

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JANUARY 18, 2024

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/Public Works Director Bruce Westby, Anoka Engineering Technician Ben Nelson, Andover Natural Resources Technician Kameron Kytonen, Heather Lau of Barr Engineering, 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 January 18, 2024 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

December 21, 2023 Regular Meeting

Motion was made by Holthus, seconded by Weaver, to approve the December 21, 2023 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 December 31, 2023. Account balances for the period were: Checking, \$157,755.07; less permit account balance of (\$35,582.80); less Generation Plan reserves of (\$29,493.43), for a total balance of \$92,678.84.

Weaver noted an inconsistency of \$1,000 between the available balance shown in the printed agenda and that presented by Yager. Yager clarified that the correct balance was \$93,678.84.

Musgrove referenced a miscellaneous amount of \$77 and asked for clarification. Yager reported that is a refund from the League of Minnesota Cities for the WMO's insurance.

Motion was made by Weaver, seconded by Holthus, to accept the Treasurer's Report for the period ending December 31, 2023. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$705.52 (December 2023 secretarial services), RTY Consulting in the amount of \$2,890 (4th quarter 2023 accounting services), and League of Minnesota Cities in the amount of \$2,609 (annual insurance premium).

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

NEW BUSINESS

LRRWMO Permit #2023-19 ~ CSAH 9 Reconstruction ~ Andover

Kytonen reviewed the January 12, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to 14 conditions detailed in the memorandum.

Lau provided a brief overview of some of the proposed conditions of approval and details of the review that Barr Engineering completed.

Motion was made by Holthus, seconded by Weaver, to approve Permit #2023-19, CSAH 9, Andover, subject to 14 conditions as detailed in the Barr Engineering memorandum dated January 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2023-22 ~ Trunk Watermain Imp. ~ City of Ramsey

Westby provided details on the permit request and project. He stated that the request was for a no-loss determination under WCA. He stated that there were some issues with submittals as Linton is out on medical leave and therefore staff will work to resolve those issues.

Wozney commented that she did not believe that there would be an issue with the no-loss determination once the required submittals are received. She was confident that this would be ready for a decision at the February meeting. She stated that no action is necessary at this meeting.

Westby commented that the City does have a contractor onboard that is ready to start this spring and Ramsey will do everything necessary to have this prepared for the February agenda. He stated that he was also made aware that an erosion control permit would be needed for the project as well, which he plans to have ready for that meeting as well. He confirmed that this delay would not have an impact on the proposed project schedule.

Update to the "Resolution of Administration of the Wetland Construction Act (WCA)"

Wozney reviewed her January 2, 2024 memorandum and stated that based on working with over a dozen LGUs for the past 25 years, her opinion would be to designate the purely technical decisions to be made by the designated consultant. These decisions are generally not controversial and are time-sensitive since applicants are at a standstill until these are approved. Keeping the remaining decisions with the Board of Managers would be appropriate. She reviewed the proposed changes.

Weaver stated that the only concern that he would have would be that it would take away the ability for a concerned resident to have a voice. He stated that it would be helpful to have examples to better support his decision. He asked if that would eliminate the notification that would typically be provided to neighboring properties. Wozney replied that notice would still be provided for applications. She noted that the resolution would need to be updated either way and she could develop a template for the alternative as well.

Musgrove agreed that this needs to be updated and agreed with the comments expressed by Weaver. She asked how the public would be made aware of these requests. She stated that if the administrative approval is provided, she would still like the Board to be made aware of the approvals. She also agreed that it would be helpful to have the examples as mentioned by Weaver. She stated that it would also be helpful to have potential positive and negative impacts of the decision to consider.

Weaver stated that there were concerned neighbors on Lake Itasca that spoke to the WMO and stated that if there were something to be approved administratively, he would want it to be transparent for residents. Wozney stated that she can gather that information to continue discussion on this topic, providing two templates for the Board to consider. Weaver commented that he is not against administrative approval of certain items, but just wants to ensure things would remain transparent and there would not be an unintended negative effect for residents.

City of Andover – Project Closeout/Return of Remaining Permit Escrows

Kytonen reviewed his requests for project closeout and return of remaining permit escrows.

Weaver stated that a refund is being requested but the letter does not include the actual dollar amounts, acknowledging that Yager will be able to determine those amounts. Kytonen agreed that in the future he could include those dollar amounts in his letter.

Musgrove asked if Ramsey and Anoka include dollar amounts in their closeout letters. Westby commented that to the best of his knowledge Ramsey does not include dollar amounts. He asked if calling Yager to request those dollar amounts would cause an additional charge against those permits for that time. Nelson commented that Anoka does not include the dollar amounts in its closeout letters. He stated that perhaps they could use the spreadsheet from the previous packet to determine those dollar amounts.

Motion was made by Holthus, seconded by Weaver, to approve the closeout and return of remaining escrow for Permits #2017-29 Norlex Turf Black Dirt Stockpile, #2018-17 Duane Kuiken, #2018-11 City of Andover Water Management Update, #2021-03 Andover Village, #2020-05 Wesp Property, #2021-24 CSAH 58, #2022-18 Dalske Woodlands Boardwalk, #2014-15 Country Oaks No. Utility, #2018-10 Jeff Bergeron, and #2019-20 Meadows at Petersen Farms. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Kytonen presented the Year 2023 Fourth Quarter Report for the City of Andover.

Holthus provided additional details on a proposal for a trail that she has drafted related to the CR 59 turn lane project as well as the input that she received from the Andover City Engineer. Weaver commented that Anoka has been successful in gaining grant funds through the Safe Routes to Schools program and encouraged Andover to apply.

Nelson presented the Year 2023 Fourth Quarter Report for the City of Anoka.

Westby presented the Year 2023 Fourth Quarter Report for the City of Ramsey.

Motion was made by Holthus, seconded by Weaver, to approve the Year 2023 Fourth Quarter Report for the City of Anoka, City of Ramsey, and City of Andover, as presented. Vote: 3 ayes, 0 nays. Motion carried.

Nelson referenced the close out of permits that occurred under New Business on today's agenda and noted that typically occurs with the Quarterly Reports. Kytonen noted that the timing was a coincidence as to when he reviewed the list and it just happened to be on the same agenda as the Quarterly Reports. The Board discussed whether that should be reviewed under Finance Matters on future agendas as Yager would then be present for that discussion.

ACD QUARTERLY REPORT

2023 Fourth Quarter Report

Wozney presented the Year 2023 Fourth Quarter Report for ACD.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

Holthus left the meeting.

OTHER BUSINESS

JPA Review ~ Pages 9 - 12

Musgrove continued the review, suggesting that subdivision four be further divided into subsections.

Wozney asked for direction from the Board on whether the next step would be to have the cities review the proposed changes, or whether it should go to the attorney first. Musgrove commented that the cities may prefer to see the comments from the attorney first. Wozney commented that she believes that they are at a point where this should go forward to the attorney for review. Musgrove noted that there is one more section left for review but did not believe there would be extra time on the February agenda and perhaps that comes to the March meeting for the remainder of the review and the attorney after that.

ADJOURNMENT

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

Time of adjournment: 9:03 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