

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 16, 2021, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer’s Report
 - 2. Payment of Bills
 - 3. TimeSaver Secretarial Addendum
- G. NEW BUSINESS
 - 1. Permit #2021-19 ~ Trott Brook Crossing ~ Ramsey
 - 2. Permit #2021-23 ~ HOM Addition ~ Anoka
 - 3. Permit #2021-29 ~ Riverstone South ~ Ramsey
 - 4. Permit #2021-30 ~ Andover Crossing Multi-Family Apts. ~ Andover
 - 5. Permit #2021-31 ~ Andover Crossing Commercial Sites ~ Andover
 - 6. Permit #2021-32 ~ Andover Crossing Senior Housing ~ Andover
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. 2021 Fourth Quarter Reports ~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. 2021 Fourth Quarter Report
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Barr Engineering
 - 2. Update on Rum River 1W1P JPA ~ Wozney
 - 3. Watershed Based Implementation Funding (WBIF) Grants ~ Wozney
 - 4. Update on Fiscal Staff Agent
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the January 20, 2022 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 #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka*

Next Meeting: Regular meeting is February 17, 2022 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JANUARY 20, 2022

CALL TO ORDER

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

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; Jeff Weaver, Anoka; and Val Holthus, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Greg Williams of Barr Engineering, Anoka Engineering Technician Ben Nelson, Andover Natural Resources Technician Kameron Kytonen, Colleen Werdien of Anoka Conservation District, Becky Wozney of Anoka Conservation District, Carla Wirth of TimeSaver.

APPROVE AGENDA

Motion was made by Weaver, seconded by Holthus, to approve the January 20, 2022 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

December 16, 2021 Regular Meeting

Motion was made by Holthus, seconded by Weaver, to approve the December 16, 2021 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 December 31, 2021. Account balances for the period were: Checking, \$208,402.08; less permit account balance of (\$63,925.03), less 2018 4th Generation Plan Reserve balance of (\$40,235.33), for a total balance of \$104,241,72.

Musgrove asked if the fiscal year statements included the correct dates, noting the change that was made to the end of the fiscal year. She confirmed that the new fiscal year dates would be reflected in the statements for the next month.

Musgrove asked about Misc. Funding. Springer commented that each year the League of Minnesota Cities provides dividend reimbursements, if there are funds available, which is reflected in the statement.

Motion was made by Weaver, seconded by Holthus, to accept the Treasurer's Report for the period ending December 31, 2021. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$796.49 (December professional services), Barr Engineering in the amount of \$5,643.96 (engineering), and Anoka Conservation District in the amount of \$977.75 (administrator).

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

TimeSaver Secretarial Addendum

Musgrove noted that an addendum was provided in the packet which better clarifies the rate and reflects an adjustment to the meeting attendance title. She asked if the LRRWMO would be offering Zoom attendance going forward. Wozney stated that it was discussed at the last meeting and confirmed that she could offer that option going forward. She confirmed that the Zoom link could be posted to the LRRWMO website going forward for those who choose to participate through that method.

Nelson noted that going forward the conference call in feature will be removed, even though it was offered for this meeting and Zoom will be used to offer virtual participation and to record the meeting.

The Board supported to the change to Zoom.

Musgrove referenced the prices in the memorandum and asked if that reflects the proposed increase. Wirth confirmed that the increase was shown as proposed for the 2022 fiscal year.

Motion was made by Holthus, seconded by Weaver, to approve the TimeSaver Secretarial Addendum. Vote: 3 ayes, 0 nays. Motion carried.

Wirth commented that TimeSaver enjoys working with the Board and looks forward to continuing that relationship.

NEW BUSINESS

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

Linton reviewed the January 14, 2022 memo from Barr Engineering in which Barr Engineering stated that a decision on the WCA application cannot be made until there is more clarification on the project's potential for indirect wetland impacts. According to MN Rule 8420.0515 subpart 3, the wetland replacement plan cannot be approved if the proposed activities will permanently adversely affect the rare natural communities of Wetland 5.

Musgrove stated that no boxes were checked on the application, a signature is missing from the property owner, and there was no start/end date included. She stated that a 60-day extension was noted from January 7th and asked if that would provide enough time. Wozney commented that the

60-day extension would most likely not provide enough time. She noted that at that time the LGU would request an additional 60-day extension from the applicant. She stated that the applicant can deny the extension request, but the LGU could then just deny the application, therefore the applicant would most likely agree to another extension. She noted that no action is necessary at this time.

LRRWMO Permit #2021-23 ~ HOM Addition ~ Anoka

Nelson reviewed the January 4, 2022 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 Weaver, seconded by Holthus, to approve Permit #2021-23, HOM Addition, Anoka, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated January 4, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2021-29 ~ Riverstone South ~ Ramsey

Linton reviewed the January 13, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application as incomplete until the requested information has been provided.

LRRWMO Permit #2021-30 ~ Andover Crossing Multi-Family Apartments ~ Andover

Kytonen provided details on the project, which has three components that include multi-family apartments, senior housing, and commercial development. He reviewed the January 13, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application as incomplete until the requested information has been provided.

LRRWMO Permit #2021-31 ~ Andover Crossing Commercial Sites ~ Andover

Kytonen reviewed the January 13, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application incomplete until the requested information is provided.

LRRWMO Permit #2021-32 ~ Andover Crossing Senior Housing ~ Andover

Kytonen reviewed the January 13, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application incomplete until the requested information has been provided.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Kytonen presented the Year 2021 Fourth Quarter Report for the City of Andover.

Nelson presented the Year 2021 Fourth Quarter Report for the City of Anoka.

Linton presented the Year 2021 Fourth Quarter Report for the City of Ramsey.

Weaver asked why there are still permits open from 2015 and 2016. Linton explained that the

permit remains open until the last home is constructed. He noted that sometimes it is just one or two open lots that were less desirable. It was explained that the permit remains open to ensure that enforcement can occur if there are any issues that arise.

Motion was made by Holthus, seconded by Weaver, to approve the Year 2021 Fourth Quarter Report for the City of Andover, as presented, and authorize release of unused escrow for Permits #18-21 and #20-05. Vote: 3 ayes, 0 nays. Motion carried.

Motion was made by Holthus, seconded by Weaver, to approve the Year 2021 Fourth Quarter Report for the City of Anoka as presented. Vote: 3 ayes, 0 nays. Motion carried.

Motion was made by Holthus, seconded by Weaver, to approve the Year 2021 Fourth Quarter Report for the City of Ramsey as presented. Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

2021 Fourth Quarter Report

Wozney provided an overview of the ACD fourth quarter report. She stated that she reformatted the task checklist and started that fresh.

Musgrove noted that the meeting dates for the 2022 meetings have not been updated on the website. She referenced the lake monitoring work and asked if that data is available on the website. Wozney confirmed that the 2021 data is available, and they will also provide a final report for the year.

Holthus asked if the lake level readings are done by volunteers, similar to what is done by the DNR. Wozney stated that volunteers complete those readings. She reviewed a memorandum related to 1W1P and noted that Schurbon could come to a future meeting to provide additional details on the watershed based implementation funding grants.

Motion was made by Holthus, seconded by Weaver, to approve the Year 2021 Fourth Quarter Report for ACD with the noted changes. Vote: 3 ayes, 0 nays. Motion carried.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Musgrove reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

Williams commented that the Plan has been printed.

Update on Rum River 1W1P JPA

Wozney commented that the members for the new implementation have been chosen and have begun to receive emails.

Musgrove confirmed that she has received emails and asked if Linton and Nelson are going to be participating as well in addition to the representative from Andover.

Linton confirmed that he would be participating.

Kytonen confirmed that he will also be participating.

Musgrove highlighted the upcoming meeting dates. She advised of upcoming actions that will be considered, noting that the LRRWMO will consider the item at its February meeting and then the representative from the LRRWMO would be empowered to vote on behalf of the WMO at the 1W1P meeting.

Weaver stated that he wants to ensure that there is an exception to the removal of obstructions or that the Anoka Dam is not listed. He stated that he did not want something left in the plan that is left to interpretation. Werdien noted that will be included in the list of comments.

Nelson stated that he is not familiar with the JPA document for 1W1P and asked if that could be incorporated into the JPA. Linton stated that there was a committee meeting today for 1W1P and it was stated that the representative from each Board would need a resolution of support from their Board empowering them to vote at the February meeting.

Musgrove believed that the 1W1P group is currently meeting under a memorandum of understanding while the JPA is being crafted.

Weaver asked who the “watchdog” for the WMO is in this process. Wozney noted that ultimately that would be Schurbon. She stated that she will have Schurbon provide an email to the group answering those questions.

Musgrove stated that this item should be on the agenda for the next month, specifically appointing a designated person that will vote on behalf of the WMO.

Weaver acknowledged that the concern related to the Anoka Dam was included in the comments but stated that he wants to see that in a formal document.

Musgrove agreed that she has concerns with a larger governing body being able to outvote a small organization and also agreed that she would like to see something formal about the Anoka Dam.

Linton stated that he was a part of the Technical Advisory Committee and at each meeting he made the comment about the Anoka Dam but acknowledged that he was just one voice in that meeting and the DNR has a louder voice.

Weaver commented that most of the representatives from farther north have no concept of what the Anoka Dam means to this region and its recreational offerings. He commented that most people are only focused on their own segments.

Watershed Based Implementation Funding (WBIF) Grants

Musgrove highlighted the upcoming meeting dates, noting that Zoom attendance is allowed. She believed that grants are available as of July 2022. It was confirmed that Schurbon is handling that activity for the WMO.

Update on Fiscal Staff Agent

Springer commented that she has been speaking with Ramsey staff to provide them with more details on the responsibilities. She commented that the LRRWMO duties are completed via a spreadsheet and does not need to be incorporated into the City's software.

Musgrove stated that she received an email from Ramsey staff stating that they would be unable to handle the task. She was unsure if the email occurred before or after Springer's discussion. She asked what would happen if no city wanted to take on the duties. Springer stated that she spoke with Andover staff and that city already handles fiscal responsibilities for QCTV and cannot take on another duty of that manner.

Musgrove asked if the services could be contracted out. Springer stated that Yager, the former Finance Director for Anoka, has her own consulting service. She stated that Yager has the experience as she handled the duties for years prior to Springer. Springer noted that the group could ask Yager for a quote for her services.

Musgrove suggested that Springer reach out to Yager to solicit a proposal that could be presented at the next meeting. She stated that perhaps that option would eliminate the need to make updates to the meeting location and mailing address and Anoka could still be used with Yager picking up the necessary documents from City Hall.

Linton commented that a number of trips during the month may be necessary because of the number of permits that are submitted by Ramsey.

Springer commented that she had suggested that Ramsey be the fiscal agent for that purpose, as Ramsey submits the majority of the permits between the three cities.

Linton provided details on the submittal deadline for the LRRWMO, which should be included in the proposal.

Springer noted that the WMO cabinets are full and was unsure what was going to be done with the paperwork. Musgrove commented that she believed the documents were going to be scanned and made electronic. Springer commented that the documents are large and there is not a scanner large enough at City Hall. She stated that quotes were obtained, and they were quite high.

Musgrove commented that perhaps that should be included in the budget. She noted that Anoka is currently also providing the storage space for the WMO, which is another burden. She stated that she would follow up again with Ramsey staff and asked that Springer follow up with Yager to obtain a quote for her services.

Wirth agreed that the WMO is running out of document storage space. She provided an update on some of the files that were scanned. She explained that it is a process to prepare files for filing and then to complete the scanning. She noted that the scanning was previously completed by an Anoka staff person.

Springer noted that the time was never billed for that service. Musgrove stated that time should be reconciled and billed to the WMO.

Springer believed that Anoka was also paying for the server space where the scanned files are stored. Musgrove commented that should also be compensated for. She asked that those items be included on the next agenda as well.

Springer confirmed the direction to bring back details related to scanning time, cost for server storage space, physical storage space, and a quote from Yager.

Wirth believed that the WMO reimbursed Anoka for the cost of the scanning at the time it was completed.

Musgrove commented that she would also like to have a discussion at the next meeting related to the transition to electronic documents. She asked who the applicable person would be to assign that task to. Nelson noted that Barr Engineering handles the applications and could provide more information on electronic application submittal.

Weaver suggested that staff have that conversation with Barr Engineering prior to the next meeting in order to have more efficient discussion at the next meeting. Wozney stated that she can reach out to staff and Barr Engineering.

Holthus referenced the email received about the Ramsey Comprehensive Plan amendment and asked if action is needed by the Board.

Musgrove noted that she forwarded the email to TimeSaver and Barr Engineering for direction on whether it would need to appear on the February agenda. It was confirmed that the entire Board received that communication.

ADJOURNMENT

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

Time of adjournment: 9:25 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

PRELIMINARY REGULAR AGENDA

Agenda to be Finalized at Meeting

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- D. RESIDENT’S FORUM
- E. APPROVE MINUTES
 - 1. January 20, 2022, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer’s Report
 - 2. Payment of Bills
 - 3. Update on Fiscal Agent Consultant
 - 4. ACD 2022 Contract ~ Schurbon
- G. NEW BUSINESS
 - 1. Permit #2021-19 ~ Trott Brook Crossing ~ Ramsey
 - 2. Permit #2021-29 ~ Riverstone South ~ Ramsey
 - 3. Permit #2021-30 ~ Andover Crossing Multi-Family Apts. ~ Andover
 - 4. Permit #2021-31 ~ Andover Crossing Commercial Sites ~ Andover
 - 5. Permit #2021-32 ~ Andover Crossing Senior Housing ~ Andover
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT
 - 1. 2021 Work Results Report ~ Schurbon
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Fourth Generation Plan ~ Barr Engineering
 - 2. Update on Rum River 1W1P JPA ~ Wozney
 - 3. Update on Watershed Based Implementation Funding (WBIF) Grants ~ Wozney/Schurbon
 - 4. Discussion on Digital Plan Requirement/Permit Form Update
 - 5. Update on File Scanning & Reimbursement to Anoka ~ Springer/Wirth
 - 6. City of Ramsey Comprehensive Plan Amendment ~ Linton
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the February 17, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact Becky Wozney at 763.434.2030 x14 or becky.wozney@anokaswcd.org for Zoom link information.

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka*
Next Meeting: Regular meeting is March 17, 2022 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

FEbruary 17, 2022

CALL TO ORDER

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

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; and Jeff Weaver, Anoka.

Voting member absent was: Valerie Holthus, Andover.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Anoka Engineering Technician Ben Nelson, Andover Natural Resources Technician Kameron Kytönen, Jamie Schurbon, of Anoka Conservation District, Becky Wozney of Anoka Conservation District, Colleen Werdien of Anoka Conservation District, and Carla Wirth of TimeSaver.

APPROVE AGENDA

Motion was made by Weaver, seconded by Musgrove, to approve the February 17, 2022 agenda as presented. Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

January 20, 2022 Regular Meeting

Wozney referenced the discussion related to lake level monitoring. She noted that the minutes reflected that ACD completes the lake level monitoring, but it is actually volunteers that complete that action. She clarified that ACD staff completes the water quality monitoring.

Musgrove noted that under the Treasurer's Report she had asked a question about funding, which was clarified as reimbursement from the League of Minnesota Cities.

Motion was made by Weaver, seconded by Musgrove, to approve the January 20, 2022 Regular Meeting minutes with the noted changes. Vote: 2 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending January 31, 2022. Account balances for the period were: Checking, \$201,532.03; less permit account balance of (\$57,876.59); less 2018 4th Generation Plan Reserve (\$40,235.33), for a total balance of \$103,420.11.

Musgrove asked for clarification on the yellow highlights. Springer confirmed that identifies a balance owing. Musgrove noted a highlighted item on page nine, item 19, Hampton Townhomes and asked if that project previously had a different name. Linton stated that the project may have begun with a different name and provided additional details. Musgrove asked if the cities track developments that have balances owing. Linton confirmed that he reports that information back to the city's finance department. Musgrove asked if interest is charged. Springer stated that 18 percent interest is charged on the invoice.

Motion was made by Weaver, seconded by Musgrove, to accept the Treasurer's Report for the period ending January 31, 2022. Vote: 2 ayes, 0 nays. Motion carried.

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$895.56 (professional services), Barr Engineering in the amount of \$10,788.10 (engineering), and LMCIT (property/casualty coverage premium) in the amount of \$2,601.

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

Update on Fiscal Agenda Consultant

Springer stated that a proposal was included in the packet as submitted by Yager. She noted that billing would occur quarterly and would be based on the time spent on needed tasks.

Musgrove asked if the WMO attorney should review the document. Springer noted that currently everything is tracked on a spreadsheet and Yager would like to convert that to QuickBooks.

It was confirmed that the contract would be submitted to legal counsel for review and should come back to the next meeting for the Board to consider action.

ACD 2022 Contract

Schurbon stated that the proposed 2022 contract is based upon the approved budget of the WMO. He stated that the content of the agreement remains the same as previous years. He referenced the table, shown on page 48 of the packet, number five, and provided a correction to show the fee which then impacts the total shown at the bottom of the table as well. He noted that total would then exceed the budgeted amount from the WMO. He highlighted additional items within the proposed contract and specific line items.

Musgrove asked if the \$150,000 would be allocated each year. Schurbon noted that grants are awarded every two years. He noted that additional funds could be allocated in the next year in order for the WMO to better position itself for available matching funds. He stated that if the WMO wanted to reduce the total, it could be done by removing items from the last line item (matching grant funds). Musgrove asked if the CAC line item could be reduced. Schurbon clarified the intent of the CAC this year. He believed that to be an accurate estimate of the staff time but stated that it could be reduced to \$750 if desired. Musgrove stated that she would prefer to reduce to \$750. Weaver stated that he supports the additional funds allocated for matching grant

funds in order to make the WMO eligible for more funding. He stated that he could also support the change to \$750 on the CAC line item.

Motion was made by Weaver, seconded by Musgrove, to approve the 2022 ACD contract with the noted changes, moving \$250 from the CAC line item to the last line item for matching grant funds. Vote: 2 ayes, 0 nays. Motion carried.

NEW BUSINESS

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

Linton reviewed the February 11, 2022 memo from Barr Engineering stated that a decision cannot be made until there is more clarification on the project's potential for indirect wetland impacts. According to MN Rule 8420.0515 subpart 3, the wetland replacement plan cannot be approved if the proposed activities will permanently adversely affect the rare natural communities of wetland 5.

Motion was made by Weaver, seconded by Musgrove, to table Permit #2021-19, Trott Brook Crossing, Ramsey, as detailed in the Barr Engineering memorandum dated February 11, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2021-29 ~ Riverstone South ~ Ramsey

Linton reviewed the February 8, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to nine conditions detailed in the memorandum.

Motion was made by Weaver, seconded by Musgrove, to approve Permit #2021-19, Riverstone South, Ramsey, subject to nine (9) conditions as detailed in the Barr Engineering memorandum dated February 8, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2021-30 ~ Andover Crossing Multi-Family Apts. ~ Andover

Kytonen reviewed the February 10, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to eight conditions detailed in the memorandum.

Motion was made by Weaver, seconded by Musgrove, to approve Permit #2021-30, Andover Crossing Multi-Family Apts., Andover, subject to eight (8) conditions as detailed in the Barr Engineering memorandum dated February 10, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2021-31 ~ Andover Crossing Commercial Sites ~ Andover

Kytonen reviewed the February 10, 2022 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 Weaver, seconded by Musgrove, to approve Permit #2021-31, Andover Crossing Commercial Sites, Andover, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated February 10, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2021-32 ~ Andover Crossing Senior Housing ~ Andover

Kytonen reviewed the February 10, 2022 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 Weaver, seconded by Musgrove, to approve Permit #2021-32, Andover Crossing Senior Housing, Andover, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated February 10, 2022. Vote: 2 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT

2021 Work Results Report

Schurbon provided a summary of the 2021 work results report including recommendations, lake level monitoring, lake water quality, stream bio monitoring, wetland hydrology monitoring, water quality grant fund, and outreach collaborative.

Musgrove commented that it appeared the key information for the table/graph is found in a paragraph rather than a specific key for that table/graph. She noted that it might be helpful for a reader to clarify that information. Schurbon stated that there is an introduction chapter that provides clarification but confirmed that another section could be added that would clarify those values as well. Weaver provided additional comments on things that might be interesting for readers.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS

Update on Fourth Generation Plan

Wozney stated that it may be possible to remove this item from future agendas but noted that she would verify with Barr Engineering.

Update on Rum River 1W1P JPA

Wozney stated that a motion is needed to allow Musgrove to act on behalf of the LRRWMO related to the plan.

Schurbon stated that because of the way the planning is setup, normally each entity would approve submission of the plan to BWSR so instead they are asking the representative from each entity to act on their behalf.

Musgrove stated that there are two pots of money between 1W1P and WBIF. She asked if the upcoming vote would be to submit to BWSR and whether the plan would still come back to the entities for additional review. Schurbon noted that this plan is following the same process as the WMO's 4th Generation Plan, with BWSR reviewing and approving the plan and the local entities then having the choice of whether to adopt the plan.

Weaver commented that this action would provide someone the authority to vote on behalf of the WMO without seeing the final draft. He stated that there are huge concerns with the language related to the Anoka Dam and therefore he would have a hard time supporting this without seeing that language.

Musgrove commented that she also has concerns with the totality of it. She stated that they also do not see the whole plan that is being submitted. She asked if the WMO would have opportunity to provide changes if there is something they do not agree with in the future. Schurbon stated that what is voted on moves forward. He stated that there will be discussion at the meeting the following week and therefore Musgrove and Werdien, who is representing the ACD, may need to make their vote based on the discussion at that meeting. He stated that the full plan is available, at more than 200 pages, and therefore only snip-its have been sent to the Board for review.

Weaver appreciated the input from Schurbon but stated that he wants to see firm language about the Anoka Dam so that there is not room for interpretation. He stated that the dam is a resource that means very little to those upstream, but it means a lot to the City of Anoka. Schurbon stated that he would send out the comments and responses along with a link to the whole plan with bookmarks that reference, or did reference, the Anoka Dam. Weaver commented that should have been a part of the packet if action was to be taken today. Schurbon noted there were multiple rounds of revisions in responding to the comments from the WMO. He stated that there is language in the plan related to fish passage and blocking of invasive species. He stated the Anoka Dam is listed as an exception to fish passages. Weaver stated he is not comfortable approving this today.

Musgrove noted that the proposed action does not specify if the representative should vote in favor of or against and asked if that should be specified. She stated that she does not intend to vote based on her own perspective and wants to represent the intent of the WMO. Schurbon stated that it is the decision of the Board as to whether to dictate the way in which Musgrove should vote. He noted that other entities have authorized their representative to vote and have placed their trust in their representative to make the decision. Musgrove stated that she would not want to vote individually and would like direction from the Board.

Weaver commented that he could not support this at this time as he has not seen the actual text to review. He stated that if the language is reviewed by Anoka City staff and found suitable, he could then support the action. He suggested holding a special meeting the following week before the 1W1P meeting in order to take action on the item after staff and the Board have time to review. Wozney confirmed that a special meeting could be scheduled.

It was the consensus of the Board to hold a special meeting on Tuesday, February 22, 2022 at 9:00 a.m.

Update on Watershed Based Implementation Funding (WBIF) Grants

Schurbon confirmed Musgrove's earlier statement that there are two pots of money for funding. He stated that he sent out a scheduling tool for all the participants in regard to the metro pot of money and provided additional details on the meeting that will be held. He stated that the process for the whole pot of money will start in one to two months and will apply to those parties that have adopted a 1W1P.

Discussion on Digital Plan Requirement/Permit Form Update

Wirth stated that this item was related to the tight storage capability and whether the Board should request the plans to be submitted digitally. She stated that currently the WMO is receiving paper copies of the plans.

Linton asked if there would need to be an update to the 4th Generation Plan to allow that type of submission.

Weaver asked if City staff is receiving its plans electronically or on paper. Nelson confirmed that staff can easily review digital plans and noted that Barr Engineering should be consulted on their preference.

It was confirmed that this item should remain on the agenda for the next meeting to determine the action that would be necessary to allow/require digital plan submission. Wozney confirmed that she would complete the necessary research.

Update on File Scanning and Reimbursement to Anoka

Springer noted that the City of Anoka was reimbursed for the scanning that had been completed.

Wirth stated that she spoke with Obermeyer who stated that rather than digitizing these large scale plans, an option would be to look into offsite storage. She noted that Barr Engineering uses Iron Mountain and there is a similar storage company Champlin. She stated that if desired, she could reach out to the document storage facility to investigate the cost.

Weaver believed that Anoka has the equipment to scan the files. Nelson confirmed that Anoka has the equipment but does not have staff to allocate.

Wozney commented that it would be good to find out the cost for document storage, but requiring digital submission may resolve the need for additional storage space. She stated that the only obligation an LGU has is to store the WCA information for ten years. She noted that other files would be kept on file at the member cities in terms of plans, therefore, there may be duplication.

Nelson commented that the benefit of having the original plans is for comparison of what was constructed and/or revisions requested in the future. He stated that when he receives a revision, he keeps that on file and disposes of the original.

Kytonen stated that Andover follows the same path as Anoka.

Linton confirmed that Ramsey also follows that path. He commented that Ramsey has moved to almost fully digital in its plan retention and submission.

Musgrove commented that she would prefer to pay Anoka for storage rather than paying another entity for document storage, especially if it will no longer be needed in the future if digital plan submission is required.

It was confirmed that the Board would follow up on the possibility of digital plan submission and hold off on obtaining a quote for additional document storage.

City of Ramsey Comprehensive Plan Amendment

Linton provided details on the City of Ramsey Comprehensive Plan amendment which was sent to all required entities for review. He noted that typically the WMO does not provide input on land use changes. He believed the appropriate response would be to acknowledge receipt of the amendment, noting that all future developments would need to submit appropriate applications.

Motion was made by Weaver, seconded by Musgrove, to acknowledge the City of Ramsey Comprehensive Plan amendment noting that all future developments would need to apply for the appropriate WMO permits. Vote: 2 ayes, 0 nays. Motion carried.

ADJOURNMENT

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

Time of adjournment: 9:44 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

SPECIAL MEETING NOTICE

February 22, 2022 – 9:00 a.m.
Committee 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. OTHER BUSINESS
 - 1. Discuss on Rum River 1W1P JPA
- F. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the February 17, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact Becky Wozney at 763.434.2030 x14 or becky.wozney@anokaswcd.org for Zoom link information.

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

Next Meeting: Regular meeting is March 17, 2022 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

FEBRUARY 22, 2022

CALL TO ORDER

Chairman Debra Musgrove called the special meeting to order at 9:00 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; and Jeff Weaver, Anoka.

Voting member absent was: Valerie Holthus, Andover.

Also present were: Anoka Engineering Technician Ben Nelson, Jamie Schurbon, of Anoka Conservation District, and Becky Wozney of Anoka Conservation District.

APPROVE AGENDA

Motion was made by Weaver, seconded by Musgrove, to approve the February 22, 2022 agenda as presented. Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

OTHER BUSINESS

Discuss on Rum River 1W1P JPA

Schurbon welcomed any questions.

Weaver stated that he was pleased to see the work of staff since the last meeting in addressing the concerns of the City of Anoka related to the Anoka Dam.

Musgrove agreed and echoed the thanks to staff.

Schurbon provided details on the language included on dams and other structures that block fish. He confirmed that the LRRWMO would keep a copy on file as well.

Musgrove asked who would monitor easements. Schurbon commented there is an existing easement program that would continue with the easement holder being the State and typically monitoring is done by stormwater conservation districts.

Musgrove noted a referenced to Haas and acknowledged that he was a large part of the process and did not want to see his acknowledgement removed but also wondered if it should be updated to note he is no longer a current member. Weaver noted that Musgrove should be listed as the authorized party and volunteered to be listed as the alternate.

Nelson suggested adding an asterisk next to Haas to acknowledge the dates he participated, and the Board agreed.

Weaver referenced the maps, noting that Anoka is not mentioned, only Saint Francis. Schurbon stated that each management area needed to be identified by name and therefore cities were chosen to avoid confusion. He stated that Saint Francis was chosen because it lies within the middle.

Musgrove asked whether there are enough projects listed for the LRRWMO to qualify for funding. She acknowledged that the LRRWMO will benefit from upstream projects but would also benefit from projects within the WMO area. Schurbon confirmed that there are projects listed within the LRRWMO area and highlighted some of those project types. He clarified that general project types, such as street projects, need to be included but not the specific road project.

Weaver asked if the DNR letter would stay in and whether the WMO language would offset that. Schurbon confirmed that the comments received upfront, such as the DNR letter, would remain in and the additional language within the plan would offset those comments. He highlighted some of the next steps including review and most likely approval by the Policy Committee.

Motion was made by Weaver, seconded by Musgrove, to authorize Musgrove to vote on approval of the Rum River Comprehensive Watershed Management Plan with the additional language to the callout box in appendix C on behalf of the LRRWMO. Vote: 2 ayes, 0 nays. Motion carried

ADJOURNMENT

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

Time of adjournment: 9:31 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 17, 2022, Regular Meeting
 - 2. February 22, 2022, Special Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Update on Fiscal Agent Consultant
- G. NEW BUSINESS
 - 1. Permit #2021-19 ~ Trott Brook Crossing ~ Ramsey
 - 2. Permit #2022-02 ~ Pine Hills N Wetland Restoration – WAC ~ Andover
 - 3. Permit #2022-03 ~ Pine Hills N Restoration – Erosion ~ Andover
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT
 - 1. Annual Report to BWSR ~ Wozney
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update on Rum River 1W1P JPA ~ Wozney
 - 2. Update on Watershed Based Implementation Funding (WBIF) Grants ~ Wozney
 - 3. Update on Digital Plan Requirement/Permit Form Update ~ Wozney
 - 4. Schedule meeting with DNR re: Anoka Dam ~ Reid Northwick, DNR
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the March 17, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact Becky Wozney at 763.434.2030 x14 or becky.wozney@anokaswcd.org for Zoom link information.

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka*
Next Meeting: Regular meeting is April 21, 2022 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

MARCH 17, 2022

CALL TO ORDER

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

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; and Jeff Weaver, Anoka.

Voting members absent were: Valerie Holthus, Andover.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Bob Obermeyer of Barr Engineering, Andover Natural Resources Technician Kameron Kytonen, City of Anoka Public Works Director Mark Anderson, Becky Wozney of Anoka Conservation District, Colleen Werdien of Anoka Conservation District, Tiffany Determan of Isanti Soil and Water Conservation District, Michelle Jordan of BWSR, and Reid Northwick of DNR.

APPROVE AGENDA

Motion was made by Weaver, seconded by Musgrove, to approve the March 17, 2022 agenda as presented. Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

February 17, 2022 Regular Meeting

Motion was made by Weaver, seconded by Musgrove, to approve the February 17, 2022 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays. Motion carried.

February 22, 2022 Special Meeting

Motion was made by Weaver, seconded by Musgrove, to approve the February 22, 2022 Special Meeting minutes as presented. Vote: 2 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Springer presented the Treasurer's Report for the period ending February 28, 2022. Account balances for the period were: Checking, \$189,402.02; less permit account balance of (\$56,452.07); less 2018 4th Generation Plan Reserve account balance of (\$35,635.33), for a total balance of \$97,314.62.

Motion was made by Weaver, seconded by Musgrove, to accept the Treasurer's Report for the period ending February 28, 2022. Vote: 2 ayes, 0 nays. Motion carried.

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$1,141.14 (February professional services), Barr Engineering in the amount of \$4,262.84 (engineering), and Anoka Conservation District in the amount of \$29,373.75 (2022 monitoring/management work plan).

Motion was made by Weaver, seconded by Musgrove, to authorize payment as presented and indicated above.

Further discussion: Musgrove asked for clarification on the redline comments on the Barr Engineering invoices. Obermeyer provided additional details on the comments noted in red which were a result of discussion with Andover staff related to a project.

Vote: 2 ayes, 0 nays. Motion carried.

Update on Fiscal Agent Consultant

Springer stated that the response from legal counsel was included in the packet after his review of the proposed contract, including the redline changes and updated contract. She noted that Yager has reviewed this and agreed to the changes from legal counsel. She believed that the transition from Anoka to Yager could occur in April.

Motion was made by Musgrove, seconded by Weaver, to approve the contract with Yager as proposed by legal counsel with a start date of May 1, 2022. Vote: 2 ayes, 0 nays. Motion carried.

NEW BUSINESS

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

Linton reviewed the March 11, 2022 memo from Barr Engineering in which Barr Engineering states that a decision cannot be made until there is more clarification on the project's potential for indirect wetland impacts.

Motion was made by Weaver, seconded by Musgrove, to table Permit #2021-19, Trott Brook Crossing, Ramsey, as detailed in the Barr Engineering memorandum dated March 11, 2022.

Further discussion: Musgrove noted that the permit should be updated to reflect what is being requested. Linton confirmed that he would provide a revised cover sheet.

Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-02 ~ Pine Hills N Wetland Restoration - WAC ~ Andover

Kytonen reviewed the March 11, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA no-loss request under MN Rule 8420.00415 D as documented in the draft WCA Notice of Decision.

Werdien referenced the DNR comment related to blanding turtles and whether herbicide treatment would have an impact. Kytonen commented that they are going to attempt to avoid using herbicide

during the project and will take the potential for turtles into consideration. Wozney provided additional details and noted that ACD staff is working with Andover as well.

Musgrove asked if the restoration would potentially provide habitat. Kytonen confirmed that there would be more opportunities for standing water which would provide benefit to the turtle.

Motion was made by Weaver, seconded by Musgrove, to approve the WCA no-loss request for Permit #2022-02, Pine Hills N Wetland Restoration – WAC, Andover, as detailed in the Barr Engineering memorandum dated March 11, 2022 and the WCA Notice of Decision. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-03 ~ Pine Hills N Restoration - Erosion ~ Andover

Kytonen reviewed the March 14, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the permit subject to the four conditions detailed in the memorandum.

Motion was made by Weaver, seconded by Musgrove, to approve Permit #2022-03, Pine Hills N Restoration – Erosion, Andover, subject to the four (4) conditions as detailed in the Barr Engineering memorandum dated March 14, 2022. Vote: 2 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD REPORT

Annual Report to BWSR

Wozney commented that this is a draft of the annual report sent to BWSR and advised that she would have the full report available for the April meeting.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the updated outstanding items and task checklist. It was the consensus of the Board to show the format in a four-year time period.

OTHER BUSINESS

Update on Rum River 1W1P JPA

Wozney commented that the plan is under review by BWSR. She stated that there is a draft JPE for the Board to consider. She asked whether the Board would like its legal counsel to review the JPE or to have the member city attorneys provide that review.

Weaver stated that Anoka and Andover use the same attorney and therefore he would feel comfortable having that attorney provide a review. He noted that the Ramsey city attorney could also review the JPE to provide another perspective.

Musgrove agreed that it would be good to have that input from the member cities and the LRRWMO attorney could also provide a review.

Wozney asked how many meetings the attorneys would be required to attend. Determan believed there would be one more meeting for attorneys and then the document should be finalized. She stated that once the plan is adopted by BWSR, the partners would adopt the JPE.

Musgrove confirmed the consensus of the Board to have the member city attorneys review the draft JPE and provide input, along with the LRRWMO attorney. Wozney confirmed that she would provide the necessary contact information to Determan to provide to the Sherburne County Attorney.

Motion was made by Musgrove, seconded by Weaver, to have the city attorneys for Anoka, Andover, and Ramsey and the LRRWMO attorney participate in the review of the Rum River 1W1P JPE. Vote: 2 ayes, 0 nays. Motion carried.

Weaver stated that this is a large plan that combines the upper and lower Rum River water management areas. He asked if applicants within the LRRWMO would have to apply to the larger project area as well. Wozney clarified that permit authority would remain with its own entity and the larger entity is just for project identification and funding allocations.

Musgrove asked the type of transparency that would be provided from the governing body, whether there would be communication to the individual entities or minutes provided. Determan confirmed that there would be minutes from the JPE meetings. She noted that projects will be completed by local staff and therefore will have updates, noting that Schurbon will continue to be heavily involved and could provide updates.

Wozney noted that Schurbon will be at the next Board meeting and can answer any additional questions the Board may have at that time.

Update on Watershed Based Implementation Funding (WBIF) Grants

Wozney provided an update and noted that additional details will be provided in April.

Musgrove commented that there was a lot of information shared and good discussion at the last meeting and advised that the next meeting will be held on April 5th.

Kytonen agreed and believed that at the next meeting they will delve into which projects they would like to complete.

Update on Digital Plan Requirement/Permit Form Update

Wozney stated that she spoke with Barr Engineering staff, and they agreed that they would prefer electronic plan submission. She reviewed comments from Williams noting that a plan amendment would not be necessary in order to update appendix material.

The Board discussed options for storage of zip drives and related files.

Linton asked if the permit drop off location would change as the fiscal agent is changing. Springer noted that there will still be a drop off location at Anoka City Hall.

Schedule Meeting with DNR re: Anoka Dam ~ Reid Northwick, DNR

Northwick introduced himself noting that he is the lead representative for the 1W1P for the DNR. He stated that he is present to address the concerns from the recent letter from the WMO. He believed there was a misunderstanding and wanted to resolve that. He offered to hold another meeting with the necessary parties. He stated that part of the plan comments from the WMO were related to the Anoka Dam. He acknowledged the City's ownership of the dam along with the rights and responsibilities.

Northwick noted the original statement supported feasibility strategies to remove or improve the dam to connect the Mississippi and Rum for native fish passage. He stated that there would only be potential actions and the City and LRRWMO would still need to review and make the decisions. He noted that the goal would be to partner with the City and WMO to complete the study and reviewed potential suggestions that could come from a study. He clarified that the DNR does not have a goal to remove the dam, but to investigate options and build partnerships. He recognized the concern related to invasive species and agreed that is a priority for the DNR as well.

Musgrove stated part of the concern was that the language from the DNR could be misinterpreted if the clarification was not provided by the LRRWMO and City of Anoka. She stated there is also concern that there would be money spent on a study rather than a project when it is known that Anoka does not want the dam to be removed. She believed that those funds could be better spent elsewhere. She stated if a study is completed, the LRRWMO and City of Anoka could be outvoted by the larger group, but the City of Anoka owns the dam and a project to remove the dam would not move forward.

Weaver commented that the DNR put it in print, which tells the story and now they are trying to backtrack. He stated that he was very involved with the National Park Service and DNR wanted to remove the Mississippi River dam. He stated that exercise took a lot of political capital and energy to go against those entities and keep the dam and he does not want to do that again. He stated that Anoka already spent the money to look at a redundant barrier. He asked if the parties upstream understand the economic impact of waters north that could be impacted if the invasive fish get past the Coon Rapids and Anoka dams. He commented on the potential of hydroelectric power from the dam in addition to the recreational value that is provided by the dam.

Northwick appreciated that perspective and believed that type of perspective should be included in the plan. He stated that the DNR has an advisory role and perhaps there should have been a discussion with the Board and City of Anoka before providing that advisory comment from the DNR to avoid this conflict. He commented that it was unfortunate that the DNR was not aware of this perspective ahead of time, as the attempt was to build a partnership to investigate interest, impacts, and values. He commented that it is very understandable why the partners would remove the Anoka dam or add wording discouraging that study. He commented that he works with local entities on streambank projects and other projects and holds value in building partnerships. He commented that he is not interested in throwing money at things that are not feasible and therefore

supports the position of Anoka and the LRRWMO. He stated that he supports removal of that from the plan.

Weaver recognized that the composition of boards change and that is why they want this language documented. He commented on the privatization of resources within the watershed and noted that Anoka has strived to maintain public access to those resources. He stated the more the public is able to access those resources, the more they become invested in protecting those resources. Northwick agreed and indicated he shares that perspective.

Musgrove wondered how much of the mentioned study has already been done by the City of Anoka and perhaps that information could be shared. Weaver commented on the projects that have been completed in order to protect these resources.

Northwick stated it is unfortunate that the discussion occurred in this manner because the goal was to have a discussion and become partners.

Anderson commented on the raising of the Highway 10 bridge over the Rum River, improving navigability of the river, which was a huge goal and will be a huge accomplishment for Anoka.

Northwick stated he understands the perspective and position of Anoka and the LRRWMO and is not going to push the issue. He hoped the group would still feel comfortable reaching out for partnership opportunities in the future. Weaver recognized the importance of partnerships.

Musgrove commented that the funds are better spent on things that would result in projects. Northwick confirmed that if there is interest in fish passage from the other partners, those would have to occur in other locations.

ADJOURNMENT

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

Time of adjournment: 9:20 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

MEETING NOTICE

April 21, 2022 – 8:00 a.m.

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

PRELIMINARY REGULAR AGENDA*Agenda to be Finalized at Meeting*

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. March 17, 2022, Regular Meeting
 - 2. April 12, 2022, Special Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Update on Fiscal Agent Consultant
 - 4. 2021 Financial Statements
 - 5. Insurance Waive Monetary Limits
- G. NEW BUSINESS
 - 1. Permit #2021-19 ~ Trott Brook Crossing ~ Ramsey
 - 2. Permit #2021-26 Mark Rice Delineation Permit ~ Ramsey
 - 3. Permit #2022-01 ~ Anoka High School ~ Anoka
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. 2022 First Quarterly Report ~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. Annual Report to BWSR ~ Wozney
 - 2. 2022 First Quarterly Report ~ Wozney
 - 3. 2022 MAWD Membership ~ Wozney
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Rum Comp. Watershed Mgmt Plan content regarding the Anoka Dam ~ Schurbon
 - 2. Update on Rum River 1W1P JPA ~ Schurbon
 - 3. Update on WBIF Grants ~ Schurbon
 - 4. Update on Permit Form Revision to Require Digital Plans ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 21, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact Becky Wozney at 763.434.2030 x14 or becky.wozney@anokaswcd.org for Zoom link information.

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

Next Meeting: Regular meeting is May 19, 2022 – at 8:00 a.m.

**** PLEASE POST ****

PUBLIC WELCOME TO ATTEND

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

APRIL 21, 2022

CALL TO ORDER

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

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; Jeff Weaver, Anoka; and Valerie Holthus, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Brenda Springer, Ramsey Civil Engineer IV Leonard Linton, Anoka Engineering Technician Ben Nelson, Anoka and Andover City Attorney Scott Baumgardner, Andover Natural Resources Technician Kameron Kytonen, Anoka Director of Public Services Mark Anderson, Lori Yager of RTY Consulting, Bob Obermeyer of Barr Engineering, Jamie Schurbon of Anoka Conservation District, Becky Wozney of Anoka Conservation District, Colleen Werdien of Anoka Conservation District, Jason Wienerman of BWSR, and Michelle Jordan of BWSR.

APPROVE AGENDA

Weaver requested to move items M1 and M2 forward as there are guests present for those items.

Motion was made by Weaver, seconded by Holthus, to approve the April 21, 2022 agenda as amended. Vote: 3 ayes, 0 nays. Motion carried.

OTHER BUSINESS

Rum Comprehensive Watershed Management Plan Content Regarding the Anoka Dam

Schurbon stated that the plan has been submitted to the State and various agencies for review and final reviewal by BWSR on May 5th. He noted the comment letter received from the DNR regarding the edits from the last LRRWMO meeting related to the Anoka Dam. The DNR has requested some additional language be added to the plan as stated in the comment letter. He stated that this group should first review those edits and then the Policy Committee will review those edits.

Baumgardner asked the benefit the LRRWMO would derive from participation in this group. Schurbon stated that one benefit is collaboration throughout the watershed from Mille Lacs Lake to this area. He stated that the second benefit would be financial as there is watershed based funding and the organization would say how those funds would be used and some of those funds could be allocated locally. He stated that funding is allocated every two years for the next ten-year period.

Baumgardner stated the one concern he has is that the priorities of entities will be different as you go north. He asked if the LRRWMO would be giving up some of its own priorities by joining the organization as it could be out voted. Schurbon commented that he would view it as something in addition to, explaining that the local plan of the LRRWMO would not go away. He stated that there is no cost to participation other than time. He stated that the local priorities would continue the same. He stated this location is unique as it is at the bottom of the group and therefore all upstream improvements will provide benefit to the LRRWMO as the water flows down into the local watershed.

Baumgardner asked if the LRRWMO would give up some of its ability to guide its local priorities by having to collaborate and subject itself to the vote of the larger group. Schurbon did not believe so as the organization can still make its own decisions on local priorities.

Wienerman provided additional explanation, noting that according to the statute that establishes 'One Watershed, One Plan', all local governments like the LRRWMO that are in the 7-county metro area can respectively have two plans: a watershed plan plus the LRRWMO plan because of the special needs of the metro.

Baumgardner asked if the interests compete with one another, if the LRRWMO were to have a different interest than the larger organization. Wienerman replied that the LRRWMO would still retain its own power.

Baumgardner asked if there is language in the plan stating that if there is competing interests, that the LRRWMO plan priorities would trump the priorities in the 1W1P. Wienerman commented that he did not believe there was language in 1W1P that states that but believed that language is within State Statute. He stated that by participating in the process, none of the parties in the larger organization are giving up their local powers.

Baumgardner stated that he wanted to ensure that the LRRWMO would retain its powers even in the situation where there are competing interests between the LRRWMO and the larger organization. He stated that assuming there is no conflict between the two that would make sense but wanted to ensure the LRRWMO would not be giving up something by entering this. He stated that if the LRRWMO is giving up some of its authorities and ability to manage its own priorities, he would then ask the benefit to doing so. He stated that he read through the language from the DNR and also the minutes from the March LRRWMO meeting where the DNR was present. He stated that in the minutes there was a good discussion and following that it seemed the DNR understood the position and concern of the LRRWMO and the City of Anoka and would not push the issue. He commented that less than one month later he sees the letter from the DNR sharing their disappointment. He was unsure if that representative did not have the authority to speak on behalf of the DNR or if the DNR does not understand the position of the LRRWMO and its cities. He stated that the DNR is not a party of this 1W1P group and asked why the DNR is then pushing so hard to have language applicable to the DNR that could potentially be viewed contrary to the wished and desires of the LRRWMO. He understands that the DNR has certain statutory authority but was unsure why that would need to be memorialized in the agreement they are not a part of. He stated that the language would still be contained and memorialized in the agreement after the present members of this body are no longer a part of the body. He stated that he has a problem

with that language being included in the agreement. He used the example of two people having a contract that pertains to the two parties and then a third party includes language that does not apply to either party.

Wienerman referenced a State Statute which provides the language confirming the authority of the local entities. He stated that the DNR is not a party of the agreement but provides feedback and recommendations. He believed the position of the DNR was that in five or ten years it could be construed as the DNR approving this language through its review.

Baumgardner stated that is an unfounded fear that does not make sense. He stated he would argue the contrary that including this language would give authority not provided in statute.

Musgrove stated that the DNR makes recommendations to BWSR on the plan and therefore sees the connecting and disconnecting issues. She believed that the statute still stands on its own. She stated the local governments just reviewed their funding allocations, and they were encouraged to give money to the 1W1P rather than separately allocating it in the local plan. She stated the LRRWMO would seemed to have given up its local funding towards this larger plan.

Wienerman explained there are two sources of funding and provided additional details.

Jordan provided details on the metro allocations and the entities that are involved in how those funds are spent. She stated that the decision is then made as to whether the group wants to keep that money to spend locally or pool it with the larger 1W1P group.

Schurbon confirmed that those local groups make that decision.

Wienerman noted the decision was made for the 2022-2023 funds, but that group will again make a decision on each two-year cycle.

Musgrove asked if the LRRWMO would still retain its authority in regard to projects in this area, even if the allocated funds are contributed to the larger 1W1P, as the LRRWMO is just one vote out of 19. Wienerman commented that if the three entities involved in the metro allocation decide to contribute the funding north to the 1W1P group, he would anticipate the projects could occur farther north.

Baumgardner asked if conditions could be attached to allocated funds that are contributed from the metro group to the 1W1P group. Wienerman replied he believed that could be done.

Musgrove asked if that is written in the JPA. She believed it was a consensus of the group as to how the funds would be spent. Schurbon stated there is clarification in there but he has not seen conditions attached to the dollars. He stated with the metro group, the LRRWMO is one of three votes whereas when the funds are sent north, the LRRWMO is one of 15 or 18 votes. He stated in that situation, the JPA states a quorum of the full Board is needed to make the annual work plan decisions.

Weaver stated if there is an ability to put conditions on sending the money to the north, would it be the same that the group could put conditions on sending money south, using the example of only providing the funds if the dam is removed. Schurbon commented that would seem to be a tangential issue.

Baumgardner stated that highlights the concern. He stated currently the LRRWMO control over the smaller pool of money is a one of three vote. He stated by contributing the funds to a larger pool of money, the LRRWMO vote is one of many more groups whose thoughts and priorities may not align with the LRRWMO. He stated that the LRRWMO could then be voted out and could lose out on the money it would have local control of. He asked about the benefit of the LRRWMO in being a part of the JPA if it is giving up these other things. He understands the potential for additional funding opportunities, but if the LRRWMO is giving up its local funding to go north, it would be giving up its local money that could be used for projects north that could potentially have no benefit downstream.

Schurbon explained that part of the reasoning for not moving those dollars to the watershed group was to focus on local projects within the metro area.

Holthus referenced the two pots of funding (metro and watershed based funding) and asked the percentage of funding that comes from the metro-based pot. Schurbon stated that because this is relatively new, the past funding from those sources has been zero. He stated in the newest round, there are local projects that will be completed with the ACD acting as the fiscal agent rather than routing the dollars through the LRRWMO. This funding is a supplement as new projects will come to the area even though the funding will not directly go through the LRRWMO. He stated that in this round, there will be projects completed in both the LRRWMO and URRWMO using the metro allocation of funding. He stated that ACD will be implementing and completing the projects under the work plan that was developed by those metro entities.

Musgrove asked what the Board needs to do in relation to this language today and whether that action would even matter when considered by the larger 1W1P group. Schurbon stated that what is needed most is for the Board to provide a recommendation to the 1W1P Board to review next week. He confirmed that the final decision will be made by that larger Board. He believes that the larger Board will care about the recommendation of the LRRWMO as the language previously recommended by the LRRWMO was included.

Wienerman stated that the policy committee has, or will, see the letter from the DNR and will ultimately make the decision on whether to include the language.

Baumgardner asked if the plan succeeds or fails based on the approval of BWSR and asked the position of BWSR related to the DNR language and the position of the LRRWMO. He asked, if the LRRWMO is against having that language included, would that have a factor in whether BWSR approves the plan. Wienerman stated he hesitates to speak for BWSR as a whole. He stated that the DNR starts off by recommending approval of the plan, noting there is a comment within the letter related to the concern of the DNR. He stated if the policy committee makes the decision to modify the plan to include the letter from the DNR, and the LRRWMO chooses not to

adopt the plan or participate in the partnership, the partnership would still function without the LRRWMO.

Baumgardner recognized the DNR is a recommending body that carries a lot of weight, which is concerning because he gets the feeling that the weight of the DNR trumps a member of this plan (LRRWMO). He stated if the decision of BWSR is weighted heavier towards that recommending body (DNR) than a member of the plan (LRRWMO), that would seem to be an unfair weighted recommendation. He stated the DNR has nothing to gain or lose by not having the language included, whereas the LRRWMO has more at stake. He hoped that would be taken into consideration.

Wienerman stated the larger watershed group developed this plan and in order to meet statutory authorities, it has to go through the 90-day review and five state agencies are required to be notified and provide comments. He stated those agencies provide their comments and recommendation as to whether the plan should be approved. He stated that BWSR will review the content of the plan, noting the DNR has recommended approval of the plan.

Baumgardner asked if that approval was contingent upon the language the DNR recommended being included or not included in the plan. Wienerman stated that the MN DNR recommends approval of the plan as submitted and the letter carries forward with suggestions. He noted that the recommendation is as submitted without the additional comments, although the DNR would like to see those comments. He stated that BWSR will then review the plan with a more regional committee/board. He stated the policy committee for the larger 1W1P partnership will review the letter from the DNR to make the decision as to whether to amend the plan to include those suggestions from the DNR. He stated the larger partnership has asked for input from the LRRWMO on the comments from the DNR. He stated that the LRRWMO could make a recommendation to the policy committee to include the language from the DNR, include part of the language, or submit the plan as is without the additional comments. He noted that the policy committee will review the recommendation from the LRRWMO and make the decision whether to include additional language or not.

Baumgardner used the scenario that the policy committee decides to include the language from the DNR, and the plan is approved by BWSR with that language. He asked if the LRRWMO would still have the ability at that time to not participate in the larger partnership. Wienerman confirmed that could occur.

Weaver thanked everyone for attending to speak on this topic. He stated that the recommendations related to the dam removal and fish passage were red flags for the LRRWMO. He stated it is well known that there are groups that want dams removed and other groups that believe dams provide protection to the watershed from invasive species. He stated the City of Anoka has made it clear that they see the value of the dam as a redundant barrier to invasive species. He stated there are concerns with the DNR wanting to insert language even though they are not a party to the agreement that could be open to interpretation in the future when the current members are no longer members.

Motion was made by Weaver, seconded by Holthus, to recommend that the language from the DNR is not included in 1W1P.

Further discussion: Holthus stated that she supports the motion but does not see anything wrong with the language from the DNR related to collaboration and partnerships. She is bothered about the recommendation related to the management of the dam. Musgrove commented she is concerned that the DNR has the same authority even though they are not a part of the agreement. She had issue with the reasoning the DNR would want the language included and does not support having the language included in the plan.

Vote: 3 ayes, 0 nays. Motion carried.

Update on Rum River 1W1P JPA

Schurbon provided an update on the JPA noting that the JPA is in near final draft although there is ongoing discussion related to the use of an executive committee and the overarching concept of how a 15-member board would run with the minimum number of meetings. He stated that the large decisions would be of the bigger group but the smaller day to day decisions could potentially be made by a smaller group in order to reduce the number of required meetings.

Weaver asked if part of the discussion was to include the Band in the group. Schurbon confirmed that the edit had been made to include the Band in the group.

Weaver stated that he would appreciate that the document be provided to Baumgardner to continue review.

Schurbon noted that Gilchrist has also been included as he represents the LRRWMO. He stated that during the months of May and June there would likely be a discussion on whether to join the JPA.

Musgrove asked and received confirmation that no action is needed today.

RESIDENT'S FORUM

None.

APPROVE MINUTES

March 17, 2022 Regular Meeting

Musgrove noted that Obermeyer was at the meeting but then left during the meeting and was unsure if that would need to be tracked within the minutes.

Motion was made by Weaver, seconded by Musgrove, to approve the March 17, 2022 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 abstain (Holthus). Motion carried.

April 12, 2022 Special Meeting

Motion was made by Holthus, seconded by Weaver, to approve the April 12, 2022 Special 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 March 31, 2022. Account balances for the period were: Checking, \$159,088.21; less permit account balance of (\$56,452.07); less 2018 4th Generation Plan Reserve account balance of (\$35,635.33), for a total balance of \$67,000.81.

Musgrove referenced Permit #2016-16 in Andover noting that it appears there is still work ongoing, but the last payment made was in 2018. She asked the type of work that is ongoing noting review was done by Barr Engineering on March 7, 2022. Kytonen stated that project has not had activity for three plus years and therefore he has requested that permit be terminated in his quarterly report.

Wozney stated someone is looking at that parcel and staff has advised the property that a new permit would need to be submitted.

Musgrove noted in the bills to be paid to Barr Engineering, it lists that permit in Anoka, but it is in Andover. Obermeyer stated if he remembers correctly, it was a proposed driveway construction that would impact wetlands and the project has since changed hands and the new owner of the property had questions on what could or could not be done. He stated to the best of his knowledge that charge was in response to answering questions from the new resident. He stated that if it was reflected as Anoka rather than Andover, he apologizes for that as Barr is transitioning staff people in their accounting. He stated that he would ensure that is referenced to Andover in the future.

Musgrove noted this permit has an outstanding debt and additional work continues to be charged. She asked if the new owners of the property understand that the costs will need to be recovered from either the previous or current owner. She stated she would not want work to continue to be done on this item unless it is going to be paid for by one of the property owners. Obermeyer stated he would be happy to pass that information on to the property owner. He stated that typically Barr indicates that work cannot be done on a request until the application is submitted and fees are paid.

Wozney commented that ACD does answer questions of residents free of charge. She stated this property has gone through four different owners and will continue to be a problem because of the issues on the property.

Musgrove emphasized that additional work should not be done on this property without the proper application and payment of fees.

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

Payment of Bills

Springer presented the payment of bills for TimeSaver in the amount of \$888.86 (March professional services), Barr Engineering in the amount of \$4,130 (engineering), LGA Investment

in the amount of \$1,137.87 (Permit #2018-21 escrow release), and City of Anoka in the amount of \$700 (01/01-04/15 services).

Musgrove noted the TimeSaver charge for a call from a resident that was referred to Linton which had a charge of \$18.75. She stated that she reviewed the LRRWMO website and noted the contact information that is provided. She stated that she would like to leave the contact for TimeSaver on the website but remove the phone number. She also suggested that the phone number for Wozney be made more visible and accessible to direct calls to that source.

Weaver agreed with the change.

Wozney asked if the change should be made to the permit section. Musgrove clarified that the change should be made to the bottom of the front page.

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

Update on Fiscal Agent Consultant

Springer stated that this will be her last meeting as Yager will be taking over as the Deputy Treasurer. She commented that it will be smooth handoff of duties as Yager was the previous Finance Director for the City of Anoka, had managed the LRRWMO finances for many years, and is well versed in the history of the organization and its needs. She stated that Anoka will continue to be the drop off location for bills and permits and Yager will pick up those items as needed.

Musgrove thanked Springer for her contributions to the organization.

Motion was made by Weaver, seconded by Holthus, to appoint Lori Yager dba RTY Consulting as Deputy Treasurer and to authorize Springer to take a resolution to the bank authorizing Lori Yager dba RTY Consulting to be on the signature card as Deputy Treasurer. Vote: 3 ayes, 0 nays. Motion carried.

2021 Financial Statements

Springer stated that the completed year-end financial statements were included in the packet and have been sent to Wozney for inclusion in the annual report. She stated that she also submitted the necessary information to the State Auditor.

Motion was made by Weaver, seconded by Holthus, to approve acceptance of the 2021 financial statements.

Further discussion: Musgrove commended Springer for the excellent work.

Vote: 3 ayes, 0 nays. Motion carried.

Insurance Waive Monetary Limits

Springer stated that each year the LRRWMO is required to make the decision as to whether to waive or not waive the monetary limits.

Motion was made by Holthus, seconded by Weaver, to not waive the insurance monetary limits. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

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

Linton reviewed the April 13, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO table this item until a revised submittal is provided for review. He stated that there was a Zoom meeting the previous day and the applicant agreed to another 60-day extension.

Motion was made by Weaver, seconded by Holthus, to table Permit #2021-19, Trott Brook Crossing, Ramsey, as detailed in the Barr Engineering memorandum dated April 13, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2021-26 ~ Mark Rice Delineation Permit ~ Ramsey

Linton reviewed the April 15, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the revised report of no wetland within the evaluation area as documented in the draft WCA Notice of Decision.

Motion was made by Holthus, seconded by Weaver, to approve the revised report of no wetland within the evaluation area as documented in the WCA Notice of Decision for Permit #2021-26, Mark Rice Delineation Permit, Ramsey, as detailed in the Barr Engineering memorandum dated April 15, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-01 ~ Anoka High School ~ Anoka

Nelson reviewed the memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue this item.

Obermeyer clarified that there are two permits, one for the wetland boundary determination and the other for the actual construction activities of the athletic field. He stated that from the wetland standpoint there was a timing aspect to receive comments from the TEP. He stated that his review was related to the water resources. He stated that Barr Engineering recommends that the wetland delineation be continued but the permit for construction could be approved subject to the noted conditions. He stated that the permit would not be issued until conditions one and two have been met.

Musgrove asked if there would be impacts to the builder proceeding depending on the action of the Board. Nelson stated that he is not aware of the schedule of the contractor.

Weaver stated if this item is approved, it would be subject to the conditions and allow construction to begin as long as those conditions are met.

Motion was made by Weaver, seconded by Holthus, to approve Permit #2022-01, Anoka High School, Anoka, subject to eight (8) conditions with conditions one and two being met

before the permit will be issued as detailed in the Barr Engineering memorandum dated April 13, 2022. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Kytonen presented the Year 2022 First Quarter Report for the City of Andover.

Musgrove asked if there would still need to be follow up on Permit #2016-16 and therefore was unsure if that should be closed out. Kytonen stated the project has been on hold for over two years. He agreed that perhaps it should remain on as there is still a balance owing.

Nelson presented the Year 2022 First Quarter Report for the City of Anoka.

Linton presented the Year 2022 First Quarter Report for the City of Ramsey.

Motion was made by Weaver, seconded by Holthus, to approve the Year 2022 First Quarter Report for the City of Anoka, City of Ramsey, and City of Andover, as presented, and to authorize release of unused escrow for Andover Permits #2018-21 and #2019-29. Vote: 3 ayes, 0 nays. Motion carried.

ACD REPORT

Annual Report to BWSR

Wozney stated that the annual report to BWSR was included in the packet and provided a brief summary. She stated that the document is required to submit to BWSR by April 30, 2022.

Musgrove commented that it is a good report and she likes the chart showing 2013 through 2021.

2022 First Quarterly Report

Wozney provided a brief overview of the first quarter report and highlighted upcoming activities.

Schurbon stated one of the outreach tasks is to develop an outreach plan with the LRRWMO and its CAC. He stated the CAC was developed and met once in the process of creating the Watershed Plan. He stated that ACD will look to solicit citizens for that group to fill this obligation.

2022 MAWD Membership

Wozney stated that this invitation was received by all watersheds and WMOs to become a member of MAWD.

Schurbon stated that historically WMOs were not allowed to join but in the past few years there was an opportunity for a WMO to participate at a discount rate and then at a typical membership rate after that period. He stated that ultimately after the discounted year the WMO could chose not to participate.

Weaver commented that there is a difference between a WMO and Watershed District in that a District has taxing ability to recover those funds whereas a WMO does not have that ability.

Musgrove believed the information can be gained in other methods alternative to membership. She stated that she is not in favor of joining MAWD.

It was the consensus of the Board to decline membership in MAWD.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS (Continued)

Update on WBIF Grants

Schurbon stated that in the past month Musgrove, Kytönen, ACD staff, and URRWMO members met and decided on projects for the metro pool of funding which was \$371,000. He stated five line items were created and highlighted some of the project that have been allocated funding within that plan.

Musgrove commented that the group worked well together to develop this plan.

Update on Permit Form Revision to Require Digital Plans

Wozney provided an update on the activity that she has taken to update the permit application requirements.

The Board and staff provided logistical input related to storage and access.

Musgrove asked staff to come back to the next meeting with a draft policy related to who would be able to access the files and to also provide logistical details on access to those files.

Other

Musgrove stated that at the next meeting she would like to have a discussion related to the minutes and related files that are submitted late. She asked if the Board should have a policy related to late permit submission and how information is included in minutes.

Linton stated that he will email the quarterly report from Ramsey to TimeSaver for incorporation. He stated that the reports are not put into the minutes and are only included in the packet for the meeting.

Wozney stated that there are deadlines for submittals for the meetings. She stated that she did follow up with Haas about special meeting requests. She noted that if the meeting is requested by an applicant, she was told that applicant is responsible for all costs associated with the meeting. Linton confirmed that is the policy and should have been followed for the last special meeting.

It was confirmed that the Board does not want to advertise the option to request a special meeting.

No Mow May

Kytonen stated that there is a campaign called “No Mow May” which encourages people not to mow in order to benefit pollinators. He stated that there is an environmental benefit but could also provide a water quality benefit.

Werdien commented that ACD has done research on that topic. She agreed that mowing can have an impact on pollinators but noted that allowing grass to grow too high also has an impact on pollinators therefore there is a balancing act between the two.

ADJOURNMENT

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

Time of adjournment: 9:53 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

SPECIAL MEETING NOTICE

April 12, 2022 – 8:00 a.m.

Lake Itasca Room
Ramsey Municipal Center
7550 Sunwood Drive
Ramsey, MN 55303

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 #2022-04 ~ Riverdale Drive Extension ~ Ramsey
- F. OTHER BUSINESS
- G. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 12, 2022 Lower Rum River WMO meeting by Zoom rather than by being personally present at the Ramsey Municipal Center, 7550 Sunwood Drive, Ramsey, MN 55303.

Members of the public can physically attend, although there is very limited seating in the Lake Itasca Room as appropriate social distancing will be done by the Commission and visitors.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar).

This is the link to join the Zoom meeting:

<https://us02web.zoom.us/j/87380859664?pwd=MnZwVTVTly9LUFV2V2Ftb25od2Rvdz09>

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

Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka

Next Meeting: Regular meeting is April 21, 2022 – at 8:00 a.m.

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

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 21, 2022, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. Permit #2021-19 ~ Trott Brook Crossing ~ Ramsey
 - 2. Permit #2022-01 ~ Anoka High School / Wetland Delineation ~ Anoka
 - 3. Permit #2022-05 ~ Viking Mold Building Addition ~ Ramsey
 - 4. Permit #2022-07 ~ 54 Tiger Street ~ Ramsey
 - 5. Permit #2022-09 ~ Peterson Farms Phase 3 ~ Andover
 - 6. Permit #2022-10 ~ CSAH 7 & 143rd Avenue Project ~ Andover
- H. CONSIDER COMMUNICATIONS ~ None
- 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. Rum River Partnership – Plan and JPA ~ Schurbon
 - 2. Review Policy on File Access ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the May 19, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact Becky Wozney at 763.434.2030 x14 or becky.wozney@anokaswcd.org for Zoom link information.

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

Next Meeting: Regular meeting is June 16, 2022 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

MAY 19, 2022

CALL TO ORDER

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

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; Jeff Weaver, Anoka; and Valerie Holthus, Andover.

Voting members absent were: None.

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

APPROVE AGENDA

Motion was made by Holthus, seconded by Weaver, to approve the May 19, 2022 agenda as presented.

Further discussion: Weaver requested to move Item M1 forward in order to address that item and allow the people present for that item to leave. The Board agreed to the friendly amendment.

Vote: 3 ayes, 0 nays. Motion carried.

OTHER BUSINESS

Rum River Partnership – Plan and JPA

Schurbon stated that the JPA and Watershed Plan have moved forward, noting that JPA is in the final format. He stated that a BWSR Subcommittee has recommended the Plan to the BWSR Board to review in the next few days. He stated that the decision before this group is now whether to join the JPA and accept the plan as a guiding document, or not. He stated that the Board could have discussion at this meeting, but a decision would need to be made at the next meeting.

Baumgartner stated that he met with Schurbon to review much of the information, and he appreciated that opportunity to come up to speed. He stated that he shared some of the questions he had with Schurbon at that time including the benefits to the LRRWMO for being a part of this, obligations the LRRWMO would have as being a part of the JPA, and whether there would be a financial obligation to be associated with the group. He stated that he reviewed the plan the previous day and focused on the DNR and language relative to the Anoka Dam as well as invasive

species versus open waterways. He stated that the version forward to BWSR includes the language that the LRRWMO objected to which addressed the feasibility of the Anoka Dam removal. He asked if this plan would be further implemented by bylaws. Schurbon confirmed that there are expected bylaws within the next two to three months as the group takes form.

Baumgartner stated that he has volunteered to be a part of that legal group that will draft the bylaws, as he anticipates the bylaws will be the document by which the plan is implemented. He stated that if the language relative to the dam is going to remain in the plan, he would have a concern that the LRRWMO would become one voice out of several. He would have concern that the LRRWMO could be outvoted on a project it does not want within its boundaries by the other entities within the organization. He stated that the plan is a template of the goals and what is hoped to be accomplished and therefore would think the bylaws would be the mechanism to provide local municipal veto authority for projects within local jurisdiction. He stated that he is concerned that a draft of the bylaws was not included with this version of the plan, as it is a missing piece of what will be able to be controlled. He recognized that any group could enter the JPA at any time and could also leave, but not until January 2024. He noted that by not joining the WMO could also preclude itself from the ability to assist in drafting the bylaws. He hoped that all entities involved in the plan share the same concern and would want to provide a local authority the ability to veto a project in its boundaries.

Schurbon commented that a feasibility study for the Anoka dam is not included in the plan and explained that it is a feasibility study for fish passage in other areas, excluding the dam. He stated that until the group forms, they cannot draft bylaws.

Baumgartner referenced language within the plan that includes the potential removal of the Anoka dam. Nelson noted that language has been changed. It was clarified that the version Baumgardner had read was the previous version and that language was revised. Schurbon confirmed the language in the version Nelson had to read, except the Anoka dam.

Baumgartner asked when the deadline is for the LRRWMO to adopt the plan. Schurbon replied that the deadline would be 60 days after BWSR approval, which would be in July. He noted that the group could join at a later time but would miss out on initial opportunities and discussion.

Weaver commented that he is still hesitant with the plan without knowing what the bylaws will say. He stated that he would prefer to delay action and allow Baumgardner to participate in the drafting of the bylaws to ensure the LRRWMO is protected. He commented that the LRRWMO is only a small piece of the puzzle in this larger group and having the ability to veto will be important as the WMO could easily be outvoted.

Baumgartner stated that his goal would be to meet with the group in June with the other attorneys to begin the bylaw discussions. He noted that once he has an idea of how the other attorneys feel about the ability to veto a project, it will allow him to provide that feedback to the LRRWMO before the July deadline to adopt the plan.

Musgrove commented that there have been a few technical groups and asked who would be delegated to create the bylaws. Schurbon replied that it currently tasked to staff members and assistance would be helpful from some of the attorneys that have been involved.

Baumgartner stated that in his discussions it seemed that they were looking for an attorney to begin the drafting of the bylaws pro bono and then shift towards being paid. He stated that it seems that the County Attorney's office may take the lead and noted that he would follow up this afternoon.

Schurbon provided clarification on the roles of different groups including work groups or committee and noted that the decisions will ultimately be made by the full group. He confirmed that the intention today was simply to have this discussion.

Musgrove noted that this item will remain on the agenda for the next meeting.

Baumgartner commented that the bylaws will identify how the plan is to be implemented and that is important as it will impact each entity. He asked to be added to the email list for the LRRWMO and for the JPA group to ensure he is receiving all the information.

RESIDENT'S FORUM

None.

APPROVE MINUTES

April 21, 2022 Regular Meeting

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

FINANCE MATTERS

Treasurer's Report

Yager presented the Treasurer's Report for the period ending April 30, 2022. Account balances for the period were: Checking, \$153,307.90; less permit account balance of (\$45,420.36); less 2018 4th Generation Plan Reserve balance of (\$35,635.33), for a total balance of \$72,252.21.

Yager noted that it has been determined that the US Bank checking account is tied to the City of Anoka, therefore, they are working to get the LRRWMO its own checking account. She stated that she is also interested to converting to QuickBooks, rather than using spreadsheets and handwriting checks. She noted that it would have a cost of about \$800 for licensing but is more efficient and professional. She stated that there may be an option for a reduced rate. She stated that she can research that more and come back to the Board with the information in June.

Musgrove stated that it would also be helpful to determine where that funding would come from for that purchase.

Motion was made by Weaver, seconded by Holthus, to accept the Treasurer's Report for the period ending April 30, 2022. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$998.14 (April secretarial services), Barr Engineering in the amount of \$5,687.14 (February 26 - March 25 engineering), Barr Engineering in the amount of \$5,471.14 (March 26 – April 22 engineering), Kennedy and Graven in the amount of \$878.40 (March attorney services), and Hakanson Anderson in the amount of \$156 (refund permit #19-29).

Musgrove referenced the payment for the special meeting, noting that is included in the bills for TimeSaver but is not broken out separately. She asked how that would be billed to the developer. She noted that any expense for that meeting should be billed to the developer. Yager suggested that Musgrove follow up with TimeSaver to determine which costs should be billed to the developer for that meeting.

Linton commented that moving to QuickBooks will assist in tracking expenses for permits rather than keeping things in spreadsheets.

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

NEW BUSINESS

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

Linton reviewed the May 11, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue this item until a revised submittal is provided for review. He confirmed that there are two requests, one for the stormwater permit and the other related to the wetlands noting that both actions are to be continued.

Motion was made by Weaver, seconded by Holthus, to continue Permit #2021-19, Trott Brook Crossing, Ramsey, as detailed in the Barr Engineering memorandum dated May 11, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-01 ~ Anoka High School/Wetland Delineation ~ Anoka

Nelson reviewed the May 13, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundary and WCA no-loss determination that W-1 (Wetland 1) is an incidental wetland not regulated under the WCA as documented in the draft WCA Notice of Decision.

Motion was made by Holthus, seconded by Weaver, to approve the wetland boundary and WCA no-loss determination that W-1 (Wetland 1) is an incidental wetland not regulated under the WCA as documented in the WCA Notice of Decision for Permit #2022-01, Anoka High School/Wetland Delineation, Anoka, as detailed in the Barr Engineering memorandum dated May 13, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-05 ~ Viking Mold Building Addition ~ Ramsey

Linton reviewed the May 10, 2022 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 Weaver, seconded by Holthus, to approve Permit #2022-05, Viking Mold Building Addition, Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated May 10, 2022. Vote: 3 ayes, 0 nays. Motion carried.

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

Linton reviewed proposed project details and recommended that the LRRWMO continue the request until a memorandum is provided from Barr Engineering.

Motion was made by Weaver, seconded by Holthus, to continue Permit #2022-07, 54 Tiger Street, Ramsey.

Further discussion: Musgrove noted that typically the Board does not see all these application pages. She believed that could be reduced with a paragraph stating that it should be continued. Yager noted that she sent the application to TimeSaver. Wozney noted that she would follow up and they can determine which pages should be included.

Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-09 ~ Peterson Farms Phase 3 ~ Andover

Kytonen stated that this request is in process and there is no memorandum from Barr Engineering, therefore no action is needed.

LRRWMO Permit #2022-10 ~ CSAH 7 & 143rd Avenue Project ~ Andover

Kytonen reviewed the May 13, 2022 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 Holthus, seconded by Weaver, to approve Permit #2022-10, CSAH 7 & 143rd Avenue Project, Andover, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated May 13, 2022. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

Weaver asked for information on lake monitoring for Rogers and Sunfish. He stated that he would love to see information on the lake. Wozney stated that perhaps the size of the waterbody precludes the DNR from posting such information.

Weaver noted sharing that information could generate more activity on the lake and the more use, the more ownership people take of the waterbody.

Linton stated that Rogers Lake is not classified as a lake. He recognized that the City has a park that includes Sunfish Lake but noted that is also in the grey area as to whether it is officially classified as a lake.

OTHER BUSINESS (Continued)

Review Policy on File Access

Wozney stated that the IT department will not allow TimeSaver to make its own folders for the permits. She stated that she could not find a records and retention policy on file. She provided an example of a policy used by another WMO for record retention and provided an overview of the items that would need to be retained. She commented on the complexities and was unsure how to move forward.

Musgrove commented that the WMO looked at the retention policies of the cities to draft its policy. She stated that perhaps Wozney reach out to the WMO legal counsel to gain his opinion.

ADJOURNMENT

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

Time of adjournment: 9:08 a.m.

Respectfully submitted,

Amanda Staple
Administrative Secretary

MEETING NOTICE

June 16, 2022 – 8:00 a.m.

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

PRELIMINARY REGULAR AGENDA*Agenda to be Finalized at Meeting*

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. May 19, 2022, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. QuickBooks Cost
- G. NEW BUSINESS
 - 1. Permit #2021-19 ~ Trott Brook Crossing ~ Ramsey
 - 2. Permit #2022-07 ~ 54 Tiger Street ~ Ramsey
 - 3. Permit #2022-08 ~ 7633 161st Avenue NW ~ Ramsey
 - 4. Permit #2022-09 ~ Peterson Farms Phase 3 ~ Andover
 - 5. Permit #2022-11 ~ Rivenwick 4th Addition ~ Ramsey
- H. CONSIDER COMMUNICATIONS ~ None
- 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. Consider Rum River Watershed Partnership Plan Adoption, JPA, and Bylaws ~ Schurbon
 - 2. Update on Retention Policy and File Access ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the June 16, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact Becky Wozney at 763.434.2030 x14 or becky.wozney@anokaswcd.org for Zoom link information.

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

Next Meeting: Regular meeting is July 21, 2022 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JUNE 16, 2022

CALL TO ORDER

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

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; Jeff Weaver, Anoka; and Valerie Holthus, Andover.

Voting members absent were: None.

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

APPROVE AGENDA

Motion was made by Holthus, seconded by Weaver, to approve the June 16, 2022 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

May 19, 2022 Regular Meeting

Motion was made by Holthus, seconded by Weaver, to approve the May 19, 2022 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Yager presented the Treasurer's Report for the period ending May 31, 2022. Account balances for the period were: Checking, \$144,143.01; less permit account balance of (\$45,047.61); less 2018 4th Generation Plan Reserve (\$35,635.33), for a total balance of \$63,460.07.

Motion was made by Weaver, seconded by Holthus, to accept the Treasurer's Report for the period ending May 31, 2022.

Further discussion: Musgrove referenced Permit #21-02 and asked if that is a new owner noting that she believes that property has gone through multiple owners. Linton replied that is a current project and advised that he sent an email reminder to the applicant within the last month.

Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$802.35 (May secretarial services), Kennedy and Graven, Chartered in the amount of \$54.90 (April attorney services), and City of Anoka in the amount of \$828.76 (April attorney services).

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

QuickBooks Cost

Yager stated she provided a quote within the packet information. She noted that she does have a new checking account and if QuickBooks is approved, she would order laser checks rather than continue to use paper checks.

Musgrove stated the cost appears to be \$864 annually. Yager noted that the full year would begin from the time of purchase rather than run with a calendar year.

Musgrove asked if this was previously budgeted through the fees to the cities. Yager noted this was not budgeted for and therefore would come from the contingency funds. She noted that the financial charges for the organization have changed this year and going forward because the service moved from using city staff to using her as a consultant.

Holthus asked if there would be a learning curve to QuickBooks. Yager confirmed that she has experience with QuickBooks and it would be a cleaner way to track the costs to individual permits. She stated that it would also be helpful for laser printing of checks and to attach things to the file within QuickBooks. She noted that there could also be multiple users that would have access to the information. She commented that it is a better tracking method than using Excel spreadsheets and provides efficiency as well.

Musgrove asked if the use of QuickBooks would reduce the overall time of Yager. Yager commented that there would be some reduction but was unsure if it would be significant enough to offset the \$864.

Weaver stated that QuickBooks has an annual cost but believed that the positives outweigh the negatives. He noted that it would also make sense to follow the industry standard.

Holthus agreed and noted that the High School Activities Director uses QuickBooks.

Yager noted that the auditors could also have access to QuickBooks which would be more efficient. She stated that a decision does not need to be made today.

It was the consensus of the Board to bring this discussion back in the budget discussions.

NEW BUSINESS

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

Linton reviewed the June 10, 2022 memo from Barr Engineering in which Barr Engineering states that they are still working with the City of Ramsey, Wetland Conservation Act Technical Evaluation Panel, Minnesota Department of Natural Resources, and the applicant's consultants regarding the proposed storm sewer discharge to the rare natural communities of Wetland 5 associated with the proposed Trott Brook Crossing housing development. A decision on the wetland replacement plan cannot be made until the applicant has shown that potential indirect impacts to the rare natural communities of Wetland 5 have been avoided.

Motion was made by Holthus, seconded by Weaver, to table Permit #2021-19, Trott Brook Crossing, Ramsey, detailed in the Barr Engineering memorandum dated June 10, 2022.

Further discussion: Wozney asked the status of the project. Linton stated that the project is still in preliminary plat as there were some issues related to the change in zoning with the Metropolitan Council.

Wozney noted that eventually the permit will need to be denied so that the LRRWMO does not continue to table/continue the permit and run up against the review deadline. Linton stated that Obermeyer had also stated that the City could write a letter to withdraw the permit for the time being.

Weaver asked if the applicant would lose the funds paid thus far. Linton commented that the permit fee has been paid and the escrow funds have continued to be used by the continual review by Barr Engineering. It was noted that BWSR and the DNR still have questions as well and have provided comments that continue not to be addressed by the applicant. Linton stated that it should be tabled today and at the next meeting there should be a memorandum from Barr Engineering recommending denial.

Musgrove confirmed that the Board would follow this path and communication should occur with the applicant that if progress is not made during the next month, the Board would consider denial at the next meeting.

Vote: 3 ayes, 0 nays. Motion carried.

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

Linton reviewed the June 10, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO delay action on the permit until a complete application is received.

Motion was made by Weaver, seconded by Holthus, to table Permit #2022-07, 54 Tiger Street, Ramsey, as detailed in the Barr Engineering memorandum dated June 10, 2022.

Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-08 ~ 7633 161st Avenue NW ~ Ramsey

Linton reviewed the June 10, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the wetland boundary and type as documented in the draft WCA Notice of Decision.

Motion was made by Weaver, seconded by Holthus, to approve of the wetland boundary and type as documented in the WCA Notice of Decision for Permit #2022-08, 7633 161st Avenue NW, Ramsey, as detailed in the Barr Engineering memorandum dated June 10, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-09 ~ Peterson Farms Phase 3 ~ Andover

Kytonen reviewed the June 10, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the revised wetland boundaries and types as documented in the draft WCA Notice of Decision.

Motion was made by Holthus, seconded by Weaver, to approve the revised wetland boundaries and types as documented in the WCA Notice of Decision for Permit #2022-09, Peterson Farms Phase 3, Andover, as detailed in the Barr Engineering memorandum dated June 10, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-11 ~ Rivenwick 4th Addition ~ Ramsey

Linton reviewed the June 8, 2022 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. He noted that the City received a revised application the previous day with revised stormwater information and therefore recommended that the permit be tabled to allow additional time to review the new information.

Musgrove asked if that would impact the project timeline. Linton stated that he is unsure where the applicant is within the City process but noted that if an applicant submits changes, they should not expect to follow the same schedule.

Motion was made by Weaver, seconded by Holthus, to table Permit #2022-11, Rivenwick 4th Addition, Ramsey. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

Musgrove commented she likes that the tasks in the project list were updated.

OTHER BUSINESS

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

Schurbon stated that since the last meeting, the full BWSR Board met and approved the Watershed Management Plan. He stated the JPA has been finalized and moved forward to the appropriate parties. He commented that the attorney group has met once to go through the bylaws and therefore

there is still a lot of work to be done on that. He noted that most likely the bylaws and operating procedures will be separated by that group. He commented that the LRRWMO has 60 days from the BWSR approval to join, which would allow the Board to consider the decision at its June and July meetings. He stated that the LRRWMO could also decide to join at a later time.

Weaver stated that he spoke with the City Attorney for both Anoka and Andover the previous day and he asked that the Board be patient and let the attorney group continue to work on the bylaws prior to making the decision on whether to join. He stated that the attorney was much more comfortable with the DNR language in the plan as long as the municipal consent language is kept within the bylaws.

Schurbon asked if there is anything else that the LRRWMO attorney has been involved in. Musgrove commented that she has not seen anything from that firm.

Weaver commented that he noticed that Anoka County has decided not to join. Schurbon confirmed that Anoka County decided that they are not well positioned to participate because of staffing shortages. He noted that the County was also not involved in the planning process.

Werdien commented that she has gotten the impression that Anoka County is not incredibly concerned with natural resources. Weaver commented that may be the case of the County Board, but there are some great staff members at the County that are concerned with natural resources.

Schurbon agreed that there are some high performing staff members, but the County Commissioners may not share those same priorities.

Werdien stated that it was noted that Wozney could serve as the staff representative. Schurbon commented that there would be different levels of participation. He noted that he will most likely participate in representation of ACD, and Wozney would be an option for the staff representative to represent the interests of the LRRWMO.

Werdien asked who would attend if Wozney were unable to attend. Schurbon stated that Wozney could choose to submit her thoughts prior to a meeting if she were unable to attend, or another staff member could attend in her place. He also explained how voting would occur in terms of the representative or alternate attending.

Update on Retention Policy and File Access

Wozney commented that she will be working with the engineers and Yager as they are still receiving hardcopies of the applications rather than digital submission. She provided an update on the communication that has been received related to access to the Laserfiche files as well as the potential, or lack thereof, to reorganize those scanned files.

Musgrove commented that the Board recognizes that this is a long-term project and there is not a short deadline to accomplish this.

Wozney stated that there would be a method for ACD to post a full packet onto the website with a required password which would allow Board access.

Musgrove suggested that a section be tackled every month or so to develop a policy. It was determined that finance would be the first section of the policy.

ADJOURNMENT

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

Time of adjournment: 8:58 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amanda Staple". The signature is fluid and cursive, with a long horizontal stroke at the end.

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 16, 2022, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. 2023 Budget Adoption
- G. NEW BUSINESS
 - 1. Permit #2021-19 ~ Trott Brook Crossing ~ Ramsey
 - 2. Permit #2021-21 ~ Ramsey Elem. School ~ Ramsey
 - 3. Permit #2022-07 ~ 54 Tiger Street ~ Ramsey
 - 4. Permit #2022-11 ~ Rivenwick 4th Addition ~ Ramsey
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. 2022 Second Quarter Report ~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. 2022 Second Quarter Report
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Consider Rum River Watershed Partnership Plan Adoption, JPA, and Bylaws ~ Schurbon
 - 2. Update on Retention Policy and File Access ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the July 21, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact Becky Wozney at 763.434.2030 x14 or becky.wozney@anokaswcd.org for Zoom link information.

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka*
Next Meeting: Regular meeting is August 18, 2022 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JULY 21, 2022

CALL TO ORDER

Chairman Debra Musgrove called the meeting to order at 8:02 a.m. in the Committee Room of Anoka City Hall.

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; Jeff Weaver, Anoka; and Valerie Holthus, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Lori Yager, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, Anoka Public Works Director Mark Anderson, Bob Obermeyer of Barr Engineering, Andover Natural Resources Technician Kameron Kytonen, Jamie Schurbon of Anoka Conservation District, Becky Wozney of Anoka Conservation District, and Colleen Werdien of Anoka Conservation District.

APPROVE AGENDA

Motion was made by Weaver, seconded by Holthus, to approve the July 21, 2022 agenda as presented.

Further discussion: Musgrove asked if there were any proposed changes to the agenda. Weaver stated that the City Attorney for Anoka and Andover was not made aware of the meeting prior to today and therefore will not be attending. He stated that because he will not be in attendance, he would not support consideration of the JPA at this meeting.

Anderson noted that he just received a text from the City Attorney asking if he should be present. Musgrove stated that perhaps if the item is left at the end of the agenda that would provide enough time for him to arrive.

It was noted that Baumgartner should be added to the Board packet distribution list.

Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

June 16, 2022 Regular Meeting

Holthus noted under Finance Matters, it should state, "...the School District High School Activities Director uses QuickBooks."

Motion was made by Holthus, seconded by Weaver, to approve the June 16, 2022 Regular Meeting minutes with the noted change. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Yager presented the Treasurer's Report for the period ending June 30, 2022. Account balances for the period were: Checking, \$142,569.16; less permit account balance of (\$43,330.19); less 2018 4th Generation Plan Reserve balance of (\$31,027.83), for a total balance of \$68,211.14.

Motion was made by Holthus, seconded by Weaver, to accept the Treasurer's Report for the period ending June 30, 2022. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$807.46 (June secretarial services), RTY Consulting in the amount of \$1,742.50 (2nd Quarter 2022), and Barr Engineering in the amount of \$4,052.46 (April 23 – May 20 engineering).

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

2023 Budget Adoption

Yager presented the proposed budget for 2023. She confirmed that the allocations from the cities was also updated appropriately using the formula.

Weaver referenced items in the proposed budget that are shown higher than what had been budgeted in 2022 and asked for clarification. Schurbon provided details on matching grant funds that have been included in the 2023 budget.

Weaver commented that the cities are still within their budgeting process and asked for details on the budgeting process. Schurbon provided additional details, noting that these amounts are sent to the cities, and this could be labeled as preliminary approval.

Musgrove asked when this should be adopted. Yager stated that the Board should adopt this today in order to send this to the cities for inclusion in their budgeting. She noted that this could be preliminarily adopted at this meeting and considered for final adoption at the August meeting by the Board if desired.

Musgrove commented that she would prefer that format in order to allow the cities to comment, recognizing that a static formula is used to determine the allocation of each city. She referenced the permit fees and noted that there are two different fees (\$100 and \$175) and asked for clarification and whether there would be interest in increasing the fees. Yager explained that those are the administrative fees to cover administrative costs.

Yager provided some historical data on previous increases to permit fees, noting that the current fees were put into place in 2014.

Musgrove suggested increasing the permit fees by \$25 each. Weaver asked if that would be enough to cover the inflation over the past eight years. He stated that it would be pretty easy for staff to do a review of what the actual costs have been in recent reviews to determine the appropriate cost.

Yager explained that all costs from Barr Engineering are reimbursed by the applicant, therefore the administrative cost would be the item in question.

Holthus asked if there should be a review of what is charged by other watersheds. Yager stated that she would recommend this be based on the actual charges the LRRWMO is incurring. She stated that she could look at the information and make a recommendation at the next meeting, noting that the budget could then be amended slightly if needed at the next meeting to account for any changes to the administrative permit fee.

Yager provided additional information on the \$10,000 shown for Wetland Conservation Act (WCA). She explained that historically those funds have been spent but have not been budgeted for, therefore this will better reflect what is occurring. Obermeyer stated that Barr Engineering answers many questions and pre-permit questions. He noted that staff attempts to assign those to the appropriate permit when it comes in, but sometimes a permit does not come in and the services are still charged to the LRRWMO because it is the LGU for the WCA.

Wozney stated that she answers as many of those questions as she can and does not charge the LRRWMO for that service, but sometimes the issue is more complicated and ends up at Barr Engineering.

Musgrove referenced the postage charges and believed that seemed high. Yager confirmed that she could review that figure. She asked for information on the Trott Brook water quality item. Schurbon provided additional details noting that the line item would cover the water monitoring aspect which would not be covered by the grant funds. He also explained the difference between the Trott Brook study compared to other typical water monitoring costs.

Weaver referenced an item reflected in the negative and noted that he would not want to see something continue to operate in a negative manner.

Musgrove referenced some permits that continue to have a balance owing. She asked if a condition to receive the permit could be that all fees be paid. Obermeyer commented that once approved by the LRRWMO, the cities would take over monitoring and enforcement and therefore perhaps that could be placed as a condition of approval from the cities, that all LRRWMO fees be paid prior to the City permit being paid.

Weaver stated that the LRRWMO should have a reserve based on a percentage of its operations and should not continually take from reserve funds to balance the budget.

Westby commented that Ramsey has started the practice of reviewing the outstanding LRRWMO fees and reaching out to those permit holders to remind them of their fees owed. Weaver stated

that perhaps a condition should be placed upon developments that all fees would need to be paid before the certificate of occupancy is issued.

Motion was made by Weaver, seconded by Holthus, to approve the preliminary 2023 budget. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

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

Westby reviewed the July 16, 2022 memo from Barr Engineering in which Barr Engineering states that they are continuing to work with the City of Ramsey, Wetland Conservation Act Technical Evaluation Panel, Minnesota Department of Natural Resources, and the applicant's consultants regarding the proposed storm sewer discharge to the rare natural communities of Wetland 5 associated with the proposed Trott Brook Crossing housing development. The applicant has not submitted a grading, stormwater management, or erosion/sediment control LRRWMO permit for review. Potential wetland impacts related to the stormwater outfall remain unresolved.

Musgrove asked for input on the option to table versus denial, noting the previous discussion of the Board. Wozney noted the existing extension goes through September. She stated that it seems the development is not proposed to begin until 2023 and the applicant is fine approving extensions.

Obermeyer stated that they are still at a stalemate, noting that the developer has proposed an outlet to a wetland that has high value vegetation so therefore there is concern with the impact stormwater could have on that high value. He stated that multiple options have been provided to the developer and the developer simply says that is not possible without providing engineering data to support that. He stated it would be helpful to have the city, developer, and Barr Engineering sit down in attempt to clear this up. He recommended continuance of this to allow staff to continue to work with the applicant. He agreed that a decision should be made in this 60-day extension period, whether that is to approve or deny.

Wozney agreed that the focus should be on gaining a meeting between those parties and the statement should be made at that meeting that if this cannot be resolved, the Board will deny this request.

Westby stated that the City of Ramsey had a meeting with the developer two weeks ago to review these issues and advise them that they needed to come up with a new plan. He noted that a revised plan has been provided that eliminates the discharge location in dispute. He provided a brief summary of the changes and noted that Ramsey staff is in the process of reviewing but believes that good progress is being made. He agreed there should be a meeting with Barr, Ramsey, and the developer to ensure everyone is on the same page.

Motion was made by Weaver, seconded by Holthus, to table Permit #2021-19, Trott Brook Crossing, Ramsey, as detailed in the Barr Engineering memorandum dated July 16, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2021-24 20 ~ Ramsey Elementary School ~ Ramsey

Musgrove referenced the permit number shown on the agenda and stated that in different information that is assigned to another project, noting that the permit number should be verified.

Westby reviewed the July 13, 2022 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.

Obermeyer commented that he shows the permit number as #2021-20. He confirmed that this would complete a condition of a previously approved permit for the project at the Fred Moore location of the School District.

Musgrove asked if the work has already begun at this location. Westby confirmed that the contractor did begin work prior to obtaining the permit. He stated that once observed by staff, the project was stopped, and the contractor was made aware that they would need to wait for this permit.

Motion was made by Weaver, seconded by Holthus, to approve Permit #2021-20, Ramsey Elementary School, Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated July 13, 2022. Vote: 3 ayes, 0 nays. Motion carried.

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

Westby reviewed the July 16, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO hold off on a WCA decision until a complete application is received.

Motion was made by Holthus, seconded by Weaver, to table Permit #2022-07, 54 Tiger Street, Ramsey, as detailed in the Barr Engineering memorandum dated July 16, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-11 ~ Rivenwick 4th Addition ~ Ramsey

Westby reviewed the July 14, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to eight conditions detailed in the memorandum.

Motion was made by Holthus, seconded by Weaver, to approve Permit #2022-11, Rivenwick 4th Addition, Ramsey subject to eight (8) conditions as detailed in the Barr Engineering memorandum dated July 14, 2022, noting that condition six must be satisfied before the permit would be issued. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

2022 Second Quarter Report

Kytonen presented the Year 2022 Second Quarter Report for the City of Andover.

Nelson presented the Year 2022 Second Quarter Report for the City of Anoka.

Westby presented the Year 2022 Second Quarter Report for the City of Ramsey.

Motion was made by Weaver, seconded by Holthus, to approve the Year 2022 Second Quarter Report for the City of Andover, City of Anoka, and City of Ramsey as presented. Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

2022 Second Quarter Report

Wozney provided a brief review of the second quarter report from ACD.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS

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

Schurbon provided a brief update on the activity that has taken place since the last meeting. He noted that the attorney group has completed its work on the bylaws and thus far, of the 20 entities, 12 have joined, 3 have declined, and the remainder are unknown. He stated that the first JPA entity meeting will take place the following week where election of officers and other start up duties will occur. He noted that this would be the last meeting to join in order to be a part of the start-up group but noted the WMO would still have the ability to join at any time in the future.

Werdien asked the three entities that declined joining. Schurbon replied that Crow Wing County, Hennepin County, and the Upper Rum River WMO have declined membership. He noted that Mille Lacs County will adopt the plan but will not join the JPA because of their ongoing litigation with the Mille Lacs Band of Ojibwe.

Weaver stated that his concern is with the DNR language which still exists. He stated that Anoka has requested bonding funds for the dam to be used as an invasive species barrier. He also provided details on the recreational value the dam provides to Anoka and on potential upgrades to the dam. He would like to wait to see what the DNR says about the improved features of the dam proposed. He stated that his decision to join the JPA would hinge upon the opinion of the DNR on the potential plans for the dam.

Schurbon asked if this item should then not occur on the agenda for a bit. Weaver stated that Anoka is meeting with members of the legislature on July 27, 2022, therefore he could support this remaining on the agenda for August.

Musgrove stated this is a lot of work and potentially all the funds could be spent upstream, which will still benefit the LRRWMO. Therefore, she was unsure there would be a need for the LRRWMO to join. She commented that the LRRWMO could always decide to join at a later date.

Weaver commented that the updates to the dam would make it more unique and provide benefit to Andover and Ramsey as well.

Motion was made by Weaver, seconded by Holthus, to postpone consideration of the Rum River Comprehensive Watershed Management Plan and related JPA until a time after the July 27, 2022 Anoka meeting with the legislature. Vote: 3 ayes, 0 nays. Motion carried.

Weaver left the meeting.

Update on Retention Policy and File Access

Wozney provided an update on the progress she has made since the last meeting. She expressed questions related to scanning and storage of documents. She stated that perhaps she could meet with Yager and Smith to further discuss the options of data storage.

Musgrove commented that this seems to be an update from the previous example policy and related list obtained from another watershed entity. She asked if the change in storage would apply going forward or whether the desire would be to go back and scan the old files as well.

Wozney commented that once the policy is updated, she believes the method would apply moving forward. She stated that she will follow up to determine the data storage needs, should this be implemented in order to provide more accurate cost estimates. Musgrove noted that the question would still need to be asked as to what would be done with the materials stored thus far.

ADJOURNMENT

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

Time of adjournment: 9:33 a.m.

Respectfully submitted,



Amanda Staple
Administrative Secretary

MEETING NOTICE

August 18, 2022 – 8:00 a.m.

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

PRELIMINARY REGULAR AGENDA*Agenda to be Finalized at Meeting*

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. July 21, 2022, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. 2023 Budget Resolution
- G. NEW BUSINESS
 - 1. Permit #2021-19 ~ Trott Brook Crossing ~ Ramsey
 - 2. Permit #2022-07 ~ 54 Tiger Street ~ Ramsey
 - 3. Permit #2022-12 ~ PACT Charter School New Campus ~ Ramsey
- H. CONSIDER COMMUNICATIONS ~ None
- 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. Consider Rum River Watershed Partnership Plan Adoption, JPA, and Bylaws ~ Schurbon
 - 2. Update on Retention Policy and File Access ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the August 18, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact **Becky Wozney at **763.434.2030 x14** or becky.wozney@anokaswcd.org for Zoom link information.**

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

Next Meeting: Regular meeting is September 15, 2022 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

AUGUST 18, 2022

CALL TO ORDER

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

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; Jeff Weaver, Anoka; and Valerie Holthus, Andover.

Voting members absent were: None.

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

APPROVE AGENDA

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

RESIDENT'S FORUM

None.

APPROVE MINUTES

July 21, 2022 Regular Meeting

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

FINANCE MATTERS

Treasurer's Report

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

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

Payment of Bills

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

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

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

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

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

2023 Budget Resolution

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

NEW BUSINESS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS

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

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

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

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

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

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

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

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

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

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

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

Update on Retention Policy and File Access

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

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

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

ADJOURNMENT

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

Time of adjournment: 9:20 a.m.

Respectfully submitted,



Amanda Staple
Administrative Secretary

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 18, 2022, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. Permit #2022-07 ~ 54 Tiger Street ~ Ramsey
 - 2. Permit #2022-12 ~ PACT Charter School New Campus ~ Ramsey
 - 3. Permit #2022-13 ~ Dutch Investment Summergate ~ Ramsey
 - 4. Permit #2022-14 ~ Trott Brook Crossing ~ Ramsey
 - 5. Cost Share Request for Riverbank Stabilization in Anoka
- H. CONSIDER COMMUNICATIONS ~ None
- 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. Rum River Watershed Plan ~ Wozney
 - 2. Update on Retention Policy and File Access ~ Wozney
 - 3. Memo for LRRWMO Support for Legislative Action on Anoka Dam
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the September 15, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact Becky Wozney at 763.434.2030 x14 or becky.wozney@anokaswcd.org for Zoom link information.

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

Next Meeting: Regular meeting is October 20, 2022 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

SEPTEMBER 15, 2022

CALL TO ORDER

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

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; Phil Rice, Anoka Alternate; and Valerie Holthus, Andover.

Voting member absent was: Jeff Weaver, Anoka.

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

APPROVE AGENDA

Motion was made by Holthus, seconded by Rice, to approve the September 15, 2022 agenda as presented.

Further discussion: Musgrove asked to change the order of the permits to consider #2022-12 as the first permit under that section. The Board agreed.

Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

August 18, 2022 Regular Meeting

Motion was made by Holthus, seconded by Musgrove, to approve the August 18, 2022 Regular Meeting minutes as presented. Vote: 3 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Musgrove stated that the Treasurer's Report was included in the packet for the period ending August 31, 2022. Account balances for the period were: Checking, \$124,919.36; less permit account balance of (\$41,744.81); less 2018 4th Generation Plan Reserve balance of (\$29,493.43), for a total balance of \$53,681.12.

Linton stated that he believed a revised assessment for the cities was going to be presented which would balance the budget to meet the concerns of Weaver. He stated that he did not see that in the packet. Musgrove stated that perhaps the revised version was approved at the last meeting. She stated that the Finance Director in Ramsey did receive the updated figures. Nelson noted that the City of Anoka received the updated information on August 15th.

Musgrove stated that she does have a question about the new permit for Trott Brook Crossing which was previously #2021-19. She was unsure if they were different permits, perhaps one for WCA and one for stormwater management. Linton replied that permit application #2022-14 was not signed by the City. He agreed that it would make sense to keep a wetland permit separate from a grading permit. He confirmed that the applicant is aware of the outstanding balance as the City meets with that developer weekly.

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

Payment of Bills

Musgrove presented the payment of bills for TimeSaver in the amount of \$895.75 (August secretarial services) and Barr Engineering in the amount of \$2,478.92 (July 16 – August 12, 2022).

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

NEW BUSINESS

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

Linton reviewed the September 12, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to nine conditions detailed in the memorandum. Linton stated that the purpose of the organization is to approve the water management plans and this Board does not address land use questions or appropriateness of land use.

Musgrove welcomed input from residents.

Jason Patrow, Ramsey resident, stated his concerns with how the water values were calculated as they are built off models and not as-built conditions. He referenced the culvert under Variolite and related slope which causes the water to be maintained for a longer period of time as the culvert cannot drain as intended. He stated that there has been additional housing built in the area that is lower than his home in elevation and he had concern that the water table would be increased.

Linton asked and received confirmation that the resident was using the most up to date plan set.

Patrow stated that he did verify that the elevation of his home was correct but noted that his neighbor's home is not shown on the plans, and it is not indicated as to the impact that would have. He stated that there are ordinances in place that specify the water table cannot be increased and the current plan increases the water table by 3.6 inches. He stated that this is a concern as properties are already close to flooding. He stated that because the Variolite culvert was installed incorrectly it does not allow proper drainage. He expressed concern about the water runoff from the church property and PACT property, noting that the retention pond cuts through the utility easement which is not allowed. He stated that the PACT property would drain into the easement and into the retention pond which was not designed for that purpose. He believed a number of items in the plan were being overlooked.

Linton referenced the memorandum from Barr Engineering noting that the difference in the modeling elevations are within the degree of engineering accuracy. He stated that the report is

based on engineering modeling to the best of their knowledge as a field survey of everything was not completed. He stated that he reviewed the plans as did Barr Engineering and they concur that the conclusions drawn are acceptable. He stated that the three inches of bounce is acceptable. He stated that if there are concerns with specific houses, there would need to be an as-built survey of those properties provided. He stated that the opinion of the City and Barr Engineering is that the project complies and can move forward.

Patrow provided details on the ordinance he believed were in violation. He expressed concern with the animals that habitat in that area and the impact that polluted runoff could have.

Obermeyer stated his understand that Blandings turtle protection would be triggered if a wetland were being disturbed and noted that this project does not propose disturbance to the wetland. He noted that his memorandum did include information on the Blandings turtle to ensure the contractor is aware of that situation. He stated that the habitat is not being altered as part of the wetland and therefore the DNR has indicated that their jurisdiction over that would not apply. He stated that currently that area drains directly to the wetland without any treatment and this project would improve that as the ponding basin would meet the required elements of water quality prior to discharge into the wetland. He noted that in terms of the home mentioned, the City regulates the floodplain, and he is in agreement with the comments of calculation of Linton. He stated that the numbers are within the degree of engineering accuracy.

Musgrove stated that the Board has the information based on the calculations as it typically uses and accepts for development. She stated this project would remove phosphorus and information was included on Blandings turtles, similar to the information included for other projects.

Linton stated that it would be difficult to prepare as-builts before the project is in the ground and therefore modeling is used based on the standards. He stated that the wetland Patrow referenced is not included in the modeled as that is part of County Ditch 66.

Patrow asked if the elevation of the culvert was considered when making these calculations. Linton confirmed that was taken into consideration.

Patrow provided input on his experience with the water issues and culvert when that was installed. He stated the water pushed towards his home faster than was able to flow. He was concerned with the potential for flooding of his basement. He asked what pushed the City to agree that this increase in the water table would be safe for residents. He did not believe 3.6 inches is an acceptable increase. He asked if there are other projects that have a retention pond elevated above wetlands and residential property. Linton was unsure that he could say anything that would please the residents and offered to take the discussion offline to further discuss their concerns with the project.

Patrow asked if there is concern from the Board on the easement or the drainage and utility easement that the pond will cover. Linton stated that this Board does not deal with land development issues and the issue of the easement falls to the City Council.

Patrow referenced the Blandings turtle guidelines which mentions that the buffer zone cannot be disturbed but noted that the retention pond sits within that area and vegetation would be removed along the southern side of the wetland. Linton stated that the plans will need to be updated to reflect the comments from Barr Engineering.

Holthus stated that there were different criteria that need to be met if the permit is approved. She asked if one of those conditions is to ensure a 50-foot buffer related to turtle habitat. Linton reviewed the condition that addresses that item.

Motion was made by Holthus, seconded by Rice, to approve Permit #2022-12, PACT Charter School New Campus, Ramsey, subject to nine (9) conditions as detailed in the Barr Engineering memorandum dated September 12, 2022. Vote: 3 ayes, 0 nays. Motion carried.

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

Linton reviewed the September 9, 2022 memo from Barr Engineering in which Barr Engineering indicated that the application is still incomplete.

Musgrove asked for direction on tabling versus placing the item on the wait list. She noted that sometimes applications continue to come forward that are not ready for review and she does not want to continue to review applications that are not ready for review. She was unsure that action would even be needed as the application is incomplete and asked if this could be placed on a wait list. Nelson noted that the item could go on the pending list which would not require Board action until the city requests it to come back.

Linton stated he understands that, but it is incumbent on the applicant to move speedily to getting the information in. He noted it is the expense of the applicant to have a memorandum prepared each month. He provided background information noting Connexus had to replan their route. He suggested giving the applicant another month for the review before moving it to the pending list.

Wozney stated that the WCA application has been extended for 60 days and if the applicant is not prepared prior to that deadline, she could follow up with the applicant and determine if they would like to pull their request.

Motion was made by Holthus, seconded by Rice, to table Permit #2022-07, 54 Tiger Street, Ramsey, as detailed in the Barr Engineering memorandum dated September 9, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-13 ~ Dutch Investment Summergate ~ Ramsey

Linton reviewed the September 9, 2022 memo from Barr Engineering in which Barr Engineering states that because of late submittals, the Technical Evaluation Plan site review is scheduled for September 29, 2022 and a recommendation will be provided to the Board after the end of the comment period on October 7, 2022.

Motion was made by Rice, seconded by Holthus, to table Permit #2022-13, Dutch Investment Summergate, Ramsey, as detailed in the Barr Engineering memorandum dated September 9, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-14 ~ Trott Brook Crossing ~ Ramsey

Linton reviewed the September 12, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to ten conditions detailed in the memorandum.

Tracey Rust was present via telephone on behalf of the applicant to answer any questions.

Musgrove asked how the ponds would be constructed in conjunction with the phasing of the project. Linton stated that in his opinion, the ponds would need to be in place downstream of the grading proposed. He stated that they have only seen high level schematics of the phasing. He believed the developer would only like to complete grading for the phasing being completed, but the City and WMO would require the ponding in place downstream to support that phase.

Rust stated that there are five phases for the overall development, but grading would not be completed in five phases. She stated that grading would be completed in two to three phases. She acknowledged that the land would be vulnerable once opened and they would have the correct ponding in place to support the phase one development while the ponds for the later phases would come at a later date. She stated that they would like to begin phase one grading and the creation of the ponds this fall.

Motion was made by Holthus, seconded by Rice, to approve Permit #2022-14, Trott Brook Crossing, Ramsey, subject to ten (10) conditions as detailed in the Barr Engineering memorandum dated September 12, 2022. Vote: 3 ayes, 0 nays. Motion carried.

Cost Share Request for Riverbank Stabilization in Anoka

Wagner clarified that although the agenda states cost-share request, this is not a request of new funds as these funds have been budgeted. He reviewed the September 7, 2022 memo from ACD in which ACD provides details on the proposed streambank stabilization projects and asks that the LRRWMO endorse the proposed use of the cost share funds up to \$1,000 on each of the project sites. He noted that one of the project sites is Rice's property for disclosure. He was unsure that a motion would be needed but requested the endorsement of the Board for the use of the funds.

Musgrove thanked Wagner for sharing the information even though it was not required. She stated it is great news that the funds can be used for the purpose allocated.

Rice stated that he would abstain from the discussion.

Wozney noted this was just informational as the funds were already allocated for this purpose. She stated that if any of the Board members would like to see the work in action, ACD would be willing to facilitate that.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS

Rum River Watershed Plan

Wozney stated the work plan is currently being reviewed and that Board will be voting in September. She stated that ACD does not plan to request funds from that bigger watershed pot and will make a request from the metro pot of funds.

Update on Retention Policy and File Access

Wozney stated that she was able to open a Gmail account with a password and email. She noted the account would be open to the Board and staff. She provided a copy of the records retention policy and schedule and noted that she and TimeSaver would begin that process and moving the files to the Gmail account.

Memo for LRRWMO Support for Legislative Action on Anoka Dam

Wozney presented the final draft of the letter from the City of Anoka for the bonding session, whether that is a special session or next session. She stated that at the previous meeting Weaver had asked that the Board support this process and therefore she drafted a potential motion for consideration of the Board.

Motion was made by Holthus, seconded by Rice, to support the proposed legislation being pursued by the City of Anoka and area State Legislators to improve the safety and functionality of the City of Anoka Dam on the Rum River. Vote: 3 ayes, 0 nays. Motion carried.

ADJOURNMENT

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

Time of adjournment: 9:09 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 15, 2022, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. Permit #2022-07 ~ 54 Tiger Street ~ Ramsey
 - 2. Permit #2022-13 ~ Dutch Investment Summergate ~ Ramsey
 - 3. Permit #2022-15 ~ Rum River Woodbury House Riverbank Stabilization ~ City of Anoka
 - 4. Permit #2022-16 ~ Lil Explorers Daycare ~ Ramsey
 - 5. Permit #2022-17 ~ Kelsey Round Lake Park ~ City of Andover
 - 6. Permit #2022-18 ~ Dalske Woodlands Boardwalk ~ City of Andover
 - 7. Permit #2022-19 ~ 161st Avenue Reconstruction ~ City of Andover
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. 2022 Third Quarter Reports ~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. 2022 Third Quarter Report
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Update Rum River Watershed Plan ~ Wozney
 - 2. Retention Policy ~ Wozney
 - 3. Update on LRRWMO Support for Legislative Action on Anoka Dam ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the October 20, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact Becky Wozney at 763.434.2030 x14 or becky.wozney@anokaswcd.org for Zoom link information.

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

Next Meeting: Regular meeting is November 17, 2022 – at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

OCTOBER 20, 2022

CALL TO ORDER

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

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; and Valerie Holthus, Andover.

Voting members absent were: Jeff Weaver, Anoka.

Also present were: Deputy Treasurer Lori Yager, Ramsey Civil Engineer IV Leonard Linton, Anoka Public Works Director Mark Anderson, Andover Natural Resources Technician Kameron Kytönen, Lydia Voth of Anoka Conservation District, Becky Wozney of Anoka Conservation District, and Colleen Werdien of Anoka Conservation District.

APPROVE AGENDA

Musgrove requested to add an item under Other Business, Reporting Attendance.

Motion was made by Holthus, seconded by Musgrove, to approve the October 20, 2022 agenda as amended. Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

September 15, 2022 Regular Meeting

Motion was made by Holthus, seconded by Musgrove, to approve the September 15, 2022 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Yager presented the Treasurer's Report for the period ending September 30, 2022. Account balances for the period were: Checking, \$154,599.57; less permit account balance of (\$42,032.51); less 2018 4th Generation Plan Reserve balance of (\$29,493.43), for a total balance of \$83,073.63.

Yager provided an update on the QuickBooks software and recommendation for higher security checks for printing. Musgrove asked if there are other checks leftover. Yager confirmed that there are handwritten checks but those cannot be used with QuickBooks.

Motion was made by Holthus, seconded by Musgrove, to accept the Treasurer's Report for the period ending September 30, 2022, order the high security checks, and authorize use of QuickBooks as a client.

Further discussion: Musgrove asked if all payments from the cities have been received. Yager confirmed that all payments from the cities have been received.

Vote: 2 ayes, 0 nays. Motion carried.

Linton stated that if the payment for #2021-19 is not received prior to the next meeting, he would like to know. He noted that applicant will be coming forward with a permit and that should be paid prior.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$852.02 (September secretarial services), Barr Engineering in the amount of \$4,914.50 (August 12 – September 9, 2022), Anoka Conservation District in the amount of \$2,023 (third quarter LRRWMO admin), RTY Consulting in the amount of \$1,912.50 (third quarter Deputy Treasurer), and Kennedy and Graven in the amount of \$54.90 (May legal services).

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

OUTSTANDING ITEMS/TASK CHECKLIST

Citizen Advisory Committee

Lydia Voth reviewed the different outreach ideas they have considered and then reviewed with the CAC members. She noted that input was received from the CAC, ACD and City technical staff in order to rank the list of outreach options. She reviewed the different options as ranked and asked the Board for input. She noted that the next step would be to create a final plat with a scheduled calendar format for subsequent years.

Musgrove commented that she would find it helpful to know the number of attendees and votes. She asked for additional input on the expectation of the CAC to accomplish some of these goals. She wanted to ensure there was clear understanding of the role and capacity of the WMO. She asked if the Board would be invited to the CAC meetings, or whether the desire is not to have the Board attend. Voth believed that about ten people attended the CAC meeting. She commented that she does have the number of votes as well but left that out of the presentation in order to keep it shorter. She explained how the prioritization was done and noted that she could send the spreadsheet to the Board if desired. She commented that she does not have a problem with the Board attending the CAC meetings. She stated that they did discuss the scope of the WMO during the CAC meeting.

Wozney agreed the role of the WMO is limited and that was explained and refocused towards education. She commented that this would be over a ten-year period.

Musgrove agreed that the biggest things will be education based.

Voth noted this will be back in November with a more concise version of the final plan.

NEW BUSINESS

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

Linton reviewed the October 14, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO hold off on a WCA decision until a complete application is received. There is no need to issue an extension since a complete application has not yet been

received and a WCA Notice of Application has not yet been submitted. He noted that he will follow up with the applicant to determine if they would like to withdraw the application.

Motion was made by Holthus, seconded by Musgrove, to table Permit #2022-07, 54 Tiger Street, Ramsey, as detailed in the Barr Engineering memorandum dated October 14, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-13 ~ Dutch Investment Summergate ~ Ramsey

Linton reviewed the October 14, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and revised types as documented in the draft WCA Notice of Decision.

Motion was made by Holthus, seconded by Musgrove, to approve the wetland boundaries and revised types as documented in the WCA Notice of Decision for Permit #2022-13, Dutch Investment Summergate, as detailed in the Barr Engineering memorandum dated October 14, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-15 ~ Rum River Woodbury House Riverbank Stabilization ~ City of Anoka

Anderson reviewed the October 14, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the no wetland determination with the revised evaluation area as documented in the draft WCA Notice of Decision.

Motion was made by Holthus, seconded by Musgrove, to approve the no wetland determination with the revised evaluation area as documented in the WCA Notice of Decision for Permit #2022-15, Rum River Woodbury House Riverbank Stabilization, as detailed in the Barr Engineering memorandum dated October 14, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-16 ~ Lil Explorers Daycare ~ Ramsey

Linton reviewed the October 13, 2022 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 Holthus, seconded by Musgrove, to approve Permit #2022-16, Lil Explorers Daycare, Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated October 13, 2022.

Further discussion: Musgrove asked for details on traffic. Linton stated that Anoka County provided input on the traffic related to Bunker and Ramsey Boulevard, noting that there would be right-in/right-out entrance and exit.

Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-17 ~ Kelsey Round Lake Park ~ City of Andover

Kytonen reviewed the October 14, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO decision be made at the November meeting after the comment period ends.

LRRWMO Permit #2022-18 ~ Dalske Woodlands Boardwalk ~ City of Andover

Kytonen reviewed the October 14, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO decision be made at the November meeting after the comment period ends.

LRRWMO Permit #2022-19 ~ 161st Avenue Reconstruction ~ City of Andover

Kytonen reviewed the October 14, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO decision be made at the November meeting after the comment period ends.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Kytonen presented the Year 2022 Third Quarter Report for the City of Andover.

Anderson presented the Year 2022 Third Quarter Report for the City of Anoka.

Linton presented the Year 2022 Third Quarter Report for the City of Ramsey.

Motion was made by Holthus, seconded by Musgrove, to approve the Year 2022 Third Quarter Report for the City of Anoka, City of Andover, and City of Ramsey, as presented. Vote: 2 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

2022 Third Quarter Report

Wozney reviewed the Year 2022 Third Quarter Report for ACD. She noted the low water levels because of the drought conditions.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST (Continued)

Wozney reviewed the outstanding items and task checklist.

Musgrove commented on all the work that was accomplished this year.

Linton stated that it would be nice to have pictures at the next meeting of the work that was done on Rum and Mississippi.

OTHER BUSINESS

Update Rum River Watershed Plan

Wozney stated that this group continues to meet, and she was including this for information purposes so that the Board can stay informed on what they are doing.

Retention Policy

Wozney reported that they will begin loading things onto the Google Cloud next week beginning with financial statements.

Musgrove asked if the retention policy could be updated onto the website. Wozney confirmed she could do that.

Reporting Attendance

Musgrove commented on the importance of attending the LRRWMO meetings as there are impacts to developer schedules if the monthly meeting cannot be held. She noted that in Ramsey it is the responsibility of the appointed member to alert the alternate if they are unable to attend a meeting. She asked for clarification on the regulations related to those that can be appointed to the Board.

Linton provided clarification, explaining that in the past staff members were the members of the Board but at some time there was a change to not allow staff members. He believed that elected officials or a resident could be appointed to the Board. He agreed that it is very important that the Board meets regularly monthly in order for development projects to continue to move forward.

Musgrove asked for clarification on the State law that relates to those that can be appointed to the Board. Wozney confirmed that she would add that to the next agenda for follow up.

Holthus noted that she will no longer be an elected official at the end of the year as she is not running for reelection. She asked if it has been considered to expand the number of members on the Board. Wozney replied that there are three member cities, therefore there should only be three members. She asked if Holthus would be interested in staying on the Board. Holthus replied that she would be interested, but that would be dependent upon the appointments made by the Andover City Council.

Wozney stated she will gather information and bring this back to the next meeting for continued discussion.

ADJOURNMENT

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

Time of adjournment: 9:18 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 20, 2022, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Discuss RFPs for Engineering, Legal, and Water Monitoring/Management Work Plan
- G. NEW BUSINESS
 - 1. Permit #2022-07 ~ 54 Tiger Street ~ Ramsey
 - 2. Permit #2022-09R ~ Legacy of Petersen Farms ~ Andover
 - 3. Permit #2022-16 ~ Lil Explorers Daycare ~ Ramsey
 - 4. Permit #2022-17 ~ Kelsey Round Lake Park ~ City of Andover
 - 5. Permit #2022-18 ~ Dalske Woodlands Boardwalk ~ City of Andover
 - 6. Permit #2022-19 ~ 161st Avenue Reconstruction ~ City of Andover
 - 7. Permit #2022-21 ~ Ramsey COR Wetland Analysis ~ City of Ramsey
 - 8. Permit #2022-22 ~ Graco Anoka Plant Expansion ~ Anoka
 - 9. Permit #2022-23 ~ Anoka Retail ~ Anoka
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
 - 1. Citizen Advisory Committee
- M. OTHER BUSINESS
 - 1. Retention Policy ~ Wozney
 - 2. Reporting Attendance ~ Musgrove
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the November 17, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact [Becky Wozney at 763.434.2030 x14](tel:763.434.2030) or becky.wozney@anokaswcd.org for Zoom link information.

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

Next Meeting: Regular meeting is December 15, 2022 – at 8:00 a.m.

**** PLEASE POST ****

PUBLIC WELCOME TO ATTEND

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

NOVEMBER 17, 2022

CALL TO ORDER

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

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; and Jeff Weaver, Anoka.

Voting members absent were: Valerie Holthus, Andover.

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

APPROVE AGENDA

Motion was made by Weaver, seconded by Musgrove, to approve the November 17, 2022 agenda as presented. Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

October 20, 2022 Regular Meeting

Weaver noted that he was not present at the October meeting and therefore did not believe action could be taken at this meeting.

Motion was made by Weaver, seconded by Musgrove, to table the October 20, 2022 Regular Meeting minutes to the next meeting. Vote: 2 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Yager presented the Treasurer's Report for the period ending October 31, 2022. Account balances for the period were: Checking, \$161,927.03; less permit account balance of (\$43,021.31); less 2018 4th Generation Plan Reserve balance of (\$29,493.43), for a total balance of \$89,412.29.

Musgrove asked if the insurance premium increased, noting that is showing higher than the amount budgeted. Yager confirmed that is correct. She noted that she adjusted that amount in the 2023 budget to reflect the new cost.

Musgrove referenced a water restoration cost of \$625 and asked for details. Wozney commented that was the LRRWMO portion of the streambank restoration project completed. Yager will provide additional details at the next meeting. Musgrove referenced the Rum River water quality monitoring which shows a negative balance in the year-to-date amount and asked for details. Yager noted that there must have been a credit of some sort and noted that she could also provide additional details on that item.

Motion was made by Weaver, seconded by Musgrove, to accept the Treasurer's Report for the period ending October 31, 2022. Vote: 2 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$1,043.31 (October secretarial services) and Barr Engineering in the amount of \$3,158.75 (September 10 – October 7, 2022).

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

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

Yager provided details on the three RFPs that would be put out as required biannually. She stated that they would be posted on November 28th and welcomed any changes the Board may suggest.

Musgrove asked why four written proposals would be required for professional services, noting that the Board has requested electronic submissions. Yager confirmed that could be changed. Musgrove noted language related to 3rd and 4th Generation Plans and advised that language should be updated. She noted on the request for water monitoring, the page numbers are not correct and provided additional grammatical suggestions. Wozney suggested that she, Yager, and Schurbon meet to review the language.

Yager provided details on the timelines for the RFPs. She noted that the legal and professional services should move forward, while the water monitoring could be postponed to the next meeting.

Motion was made by Musgrove, seconded by Weaver, to approve the RFP for legal and professional services with the noted changes and direct staff to bring back the RFP for water monitoring to the December meeting. Vote: 2 ayes, 0 nays. Motion carried.

Obermeyer stated that there will be a change in the Barr Engineering team going forward, as he has been stepping back over the past few years. He noted that the new staff members would be highly capable in handling the engineering duties for the LRRWMO.

NEW BUSINESS

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

Linton reviewed the November 12, 2022 memo from Barr Engineering in which Barr Engineering stated that if the applicant is not planning to submit revised plans soon, and because they have not

received any updated information for several months, it might be helpful to place this permit application in the pending section of the agenda until a revised application is received.

Motion was made by Musgrove, seconded by Weaver, to move Permit #2022-07, 54 Tiger Street, Ramsey, to the pending list as detailed in the Barr Engineering memorandum dated November 12, 2022. Vote: 2 ayes, 0 nays. Motion carried.

FINANCE MATTERS (Continued)

TimeSaver 2023 Addendum

Yager presented the proposed 2023 addendum.

Musgrove asked if an RFP is required for this service. Yager did not believe this service was required to follow that process. Wozney commented that TimeSaver has done a great job loading things into the cloud and these seem to be reasonable increases.

Weaver commented that TimeSaver does an outstanding job.

Motion was made by Weaver, seconded by Musgrove, to approve the TimeSaver 2023 Addendum. Vote: 2 ayes, 0 nays. Motion carried.

NEW BUSINESS (Continued)

LRRWMO Permit #2022-09R ~ Legacy at Peterson Farms ~ Andover

Kytonen reviewed the November 10, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue this item and to extend the review period by 60 days.

Obermeyer commented that the Board should formally continue the application and extend the 60-day review period.

Motion was made by Weaver, seconded by Musgrove, to continue Permit #2022-09R, Legacy at Peterson Farms, Andover, and extend the review period by 60 days as detailed in the Barr Engineering memorandum dated November 10, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-17 ~ Kelsey Round Lake Park ~ City of Andover

Kytonen reviewed the November 12, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and types as documented in the draft WCA Notice of Decision.

Musgrove asked when this project would occur. Kytonen stated that would depend upon the review process, design, and cost. He noted that the City of Andover received a grant for this project and may begin on some of the work this winter.

Weaver referenced the boardwalk along Crosstown and asked the lifespan of that type of structure. Kytonen commented that was built in a similar process and the lifespan would exceed 30 years. Weaver asked how people are kept on the boardwalk. Kytonen commented that there is a slight rise on the edges to keep people on the boardwalk.

Motion was made by Weaver, seconded by Musgrove, to approve the wetland boundaries and types as documented in the WCA Notice of Decision for Permit #2022-17, Kelsey Round Lake Park, City of Andover, as detailed in the Barr Engineering memorandum dated November 12, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-18 ~ Dalske Woodlands Boardwalk ~ City of Andover

Kytonen reviewed the November 12, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the revised wetland boundaries and types as documented in the draft WCA Notice of Decision.

Motion was made by Weaver, seconded by Musgrove, to approve the revised wetland boundaries and types as documented in the WCA Notice of Decision for Permit #2022-18, Dalske Woodlands Boardwalk, City of Andover, as detailed in the Barr Engineering memorandum dated November 12, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-19 ~ 161st Avenue Reconstruction ~ City of Andover

Kytonen reviewed the November 12, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and types as documented in the draft WCA Notice of Decision.

Motion was made by Musgrove, seconded by Weaver, to approve the wetland boundaries and types as documented in the WCA Notice of Decision for Permit #2022-19, 161st Avenue Reconstruction, City of Andover, as detailed in the Barr Engineering memorandum dated November 12, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-20 ~ Tulip Street Site ~ Andover

Kytonen reviewed the November 12, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO hold off on a decision to allow for additional TEP communication while the comment period is still open, noting that the comment period expires on November 18, 2022.

Motion was made by Weaver, seconded by Musgrove, to table Permit #2022-20, Tulip Street Site, Andover, as detailed in the Barr Engineering memorandum dated November 12, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-21 ~ Ramsey COR Wetland Analysis ~ City of Ramsey

Linton reviewed the November 12, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO hold off on a decision to allow for additional TEP review while the comment period is still open noting that the comment period expires on November 23, 2022.

Motion was made by Weaver, seconded by Musgrove, to table Permit #2022-21, Ramey COR Wetland Analysis, City of Ramsey, as detailed in the Barr Engineering memorandum dated November 12, 2022. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-22 ~ Graco Anoka Plant Expansion ~ Anoka

Nelson reviewed the November 12, 2022 memo from Barr Engineering in which Barr Engineering states that the comment period is still open until December 5, 2022. A recommendation will be provided to the Board after the end of the comment period.

Motion was made by Weaver, seconded by Musgrove, to table Permit #2022-22, Graco Anoka Plant Expansion, Anoka, as detailed in the Barr Engineering memorandum dated November 12, 2022. Vote: 2 ayes, 0 nays.

Further discussion: Weaver asked why these items are appearing on the agenda when they are not ready for consideration. Wozney stated that if there were questions the Board could address them at this time before the comment period expires.

Motion carried.

LRRWMO Permit #2022-23 ~ Anoka Retail ~ Anoka

Nelson reviewed the November 10, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue this item until the review is completed by Barr Engineering review is completed and a recommendation is provided.

Motion was made by Weaver, seconded by Musgrove, to table Permit #2022-23, Anoka Retail, Anoka, as detailed in the Barr Engineering memorandum dated November 10, 2022. Vote: 2 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist and draft calendar.

Musgrove thanked Wozney for putting the report together and believed there was a tour to be held in 2023, noting it is shown for 2024. She noted a water monitoring shown for Andover High School and asked if both the Anoka and Andover schools conduct monitoring. She noted that Anoka is missing from that item. It was noted that both schools should be reflected.

The Board provided input on the no wake language and how that should be reflected. It was noted that enforcement does not fall to the LRRWMO.

Nelson referenced the funding shown for the tour and asked for details. He noted that typically the City of Anoka provides the boat, which is becoming harder to reserve. He asked if those funds

would be used to rent a boat. Wozney agreed that renting a boat would make sense. Musgrove also agreed that the LRRWMO should not continue to assume Anoka could provide a boat. Weaver agreed that the City of Anoka boat is not set up for tours. Wozney commented that Schurbon estimated this budget and believed it included a cost to rent at least two boats.

Motion was made by Weaver, seconded by Musgrove, to approve the calendar with the noted changes. Vote: 2 ayes, 0 nays. Motion carried.

OTHER BUSINESS

Reporting Attendance

Wozney stated that Holthus did not run for reelection and therefore appointment was discussed at the last meeting. She stated the power is delegated to the member city to appoint a representative to the Board, and therefore if appointed by the City Council, Holthus could be reappointed.

Musgrove described the process that Ramsey follows to appoint members, noting that Councilmembers are appointed to these positions. She commented that there are inconsistencies in the language as there is implication that an elected person should hold the position but recognized that is not spelled out as a requirement. She believed that having input from an attorney would make the document work better. She noted the end period noted of 2025. Linton provided additional input noting that the JPA is reviewed and extended every ten years.

Weaver stated that perhaps the attorney for Andover and Anoka should review the JPA language to provide input.

Musgrove commented that as written a city could appoint anyone as a representative noting that the person would not even have to live within the boundaries of the WMO.

Weaver stated that he would want to ensure there is language that the packet is sent to both the representative and alternative. He noted that it would also be the responsibility of the representative to alert the alternative if they cannot attend.

Nelson noted that if the City Attorney for Anoka and Andover is used, that would be billed to a member city and asked if it would be more appropriate for the WMO Attorney to review the document. Wozney confirmed that she would have the WMO Attorney review the JPA documents and report back to the Board.

Musgrove stated that she believed that this would be a six-month project, beginning in the second quarter of 2023.

Kytonen asked if Andover could move forward with the process to reappoint Holthus. Musgrove confirmed that would be fine as it is allowed in the current JPA.

Retention Policy

Wozney provided a brief update, noting that the retention policy has been uploaded to the website. She noted that permits continue to be transferred to the new cloud account by TimeSaver.

ADJOURNMENT

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

Time of adjournment: 9:27 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amanda Staple". The signature is fluid and cursive, with a long horizontal stroke at the end.

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 20, 2022, Regular Meeting
 - 2. November 17, 2022, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Discuss RFPs for Water Monitoring/Management Work Plan
- G. NEW BUSINESS
 - 1. Permit #2022-09R ~ Legacy at Petersen Farms ~ Andover
 - 2. Permit #2022-20 ~ Tulip Street Site ~ Andover
 - 3. Permit #2022-21 ~ Ramsey COR Wetland Analysis ~ City of Ramsey
 - 4. Permit #2022-22 ~ Graco Anoka Plant Expansion ~ Anoka
 - 5. Permit #2022-23 ~ Anoka Retail ~ Anoka
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
 - 1. Citizen Advisory Committee
- M. OTHER BUSINESS
 - 1. JPA Review ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the December 15, 2022 Lower Rum River WMO meeting by Zoom 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.

Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact Becky Wozney at 763.434.2030 x14 or becky.wozney@anokaswcd.org for Zoom link information.

Pending: *Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan*
Permit #2019-09 ~ Surface Water Resource Mgm. Plan Update ~ City of Anoka
Permit #2022-07 ~ 54 Tiger Street ~ Ramsey

Next Meeting: *Regular meeting is January 19, 2023 – at 8:00 a.m.*

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

DECEMBER 15, 2022

CALL TO ORDER

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

ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; Jeff Weaver, Anoka; and Valerie Holthus, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Lori Yager, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, Bob Obermeyer of Barr Engineering, Andover Natural Resources Technician Kameron Kytonen, Colleen Werdien of Anoka Conservation District, and Becky Wozney of Anoka Conservation District.

APPROVE AGENDA

Motion was made by Holthus, seconded by Weaver, to approve the December 15, 2022 agenda as presented. Vote: 3 ayes, 0 nays.

Further discussion: Musgrove requested to add an item related to the website under Other Business. The Board agreed.

Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

October 20, 2022 Regular Meeting

Motion was made by Holthus, seconded by Musgrove, to approve the October 20, 2022 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 abstain (Weaver). Motion carried.

November 17, 2022 Regular Meeting

Motion was made by Weaver, seconded by Musgrove, to approve the November 17, 2022 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 abstain (Holthus). Motion carried.

FINANCE MATTERS

Treasurer's Report

Yager presented the Treasurer's Report for the period ending November 30, 2022. Account balances for the period were: Checking, \$160,066.66; less permit account balance of (\$47,371.79); less 2018 4th Generation Plan Reserve balance of (\$29,493.43), for a total balance of \$83,201.44.

Motion was made by Weaver, seconded by Holthus, to accept the Treasurer's Report for the period ending November 30, 2022. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$1,038.27 (November secretarial services), Barr Engineering in the amount of \$3,443.88 (September 30 – November 4, 2022), MN Department of Administration in the amount of \$108 (legal and engineering publication).

Musgrove asked about the length of the postings. Yager stated that the information is posted once, and postings are done every two weeks. She noted that she has already received inquiries about the postings.

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

Discuss RFPs for Water Monitoring/Management Work Plan

Yager stated that this proposal was included in the Board packet, noting that Schurbon updated the information. She stated that the suggested changes of the Board have been incorporated.

Musgrove noted that the page numbers still need to be updated. She also noted a task that is designated to the Chair, and it was determined that the language "or their designee" should be added. Wozney stated that should be verified with Schurbon as the language may be required under statute.

Yager stated this is being posted each year, but the WMO is only required to post this as an RFP every other year while the annual contract could be reviewed annually. The Board agreed to follow that process.

Motion was made by Holthus, seconded by Weaver, to post the RFP. Vote: 3 ayes, 0 nays. Motion carried.

Yager stated that there were some items from the last meeting that she addressed in the memorandum within the Board packet and provided a brief overview. Musgrove asked Schurbon to review the information to provide additional details on the matching funds.

NEW BUSINESS

LRRWMO Permit #2022-09R ~ Legacy at Petersen Farms ~ Andover

Kytonen reviewed the December 17, 2022 memo from Barr Engineering in which Barr Engineering stated that at the November 17th meeting the LRRWMO extended the 60-day review time period in accordance with the requirements of MN Statutes 15.99. The applicant has requested that the review of this item be continued at the LRRWMO December meeting as they are still addressing the review comments of the City and the questions/comments based on the review of Barr Engineering. He noted that this is an update, and no action is needed.

LRRWMO Permit #2022-20 ~ Tulip Street Site ~ Andover

Kytonen reviewed the December 9, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the revised wetland boundaries as described in the draft Notice of Decision.

Motion was made by Holthus, seconded by Weaver, to approve the revised wetland boundaries as described in the Notice of Decision for Permit #2022-20, Tulip Street Site, Andover, as detailed in the Barr Engineering memorandum dated December 9, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-21 ~ Ramsey COR Wetland Analysis ~ City of Ramsey

Westby reviewed the December 9, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO extend the comment period until January 6, 2023 and issue an extension of the WCA decision until January 19, 2023 to allow for the incidental wetland evaluation and documentation to be completed.

Motion was made by Weaver, seconded by Holthus, to extend the comment period until January 6, 2023 and issue an extension on the WCA decision until January 19, 2023 to allow for Permit #2022-21, Ramsey COR Wetland Analysis, City of Ramsey, as detailed in the Barr Engineering memorandum dated December 9, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-22 ~ Graco Anoka Plant Expansion ~ Anoka

Nelson reviewed the December 9, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and types as documented in the draft WCA Notice of Decision.

Motion was made by Weaver, seconded by Holthus, to approve the wetland boundaries and types as documented in the WCA Notice of Decision for Permit #2022-22, Graco Anoka Plant Expansion, Anoka, as detailed in the Barr Engineering memorandum dated December 9, 2022. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2022-23 ~ Anoka Retail ~ Anoka

Nelson reviewed the November 29, 2022 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to eight conditions detailed in the memorandum.

Motion was made by Holthus, seconded by Weaver, to approve Permit #2022-23, Anoka Retail, Anoka, subject to eight (8) conditions as detailed in the Barr Engineering memorandum dated November 29, 2022. Vote: 3 ayes, 0 nays. Motion carried.

Weaver noted that within the packet he does see the conditions but does not see the full memorandum with the Barr Engineering letterhead. Obermeyer stated that the full letter was provided to the WMO and advised that he could provide an additional copy. It was suggested that the memorandum be provided with the minutes for record keeping.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist. She noted that she did follow up and both high schools do complete monitoring, but one school purchased their own equipment and completes the monitoring on its own. Weaver requested that staff reach out to determine if the school would share its results.

Citizen Advisory Committee

No comments.

OTHER BUSINESS

JPA Review

Wozney stated that she made contact with the WMO attorney to alert them that the Board would like a review of the JPA. She stated that she also reached out to different WMOs about appointments and noted that there is a lot of flexibility to the cities in how they choose to appoint.

Musgrove commented that the Board should discuss the JPA more in depth in the first quarter of 2023.

Website Discussion

Musgrove acknowledged the amount of work that is put into the website and stated that perhaps those actions should be recapped monthly. Wozney commented on a river video that was recently added to the website.

ADJOURNMENT

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

Time of adjournment: 8:49 a.m.

Respectfully submitted,



Amanda Staple
Administrative Secretary