

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

DECEMBER 19, 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 Kim Kovich, Andover.

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, and Becky Wozney of Anoka Conservation District.

APPROVE AGENDA

Motion was made by Weaver, seconded by Kovich, to approve the December 19, 2024, agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

November 21, 2024 Regular Meeting

Motion was made by Weaver, seconded by Kovich, to approve the November 21, 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 November 30, 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.

Yager confirmed that the packet included both October and November information, although only the November information is relevant for today.

Musgrove commented that expenditures are showing at 140 percent and noted that for future budgeting. Yager commented that the permit review costs are covered by the permit revenue.

Motion was made by Weaver, seconded by Kovich, to accept the Treasurer's Report for the period ending November 30, 2024. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for Barr Engineering in the amount of \$5,500.20 (October engineering services), TimeSaver in the amount of \$720.20 (November secretarial services), and Town Law Center in the amount of \$39 (October legal services), ~~Vision of Elk River in the amount of \$175 (Bus tour).~~

Yager noted that the Vision of Elk River check has been voided as that payment was made by ACD. She stated that the LRRWMO would later reimburse ACD for that cost.

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

Posting for Audit Services ~ Update

Yager commented that she emailed listed firms because she had not received any interest. She noted that one consultant replied to her asking why an audit was going to be done. She believed that an audit was required every five years but noted that requirement was changed in 2021 and provided additional details. She stated that she would like to submit an updated RFP for that new process. She also hoped that more auditors would be interested in completing this process as it is less time-consuming. She stated that she would bring back a policies and procedures manual to the next meeting as well.

Motion was made by Weaver, seconded by Kovich, to authorize Yager to complete an updated financial RFP. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

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

Wozney reviewed the December 13, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to 11 conditions detailed in the memorandum.

Motion was made by Weaver, seconded by Kovich, to approve Permit #2024-33, Holiday Station Store in Andover, subject to eleven (11) conditions as detailed in the Barr Engineering memorandum dated December 13, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-37 ~ 2025 Street Improvement Project ~ City of Andover

Wozney reviewed the December 13, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and revised types within the evaluation area as documented in the draft Minnesota Wetland Conservation Act (WCA) Notice of Decision.

Motion was made by Kovich, seconded by Weaver, to approve the wetland boundaries and revised types within the evaluation area as documented in the Minnesota WCA Notice of Decision for Permit #2024-37, 2025 Street Improvement Project, City of Andover, as detailed in the Barr Engineering memorandum dated December 13, 2024. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

JPA Update

Wozney reported that all the cities have met and signed the updated JPA. She stated that the JPA has now been approved by all member cities and those resolutions will become part of the LRRWMO official record.

Motion was made by Weaver, seconded by Kovich, to approve the updated JPA. Vote: 3 ayes, 0 nays. Motion carried.

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

Weaver noted a resident who may be interested in well sealing. Musgrove noted a Ramsey resident who may also be interested.

OTHER BUSINESS

Musgrove commented that this would be her last meeting and stated she has enjoyed working with the other members and staff.

Weaver thanked Chair Musgrove for her leadership and tenacity, noting that she will be missed.

ADJOURNMENT

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

Time of adjournment: 8:33 a.m.

Respectfully submitted,



Amanda Staple
Administrative Secretary