This will be a remote conference call meeting. Conference Call Phone Number: 763-717-4037
Conference Room Code/Meeting Number: 62785# / Attendee Access Code: 62785#**

Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled to 06-30-2020)
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ Anoka

Next Meeting: Regular meeting is May 21, 2020 – at 8:00 a.m.

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

APRIL 16, 2020

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, and Ramsey Civil Engineer IV Leonard Linton.

Attending remotely: Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, Andover Natural Resources Technician Cameron Kytonen, and Greg Williams of Barr Engineering.

APPROVE AGENDA

Motion was made by Musgrove, seconded by Barnett, to approve the April 16, 2020 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

February 20, 2020 Regular Meeting

Motion was made by Barnett, seconded by Haas, to approve the February 20, 2020 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 abstain. Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending March 31, 2020. Account balances for the period were: Checking, \$250,082.90; less permit account balance of (\$45,415.60), less 2018 4th Generation Plan Reserve (\$93,079), for a total balance of \$111,588.30.

Musgrove asked for clarification on a few items. Springer and City staff provided additional clarification.

Springer referenced a \$500 charge showing on the March statement and was unsure if the Board wanted that to appear under a specific line item or under education. It was clarified that charge was for the MAWD membership dues and that item would be placed under contingency.

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

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$790.12 (February professional services), Barr Engineering in the amount of \$2,096.70 (engineering services), MN Association of Watershed Districts in the amount of \$500 (2020 annual dues), Landform in the amount of \$170.37 (#18-09 escrow refund), TimeSaver in the amount of \$500.49 (March professional services), Barr Engineering in the amount of \$1,437.50 (4th Generation Plan), Barr Engineering in the amount of \$1,802 (engineering services), City of Anoka in the amount of \$1,200 (financial services August 2019 – January 2020), and Anoka Conservation District in the amount of \$8,091 (2020 monitoring/management work plan).

Barnett asked if the member city engineers reviewed the Barr invoices to ensure that those charges are appropriate for the work completed. Nelson commented that he has not been doing that because Barr has been the WMO engineer for so long, but he could do that.

Linton commented that he does not review the information ahead, as it is included in the packet but agreed that he could review the information more in detail if desired.

Barnett explained that she does not have engineering experience and therefore is unsure if the charges would be accurate.

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

Discuss Suspending April 2020 Late Fees

Musgrove stated with the COVID-19 situation, she believes that perhaps it would be appropriate to suspend April late fees, along with May and June.

Haas provided an example of an account that is already accruing late fees and asked if the late fees for April, May and June would not be charged.

Musgrove stated that the Board could even consider a six-month period.

Springer stated that it would not be hard for staff to waive those fees, as they are entered manually.

Barnett stated these projects are so large that waiving the late fees would not impact anything from moving forward but could show that the LRRWMO is being a good partner. She also noted that she would not want to disincentivize people from paying that are already behind.

Springer stated that staff will still continue to send invoices.

Motion was made by Musgrove, seconded by Barnett, to suspend the April and May late fees. Vote: 3 ayes, 0 nays. Motion carried.

Discuss Dividing Payment of Permit Fees

Musgrove stated that her other idea was to allow applicants to request dividing a permit fee into multiple payments.

Barnett agreed that could be a good idea. She asked if the Board would want applicants to prove that COVID-19 has been a factor, or whether the Board would just assume that fact.

Haas stated the Board could assume that COVID-19 is a factor. He stated that the applicant would have to come to the Board with a plan to be approved.

Musgrove asked City staff members whether applicants are coming to cities stating that there is a problem paying fees. Linton explained that if someone is proposing a development, a permit fee is not a major factor in that cost of land development.

Musgrove stated her intent was simply to receive feedback and if someone comes forward with a concern, the Board could be open to discussing that concern with the applicant.

Linton stated that a homeowner could come forward with a request but he did not see it would be a problem for a developer.

Consider Contribution towards Groundwater Video

Haas stated that the funds needed have already been received and therefore the LRRWMO does not need to contribute funds at this time.

NEW BUSINESS

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

Haas reviewed the April 10, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO remove from the project from future agendas until a complete application is received.

Motion was made by Barnett, seconded by Musgrove, to remove Permit #2019-15, ANP Pond Excavation Project, City of Anoka, from future agendas until a complete application is received as detailed in the Barr Engineering memorandum dated April 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

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

Haas reviewed the April 8, 2020 memo from Barr Engineering in which Barr Engineering recommends until it is determine that on-site volume retention through infiltration can be provided without the mobilization of the underlying contamination (or some other method of complying with the LRRWMO volume retention requirements), the LRRWMO should continue action on the application.

Motion was made by Barnett, seconded by Musgrove, to table Permit #2019-22, The American Club, Anoka, as detailed in the Barr Engineering memorandum dated April 8, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-25 ~ 2020 Street Reconstruction Program ~ City of Andover

Haas reviewed the April 2, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit subject to the four conditions noted in the memorandum.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2019-25, 2020 Street Reconstruction Program, City of Andover, subject to the four (4) conditions detailed in the Barr Engineering memorandum dated April 2, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Haas reviewed the April 10, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA utility exemption as described in the draft WCA Notice of Decision.

Motion was made by Musgrove, seconded by Barnett, to approve the WCA utility exemption for Permit #2019-25, 2020 Street Reconstruction Program, City of Andover, as detailed in the Barr Engineering memorandum dated April 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

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

Haas reviewed the April 8, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit subject to the seven conditions noted in the memorandum.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2019-28, AHSD Fred Moore Campus, Anoka, subject to the seven (7) conditions detailed in the Barr Engineering memorandum dated April 8, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-02 ~ Riverside Residential Development ~ Anoka

Haas reviewed the April 9, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit subject to the six conditions noted in the memorandum.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2020-02, Riverside Residential Development, Anoka, subject to the six (6) conditions detailed in the Barr Engineering memorandum dated April 9, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Haas reviewed the April 10, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA de minimis exemption request as described in the draft WCA Notice of Decision.

Motion was made by Musgrove, seconded by Barnett, approve the WCA de minimis exemption request as described in the WCA Notice of Decision for Permit #2020-02, Riverside, Anoka, as detailed in the Barr Engineering memorandum dated April 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-03~ 4th Avenue Regional Pond Expansion ~ City of Anoka

Haas reviewed the April 7, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to six conditions detailed in the memorandum.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2020-03, 4th Avenue Regional Pond Expansion, City of Anoka, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated April 7, 2020. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Nelson presented the Year 2020 First Quarter Report for the City of Anoka.

Motion was made by Barnett, seconded by Musgrove, to approve the Year 2020 First Quarter Report for the City of Anoka, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Linton presented the Year 2020 First Quarter Report for the City of Ramsey.

Motion was made by Musgrove, seconded by Barnett, to approve the Year 2020 First Quarter Report for the City of Ramsey, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Haas presented the Year 2020 First Quarter Report for the City of Andover.

Motion was made by Barnett, seconded by Musgrove, to approve the Year 2020 First Quarter Report for the City of Andover, as presented. Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

First Quarter 2020 Report

Haas noted that the report was included in the packet.

Westby stated that it would be nice to have the newsletter articles sooner in order to include the information in the city's spring newsletter prior to residents beginning yard work.

Haas confirmed that he would speak to Schurbon to move up the timeline on the article.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan ~ Williams

Williams stated that a draft update of the policies in the Plan were included in the packet for review, divided into the categories of education, operation and regulation.

Haas referenced item seven, under regulation, and stated that BWSR may have some pushback on that.

Linton stated that his question would be more stringent than what.

Haas referenced an item related to sewage treatment and noted that the LRRWMO does not regulate that activity. He referenced an erosion control item, noting that each member city already has erosion control measures in place.

Musgrove referenced the items that are listed as suggest removing and asked if that is a decision the Board needs to make. Haas confirmed that the Board would make that decision.

Williams stated that it would be great to get direction from the Board on the edits in order to keep moving forward. He noted that the Board would see the draft again before the 60-day review and could provide additional input, so this is not the last opportunity to provide comments. He confirmed that he is not looking for formal action, but simply direction to continue to move forward.

Kytonen referenced item four, under regulations, and asked for additional information. Williams stated that this is based on an earlier policy in the plan related to stormwater pond design, encouraging multi-benefit considerations in stormwater management design. He stated that it could be as simple as including a seed mix that benefit pollinators.

Kytonen stated that while he agrees with that, historically in Andover, the City tends to tell people not to do a lot of landscaping around ponds because that could be compromised if future maintenance needs arise.

Haas stated that pollinator friendly planting could be great on berms, but he would not want to encourage tree planting.

Williams confirmed that he could expand the language to state consistent with intended maintenance requirements. He confirmed that he would make the suggested edits to distribute to the Board for review prior to the next meeting.

Discuss “Stay at Home” Mandate’s Impact on Permits

No further discussion.

Discuss Deferment of 2020 Projects

No further discussion.

Discuss Potential COVID-19 Impacts on LRRWMO

Haas stated that hopefully things will continue to progress forward, and the Board will know more as time moves on.

ADJOURNMENT

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

Time of adjournment: 9:00 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

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 16, 2020, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. LRRWMO Permit #2019-22 ~ The American Club ~ Anoka
 - 2. ACD Newsletters
- H. CONSIDER COMMUNICATIONS
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 16, 2020 Lower Rum River WMO meeting by telephone rather than by being personally present at the Lower Rum River WMO regular meeting place at the Anoka City Hall, 2015 First Avenue North, Anoka, MN 55303. Members of the public can physically attend, although there is very limited seating in the workshop conference room (2nd floor) as appropriate social distancing will be done by the Commission and visitors.

**This will be a remote conference call meeting. Conference Call Phone Number: 763-717-4037
Conference Room Code/Meeting Number: 62785# / Attendee Access Code: 62785#**

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled to 06-30-2020)
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-15 ~ ANP Pond Excavation Project ~ City of Anoka
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ Anoka
Permit #2019-20 ~ Meadows at Petersen Farms ~ Andover*

Next Meeting: Regular meeting is June 18, 2020 – at 8:00 a.m.

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

MAY 21, 2020

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:03 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Andover Natural Resources Technician Kameron Kytönen, Anoka Engineering Technician Ben Nelson, Greg Williams of Barr Engineering, and DNR Hydrologist Lucas Youngsma.

APPROVE AGENDA

Motion was made by Barnett, seconded by Musgrove, to approve the May 21, 2020 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

April 16, 2020 Regular Meeting

Motion was made by Barnett, seconded by Musgrove, to approve the April 16, 2020 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending April 30, 2019. Account balances for the period were: Checking, \$239,402.18; less permit account balance of (\$43,511.10); less 2018 4th Generation Plan Reserve (\$91,641.50), for a total balance of \$104,249.58.

Motion was made by Barnett, seconded by Musgrove, to accept the Treasurer's Report for the period ending April 30, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$889.28 (professional services) and Barr Engineering in the amount of \$3,158.50 (engineering).

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

NEW BUSINESS

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

Haas reviewed the May 11, 2020 memo from Barr Engineering in which Barr Engineering recommends that until it is determined that on-site volume reduction through infiltration can be provided without the mobilization of the underlying contamination (or some other method of complying with the LRRWMO volume retention requirements), Barr recommends that the item be continued and placed on the pending permit portion of the agenda until the additional information is provided.

Motion was made by Barnett, seconded by Musgrove, to table Permit #2019-22, The American Club, Anoka, as detailed in the Barr Engineering memorandum dated May 11, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-30 ~ CSAH 116 & T.H. 47 Interchange Imp. ~ Anoka/Ramsey

Haas reviewed the May 11, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to six conditions detailed in the memorandum.

Haas asked if there were any wetland impacts. Linton noted that the work will only occur within the existing pavement area and should not impact the wetlands.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2019-30, CSAH 116 & T.H. 47 Interchange Imp., Anoka/Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated May 11, 2020. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

Watershed Based Implementation Funding Update

Musgrove distributed information to the Board which overviews the meeting and those in attendance. She reported that there have been two virtual meetings held on April 23rd and May 15th. She stated that the purpose of this discussion is for the Board to discuss some of the potential projects.

Linton stated that in the last round of funding Anoka had projects ready to go that qualified and therefore the funds were allocated to that purpose. He described the funding process through BWSR, noting that if Ramsey were awarded \$50,000 but the project was \$40,000, the unused funds could not be transferred to another member city and would instead have to be returned to BWSR and then reallocated. He explained that it is then best for each city to work with BWSR to enter into the agreement, provide the match and administer the project. He stated that if a project is included on the list, the city would need/want to move forward with that project. He stated that originally \$367,000 was to be allocated for the Anoka County portion of the Rum River, but that amount may be reduced because of COVID-19.

Kytonen commented that Anoka Conservation District could potentially be the fiscal agent for the LRRWMO member cities.

Haas asked and received confirmation that Anoka received the funds from the last round of funding and asked if Anoka then provided the match.

Nelson confirmed that Anoka provided that match and worked with ACD.

Barnett stated that the LRRWMO would then not need to have a match in its budget because the member cities would provide the matching funds.

Linton stated that there could be one item the LRRWMO would need to provide a match for, which would be Emily Johnson's position as the Anoka County Water Resource Outreach Collaborative.

Musgrove provided details on the shared priorities of the group, noting that projects should receive priorities over studies. She stated that the projects are being reviewed to ensure that they would meet the criteria. She stated that there was discussion on whether the funds should be split by percentage for each area, but the consensus was that the focus should be more on being able to complete projects. She noted that the group will meet again in June and she will continue to provide updates.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

Williams stated that draft policies were included in the packet that reflected the comments of the Board and staff from the previous month. He brought up the topic of wetland buffers.

The group discussed the wetland buffer requirements and temporary buffers.

Linton stated that the 16.5-foot temporary buffer provides extra protection during construction. He stated that in Ramsey, most of the wetlands end up in backyards and Ramsey then has additional requirements for things such as fencing.

Haas noted that in Andover the temporary buffer must remain until a certificate of occupancy is gained.

Haas confirmed consensus of the Board to use the temporary construction buffer.

Barnett commented that the edits and recommendations read more clearly.

Musgrove referenced number 20, related to operations, and asked for additional details.

Williams clarified that the previous plan stated that the LRRWMO would provide a stormwater facility maintenance declaration template that would be provided to private parties to use. He stated that he would assume that was done but has not yet seen that template.

Linton stated that Ramsey has a template, but it was not developed by the LRRWMO.

Nelson noted that Anoka incorporates that language into its development agreements.

Williams confirmed that statement would be omitted from the plan as the member cities already seem to have a system that works for them.

Musgrove referenced the new item on page two, between items two and three, related to infiltration and asked for input on how much of that activity is already done by cities.

Williams stated that this paraphrases the LRRWMO requirements for stormwater treatment and acknowledges the existing guidance on infiltration. He noted that this is current WMO practice and simply an acknowledgement of the requirements that already exist.

Barnett referenced the statement related to the LRRWMO review of the cities SWPPP.

It was the consensus that the statement should be omitted as all member cities are required to implement MS4 Permit annually on their own and the LRRWMO does not need to be involved in an annual review.

Williams asked if the existing priority water resources are still current or whether additional waters should be added.

Linton stated that Rogers Lake could come off the list as the designation was changed from a lake to a wetland.

Williams noted that the list could be amended to identify priority lakes and priority wetlands, with Rogers Lake appearing on the wetland list.

Barnett stated that the list could remain as is, because the list states priority resources and does not specify a lake or wetland.

Williams noted that he could still identify that water body as a wetland within the list. He stated that he has been following the development of the One Watershed One Plan (1W1P), noting that in the past month three documents were released related to draft goals. He stated that he reviewed those lists to determine if there are any gaps between those draft goals and the LRRWMO plan and reviewed that information.

Linton commented that when 1W1P pushes for removal of the Anoka Dam, he speaks up and states that the group will not receive buy in from the LRRWMO or its member cities if that statement is included.

Barnett asked if the City of Anoka should formally write something to 1W1P related to the Anoka Dam.

Nelson noted that Anoka has provided its stance a number of times over the years, as has Haas. He did not think that Anoka needed to reiterate its stance because Anoka owns the dam and its flowage rights and has done so prior to the creation of the DNR.

Williams reviewed the next steps, noting that he will provide some draft documents for the Board to review. He stated that it could also be wise to engage the Citizen Advisory Committee and Technical Advisory Committee to review the policy and goals documents as well.

Haas confirmed that action. He stated that he will setup virtual meetings for both groups, noting that the Board would be welcome to attend as well.

Other

Springer stated that she is working to provide the auditors with the requested information, noting that the auditors may reach out to Board members.

Springer advised of an Andover permit submitted, noting that Anoka staff received three copies and wanted to ensure that Barr Engineering received a copy of the plans. Haas noted that he would follow up on the Andover permit.

Haas asked if there is any contact that Anoka has with MnDOT for litter cleanup along Highway 10. Nelson stated that he could provide that contact information to Haas.

ADJOURNMENT

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

Time of adjournment: 9:30 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

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 21, 2020, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled to 06-30-2020)
 - 2. Permit #2020-04 ~ Puma Street Improvement Project ~ City of Ramsey
 - 3. Permit #2020-05 ~ Wesp Property ~ Andover
 - 4. Permit #2020-06 ~ Upper Midwest Athletic Const. ~ Andover
 - 5. Permit #2019-30 ~ Anoka CSAH 116 at MN TH47 ~ Ramsey and Anoka - WCA Utility Exemption Decision
- H. CONSIDER COMMUNICATIONS
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
 - 1. Watershed Based Implementation Funding Update ~ Musgrove
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
 - 2. Discuss Rum River 1W1P Implementation Organizational Arrangements
 - 3. Discuss Wetland Monitoring Requirements
 - 4. Discuss 15370 Eldorado Street NW/City of Andover
 - 5. Consider Request for Wetland Mitigation Sites within the LRRWMO/City of Andover
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 16, 2020 Lower Rum River WMO meeting by telephone rather than by being personally present at the Lower Rum River WMO regular meeting place at the Anoka City Hall, 2015 First Avenue North, Anoka, MN 55303. Members of the public can physically attend, although there is very limited seating in the workshop conference room (2nd floor) as appropriate social distancing will be done by the Commission and visitors.

**This will be a remote conference call meeting. Conference Call Phone Number: 763-717-4037
Conference Room Code/Meeting Number: 62785# / Attendee Access Code: 62785#**

Pending: *Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan*
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka
Permit #2019-15 ~ ANP Pond Excavation Project ~ City of Anoka
Permit #2019-20 ~ Meadows at Petersen Farms ~ Andover
Permit #2019-22 ~ The American Club ~ Anoka
Next Meeting: *Regular meeting is July 16, 2020 – at 8:00 a.m.*

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JUNE 18, 2020

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, Greg Williams of Barr Engineering, Andover Natural Resources Technician Cameron Kytönen, Jamie Schurbon of Anoka Conservation District, and Karen Wold of Barr Engineering.

APPROVE AGENDA

Haas requested to add an Item G5 Permit #2019-30.

Motion was made by Barnett, seconded by Musgrove, to approve the June 18, 2020 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

May 21, 2020 Regular Meeting

It was noted that OWOP should be replaced with 1W1P.

Motion was made by Musgrove, seconded by Barnett, to approve the May 21, 2020 Regular Meeting minutes as amended. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending May 31, 2020. Account balances for the period were: Checking, \$238,576.66; less permit account balance of (\$45,347.60), less 2018 4th Generation Plan Reserve balance of (\$91,641.50), for a total balance of \$101,587.56.

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

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$699.29 (May professional services) and Barr Engineering in the amount of \$1,088 (engineering).

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

NEW BUSINESS

LRRWMO Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (Tabled to 6-30-20)

Haas reviewed the June 11, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve an extension of Permit #2018-06 until September 30, 2020 as requested by the City of Ramsey.

Motion was made by Barnett, seconded by Musgrove, to approve an extension of Permit #2018-06, The COR Infiltration Basin, City of Ramsey, to September 30, 2020 as detailed in the Barr Engineering memorandum dated June 11, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-04 ~ Puma Street Improvement Project ~ City of Ramsey

Haas reviewed the June 10, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to six conditions detailed in the memorandum.

Motion was made by Barnett, seconded by Musgrove, to approve Permit #2020-04, Puma Street Improvement Project, City of Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated June 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-05 ~ Wesp Property ~ Andover

Haas reviewed the June 12, 2020 memo from Barr Engineering in which Barr Engineering states that a wetland delineation report was received and reviewed. A notification of an incomplete application was sent to the applicant and applicant's agent on June 3, 2020 with a list of incomplete items. 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 Musgrove, seconded by Barnett, to table Permit #2020-05, Wesp Property, Andover, as detailed in the Barr Engineering memorandum dated June 12, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-06 ~ Upper Midwest Athletic Const. ~ Andover

Haas reviewed the June 11, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to six conditions detailed in the memorandum.

Motion was made by Barnett, seconded by Musgrove, to approve Permit #2020-06, Upper Midwest Athletic Const., Andover, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated June 11, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-30 ~ Anoka CSAH 116 and MN TH47 ~ Anoka and Ramsey – WCA Utility Exemption Decision

Haas reviewed the June 15, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA utility exemption under MN Rule 8420.020, subpart 6A, with conditions as described in the draft WCA Notice of Decision.

Motion was made by Barnett, seconded by Musgrove, to approve the WCA utility exemption for Permit #2019-30, Anoka CSAH 116 at MN TH47, Anoka and Ramsey, with conditions as detailed in the WCA Notice of Decision and as detailed in the Barr Engineering memorandum dated June 15, 2020. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

Watershed Based Implementation Funding Update

Musgrove reported that the group will meet again the following week and she will provide an update.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

Williams advised of upcoming virtual meetings, noting that he will provide a summary of the comments to the Board.

Discuss Rum River 1W1P Implementation Organizational Arrangements

Schurbon stated that 1W1P will be done at the end of the year and a legal arrangement needs to be developed for implementation. He stated that there will either be a Joint Powers Collaboration Agreement or a Joint Powers Entity and noted that details on the options were provided in the packet. He provided input on the preference of other entities involved.

Haas commented that he would prefer the entity option. He commented that the collaborative option seems that there are too many people involved.

Linton agreed that there would be too many people involved with the collaborative option. He noted that some of the groups involved only meet once per quarter.

Musgrove commented that she also prefers the entity option.

It was the consensus of the Board that the entity option would be preferred for 1W1P implementation.

Schurbon stated that he and Haas will report this back to the 1W1P group.

Discuss Wetland Monitoring Requirements

Haas stated that he had a discussion with Wold about wetland requirements and how the LRRWMO is following up. He stated that it was determined that each spring a letter should be sent out to any applicants that require mitigation. He stated that he asked Wold to draft a letter that the cities could use, which was included in the packet.

Wold stated that the general default is that it could take five years of monitoring for the site to meet the performance standards. She stated that there are some situations when it could be completed in three years, noting that the Technical Evaluation Panel would review that to ensure it was complete. She stated that she has been tracking and the only sites she is aware of that had not been certified complete are the two City of Ramsey sites within The COR.

Haas noted most other projects that have wetland impacts have purchased credits.

Wold confirmed that to be the trend within the past ten years.

Haas stated that Wold developed a draft letter that could be sent to the City of Ramsey for the two outstanding sites. He stated that the Board should acknowledge the letter and authorize Wold to send the letter to the applicant.

Musgrove commented that this will be helpful in tracking the progress as well.

Wold commented that she does track the sites and puts that information together in an annual spreadsheet. She stated that she also contacts the applicant each year to advise them of the action needed to close out the permit. She stated that the memorandum also includes information on enforcement that could occur.

Musgrove stated that this came forward as a suggestion and was included in the packet. She asked if any letters or memorandum sent to an applicant in follow up form would be part of the packet.

Wold stated that her communication has been more informal with applicants but noted that she could include something in the packet if desired. She stated that most people choose to use wetland credits and did not think this would be an ongoing issue.

Musgrove asked if the use of wetland credits creates a situation in which the LRRWMO is crediting away its wetlands.

Wold commented that is a concern she has heard during the past few years throughout the metro. She stated that if the LRRWMO is concerned with loss of wetlands within the watershed, it would need to amend its rules to require mitigation within the watershed.

Musgrove stated that she is unaware of the percentage of wetland loss within the LRRWMO and would be interested in finding that out.

Wold stated that she has done that for other organizations and could create a document showing the net balance of wetlands within the LRRWMO. She commented that there are wetland banks within Anoka County.

Haas stated that he is not aware of the number of wetland credits the LRRWMO has seen over the years but noted that it is low.

Linton agreed that its low, estimating perhaps one development project every three years. He stated that he could review some of that information with Musgrove rather than requesting Wold to develop that type of document.

Haas stated that the LRRWMO could dictate that an applicant would need to purchase credits within Anoka County.

Wold stated that the LRRWMO would need to change its rules in order to specify that.

Haas stated that the LRRWMO could perhaps encourage applicants to purchase credits within Anoka County.

Haas confirmed the consensus of the Board to direct Wold to send the letter to the City of Ramsey applicant in relation to the outstanding mitigation.

Discuss 15370 Eldorado Street NW/City of Andover

Haas provided background information on the property at 15370 Eldorado Street NW in Andover. He noted that the property changed ownership and the property owner was not aware of the easements on the property. He provided options the property owner would have including applying for vacation of the drainage and utility easement or applying for an interim use permit.

Musgrove commented that it appears Barr Engineering is recommending vacation of the drainage and utility easement.

Wold stated that she reviewed the old records and was not able to find a wetland replacement plan approved. She stated that perhaps the mitigation area was meant to be a floodplain mitigation area.

Haas commented that he believed it was a wetland mitigation area.

Wold stated that there were several applications on the property, but none were approved. She encouraged Haas to send her the information if he has paperwork showing that was a wetland mitigation area, otherwise there is no documentation supporting that. She stated that there was a wetland replacement plan that was not approved.

Haas stated that Andover will provide the applicant with the options of vacating the easement or applying for an IUP.

Consider Request for Wetland Mitigation Sites Within the LRRWMO/City of Andover

Haas stated that Andover would like this information in order to update its GIS map. He believed that it would be helpful for the member cities to have that information for their GIS mapping.

Wold stated that she could find the information, but it would take a few hours to develop a map. She noted that each of the sites should have a declaration of covenants of restriction recorded with the County.

Linton stated that the list of parcels with addresses would be helpful. He noted that he has access to Anoka County to find the list of declarations and could map the Ramsey locations.

Haas confirmed the consensus of the Board that the cities should have this map available.

Wold confirmed that she could complete that action. She estimated ten hours to complete the project.

Haas noted that once completed the item could be added to a future agenda.

Other

Haas noted the email that was sent out on the lakeshore connection video. He also advised of a winter maintenance training which is being offered in August.

Barnett commented on erosion problems along the river. Kytonen noted that could be eligible for watershed based funding.

It was noted that follow up should occur with Schurbon.

ADJOURNMENT

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

Time of adjournment: 9:12 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

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 18, 2020, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer’s Report
 - 2. Payment of Bills
 - 3. Resolution No. 2021-01 Budget Adoption
- G. NEW BUSINESS
 - 1. Permit #2019-20 ~ Meadows at Petersen Farms ~ Andover
 - 2. Permit #2020-05 ~ Wesp Property ~ Andover
 - 3. Permit #2020-07 ~ Ramsey Public Works Facility ~ City of Ramsey
- H. CONSIDER COMMUNICATIONS
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. Second Quarter 2020 Report ~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. Second Quarter 2020 Report
- K. OLD BUSINESS
 - 1. Watershed Based Implementation Funding Update ~ Musgrove
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
 - 2. Discuss Wetland Monitoring Requirements
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 16, 2020 Lower Rum River WMO meeting by telephone rather than by being personally present at the Lower Rum River WMO regular meeting place at the Anoka City Hall, 2015 First Avenue North, Anoka, MN 55303. Members of the public can physically attend, although there is very limited seating in the workshop conference room (2nd floor) as appropriate social distancing will be done by the Commission and visitors.

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Conference Room Code/Meeting Number: 62785# / Attendee Access Code: 62785#**

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled to 09-30-2020)
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka
Permit #2019-15 ~ ANP Pond Excavation Project ~ City of Anoka
Permit #2019-22 ~ The American Club ~ Anoka*

Next Meeting: Regular meeting is August 20, 2020 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JULY 16, 2020

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, John Enstrom of Enstrom Organic Dirt, Andover Natural Resource Coordinator Kameron Kytonen, Greg Williams of Barr Engineering, and Jamie Schurbon of Anoka Conservation District.

APPROVE AGENDA

Haas requested to add Item F3, Approve Resolution #2021-01 Adopting the 2021 Budget.

Motion was made by Musgrove, seconded by Barnett, to approve the July 16, 2020 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

June 18, 2020 Regular Meeting

Motion was made by Barnett, seconded by Musgrove, to approve the June 18, 2020 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending June 30, 2020. Account balances for the period were: Checking, \$245,491.06; less permit account balance of (\$52,082.60); less 2018 4th Generation Plan Reserve (\$91,641.50), for a total balance of \$101,766.96.

Musgrove asked if the cities have been billed yet for 2020. Springer stated that the cities have not yet been billed and confirmed that the billing could occur any time during 2020. She confirmed that the Board could determine when the billing should occur.

Musgrove commented that in future years perhaps the billing should occur in the spring quarter. Springer commented that July is a good time to bill because that is when the first quarter property taxes are received.

Barnett commented that perhaps the billing occurs in August this year and in future years occur in July.

Linton referenced Permit #2020-05, Wesp, and noted that is in Andover not Ramsey.

Motion was made by Barnett, seconded by Musgrove, to accept the Treasurer's Report for the period ending June 30, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$999.31 (June professional services), Barr Engineering in the amount of \$3,119.50 (engineering), and Barr Engineering in the amount of \$3,445.50 (4th Generation Plan).

Musgrove asked for clarification on specific invoicing from Barr Engineering and whether the details on the invoices would be sufficient for staff to know what the actual work was. Williams provided additional details on the related work for those invoices. He stated that the information on the invoicing is enough for Barr Engineering to respond to any questions that may arise on the invoice.

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

Adopt 2021 Budget

Springer stated that she left the information the same with the exception of the updates from Schurbon. She stated that updated valuations from the County are not yet available, therefore she used the 2019 valuations.

Musgrove asked if the budget can be adjusted, similarly to how the cities adopt a preliminary and final budget. Springer stated that this is the budget of the LRRWMO and if changes want to be made, the Board can do so during the year.

Musgrove asked if once the valuations are received, if the LRRWMO could adjust the assessments to the cities. Springer stated that she has not seen an adjustment to the assessments and would not recommend that.

Schurbon commented that the budget includes matching grant funds and if the budget is passed, he would see that as a commitment for those funds. He noted that item was not included in previous budgets.

Motion was made by Barnett, seconded by Musgrove, to adopt Resolution #2021-01 Adopting the Budget for Year 2021. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2019-20 ~ Meadows at Peterson Farms ~ Anderson

Haas reviewed the July 10, 2020 memo from Barr Engineering in which Barr Engineering stated that the Minnesota Wetland Conservation Act Notice of Application was submitted on July 9, 2020. Barr Engineering will hold a Technical Evaluation Panel meeting and provide a recommendation after the comment period ends, which is on July 31, 2020.

Motion was made by Musgrove, seconded by Barnett, to table Permit #2019-20, Meadows at Peterson Farms, Andover, as detailed in the Barr Engineering memorandum dated July 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-05 ~ Wesp Property ~ Andover

Haas reviewed the July 10, 2020 memo from Barr Engineering in which Barr Engineering that a Minnesota Wetland Conservation Act Notice of Application was submitted on June 19, 2020. On July 7, 2020, a Technical Evaluation Panel site review was completed and TEP members requested clarification of the wetland evaluation area and additional wetland documentation. On July 9, 2020, the applicant's agent submitted the additional information. A recommendation will be made after TEP members review the additional information. A second memorandum was provided from Barr Engineering dated July 10, 2020 in which Barr Engineering recommends that the LRRWMO continue consideration of the permit until the requested information related to grading is provided.

Motion was made by Musgrove, seconded by Barnett, to table Permit #2020-05, Wesp Property, Andover, as detailed in the Barr Engineering memorandum dated July 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-07 ~ Ramsey Public Works Facility ~ City of Ramsey

Haas reviewed the July 10, 2020 memo from Barr Engineering in which Barr Engineering stated that a Minnesota Wetland Conservation Act Notice of Application was submitted on July 9, 2020 and has a comment period ending on July 31, 2020. A recommendation will be provided after the comment period.

Motion was made by Musgrove, seconded by Barnett, to table Permit #2020-07, Ramsey Public Works Facility, City of Ramsey, as detailed in the Barr Engineering memorandum dated July 10, 2020. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Nelson presented the Year 2020 Second Quarter Report for the City of Anoka.

Motion was made by Barnett, seconded by Musgrove, to approve the Year 2020 Second Quarter Report for the City of Anoka, as presented, and to authorize release of unused escrow for Permit #2018-15. Vote: 3 ayes, 0 nays. Motion carried.

Linton presented the Year 2020 Second Quarter Report for the City of Ramsey.

Musgrove asked when the CR 116 and TH 47 project will begin. Westby commented that will be a 2021 project.

Nelson commented that the project will begin in the spring as it needs to be completed prior to the Highway 10 project in 2022.

Motion was made by Musgrove, seconded by Barnett, to approve the Year 2020 Second Quarter Report for the City of Ramsey, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Haas presented the Year 2020 Second Quarter Report for the City of Andover.

Motion was made by Musgrove, seconded by Barnett, to approve the Year 2020 Second Quarter Report for the City of Andover, as presented. Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

Second Quarter 2020 Report

Schurbon noted that all of the scheduled work is on track with the exception of the high school.

OLD BUSINESS

Watershed Based Implementation Funding Update

Musgrove stated that the group met once since the last Board meeting to discuss the projects. She stated it seems that this group is ahead of others in terms of project identified and designation. She commented that they are waiting to hear back from the State to find out if there will be any changes to the funding.

Schurbon reviewed the proposed projects that would occur locally.

Musgrove asked how the LRRWMO would ensure that the projects discussed would be included in the plan for the LRRWMO. Schurbon stated that the projects should be listed in the LRRWMO plan in order to be eligible for grant funding.

Williams confirmed that those projects should be included in the implementation schedule, regardless of when they think those would be completed. He stated that Schurbon has sent him information on the projects that should be included in that list. He noted that there will be additional opportunities for cities to include projects that may be eligible for watershed based implementation funding.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

Williams stated that a summary of comments from the second Citizens Advisory Committee meeting were included and briefly reviewed those comments with the Board. He stated there are some motivated folks that he believes would remain as a part of the CAC in the future. He stated that he will have some draft plan sections available for the Board to review at the next meeting before they get into developing the implementation table.

Barnett left the meeting.

Discuss Wetland Monitoring Requirements

Haas stated that Barr Engineering provided a memorandum regarding wetland monitoring requirements.

Linton stated that he has begun looking for a consultant to complete the work for Ramsey. He noted that one of the projects mentioned for Ramsey was the Wesp permit that he mentioned earlier in the meeting that is actually located in Andover.

Musgrove asked what Ramsey is behind on. Linton stated that a checkup was supposed to occur annually, but the checkups got lost due to staff turnover, consultant turnover, and a surplus of new projects. He confirmed that Ramsey would get the work completed.

1W1P

Haas stated that a meeting will take place the following week.

Schurbon commented that the purpose of the meeting is to discuss strategies and projects that could be done to accomplish the goals that have been set.

ADJOURNMENT

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

Time of adjournment: 9:07 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

SPECIAL MEETING NOTICE

August 14, 2020 – 8:00 a.m.

Workshop Conference Room (2nd floor) - Anoka City Hall

PRELIMINARY SPECIAL 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. Permit #2020-08 ~ The Preserve at Northfork ~ Ramsey
- F. OTHER BUSINESS
- G. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 16, 2020 Lower Rum River WMO meeting by telephone rather than by being personally present at the Lower Rum River WMO regular meeting place at the Anoka City Hall, 2015 First Avenue North, Anoka, MN 55303. Members of the public can physically attend, although there is very limited seating in the workshop conference room (2nd floor) as appropriate social distancing will be done by the Commission and visitors.

**This will be a remote conference call meeting. Conference Call Phone Number: 763-717-4037
Conference Room Code/Meeting Number: 62785# / Attendee Access Code: 62785#**

Pending: *Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan*
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled to 09-30-2020)
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka
Permit #2019-15 ~ ANP Pond Excavation Project ~ City of Anoka
Permit #2019-22 ~ The American Club ~ Anoka

Next Meeting: *Regular meeting is August 20, 2020 – at 8:00 a.m.*

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

AUGUST 14, 2020

CALL TO ORDER

Chairman Todd Haas called the special meeting to order at 8:05 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: None.

Also present were: Ramsey Deputy City Administrator Timothy Gladhill, Ramsey Civil Engineer IV Leonard Linton, and Anoka Engineering Technician Ben Nelson.

APPROVE AGENDA

Motion was made by Barnett, seconded by Musgrove, to approve the August 14, 2020 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

NEW BUSINESS

LRRWMO Permit #2020-08 ~ The Preserve at Northfork ~ Ramsey

Haas reviewed the August 12, 2020 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 stated that he had a discussion with Barr Engineering about how the items would be followed up on to ensure the conditions are completed for permits.

Musgrove commented that she thought there would be additional cost for that action.

Haas stated that cost would be covered by the applicant.

Motion was made by Barnett, seconded by Musgrove, to approve Permit #2020-08, The Preserve at Northfork, Ramsey, subject to eight (8) conditions as detailed in the Barr Engineering memorandum dated August 12, 2020. Vote: 3 ayes, 0 nays. Motion carried.

OTHER BUSINESS

Special Meeting Process

Musgrove asked for details on how the special meeting is requested.

Linton stated that a developer can request a special meeting, at their cost, if the request also fits within the Board member's schedules.

ADJOURNMENT

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

Time of adjournment: 8:10 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

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 16, 2020, Regular Meeting
 - 2. August 14, 2020, Special Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Consider 2021 MAWD Membership Dues
- G. NEW BUSINESS
 - 1. Permit #2019-20 ~ Meadows at Petersen Farms ~ Andover
 - 2. Permit #2020-05 ~ Wesp Property ~ Andover
 - 3. Permit #2020-07 ~ Ramsey Public Works Facility ~ City of Ramsey
- H. CONSIDER COMMUNICATIONS
 - 1. Notice of City of Ramsey Wellhead Protection Plan Part 2 Amendment
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
 - 1. Watershed Based Implementation Funding Update ~ Musgrove
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
 - 2. Discuss Wetland Monitoring Requirements
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 16, 2020 Lower Rum River WMO meeting by telephone rather than by being personally present at the Lower Rum River WMO regular meeting place at the Anoka City Hall, 2015 First Avenue North, Anoka, MN 55303. Members of the public can physically attend, although there is very limited seating in the workshop conference room (2nd floor) as appropriate social distancing will be done by the Commission and visitors.

**This will be a remote conference call meeting. Conference Call Phone Number: 763-717-4037
Conference Room Code/Meeting Number: 62785# / Attendee Access Code: 62785#**

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled to 09-30-2020)
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka
Permit #2019-15 ~ ANP Pond Excavation Project ~ City of Anoka
Permit #2019-22 ~ The American Club ~ Anoka*

Next Meeting: Regular meeting is September 17, 2020 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

AUGUST 20, 2020

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: None.

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

APPROVE AGENDA

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

RESIDENT'S FORUM

None.

APPROVE MINUTES

July 16, 2020 Regular Meeting

Motion was made by Barnett, seconded by Musgrove, to approve the July 16, 2020 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

August 14, 2020 Regular Meeting

Motion was made by Musgrove, seconded by Barnett, to approve the August 14, 2020 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2019-20 ~ Meadows at Petersen Farms ~ Andover

Haas reviewed the August 14, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the wetland impact sequencing and replacement plan as details in the draft WCA Notice of Decision.

Motion was made by Musgrove, seconded by Barnett, to approve the wetland impact sequencing and replacement plan as detailed in the WCA Notice of Decision for Permit #2019-20, Meadows at Petersen Farms, Andover, as detailed in the Barr Engineering memorandum dated August 14, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-05 ~ Wesp Property ~ Andover

Haas reviewed the August 14, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the no-wetland determination for the evaluation within the four proposed land disturbance areas of the Wesp property as shown in the wetland evaluation area figure and summarized in the draft WCA Notice of Decision.

Haas reviewed the August 13, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO table the request until additional information is received. He noted that an additional memorandum was received from Barr Engineering dated August 19, 2020 which stated that that the LRRWMO could approve the permit contingent upon the conditions being met before issuance of the permit.

Barnett asked if the project schedule would be delayed if the Board tables the permit.

Haas stated that he spoke with the applicant and the applicant is aware that the conditions would need to be met before the permit would be issued. He noted that if the permit is tabled, the developer could call for a special meeting to gain approval prior to the September meeting. He noted that the City also issued approval, contingent upon conditions being met before grading proceeds.

Motion was made by Barnett, seconded by Musgrove, to approve Permit #2020-05, Wesp Property, Andover, subject to the conditions as detailed in the Barr Engineering memorandum dated August 13, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Motion was made by Barnett, seconded by Musgrove, to approve the no-wetland determination for the evaluation within the four proposed land disturbance areas as shown in the WCA Notice of Decision for Permit #2020-05, Wesp Property, Andover, as detailed in the Barr Engineering memorandum dated August 14, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-07 ~ Ramsey Public Works Facility ~ City of Ramsey

Haas reviewed the August 14, 2020 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 also reviewed the August 14, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundary and type and WCA no-loss approval of an incidental wetland determination as described in the draft WCA Notice of Decision.

Motion was made by Musgrove, seconded by Barnett, to approve Permit #2020-07, Ramsey Public Works Facility, City of Ramsey, subject to eight (8) conditions as detailed in the Barr Engineering memorandum dated August 14, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Motion was made by Musgrove, seconded by Barnett, to approve the wetland boundary and type and WCA no-loss approval of an incidental wetland determination as described in the WCA Notice of Decision for Permit #2020-07, Ramsey Public Works Facility, City of Ramsey, as detailed in the Barr Engineering memorandum dated August 14, 2020. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS

Notice of City of Ramsey Wellhead Protection Plan Part 2 Amendment

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

Watershed Based Implementation Funding Update

Musgrove reported that there is currently not a meeting scheduled.

Linton commented that the group is awaiting response from BWSR to determine the amount of funding that will be allocated, due to the changes related to COVID.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

Williams advised that the minutes were provided in the Board packet from the second TAC meeting summarized some of the comments received at that meeting. He confirmed that he would make some of the goals more specific and add clarity to some of the policy language. He stated that he will provide sections of the draft plan to the Board to review prior to the next Board meeting.

Haas stated that he will coordinate a meeting between staff from member cities to review the permit process and determine if any updates are needed.

Williams provided additional explanation on grant opportunities and whether a city or the WMO would apply for the funds. He noted that additional details will be developed for the implementation section of the draft plan.

Discuss Wetland Monitoring Requirements

Haas stated that he has spoken with Barr Engineering and they are working on this item.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending July 31, 2020. Account balances for the period were: Checking, \$209,778.66; less permit account balance of (\$52,992.87); less 2018 4th Generation Plan Reserve (\$88,196), for a total balance of \$149,589.79.

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

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$966.94 (professional services), Barr Engineering in the amount of \$2,869.92 (engineering services), Barr Engineering in the amount of \$1,595 (4th Generation Plan), and City of Anoka in the amount of \$1,200 (financial services).

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

Musgrove thanked Barr Engineering for including more detail in their invoices.

Consider 2021 MAWD Membership Dues

Haas stated that this would be the third year in MAWD, noting that the first two years the WMO paid \$500 each year for membership dues. He stated that in the third year MAWD would expect

the WMO to follow its typical membership due schedule. He commented that he was unsure of the fee amount that would be expected as it would be based upon estimated market value.

Barnett asked when the WMO would need to decide whether it wants to participate in MAWD. She noted that she would like to see more about the value of the membership.

Haas stated that the decision will not have to be made until later in the year. He stated that he can follow up with MAWD staff to determine what the membership cost would be.

Musgrove stated that she would also be interested in the value received in return for the MAWD membership.

Haas stated that he will obtain additional information and this item can appear on the next meeting agenda for continued discussion.

Other

Springer noted that the audit has been completed and the WMO received a clean opinion. She asked if the LRRWMO typically adopts the audit through resolution.

Haas stated that he believes the Board typically acknowledges the audit and accepts through a motion. He noted that the item could be placed on the September agenda.

ADJOURNMENT

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

Time of adjournment: 8:19 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

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 20, 2020, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Presentation of 2020 Audit
 - 4. Consider 2021 MAWD Membership Dues ~ Haas
- G. NEW BUSINESS
 - 1. Permit #2019-15 ~ ANP Pond Excavation Project ~ City of Anoka
 - 2. Permit #2020-09 ~ Meadows at Petersen Farms (Phase 2) ~ Andover
 - 3. Permit #2020-10 ~ Ramsey Villas North ~ Ramsey
 - 4. Permit #2020-11 ~ Hampton Townhomes ~ Ramsey
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
 - 1. Watershed Based Implementation Funding Update ~ Musgrove
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
 - a. Consider Authorizing Barr Eng. to Help Update Permit Application/Process ~ Haas
 - 2. Discuss Wetland Monitoring Requirements
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 16, 2020 Lower Rum River WMO meeting by telephone rather than by being personally present at the Lower Rum River WMO regular meeting place at the Anoka City Hall, 2015 First Avenue North, Anoka, MN 55303. Members of the public can physically attend, although there is very limited seating in the workshop conference room (2nd floor) as appropriate social distancing will be done by the Commission and visitors.

**This will be a remote conference call meeting. Conference Call Phone Number: 763-717-4037
Conference Room Code/Meeting Number: 62785# / Attendee Access Code: 62785#**

Pending: *Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan*
Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled to 09-30-2020)
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka
Permit #2019-22 ~ The American Club ~ Anoka

Next Meeting: *Regular meeting is October 15, 2020 – at 8:00 a.m.*

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

SEPTEMBER 17, 2020

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Anoka Engineering Technician Ben Nelson, Bob Obermeyer of Barr Engineering, and Dean Robbins of Landform.

APPROVE AGENDA

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

RESIDENT'S FORUM

None.

APPROVE MINUTES

August 20, 2020 Regular Meeting

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

FINANCE MATTERS

Treasurer's Report

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

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

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

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

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

Payment of Bills

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

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

Presentation of 2020 Audit

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

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

Consider 2021 MAWD Membership Dues

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

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

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

NEW BUSINESS

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

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

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

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

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

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

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

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

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

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

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

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

LRRWMO Permit #2020-11 ~ Hampton Townhomes ~ Ramsey

Haas reviewed the September 13, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to seven conditions detailed in the memorandum.

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

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

Watershed Based Implementation Funding Update

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

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

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

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

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

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

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

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

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

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

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

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

Discuss Wetland Monitoring Requirements

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

ADJOURNMENT

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

Time of adjournment: 8:37 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

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 17, 2020, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled to 09-30-2020)
 - 2. Update on Permit #2020-11 ~ Hampton Townhomes ~ Ramsey
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. 2020 Third Quarter Reports ~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. 2020 Third Quarter Report
- K. OLD BUSINESS
 - 1. Watershed Based Implementation Funding Update ~ Musgrove
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
 - a. Consider Proposal by Barr Eng. to Help Update Permit Application/Process ~ Haas
 - 2. Update of Past Wetland Mitigation Sites within LRRWMO ~ Wold
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 16, 2020 Lower Rum River WMO meeting by telephone rather than by being personally present at the Lower Rum River WMO regular meeting place at the Anoka City Hall, 2015 First Avenue North, Anoka, MN 55303. Members of the public can physically attend, although there is very limited seating in the workshop conference room (2nd floor) as appropriate social distancing will be done by the Commission and visitors.

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*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka
Permit #2019-22 ~ The American Club ~ Anoka*

Next Meeting: Regular meeting is November 19, 2020 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

OCTOBER 15, 2020

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Greg Williams of Barr Engineering, and Andover Natural Resources Technician Kameron Kytönen.

APPROVE AGENDA

Motion was made by Musgrove, seconded by Barnett, to approve the October 15, 2020 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

September 17, 2020 Regular Meeting

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

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending September 30, 2020. Account balances for the period were: Checking, \$278,023.19; less permit account balance of (\$44,088.55); less 2018 4th Generation Plan Reserve (\$82,601), for a total balance of \$151,333.64.

Motion was made by Barnett, seconded by Musgrove, to accept the Treasurer's Report for the period ending September 30, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$763.52 (professional services) and Barr Engineering in the amount of \$5,528 (engineering).

Springer noted that a previous applicant, SW Land, was issued an escrow refund but never received it. Six months have passed, and the check is being reissued in the amount of \$445.

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

NEW BUSINESS

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

Haas stated that the last recommendation from Barr was to extend the permit through September 30th.

Linton stated that he sent an email to Obermeyer the previous week. He noted that the infiltration basin is essentially complete but will not be able to be tested and operational until spring.

Haas suggested tabling this to the next meeting when input from Barr Engineering is received.

Motion was made by Musgrove, seconded by Barnett, to table Permit #2018-06, The COR Infiltration Basin, City of Ramsey. Vote: 3 ayes, 0 nays. Motion carried.

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

Haas reviewed the October 13, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to seven conditions detailed in the memorandum.

Musgrove asked for clarification on the process. Haas provided additional explanation on the process and the conditions that are added to permits.

Linton stated that in this case, the next step to issue the permit would not be completed until condition six is met. He explained that the conditions allow the Board to approve the permit subject to the applicant meeting those conditions, which helps to avoid the applicant waiting an additional month to come back before the Board before beginning work. He explained that once the Board approves the permit, subject to conditions, the applicant would work with Barr Engineering and the applicable city staff to meet the conditions. He explained that in order to

begin a project, a preconstruction meeting is needed with the city and that city's staff would not schedule that meeting until the LRRWMO permit is obtained.

Motion was made by Barnett, seconded by Musgrove, to approve Permit #2019-22, The American Club, Anoka, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated October 13, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2019-27 ~ Garden View ~ Ramsey

Haas reviewed the October 7, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to seven conditions detailed in the memorandum.

Motion was made by Barnett, seconded by Musgrove, to approve Permit #2019-27, Garden View, Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated October 7, 2020. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Linton presented the Year 2020 Third Quarter Report for the City of Ramsey.

Motion was made by Barnett, seconded by Musgrove, to approve the Year 2020 Third Quarter Report for the City of Ramsey, as presented, and to authorize release of unused escrow for Permit #2016-18, #2018-02, #2018-03, #2018-18, #2018-19, #2019-01, and #2019-13. Vote: 3 ayes, 0 nays. Motion carried.

Haas presented the Year 2020 Third Quarter Report for the City of Andover.

Motion was made by Musgrove, seconded by Barnett, to approve the Year 2020 Third Quarter Report for the City of Andover, as presented, and to authorize release of unused escrow for Permit #2014-08, #2017-04, #2018-10, #2019-25, and #2020-01. Vote: 3 ayes, 0 nays. Vote: 3 ayes, 0 nays. Motion carried.

Barnett presented the Year 2020 Third Quarter Report for the City of Anoka.

Motion was made by Musgrove, seconded by Barnett, to approve the Year 2020 Third Quarter Report for the City of Anoka, as presented, and authorize release of unused escrow for Permit #2017-31. Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

2020 Third Quarter Report

Haas provided a summary of the ACD quarterly report.

OLD BUSINESS

Watershed Based Implementation Funding Update

Musgrove stated that the requested projects and funding have been determined eligible. She stated that the grant contract will be finalized in November and work can begin soon after.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

Williams stated that the draft land and water resources inventory section was included in the packet for review and provided a summary. He stated that this is a lot of context but not specific to WMO activity. He asked that city staff review the material to identify inconsistencies or additional information that should be corrected in the Plan and provided an example related to the ownership of public ditches.

Linton clarified that ownership falls to the actual private landowner, but maintenance is the responsibility of the city.

Williams commented that the ownership language is confusing within this section of the Plan. He stated that if similar things are identified upon review, staff can provide him with that input. Haas asked that city staff provide comments to Williams by November 6th.

Musgrove referenced table 3.4 which has 2016 data. She stated that some of that information has most likely changed and asked city staff to review that. She stated that some of the other tables are not dated.

Williams confirmed that the dates could be added.

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

Haas noted that a memorandum was included in the packet which described the scope of work and estimated cost.

Musgrove stated that she appreciated the scope of work. She commented that most of the work is already done and the work is mainly separating it into two documents. She believed that \$1,000 would be a more accurate cost.

Haas stated that the staff from the cities talked about it and no one wanted to take on that job. He stated that an hourly rate could be set not to exceed \$2,000. He stated that if the hours exceeded that amount Barr could come back with the request.

Musgrove stated that she is not questioning whether Barr should do the work but was questioning the amount of time and/or cost.

Barnett stated that perhaps a more in-depth scope of work with the different tasks would be helpful for Musgrove.

Haas commented that multiple Barr staff members will need to be involved and it will exceed five hours of work.

Linton commented that he believes that this is a fair proposal.

Haas agreed that this is a fair proposal.

Barnett asked if ten hours would be appropriate and if additional work is needed, Barr could come back with that request.

Williams agreed with the total of \$2,000 and if it is anticipated that the work could not fully be completed with that amount, he would come back to the Board. He noted that this would be billed as time and materials and therefore if there is a lesser cost, only that lesser cost would be billed. He stated that if the online submittal could not be completed within this scope, that could always be completed at a later date.

Barnett asked if Board authorization for additional funds could be granted outside of a regular meeting.

Linton stated that in order to have an interim authorization, a special meeting would need to be noticed and there would be an additional cost to hold a special meeting for that purpose.

Musgrove commented that this is a good time to be working on this so that it can be prepared prior to spring when more applications will be received.

A motion was made by Musgrove, seconded by Barnett, to approve the permit application proposal from Barr Engineering at an hourly rate not to exceed \$2,000. Vote: 3 ayes, 0 nays. Motion carried.

Update of Past Wetland Mitigation Sites within LRRWMO

Haas stated that an update was provided in the packet stating that Wold should have this completed prior to the end of the year but progress has not been made as Wold is currently working to finish delineations.

ADJOURNMENT

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

Time of adjournment: 8:52 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

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 15, 2020, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Discuss Requests for Proposals for Engineering, Legal, and Water Monitoring/Management Work Plan
- G. NEW BUSINESS
 - 1. Permit #2018-06 ~ The COR Infiltration Basin ~ City of Ramsey (tabled from 09-30- 2020)
 - 2. Permit #2020-12 ~ Jamie Humnick Plat ~ Andover
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
 - 1. Watershed Based Implementation Funding Update ~ Musgrove
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
 - a. Update on Permit Application/Process ~ Haas
 - 2. Update of Past Wetland Mitigation Sites within LRRWMO ~ Wold
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 16, 2020 Lower Rum River WMO meeting by telephone rather than by being personally present at the Lower Rum River WMO regular meeting place at the Anoka City Hall, 2015 First Avenue North, Anoka, MN 55303. Members of the public can physically attend, although there is very limited seating in the workshop conference room (2nd floor) as appropriate social distancing will be done by the Commission and visitors.

**This will be a remote conference call meeting. Conference Call Phone Number: 763-717-4037
Conference Room Code/Meeting Number: 62785# / Attendee Access Code: 62785#**

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka*

Next Meeting: Regular meeting is December 17, 2020 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

NOVEMBER 19, 2020

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Ramsey Anoka Engineering Technician Ben Nelson, Andover Natural Resources Technician Kameron Kytonen, and Greg Williams of Barr Engineering.

APPROVE AGENDA

Motion was made by Musgrove, seconded by Barnett, to approve the November 19, 2020 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

October 15, 2020 Regular Meeting

Motion was made by Musgrove, seconded by Barnett, to approve the October 15, 2020 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending October 31, 2020. Account balances for the period were: Checking, \$274,545.39; less permit account balance of (\$42,812.20); less 2018 4th Generation Plan Reserve (\$82,601), for a total balance of \$149,132.19.

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

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$746.24 (professional services), Barr Engineering in the amount of \$7,287.08 (engineering), City of Anoka in the amount of \$1,415.37 (scanning services 08/05/20 – 10/22/20), Anoka Conservation District in the amount of \$2,697 (2020 Monitoring/Management Plan – 25%), City of Andover in the amount of \$2,036 (Permit #19-25 escrow refund), City of Andover in the amount of \$394 (Permit #20-01 escrow refund), Brookfield Land LLC in the amount of \$62.04 (Permit #16-18 escrow refund), City of Ramsey in the amount of \$309 (Permit #18-03 escrow refund), Civil Site Group in the amount of \$88 (Permit #18-18 escrow refund), BRK Enviro Consulting in the amount of \$550 (Permit #18-19 escrow refund), Anoka County Parks in the amount of \$181.50 (Permit #19-13 escrow refund), Inland Const/Development in the amount of \$257.50 (Permit #18-02 escrow refund), and Anderson-Johnson Assoc. in the amount of \$385.50 (Permit #17-31 escrow refund).

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

Discuss Requests for Proposals for Engineering, Legal, and Water Monitoring/Management Work Plan

Haas stated that it is time for the LRRWMO to request proposals for engineering and legal services and this time they will also include the water monitoring/management work plan. Haas noted that he will most likely be retiring in the near future. He discussed the capacity in which he would be willing to continue participating with the LRRWMO.

Motion was made by Musgrove, seconded by Barnett, to authorize staff to release the requests for proposals for engineering, legal and water monitoring/management work plan. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

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

Haas reviewed the November 12, 2020 memo from Barr Engineering in which Barr Engineering states that volume retention requirements have been provided with the completion of the COR Regional Infiltration Basin recommends that the LRRWMO acknowledge that the volume retention requirements have been met for this permit as detailed in the memorandum.

Linton noted that as detailed in the Barr Engineering memorandum, the list of permits within the memorandum have met the stormwater requirements with the completion of the COR Infiltration Basin.

Motion was made by Musgrove, seconded by Barnett, to acknowledge that the volume retention requirements have been met by Permit #2018-06, The COR Infiltration Basin, City of Ramsey, as detailed in the Barr Engineering memorandum dated November 12, 2020. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2020-12 ~ Jamie Humnick Property ~ Andover

Haas reviewed the November 13, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the wetland boundary and type as described in the draft WCA Notice of Decision.

Motion was made by Musgrove, seconded by Barnett, to approve the wetland boundary and type as described in the WCA Notice of Decision for Permit #2020-12, Jamie Humnick Property, Andover, as detailed in the Barr Engineering memorandum dated November 13, 2020. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

Watershed Based Implementation Funding Update

No update.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

Williams reviewed the document that was included in the Board packet that attempts to prioritize the issues identified throughout the watershed that can be addressed through the implementation plan and have been split into three categories.

Haas and the Board provided input on a few items marked for additional review.

Williams reviewed the next steps including presentation of a draft implementation and plan for the Board to review.

Haas suggested that once the draft plan is available, perhaps the members should bring the draft to their Council for review and comment before sending it out for a 60-day review/comment period.

a) Update on Permit Application/Process

Williams stated that work continues on this document and he hopes to have a draft to present to the Board at the next meeting.

Haas suggested sending the draft document to the City staff representative prior to presentation to the Board to ensure any of those comments would be incorporated.

Update of Past Wetland Mitigation Sites within LRRWMO

Haas noted that this will be discussed at the December meeting.

Other

Haas provided an update on the One Watershed One Plan discussion related to the type of joint powers agreement that should be used.

Barnett left the meeting.

ADJOURNMENT

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

Time of adjournment: 8:54 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

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 19, 2020, Regular Meeting
- F. FINANCE MATTERS
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Review of URRWMO Contract/Administrative Assistance
- G. NEW BUSINESS
 - 1. Permit #2020-13 ~ Goodrich Field ~ Anoka
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
 - 1. Watershed Based Implementation Funding Update ~ Musgrove
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Williams
 - a. Update on Permit Application/Process ~ Haas
 - 2. Update of Past Wetland Mitigation Sites within LRRWMO ~ Wold
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 16, 2020 Lower Rum River WMO meeting by telephone rather than by being personally present at the Lower Rum River WMO regular meeting place at the Anoka City Hall, 2015 First Avenue North, Anoka, MN 55303. Members of the public can physically attend, although there is very limited seating in the workshop conference room (2nd floor) as appropriate social distancing will be done by the Commission and visitors.

**This will be a remote conference call meeting. Conference Call Phone Number: 763-717-4037
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*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2018-21 ~ Sonstebly Properties ~ Andover
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka*

Next Meeting: Regular meeting is January 21, 2021 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

DECEMBER 17, 2020

CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

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

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, Ramsey City Engineer Bruce Westby, Andover Natural Resources Technician Kameron Kytonen, Anoka Engineering Technician Ben Nelson, Greg Williams of Barr Engineering, and Karen Wold of Barr Engineering.

APPROVE AGENDA

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

RESIDENT'S FORUM

None.

APPROVE MINUTES

November 19, 2020 Regular Meeting

Motion was made by Musgrove, seconded by Barnett, to approve the November 19, 2020 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending November 30, 2020. Account balances for the period were: Checking, \$259,039.96; less permit account balance of (\$39,678.23); less 2018 4th Generation Plan Reserve (\$79,828.50), for a total balance of \$139,533.23.

Motion was made by Barnett, seconded by Musgrove, to accept the Treasurer's Report for the period ending November 30, 2020. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$746.09 (November professional services), Barr Engineering in the amount of \$2,660.43 (engineering), and Kennedy and Graven, Chartered in the amount of \$18 (legal services through 11/30/20).

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

Springer provided explanation on the reporting of election expenses for the elected officials.

Review of URRWMO Contract/Administrative Assistance

Haas stated that the Board should consider what it would like to do in 2022 in terms of management. He stated that this URRWMO contract was provided in example. He stated that M1 includes a chart from Barr and lists the things that someone will need to do on behalf of the Board. He stated that there are some companies that provide this type of part-time service, other than Anoka Conservation District. He commented that Anoka Conservation District seems to be better informed for the topics the Board would be involved in.

Musgrove asked how much ACD is already doing of these tasks. Nelson commented that ACD updates the website and posts the packets online on top of their monitoring work.

Springer reviewed the amount the LRRWMO paid ACD for the year the current services performed.

Barnett asked the cost difference for ACD to take on the additional responsibilities. Haas stated that it would depend upon the duty the Board feels would be necessary to manage the WMO. He stated that for administrative services, the URRWMO pays \$15,000 per year to ACD.

Musgrove stated that there may need to be a comparison between what the Board is already paying ACD and the list of administrative duties, in order to determine which duties would still need to be completed. She believed it would be worthwhile to determine what those additional tasks/costs would be.

Haas stated that this would need to be included in the budget for 2022 and should look to have that in place by the end of 2021.

Musgrove stated that she would prefer to start on the process earlier rather than later.

Haas stated that the item will be added to the February agenda for continued discussion.

NEW BUSINESS

LRRWMO Permit #2020-13 ~ Goodrich Field ~ Anoka

Haas reviewed the December 9, 2020 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to six conditions detailed in the memorandum.

Motion was made by Barnett, seconded by Musgrove, to approve Permit #2020-13, Goodrich Field, Anoka, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated December 9, 2020. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

Watershed Based Implementation Funding Update

No comments.

OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

Williams stated that the table was provided in the packet for review. He stated that there is a new general administration line item tentatively set at \$30,000 per year. He stated that would assume a contracted administrator, but the discussion that will begin in February will help to guide that process and cost estimate. He reviewed the other tasks and placeholder cost estimates included in the table.

Barnett asked for clarification on the partners identified and whether funding is shared.

Williams noted that those entities are listed for cooperation and execution purposes and provided additional explanation. He explained how the watershed based implementation funding is shown in the table. He confirmed that information was a baseline and did not use the actual projects/costs developed by that group. It was confirmed that Schurbon would have that information to share with Williams.

Williams stated that at the next meeting he will bring back the sections related to goals and policies as well as the implementation plan, which brings them close to a complete draft.

a) Update on Permit Application/Process

No additional comments.

Update of Past Wetland Mitigation Sites within LRRWMO

Wold stated that a few months ago she was asked to review the wetland mitigation sites from the past to determine which had been completed as well as a net loss/gain of wetlands within the WMO. She stated that the table summarizes the wetland impacts for each of the projects along with the replacement that was provided. She stated that over the timeline reviewed, there have been changes to the replacement rules, so mitigation rates varied during this time. She stated that while some replacement was done onsite, some replacement was done through purchase of credits. She stated that overall, the wetland loss within the WMO since the year 2000 has been 5.44 acres. She stated that although it is not a requirement within the rules, the first replacement priority is within the WMO. She stated that there are not any wetland bank sites available even within the major watershed, but there are some within the bank site area and Anoka County. She stated that she included suggestions if the Board is concerned about that and would prefer more localized replacement.

Musgrove asked if there is an agency that is aware of the wetland credit sites. Wold provided additional explanation, noting that there is a separate bank used for road projects. She confirmed that they are being tracked by BWSR.

Haas referenced Rum River Major Watershed 21 and asked the boundaries. Wold replied that is the URRWMO and LRRWMO area.

Haas asked if a letter should be sent to city engineers and planners with the updated tables one and two, so that they are aware of the different projects that have this. He asked if there would be impacts in the future if another project proposed exemptions where others have already received them. Wold confirmed that to be true. She stated that it is important to know if there was a de minimis exemption in the past as there can be limits on obtaining another de minimis exemption.

Haas asked if Wold could sent out an official letter with the tables to the city planners and engineers from the LRRWMO.

Rum River 1W1P

Haas stated that there was an update at the last meeting related to the decision to have a joint powers entity. He stated that the attorneys are still working on that draft document. Haas noted that once in place the work group would transition to a Board. He stated that one member of the LRRWMO Board would need to be a member of that new Board. He stated that there was a meeting the previous night and that group is about halfway through the development of its plan.

He stated that the goal is to have the plan completed by October/November 2021. He stated that once that plan is in place that entity would be eligible for watershed based implementation funding. He reported that the group will meet again at the end of January.

Haas advised of a recent Order signed by the U.S. President that called for agencies to review and remove duplication. He noted that there are many entities that require duplicative actions.

Kytonen referenced the NDPEs Permit and updates that are necessary from member cities. He asked if the other city staff would be interested in getting together to collaborate.

Westby confirmed that he would be interested.

ADJOURNMENT

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

Time of adjournment: 9:23 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary