

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

NOVEMBER 21, 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 Civil Engineer IV Leonard Linton, Anoka Engineering Technician Ben Nelson, Heather Lau 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

Musgrove suggested that the JPA item be moved to earlier in the agenda to allow Yager to be part of the discussion.

**Motion was made by Holthus, seconded by Weaver, to approve the November 21, 2024 agenda as revised. Vote: 3 ayes, 0 nays. Motion carried.**

## RESIDENT'S FORUM

None.

## APPROVE MINUTES

October 17, 2024 Regular Meeting

**Motion was made by Weaver, seconded by Holthus, to approve the October 17, 2024 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 October 31, 2024. Account balances for the period were: Checking, \$182,711.25; less permit account balance of (\$42,231.30), less Generation Plan reserves balance of (\$32,493.43); for a total balance of \$107,986.52.

Musgrove asked for clarification on items shown in yellow. Yager explained that she has sent out invoices and received a lot of checks today that have not yet been processed. She stated if there are still some items outstanding, she would let those accounts know they have a balance outstanding.

**Motion was made by Holthus, seconded by Weaver, to accept the Treasurer's Report for the period ending October 31, 2024. Vote: 3 ayes, 0 nays. Motion carried.**

Payment of Bills

Yager presented the payment of bills for Barr Engineer in the amount of \$5,721.20 (September engineering services), and TimeSaver in the amount of \$936.70 (October secretarial services).

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

Posting for Audit Services ~ Update

Yager stated that she has sent the posting to the League of Minnesota Cities but has not yet received any responses. She noted that she would be sending a request directly to some firms in an attempt to receive a response as she would like someone to get on board at the December meeting and begin work in January or February.

Holthus asked about the budget amount for these services. Yager replied that \$9,000 was budgeted and she believed that the cost would be close to that amount. Holthus stated that she could follow up with Yager to provide a potential firm to reach out to.

TimeSaver Secretarial 2025 Addendum

Yager stated that this would extend the term of the contract through 2025 and reviewed the proposed terms, noting that it appeared the last contract expired in December of 2023. Musgrove recalled approving a similar addendum for 2024. Yager was unsure if a new contract would then come through for 2026.

Musgrove commented that these are nominal increases, and she continues to be pleased with the product provided, therefore she is not opposed to this.

Weaver commented that TimeSaver does a great job.

**Motion was made by Weaver, seconded by Holthus, to approve the TimeSaver Secretarial 2025 Addendum. Vote: 3 ayes, 0 nays. Motion carried.**

OLD BUSINESS

JPA Update

Musgrove referenced some dates related to finance within the JPA and asked Yager for clarification on whether those were accurate dates. Yager provided input on the dates related to financial activity within the JPA. She confirmed that she had no other input related to the JPA.

NEW BUSINESS

LRRWMO Permit #2024-33 ~ Holiday Station Store ~ Andover

Kytonen reviewed the November 8, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue this item and extend the review period by 60 days until a revised submittal is provided.

Lau commented that this review is complex because it includes a fueling area and there are areas of infiltration within the development. She stated that the runoff would need to be directed around those infiltrating features.

**Motion was made by Weaver, seconded by Holthus, to continue Permit #2024-33, Holiday Station Store, Andover, for 60 days as detailed in the Barr Engineering memorandum dated November 8, 2024. Vote: 3 ayes, 0 nays. Motion carried.**

LRRWMO Permit #2024-34 ~ CSAH 7 at County Road 158 Roundabout ~ Andover

Kytonen reviewed the November 14, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the determination that no wetlands are present within the evaluation area as documented in the draft Minnesota Wetland Conversation Act (WCA) Notice of Decision.

**Motion was made by Holthus, seconded by Weaver, to approve the determination that no wetlands are present within the evaluation area as documented in the WCA Notice of Decision for Permit #2024-34, CSAH 7 at County Road 158 Roundabout, Andover, as detailed in the Barr Engineering memorandum dated November 14, 2024. Vote: 3 ayes, 0 nays. Motion carried.**

LRRWMO Permit #2024-35 ~ Martin's Meadows Wetland Enhancement ~ Andover

Kytonen reviewed the November 15, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the proposed project as WCA no-loss under MN Rule 8420.0415 D with conditions as documented in the draft WCA Notice of Decision.

Musgrove commented that she did not notice any conditions. Wozney stated that the conditions are found in the Notice of Decision. Kytonen commented that the conditions are fairly standard provisions and provided examples.

**Motion was made by Holthus, seconded by Weaver, to approve the proposed project as WCA no-loss under MN Rule 8420.0415 D with conditions as documented in the WCA Notice of Decision for Permit #2024-35, Martin's Meadows Wetland Enhancement, Andover, as detailed in the Barr Engineering memorandum dated November 15, 2024. Vote: 3 ayes, 0 nays. Motion carried.**

LRRWMO Permit #2024-36 ~ Mississippi River Trail Reconstruction ~ Ramsey

Linton reviewed the November 15, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the permit for this project subject to the six conditions detailed in the memorandum.

Musgrove referenced the increased width of the trail and received confirmation that ten feet is the more standard width now. Linton commented that while it was previously common to have eight-foot trails, ten feet is now the more common standard and allows for plowing.

Weaver asked for clarification of the location of this trail, noting that it is part of the MRT system. Linton provided more specific details on the location of this trail segment.

Musgrove asked if this section of trail would connect to another ten-foot section of the trail or an eight-foot section of the trail. Linton commented that he was unsure but noted that the common practice of the City has been for ten-foot-wide trails.

Weaver commented on the amenity of the MRT system and the variety of people that you see using the trail system.

**Motion was made by Weaver, seconded by Holthus, to approve Permit #2024-36, Mississippi River Trail Reconstruction, Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated November 15, 2024. Vote: 3 ayes, 0 nays. Motion carried.**

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS (Continued)

JPA Update (Continued)

Wozney asked if any of the members received a response from their City staff or City Council. Nelson commented that he looked through it and felt that the comments from the Anoka/Andover legal counsel had been addressed. He stated that the JPA is set to move forward to the Anoka City Council on December 2nd.

Wozney stated that she did send a sample resolution that the cities can consider.

Musgrove commented that Ramsey is going to review the changes at a Council worksession, and it would then move forward to a regular Council meeting by December 10th.

Kytonen anticipated that Andover would also have the item on a City Council agenda for December.

Musgrove commented that she believes the concerns brought forward by Ramsey had been incorporated and/or addressed.

The Board discussed the language related to the authority to levy for funds. It was clarified that the WMO legal counsel updated the language to reflect the statute and the process that if the WMO desired to do so, it would submit a request to Anoka County. It was suggested that perhaps that language could be removed as it would still not be applicable to the WMO as the LRRWMO is not set up to levy for funds.

Musgrove noted that the JPA will come back to the Board in December for consideration after the member cities have considered it.

Bus Tour Recap

Wozney stated that a recap of the tour was provided in the Board packet on the four stops that were made and provided a brief summary of that report.

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS

Review Outreach Plan for FY25 Rum Metro WBIF Grant ~ ACD

Schurbon provided background information noting that the Rum Metro WBIF allocated \$30,003 for the purpose of outreach. He stated that ACD did develop an outreach plan with eight activities meant to support projects that will go into the ground noting that the timeline and dollar amounts are estimated to provide flexibility. He welcomed any input, noting that the Upper Rum River WMO supported the plan.

Weaver stated that the LRRWMO includes both the Rum and Mississippi Rivers and asked if this would include both Rivers. Schurbon confirmed that this would include both Rivers.

Weaver asked if this would include surface water management, which could include no wake zones and limit recreational activity on the Mississippi River. Schurbon replied that this would not advocate for any new restrictions but to make people aware of existing restrictions. He stated that another sentence could be added to state that they will not be advocating for new restrictions but educating residents on existing restrictions.

Musgrove referenced the recent tour the WMO just completed and asked if these funds could then not be used for a tour. Schurbon explained that these funds could not be used to replicate the tour that was just completed, but if the tour were upsized such as hosting a joint tour with the URRWMO, the funds could be used for that purpose.

Musgrove commented that it seems the major objective is education on water quality and supports that element. She agreed with Weaver that she would not want to see new restrictions on the Mississippi River but acknowledged that there is a need for education of the existing no-wake zones on the Rum River to ensure additional bank issues are not caused.

Weaver suggested that additional language be added to explain that enforcement is completed by the Sheriff's Office as many residents are not aware that the cities do not have enforcement on the Rivers.

Schurbon thanked the Board for the input and confirmed that no formal action is required.

ADJOURNMENT

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

Time of adjournment: 9:01 a.m.

Respectfully submitted,



Amanda Staple  
Administrative Secretary