

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 21, 2023, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. Permit #2023-19 ~ CSAH 9 Reconstruction ~ Andover
 - 2. Permit #2023-22 ~ Trunk Watermain Imp. ~ City of Ramsey
 - 3. Update to the "Resolution of Administration of the Wetland Conservation Act (WCA)"
 - 4. City of Andover – Project Closeout/Return of Remaining Permit Escrows
- H. CONSIDER COMMUNICATIONS
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. 2023 Fourth Quarter Reports ~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. 2023 Fourth Quarter Reports
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. JPA Review ~ Pages 9-12 ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the January 18, 2024 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 x140 or becky.wozney@anokaswcd.org for Zoom link information.

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2022-07 ~ 54 Tiger Street ~ Ramsey*

Next Meeting: Regular meeting is February 15, 2024– at 8:00 a.m.

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

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

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 - 1. Treasurer's Report
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- G. NEW BUSINESS
 - 1. Permit #2023-21 ~ West Rum River Trail ~ Phase 1 ~ City of Anoka
 - 2. Permit #2023-22 ~ Trunk Watermain Imp. ~ City of Ramsey
 - 3. Permit #2023-23 ~ Trunk Watermain Imp./Erosion Control ~ City of Ramsey
 - 4. 2023 Work Results from the Anoka Conservation District (ACD)
 - 5. 2024 Work Contract with ACD
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
 - 1. Update to the "Resolution of Administration of the Wetland Conservation Act (WCA)"
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. JPA Review ~ Pages 13-18 ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the February 15, 2024 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.

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*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2022-07 ~ 54 Tiger Street ~ Ramsey*

Next Meeting: Regular meeting is March 21, 2024– at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

FEBRUARY 15, 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 (arrived at 8:20 a.m.); 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

Motion was made by Musgrove, seconded by Holthus, to approve the February 15, 2024 agenda as presented.

Further discussion: Wozney requested to add Informational Items under New Business.

Musgrove noted that the JPA review will be moved to the March agenda. The changes were agreed upon by the Board.

Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

January 18, 2024 Regular Meeting

Motion was made by Musgrove, seconded by Holthus, to approve the January 18, 2024 Regular Meeting minutes as presented.

Further discussion: Yager noted that there was a discussion of the available balance at the last meeting and stated that \$92,678.84 was the correct amount that should be reflected. The Board accepted the correction.

Vote: 2 ayes, 0 nays. Motion carried.

FINANCE MATTERS

Treasurer's Report

Yager presented the Treasurer's Report for the period ending January 31, 2024. Account balances for the period were: Checking, \$155,959.86; less permit account balance of (\$28,706.95), less Generation Plan reserves balance of (\$29,493.43); for a total balance of \$97,759.48.

Musgrove asked for clarification on a number included in the document. Yager replied that is a carryover from the previous month's balance of the 4M fund.

Motion was made by Holthus, seconded by Musgrove, to accept the Treasurer's Report for the period ending January 31, 2024. Vote: 2 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for Anoka Conservation District in the amount of \$1,626.50 (4th quarter admin/coord. Services), Barr Engineering in the amount of \$3,624.50 (December 2023 #354), TimeSaver in the amount of \$943.32 (January 2024 secretarial services), Dennis Kuiken in the amount of \$816 (Reimb. Permit #2017-29, Norlex Turf), Duane Kuiken in the amount of \$92.92 (Reimb. Permit #2018-17, 1565 161st), JD Andover Holdings in the amount of \$4,137.86 (Reimb. Permit #2019-20, Peterson Farms), Anoka County in the amount of \$906.82 (Reimb. Permit #21-24, CSAH 58), and City of Andover in the amount of \$538.25 (Reimb. Permit #2022-18, Dalske Woodlands).

Musgrove referenced the Barr Engineering bill and believed that there was an adjustment to take effect in January of 2024. Yager noted that this would have been a December invoice and therefore that change would not be effective for that bill.

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

NEW BUSINESS

LRRWMO Permit #2023-21 ~ West Rum River Trail ~ Phase 1 ~ City of Anoka

Nelson reviewed the February 9, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue this item and extend the review period for 60-days until a revised submittal is provided for review. The City of Anoka indicated that there may be a need to obtain approvals before the March 21st meeting to show compliance for a Mn DNR grant submittal, if that is required the City would need to request a special meeting.

Motion was made by Holthus, seconded by Musgrove, to continue Permit #2023-21, West Rum River Trail ~ Phase 1, City of Anoka, as detailed in the Barr Engineering memorandum dated February 9, 2024 and extend the review period by 60 days. Vote: 2 ayes, 0 nays. Motion carried.

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

Linton reviewed the February 9, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the no-loss and wetland boundaries and types with conditions as documented in the draft WCA Notice of Decision.

Musgrove asked for details on the review steps that are involved in the process. Wozney explained the process that is followed for no-loss and wetland boundaries and type reviews.

Motion was made by Holthus, seconded by Musgrove, to approve the no-loss and wetland boundaries and types with conditions as documented in the WCA Notice of Decision for Permit #2023-22, Trunk Watermain Imp., City of Ramsey, as detailed in the Barr Engineering memorandum dated February 9, 2024. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2023-23 ~ Trunk Watermain Imp./Erosion Control ~ City of Ramsey

Linton reviewed the February 9, 2024 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.

Weaver arrived at 8:20 a.m.

Motion was made by Holthus, seconded by Musgrove, to approve Permit #2023-23, Trunk Watermain Imp./Erosion Control, City of Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated February 9, 2024. Vote: 3 ayes, 0 nays. Motion carried.

2023 Work Results from the Anoka Conservation District (ACD)

Schurbon reviewed the 2023 work results from ACD. He noted the potential to provide grant funds in order to partner with road improvements to enhance water treatment and improve water quality. He provided information on lake level monitoring, Trott Brook monitoring, Rum River and tributary monitoring, biomonitoring, and projects.

Weaver asked if there has been any progress in determining where the sand came from this past year. Schurbon commented that it was an accumulation from many places, both inside and outside of the LRRWMO. Kytonen commented that it would be difficult to determine the amount of material that traveled. Weaver acknowledged that there were very high water levels that moved a lot of material last year.

2024 Work Contract with ACD

Schurbon reviewed the proposed contract between the LRRWMO and ACD for 2024 which includes administrative services, water monitoring, outreach, website and projects. It was noted that the tasks and costs exactly match the LRRWMO 2024 with the exception of one item; biomonitoring of the Rum River with Anoka High School was budgeted for \$1,000 and the actual cost is \$1,250. He also provided additional details on the proposed grant funds and matching funds within the work contract.

Weaver asked if the \$18,000 in matching funds was included in the original budget. Schurbon replied that amount was in the approved 2024 budget.

Motion was made by Weaver, seconded by Holthus, to approve the 2024 Work Contract with ACD as proposed. Vote: 3 ayes, 0 nays. Motion carried.

Informational Items

Schurbon stated that there is an open public comment period for amendments to the Rum River Comprehensive Management Plan which was created through the One Watershed One Plan (1W1P). He stated that the amendment would add two activities to the plan including subwatershed studies and the projects identified from those studies. This is only for the Cambridge-Princeton management zone. He noted that those same activities are included in every other management zone with the exception of that area and therefore was an overlooked item.

Musgrove noted that comments must be submitted by March 1, 2024.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

Update to the “Resolution of Administration of the Wetland Conservation Act” (WCA)

Wozney stated that the Board did previously discuss this item and she has gathered the additional information as requested by the Board. She reviewed the two options before the Board for consideration.

Musgrove asked if there would be a provision that would allow someone to request to come before the Board if there was disagreement with the decision from the engineering contractor. Wozney provided additional details on the appeal process that would be available.

Musgrove asked the number of these requests that are a part of the permit process. Wozney commented that about 90 percent of the projects include a wetland delineation. She stated that changing to this process would assist applicants with moving through the process more quickly.

Weaver stated that transparency is a very important step of the public process. He expressed concern with the word “discourse” and believed that would better read as “input” or “comment”. Wozney commented that the Board can choose either option, but the other language needs to be updated to be more current. She stated that the grading and erosion control permit would still come before the Board for public comment, noting that she has never experienced a member of the public disagreeing with a wetland delineation recommendation.

The Board discussed the public process that is involved in the reviews by the cities as well.

Musgrove commented that while she likes the idea of moving the process along, she also likes the ability for the public to have input, acknowledging that the reports are technical. Weaver agreed that he would not want to delay the process but acknowledged that public knowledge would also help to move the process along.

Musgrove commented that if the option were chosen to designate the authority for WCA decisions to another person/entity (Barr Engineering), the LRRWMO could also create a policy related to public notice.

Wozney commented that ACD could include a tab on the website which would inform people of those pending actions. Musgrove suggested a potential addition to the draft resolution related to public awareness and feedback. She confirmed the consensus of the Board to support the second option with the additional policy statement.

Wozney explained how the process would work if that authority were provided to Barr Engineering. She explained how that would expedite the process for the applicant to move forward with their plan design.

Linton suggested that Wozney come back with the updated language as well as some examples for the Board to better understand how the change would expedite the process for applicants.

Musgrove stated that she would support approving the first resolution and then Wozney could track some examples for the Board to review and then make the decision on whether that authority should be delegated to the consultant.

Motion was made by Musgrove, seconded by Holthus, to adopt Resolution 2024-1 as discussed. Vote: 3 ayes, 0 nays. Motion carried.

OUTSTANDING ITEMS/TASK CHECKLIST

No comments.

OTHER BUSINESS

JPA Review ~ Pages 13-18

This item will be considered at the March 21, 2024 meeting.

ADJOURNMENT

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

Time of adjournment: 9:33 a.m.

Respectfully submitted,



Amanda Staple
Administrative Secretary

PRELIMINARY REGULAR AGENDA

Agenda to be Finalized at Meeting

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- E. APPROVE MINUTES
 - 1. February 15, 2024, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. Permit #2023-21 ~ West Rum River Trail ~ Phase 1 ~ City of Anoka
 - 2. Permit #2024-01 ~ The COR Roadways – City of Ramsey
 - 3. Permit #2024-02 ~ St. Katharine Drexel Church – Ramsey
 - 4. Permit #2024-04 ~ Barthel's Rum River Acres/White Pine Estates Streets ~ City of Ramsey
 - 5. Permit #2024-05 ~ Halls Dover Acres Street Reconstruction – City of Ramsey
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
 - 1. Public Process for Administration of the Wetland Conservation Act (WCA) ~ Wozney
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. JPA Review ~ Pages 13-18 ~ Wozney
- N. ADJOURNMENT

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*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2022-07 ~ 54 Tiger Street ~ Ramsey*

Next Meeting: Regular meeting is April 18, 2024– at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

MARCH 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 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, Greg Williams of Barr Engineering, Andover Natural Resources Technician Kameron Kytonen, Becky Wozney of Anoka Conservation District, and Gary VanScoy.

APPROVE AGENDA

Motion was made by Weaver, seconded by Kovich, to approve the March 21, 2024 agenda as presented.

Further discussion: Wozney requested to add an item under New Business to Consider a Data Practices Policy. Weaver commented that new business items should be on the published agenda in order to take action. It was the Board consensus for that item to appear on the next agenda.

Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

February 15, 2024 Regular Meeting

Motion was made by Weaver, seconded by Kovich, to approve the February 15, 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 February 29, 2024. Account balances for the period were: Checking, \$157,279.02; less permit account balance of (\$40,243.42), less Generation Plan reserves balance of (\$29,493.43); for a total balance of \$87,542.17.

Musgrove noted that perhaps the Board should begin to have a line item in the budget to plan for the next update to the Generation Plan.

Motion was made by Weaver, seconded by Kovich, to accept the Treasurer's Report for the period ending February 29, 2024. Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$809.70 (February secretarial services), and RTY Consulting in the amount of \$2,890.00 (Check reissue).

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

NEW BUSINESS

LRRWMO Permit #2023-21 ~ West Rum River Trail ~ Phase 1 ~ City of Anoka

Nelson reviewed the March 12, 2024 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 Kovich, to approve Permit #2023-21, West Rum River Trail ~ Phase 1, City of Anoka, subject to nine (9) conditions as detailed in the Barr Engineering memorandum dated March 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-01 ~ The COR Roadways ~ City of Ramsey

Linton reviewed the March 15, 2024 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 Kovich, to approve Permit #2024-01, The COR Roadways, City of Ramsey, subject to nine (9) conditions as detailed in the Barr Engineering memorandum dated March 15, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-02 ~ St. Katharine Drexel Church ~ Ramsey

Linton reviewed the March 11, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to 12 conditions detailed in the memorandum.

Musgrove referenced the previous concerns with flooding expressed by residents in this area and noted the reduction to the stormwater rate, which is great. She noted that it is also great to see the church able to move forward with expansion.

Motion was made by Weaver, seconded by Musgrove, to approve Permit #2024-02, St. Katharine Drexel Church, Ramsey, subject to 12 conditions as detailed in the Barr Engineering memorandum dated March 11, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-04 ~ Barthel's Rum River Acres/White Pine Estates Streets ~ City of Ramsey

Linton reviewed the March 8, 2024 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 Kovich, to approve Permit #2024-04, Barthel's Rum River Acres/White Pine Estates Streets, City of Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated March 8, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-05 ~ Halls Dover Acres Street Reconstruction ~ City of Ramsey

Linton reviewed the March 15, 2024 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 Kovich, to approve Permit #2024-05, Halls Dover Acres Street Reconstruction, City of Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated March 15, 2024. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD REPORT ~ None

OLD BUSINESS

Public Process for Administration of the Wetlands Conservation Act (WCA)

Wozney stated that this is the updated version as previously discussed. Musgrove asked and received confirmation that this was informational.

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

Weaver commented that he would be interested in the level of Lake Itasca as residents had made comments last year and this has been a dry winter.

Musgrove commented that she was excited to see that the Board will have a boat tour this year. Wozney replied that would be dependent upon water levels and navigation. It was determined that the Board will continue to discuss that possibly as the season moves along.

OTHER BUSINESS

JPA Review ~ Pages 13-18

Musgrove referenced 10A related to condemnation authority and did not believe that is within the LRRWMO Plan. Linton stated that was perhaps blanket language from the State that was put into

the boiler plate for the JPA. Musgrove suggested that the Attorney be asked as to whether that should remain or be removed. She then welcomed comments on the portion of the JPA related to finances and it was suggested that the Attorney review the requirement for the Treasurer to have a bond, whether language should be left in related to items that do not seem applicable to the WMO (a building, WMO projects and related reports to the cities). Musgrove also asked that the paragraphs/subdivisions be numbered/lettered for clarity. She also referenced the language related to the duration of the JPA and asked if that should be updated to reflect a specific time period, such as ten years, or to provide a more indefinite length. Linton provided historical data on the length of previous JPA's and believed that the duration should be for an additional ten years. The Board agreed.

The Board agreed that the Attorney should review the updates as discussed over the last few meetings. It was agreed that the Board should then review the document before sending to its member cities.

ADJOURNMENT

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

Time of adjournment: 9:06 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amanda Staple". The signature is fluid and cursive, with a large initial "A" and a stylized "S".

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. March 21, 2024, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer’s Report
 - 2. Payment of Bills
 - 3. 2023 Financial Statements
- G. NEW BUSINESS
 - 1. Permit #2022-09R ~ Legacy at Petersen Farms 3rd Addition ~ Andover
 - 2. Permit #2023-21A ~ West Rum River Trail Phase 1 ~ City of Anoka
 - 3. Permit #2024-02 ~ St. Katharine Drexel Church ~ Ramsey
 - 4. Permit #2024-03 ~ Light Bridge Academy ~ Ramsey
 - 5. Permit #2024-06 ~ Alpine Drive Street ~ City of Ramsey
 - 6. Permit #2024-07 ~ Juniper Woods Street ~ City of Ramsey
 - 7. Permit #2024-08 ~ Waterfront Village No Loss Exempt. ~ City of Ramsey
 - 8. Permit #2024-09 ~ Waterfront Village ~ City of Ramsey
 - 9. Permit #2024-10 ~ Harmony Farms ~ Ramsey
 - 10. Permit #2024-11 ~ 2024 St. Reconst. (S. Portion) ~ City of Andover
 - 11. Permit #2024-12 ~ 2024 Street Reconst. (S. Portion) No Loss Exempt. ~ City of Andover
 - 12. Permit #2024-13 ~ 2024 St. Reconst. (N. Portion) ~ City of Andover
 - 13. Permit #2024-14~ 2024 St. Reconst. (N. Portion) No Loss Exempt ~ City of Andover
 - 14. Consider Data Practices Policy ~ Wozney
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. 2024 First Quarterly Report ~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. 2024 First Quarterly Report ~ Wozney
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. JPA Update ~ Legal Review ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the April 18, 2024 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 x140 or becky.wozney@anokaswcd.org for Zoom link information.

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

Pending: Permit #2022-07 ~ 54 Tiger Street ~ Ramsey

Next Meeting: Regular meeting is May 16, 2024– at 8:00 a.m.

* PLEASE POST **

PUBLIC WELCOME TO ATTEND

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

APRIL 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 Civil Engineer IV Leonard Linton, Anoka Engineering Technician Ben Nelson, Heather Lau of Barr Engineering, Janna Kieffer of Barr Engineering, 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 April 18, 2024 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

March 21, 2024 Regular Meeting

Motion was made by Weaver, seconded by Musgrove, to approve the March 21, 2024 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 March 31, 2024. Account balances for the period were: Checking, \$163,746.13; less permit account balance of (\$37,145.92), less Generation Plan reserves balance of (\$29,493.43); for a total balance of \$87,542.17.

Yager noted changes she plans to make going forward to her memorandum and the Board agreed.

Motion was made by Weaver, seconded by Holthus, to accept the Treasurer's Report for the period ending March 31, 2024.

Further discussion: Musgrove noted that there are some duplicate permits for the same project on the list that do not have fees attached. Nelson explained that the fee was paid as shown in the Barr documentation for the Anoka permit. Yager confirmed that the Ramsey fees have also been paid but are not yet reflected on the statement.

Vote: 3 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$805 (March secretarial services), Barr Engineering in the amount of \$12,594 (January 1 – February 23, 2024), and RTY Consulting in the amount of \$2,675.25 (First quarter 2024 accounting services).

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

2023 Financial Statements

Yager commented that the 2023 Financial Report was included in the packet for review. She noted that an audit from an outside consultant will be needed next year for the 2024 financial statements. She provided a brief overview of the Financial Report.

Musgrove referenced the last sentence of the permit section and suggested a grammatical change.

Motion was made by Holthus, seconded by Weaver, to accept the 2023 Financial Report, with the noted change. Vote: 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

LRRWMO Permit #2022-09R ~ Legacy at Petersen Farms 3rd Addition ~ Andover

Kytonen reviewed the April 12, 2024 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 #2022-09R, Legacy at Petersen Farms 3rd Addition, Andover, subject to eight (8) conditions as detailed in the Barr Engineering memorandum dated April 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2023-21A ~ West Rum River Trail Phase 1 ~ City of Anoka

Nelson reviewed the April 11, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA no-loss as documented in the draft Notice of Decision.

Motion was made by Weaver, seconded by Holthus, to approve the WCA no-loss as documented in the Notice of Decision for Permit #2023-21A, West Rum River Trail Phase 1, City of Anoka, as detailed in the Barr Engineering memorandum dated April 11, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-02 ~ St. Katharine Drexel Church ~ Ramsey

Linton reviewed the April 12, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to 13 conditions detailed in the memorandum.

Lau commented that as part of this project, the PACT Charter School existing infiltration basin will be expanded.

Motion was made by Holthus, seconded by Weaver, to approve Permit #2024-02, St. Katharine Drexel Church, Ramsey, subject to thirteen (13) conditions as detailed in the Barr Engineering memorandum dated April 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-03 ~ Light Bridge Academy ~ Ramsey

Linton reviewed the April 12, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue this item, noting that the review period extended for a 60-day time period as required by MN Statutes 15.99, as they await additional information to be provided.

Kieffer explained that the regional pond the applicant would like to tie into is not yet constructed and, therefore, Barr continues to work with the applicant and the City of Ramsey.

Motion was made by Weaver, seconded by Holthus, to continue Permit #2024-03, Light Bridge Academy, Ramsey, and issue a 60-day extension to the review period as detailed in the Barr Engineering memorandum dated April 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-06 ~ Alpine Drive Street ~ City of Ramsey

Linton reviewed the April 12, 2024 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 #2024-06, Alpine Drive Street, City of Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated April 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-07 ~ Juniper Woods Street ~ City of Ramsey

Linton reviewed the April 12, 2024 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 #2024-07, Juniper Woods Street, City of Ramsey, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated April 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-08 ~ Waterfront Village No Loss Exempt. ~ City of Ramsey

Linton reviewed the April 12, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA no-loss application as documented in the draft Notice of Decision.

Wozney noted that information has been received from the DNR that there are Blandings Turtles on the site and that information will be shared with those working on the project.

Musgrove asked if signs would be required for the wetlands as homes are being constructed close to the wetlands as well. Linton stated that although it has been done in the past, the current policy of the City of Ramsey is not to install such signs.

Motion was made by Holthus, seconded by Weaver, to approve the no-loss determination as documented in the WCA Notice of Decision for Permit #2024-08, Waterfront Village No Loss Exempt., City of Ramsey, as detailed in the Barr Engineering memorandum dated April 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-09 ~ Waterfront Village ~ City of Ramsey

Linton reviewed the April 12, 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 Holthus, to approve Permit #2024-09, Waterfront Village, City of Ramsey, subject to eleven (11) conditions as detailed in the Barr Engineering memorandum dated April 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-10 ~ Harmony Farms ~ Ramsey

Linton reviewed the April 12, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue this review to the May meeting and the review period was extended for a 60-day period as required by MN Statutes 15.99 as the revised permit submittal was received on April 11, 2024.

Lau commented that Barr has made the applicant aware of the opportunity to request a special meeting, but noted that at this time it seems that they will wait for the May meeting.

Motion was made by Weaver, seconded by Holthus, to continue Permit #2024-10, Harmony Farms, Ramsey, and extend the review period by 60-days as detailed in the Barr Engineering memorandum dated April 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-11 ~ 2024 Street Reconstruction (S. Portion) ~ City of Andover

Kytonen reviewed the April 12, 2024 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.

Musgrove asked and received confirmation that this permit does specify the portion of the project approved within, as this project was split into two.

Motion was made by Holthus, seconded by Weaver, to approve Permit #2024-11, 2024 Street Reconstruction (S. Portion), City of Andover, subject to six (6) conditions as detailed in the Barr Engineering memorandum dated April 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-12 ~ 2024 Street Reconstruction (S. Portion) No Loss Exempt. ~ City of Andover

Kytonen reviewed the April 11, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA de minimis exemption application as documented in the draft Notice of Decision.

Motion was made by Holthus, seconded by Weaver, to approve the WCA de minimis exemption as documented in the Notice of Decision for Permit #2024-12, 2024 Street Reconstruction (S. Portion) No Loss Exemption, City of Andover, as detailed in the Barr Engineering memorandum dated April 11, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-13 ~ 2024 Street Reconstruction (N. Portion) ~ City of Andover

Kytonen reviewed the April 12, 2024 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 Holthus, seconded by Weaver, to approve Permit #2024-13, 2024 Street Reconstruction (N. Portion), City of Andover, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated April 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-14 ~ 2024 Street Reconstruction (N. Portion) No Loss Exempt. ~ City of Andover

Kytonen reviewed the April 11, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA de minimis exemption application as documented in the draft Notice of Decision.

Motion was made by Holthus, seconded by Weaver, to approve the WCA de minimis exemption as documented in the Notice of Decision for Permit #2024-14, 2024 Street Reconstruction (N. Portion) No Loss Exempt., City of Andover, as detailed in the Barr Engineering memorandum dated April 12, 2024. Vote: 3 ayes, 0 nays. Motion carried.

Consider Data Practices Policy

Wozney stated that this item was not meant to be on the agenda and will appear on the May agenda.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

2024 First Quarterly Reports

Kytonen presented the Year 2024 First Quarter Report for the City of Andover. Nelson presented the Year 2024 First Quarter Report for the City of Anoka. Linton presented the Year 2024 First Quarter Report for the City of Ramsey.

Motion was made by Holthus, seconded by Musgrove, to approve the Year 2024 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 Permit #2018-25, The Lock-Up Anoka. Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

First Quarterly Report

Wozney provided a brief summary of the First Quarter Report for ACD.

Weaver commented that he would like to continue to receive updates on the water level in Lake Itasca because of the resident comments that have been received. Wozney commented that the residents did not follow up after she reached out and noted that once the monitoring is active, the data will be shown on the website.

Musgrove provided a brief update on the recent meeting related to allocation of the WBIF funds.

The Board and staff discussed whether it would be feasible to conduct the annual boat tour, given the low water conditions and additional sand that has built up.

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS

JPA Update ~ Legal Review

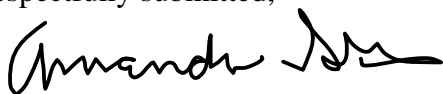
No comments.

ADJOURNMENT

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

Time of adjournment: 9:07 a.m.

Respectfully submitted,



Amanda Staple
Administrative Secretary

PRELIMINARY REGULAR AGENDA

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. April 18, 2024, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Discuss 2025 Budget
- G. NEW BUSINESS
 - 1. Permit #2024-03 ~ Light Bridge Academy ~ Ramsey
 - 2. Permit #2024-10 ~ Harmony Farms ~ Ramsey
 - 3. Permit #2024-15 ~ Transform Church ~ Andover
 - 4. Permit #2024-16 ~ Rum River Channel Restoration Phase II ~ City of Anoka
 - 5. Consider Data Practices Policy ~ Wozney
- 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. JPA Update ~ Legal Review ~ Wozney
 - 2. Rum Riverbank Stabilization Project Funding
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the May 16, 2024 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 x140 or becky.wozney@anokaswcd.org for Zoom link information.

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2022-07 ~ 54 Tiger Street ~ Ramsey*

Next Meeting: Regular meeting is June 20, 2024– at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

MAY 16, 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; 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 Engineering Technician Ben Nelson, Heather Lau 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 Musgrove, to approve the May 16, 2024 agenda as presented. Vote: 2 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

April 18, 2024 Regular Meeting

Motion was made by Holthus, seconded by Musgrove, to approve the April 18, 2024 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 April 30, 2024. Account balances for the period were: Checking, \$152,606.02; less permit account balance of (\$29,834.92), less Generation Plan reserves balance of (\$32,493.43); for a total balance of \$90,277.67.

Musgrove asked if interest is charged on past due accounts. Yager confirmed that interest is charged for late payments after a certain timeframe and provided more details on that process.

Motion was made by Holthus, seconded by Musgrove, to accept the Treasurer's Report for the period ending April 30, 2024. Vote: 2 ayes, 0 nays. Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$1,027.08 (April secretarial services), Barr Engineering in the amount of \$12,969.10 (March engineering services), and Anoka Conservation District in the amount of \$41,765 (Annual service agreement).

Musgrove noted that in the past the LRRWMO has split the ACD payment, whereas this would be the annual payment. She stated that in the past the split has worked well and asked for input from ACD. Yager stated that ACD did not request the full balance, but the cash was available and therefore she paid the full payment. Musgrove stated that she is fine making the full payment as this time but would like to retain the ability to split the payment in the future if needed.

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

Discuss 2025 Budget

Yager noted that her memo in the packet included the revenue and expenses as proposed for 2025. She reviewed the proposed budget items, highlighting the increases and decreases proposed for both expenses and revenue. She stated that she will provide the detailed information to the Board prior to the next meeting when the Board will be asked to consider approval of the budget.

Musgrove asked what would happen to dollars if after 2024, there is a positive balance remaining, as she did not believe the LRRWMO had a fund balance policy of that type. Yager replied that at the end of the year if there is a positive balance that is added to the fund balance, in the same manner that if there were a negative balance that would be deducted from the fund balance.

Musgrove asked about potential increases to the permit fees. Yager stated that it would be helpful to have a review of the permits to determine how often the balance held is coming up short, noting that a higher escrow could then be required. She stated that the administrative permit fee of \$150, does not cover the time required by herself and Wozney and therefore would see it appropriate to increase that to \$200 or \$250 to better account for staff time.

Musgrove agreed that it would be appropriate to increase the administrative permit cost, because if that time is not covered, the cities will be asked to cover the cost that should be paid by the developer. She suggested that they review the permit fee of other similar entities for comparison. Yager provided additional details on things that would seem to be developer costs compared to those that would fall more under the cost of doing business and therefore would make sense for taxpayers to fund.

Musgrove commented that the budget itself looks good as proposed and she would like to have additional discussion on the administrative permit fee, including a comparison of the fees for similar organizations. Yager confirmed that she can bring that information back with the budget at the next meeting.

NEW BUSINESS

LRRWMO Permit #2024-03 ~ Light Bridge Academy ~ Ramsey

Linton reviewed the May 10, 2024 memo from Barr Engineering. Linton stated that the City has been working with Barr on the design of a regional stormwater pond that has the potential to provide treatment for this site. The City is holding a meeting next week to discuss the proposed pond. In the May 10, 2024 memo, Barr Engineering recommends that the LRRWMO continue its review to the June meeting as they await additional information to be provided.

Motion was made by Holthus, seconded by Musgrove, to continue Permit #2024-03, Light Bridge Academy, Ramsey, as detailed in the Barr Engineering memorandum dated May 10, 2024. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-10 ~ Harmony Farms ~ Ramsey

Linton reviewed the May 10, 2024 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.

Musgrove commented that this developer has worked with Ramsey staff and Council through several iterations to come to this proposal.

Motion was made by Holthus, seconded by Musgrove, to approve Permit #2024-10, Harmony Farms, Ramsey, subject to ten (10) conditions as detailed in the Barr Engineering memorandum dated May 10, 2024. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-15 ~ Transform Church ~ Andover

Kytonen reviewed the May 10, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA no-loss application with conditions, as documented in the draft Notice of Decision.

Motion was made by Holthus, seconded by Musgrove, to approve the WCA no-loss application with conditions for Permit #2024-15, Transform Church, Andover, as detailed in the Barr Engineering memorandum dated May 10, 2024 and within the Notice of Decision. Vote: 2 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-16 ~ Rum River Channel Restoration Phase II ~ City of Anoka

Nelson reviewed the May 10, 2024 memo from Barr Engineering in which Barr Engineering stated that because the proposed project does not involve a land disturbance of greater than one acre, a LRRWMO erosion control permit is not required. Barr Engineering has reviewed the submitted plans and provided comments related to proposed erosion control measures for consideration by the applicant's engineer. It was noted that the project will require a permit from the MN Department of Natural Resources and the Army Corps of Engineers.

OTHER BUSINESS

Rum Riverbank Stabilization Project Funding

Wagner stated that in 2019, the plan was developed to pursue multiple grant opportunities to pursue a multiphase stabilization project, which included a contribution from the LRRWMO. He stated that there is one segment of the river, 400 feet of severely eroded riverbank, near the recreational access near the Anoka high school that needs repair. He stated that the grant budget was included in the memorandum, which would again include a contribution from the LRRWMO, noting that the funds are available in the LRRWMO matching funds balance. He stated that the project has been fully designed, permitted, and is out for bid.

Musgrove commented that she would be interested in watching some of the work. Wagner stated that is possible, as long as they do not interfere with construction activity. He noted that he can keep the Board informed on the construction timeline.

NEW BUSINESS (Continued)

Consider Data Practices Policy

Wozney stated that Schurbon has drafted a Data Practices Policy, as the LRRWMO is currently lacking that policy, noting that the policy has been reviewed by a WMO Attorney. She explained that there will be a form placed on the website that people could fill out and the request would then go forward to her.

Musgrove agreed that this would be a good addition to the Records Retention Policy.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD REPORT ~ None

OLD BUSINESS ~ None

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS (Continued)

JPA Update ~ Legal Review

Musgrove appreciated the updated draft which is easy to follow but noted some changes that were made, such as changing LRRWMO to Commission. She commented that it was a significant change to the format as well which made it more difficult to review. She suggested that the Board take the next month to review and then discuss at the June meeting with the intent to forward it to the member cities by July.

ADJOURNMENT

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

Time of adjournment: 9:02 a.m.

Respectfully submitted,



Amanda Staple
Administrative Secretary

PRELIMINARY REGULAR AGENDA

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. May 16, 2024, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Discuss 2025 Budget ~ Administrative Permit Fees
- G. NEW BUSINESS
 - 1. Permit #2024-03 ~ Light Bridge Academy ~ Ramsey
 - 2. Permit #2024-17 ~ 15620 Armstrong Blvd NW ~ Ramsey
 - 3. Permit #2024-18 ~ 2024 NE Street Reconstruction ~ City of Ramsey
 - 4. Permit #2024-19 ~ MSA Xkimo Street Reconstruction ~ City of Ramsey
 - 5. Permit #2024-20 ~ Rivers Bend Reg. Stormwater Mgmt. Study ~ City of Ramsey
 - 6. Attorney Change ~ Wozney
- 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. JPA Update ~ Legal Review ~ Wozney
 - 2. WBIF Update ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the June 20, 2024 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 x140 or becky.wozney@anokaswcd.org for Zoom link information.

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2022-07 ~ 54 Tiger Street ~ Ramsey*

Next Meeting: Regular meeting is July 18, 2024– at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JUNE 20, 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 (via Zoom).

Voting members absent were: None.

Also present were: Deputy Treasurer Lori Yager, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer/Public Works Director Bruce Westby, Anoka Engineering Technician Ben Nelson, Heather Lau of Barr Engineering, Janna Kieffer of Barr Engineering, Andover Natural Resources Technician Kameron Kytonen, Cara Otto of Otto Associates, 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 June 20, 2024 agenda as presented.

Further discussion: Yager commented that she would like to recommend changes to the Joint Powers Agreement and asked if that could be moved up in the agenda. Musgrove agreed that Item M1 could be moved up to be considered following Item F3. The Board agreed with the change to the agenda.

A roll call vote was performed:

Weaver **aye**

Holthus **aye**

Musgrove **aye**

Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

May 16, 2024 Regular Meeting

Motion was made by Holthus, seconded by Musgrove, to approve the May 16, 2024 Regular Meeting minutes as presented.

Further discussion: Musgrove noted that a high school was mentioned in the minutes and asked that "Anoka" be added for clarification as to the school. She stated that under the consideration of the data practices policy, it should state, "...addition attention..." Holthus agreed to the changes.

A roll call vote was performed:

Weaver **abstain**

Holthus **aye**

Musgrove **aye**

Motion carried.

FINANCE MATTERS

Treasurer's Report

Yager presented the Treasurer's Report for the period ending May 31, 2024. Account balances for the period were: Checking, \$153,917.50; less permit account balance of (\$32,035.92), less Generation Plan reserves balance of (\$32,493.43); for a total balance of \$89,388.15.

Motion was made by Weaver, seconded by Holthus, to accept the Treasurer's Report for the period ending May 31, 2024.

A roll call vote was performed:

Weaver **aye**

Holthus **aye**

Musgrove **aye**

Motion carried.

Payment of Bills

Yager presented the payment of bills for Safeguard in the amount of \$158.45 (laser checks), TimeSaver in the amount of \$871.40 (May secretarial services), and Barr Engineering in the amount of \$12,627.37 (April engineering services).

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

A roll call vote was performed:

Weaver **aye**

Holthus **aye**

Musgrove **aye**

Motion carried.

Discuss 2025 Budget ~ Administrative Permit Fees

Yager stated that a draft resolution was included in the packet for the 2025 budget. She stated that because they talked about potentially changing the administrative fees, she looked into it further and reviewed comparison data she obtained from other similar entities. She proposed an administrative fee of \$250 in order to better offset the administrative costs of the WMO. She also recommended changing the permit deposit from \$700 to \$1,000. She highlighted other proposed changes to the budget to better align with actual costs/revenue from previous years.

Musgrove commented that she likes the increase to \$1,000 for the deposit and asked if the \$250 would better assist in covering the administrative costs. Yager provided additional details on the actual administrative costs and the portion that would be recouped through the administrative fee.

Holthus asked if the funds for the audit are included in the 2025 budget, or whether that would be included in the 2026 budget. Yager highlighted the line item that would cover the audit within the 2025 budget.

Motion was made by Holthus, seconded by Weaver, to adopt the 2025 budget as proposed.

A roll call vote was performed:

Weaver aye

Holthus aye

Musgrove aye

Motion carried.

OTHER BUSINESS

JPA Update ~ Legal Review

Yager referenced page 13, subdivision 20, and clarified that the audit is not conducted annually but once every five years. She also referenced language under 3.2.A on page seven and suggested that the 30 days be extended to 60 days. She noted that she did not have time to fully review this and will review the financial section in detail prior to the next review by the Board.

Musgrove referenced page 14 and asked if a copy of the report is sent to each City Clerk. Yager replied that the report is published on the website and is not sent directly to each City Clerk. She asked if that statement should be removed or updated to better reflect the actual practice. Westby commented that perhaps that is a statutory requirement. Yager noted that if it is, they could start doing that.

Musgrove referenced language related to the duties of the Treasurer and noted that language does not give the alternate the authority to act on behalf of the Treasurer if they are not present and another member of the Board would need to act in that place. She referenced page eight which references that someone can submit something for reimbursement, which has never been done. She asked if that is also statutory language. Wozney commented that the language states that the Board must authorize that. Musgrove commented that she would like to stay with the current process where there is not compensation. Weaver commented that on some boards or commissions where Councilmembers are appointed and they have to drive a long distance, there is sometimes a request for gas reimbursement and some people will not attend without that. Yager noted that the Board would still need to vote and approve that request. Holthus suggested adding clarification on the situation, such as a Board required training or similar event that requires a distance to travel, to better clarify that the request would be related to compensation for gas in that scenario.

Musgrove commented that with these changes as discussed, the document could then go to the cities for review.

The Board reviewed the items marked in yellow.

NEW BUSINESS

LRRWMO Permit #2024-03 ~ Light Bridge Academy ~ Ramsey

Linton reviewed the June 14, 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.

Kieffer commented that this is unique given that the proposed construction for Light Bridge would occur before the regional storm pond is constructed. She stated that the approval would be tied to construction of the stormwater pond. She provided details on the phasing of construction and the stormwater pond construction timing, noting that staff does recommend approval.

Musgrove commented that it has been great to see the two projects working together as the stormwater management will be an important element in this moving forward.

Motion was made by Weaver, seconded by Holthus, to approve Permit #2024-03, Light Bridge Academy, Ramsey, subject to eleven (11) conditions as detailed in the Barr Engineering memorandum dated June 14, 2024.

A roll call vote was performed:

Weaver aye

Holthus aye

Musgrove aye

Motion carried.

LRRWMO Permit #2024-17 ~ 15620 Armstrong Blvd NW ~ Ramsey

Linton reviewed the June 13, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the revised wetland boundary and type as documented in the draft Notice of Decision.

Motion was made by Holthus, seconded by Weaver, to approve the revised wetland boundary and type as documented in the Notice of Decision for Permit #2024-17, 15620 Armstrong Blvd NW, Ramsey, as detailed in the Barr Engineering memorandum dated June 13, 2024.

A roll call vote was performed:

Weaver aye

Holthus aye

Musgrove aye

Motion carried.

LRRWMO Permit #2024-18 ~ 2024 NE Street Reconstruction ~ Ramsey

Linton reviewed the June 14, 2024 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 #2024-18, 2024 NE Street Reconstruction, Ramsey, subject to seven (7) conditions as detailed in the Barr Engineering memorandum dated June 14, 2024.

A roll call vote was performed:

Weaver aye

Holthus aye

Musgrove aye

Motion carried.

LRRWMO Permit #2024-19 ~ MSA Xkimo Street Reconstruction ~ Ramsey

Linton reviewed the June 14, 2024 memo from Barr Engineering in which Barr Engineering states that no action is needed as this project meets the exemption criteria.

Lau noted that this is a mill and overlay and therefore the LRRWMO rules are not triggered.

Westby asked if the remainder of the escrow would be returned as no Board action is needed. It was confirmed that Ramsey will submit a termination letter for the permit and the escrow would then be returned.

LRRWMO Permit #2024-20 ~ Rivers Bend Regional Stormwater Management Study ~ City of Ramsey

Linton reviewed the June 14, 2024 memo from Barr Engineering in which Barr Engineering stated that this permit application will be considered incomplete until project plan sets and stormwater design calculations are provided, therefore no action will be required by the Board.

Musgrove thanked City staff, the developers and Barr Engineer for working together to find this solution. It was confirmed that this project would be removed from the agenda until there is new information to share with the Board.

Attorney Change

Wozney stated that Gilchrist has left his firm to create a new firm and staff would recommend to follow Gilchrist to his new firm. She stated that the rates will remain the same and the URRWMO is also choosing to move with Gilchrist. She acknowledged that the LRRWMO is in the middle of the JPA process and therefore there would be benefit to remaining with him.

Holthus asked if there is a noncompete contract with the existing firm. Musgrove commented that the report states the split was amicable and suspected that this request would not come forward if there were a noncompete.

Weaver commented that it would be worth checking to ensure that the LRRWMO does not have a contract with Kennedy and Graven.

Motion was made by Weaver, seconded by Holthus, to select Troy Gilchrist at Town Law Center as legal counsel for the LRRWMO, contingent that the LRRWMO does not have an active contract with Kennedy and Graven.

A roll call vote was performed:

Weaver aye

Holthus aye

Musgrove aye

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 ~ (Continued)

JPA Update ~ Legal Review

This item was considered following FINANCE MATTERS.

WBIF Update

Wozney stated that a report was provided in the packet as an informational update.

Musgrove commented that there were quite a few projects for the group to review, attempting to narrow and split the projects as equally as they could between the upper and lower Rum River areas. She stated the group discussed completing a street sweeping study and agreed that would be a benefit.

Weaver asked for more information on the agricultural practices within the Ford Brook watershed. Kytönen commented that he believed it involved cover crops for erosion control. Wozney explained it would occur on private property, with funding provided for those parties to plant cover crops in the fall to assist in erosion control. She stated that she can find out more details.

ADJOURNMENT

A motion was made by Weaver, seconded by Holthus, to adjourn the meeting.

A roll call vote was performed:

Weaver aye

Holthus aye

Musgrove aye

Motion carried.

Time of adjournment: 9:12 a.m.

Respectfully submitted,



Amanda Staple
Administrative Secretary

PRELIMINARY REGULAR AGENDA

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. June 20, 2024, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. Permit #2024-21 ~ Rivers Bend Park Wetland Delineation ~ City of Ramsey
 - 2. Permit #2024-22 ~ Transform Church ~ Andover
 - 3. Permit #2024-23 ~ Skyline on Sunwood ~ Ramsey
 - 4. Attorney Change ~ Contract Update ~ Wozney
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. 2024 Second Quarter Report~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. 2024 Second Quarter Report ~ Wozney
- K. OLD BUSINESS ~ None
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. JPA Update ~ City Review ~ Wozney
 - 2. WBIF Update ~ Wozney
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the July 18, 2024 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 x140 or becky.wozney@anokaswcd.org for Zoom link information.

Pending: *Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan*
Permit #2022-07 ~ 54 Tiger Street ~ Ramsey
Permit #2024-20 ~ Rivers Bend Reg. Stormwater Mgmt. Study ~ City of Ramsey

Next Meeting: *Regular meeting is August 15, 2024– at 8:00 a.m.*

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JULY 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 Civil Engineer IV Leonard Linton, Anoka Engineering Technician Ben Nelson, Heather Lau of Barr Engineering, 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 Weaver, to approve the July 18, 2024 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

June 20, 2024 Regular Meeting

Motion was made by Holthus, seconded by Weaver, to approve the June 20, 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 June 30, 2024. Account balances for the period were: Checking, \$199,043.50; less permit account balance of (\$29,275.46), less Generation Plan reserves balance of (\$32,493.43); for a total balance of \$137,274.61.

Musgrove asked for more information on the budget to actual data within the report. She noted that some numbers are at 100 percent, and some are over 100 percent. Yager reviewed those details noting that some items have been paid in full for the year, while other items are at zero. She commented that engineering is up from prior years because of the increased permit activity and the administrative fees have been raised which results in higher than anticipated revenue.

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

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$928.70 (June secretarial services), Anoka Conservation District in the amount of \$6,245.50 (1st and 2nd quarter admin), Barr Engineering in the amount of \$7,877.42 (May engineering services), RTY Consulting in the amount of \$2,909 (2nd quarter accounting), and Kennedy and Graven in the amount of \$877.50 (May JPA services).

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

Wozney arrived.

NEW BUSINESS

LRRWMO Permit #2024-21 ~ Rivers Bend Park Wetland Delineation ~ City of Ramsey

Linton reviewed the July 12, 2024 memo from Barr Engineering in which Barr Engineering restates that the WCA Notice of Application was issued on June 28, 2024 with a comment period ending on July 22, 2024. The Technical Evaluation Panel (TEP) site review is scheduled for July 16, 2024.

A recommendation for the wetland boundary and type decision will be provided after the site review is complete and the comment period has ended.

LRRWMO Permit #2024-22 ~ Transform Church ~ Andover

Kytonen reviewed the July 12, 2024 memo from Barr Engineering in which Barr Engineering states that initial review comments were sent to the project agenda on June 24th requesting additional information be provided for the application to be considered complete. This applicant has indicated they are working to address these comments in addition to comments from the City of Andover. Barr Engineering is requesting that the LRRWMO Board continue this item and extend the review period by 60 days until the revised submittal is provided for review.

Lau commented that a revised submittal was received and will be reviewed this week.

Motion was made by Holthus, seconded by Weaver, to continue Permit #2024-22, Transform Church, Andover, as detailed in the Barr Engineering memorandum dated July 12, 2024 and extend the review period by 60 days. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-23 ~ Skyline on Sunwood ~ Ramsey

Linton reviewed the July 16, 2024 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 Holthus, to approve Permit #2024-23, Skyline on Sunwood, Ramsey, subject to eight (8) conditions as detailed in the Barr Engineering memorandum dated July 16, 2024.

Further discussion: Lau provided additional details on the difference to the volume retention credits between the City memo and the Barr memo being that the City's memo reflects the volume

retention for the proposed impervious within the parcel boundary, and Barr's memo reflects the volume retention for the proposed impervious within the entire disturbed site area.

Vote: 3 ayes, 0 nays. Motion carried.

Attorney Change ~ Contract Update

Wozney stated that she spoke with Gilchrist and looked through the records to ensure there was not a contract with Kennedy and Graven. She reiterated why ACD believed that moving to Town Law Center with Gilchrist would be the right action. She noted that the Board did make that motion at the last meeting.

The Board agreed that no further action would be necessary as the motion was made at the last meeting and no prior contract was found.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Kytonen presented the Year 2024 Second Quarter Report for the City of Andover.

Nelson presented the Year 2024 Second Quarter Report for the City of Anoka.

Weaver referenced a previous project in a park near the river which involved tree plantings and noted that many of those trees are dead. Nelson commented that staff will follow up and the trees will be replanted. He stated that project was completed in 2021 and therefore there is not a remaining warranty.

Linton presented the Year 2024 Second Quarter Report for the City of Ramsey.

Motion was made by Holthus, seconded by Weaver, to approve the Year 2024 Second Quarter Report for the City of Anoka, City of Ramsey, and City of Andover, as presented.

Vote: 3 ayes, 0 nays. Motion carried.

ACD QUARTERLY REPORT

Second Quarter Report

Wozney reviewed the ACD Second Quarter Report.

Musgrove noted the high school stream monitoring which is reflected in the budget as 125 percent of the budget but is only shown as 50 percent completed in the ACD report. Wozney commented that she will follow up on that item.

Musgrove commented that she would support a bus tour in lieu of the boat tour this year, as they have not completed a tour for about four years. Wozney asked for details on when the tour should be held, noting that it should be during the working day to allow City staff to attend. She suggested September. Nelson noted the boat tour times, which occurred in the morning and were completed prior to noon.

Wozney stated that she would bring back a suggested route and timeframes for a tour to the next meeting.

OLD BUSINESS

JPA Update

Wozney stated that she sent the document to the City staff and did not receive any comments back yet. She commented that she will follow up.

WBIF Update

Musgrove noted a question she had marked in regard to erosion control at Trott Brook and whether that would be provided through cover crops. Wozney stated she will follow up on that item.

Weaver commented that he still questions where the sand in the river came from, acknowledging that it was most likely farther upstream from the WMO. He acknowledged that it has been a costly fix to dredge that material out from the river. Nelson noted some of that sand material is actually being reused by Ramsey in the Highway 10 project. Wozney stated the sand was most likely from the riverbank in different locations.

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS ~ None

ADJOURNMENT

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

Time of adjournment: 8:54 a.m.

Respectfully submitted,



Amanda Staple
Administrative Secretary

PRELIMINARY REGULAR AGENDA

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. July 18 20, 2024, 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 #2024-21 ~ Rivers Bend Park Wetland Delineation ~ City of Ramsey
 - 3. Permit #2024-22 ~ Transform Church ~ Andover
 - 4. Permit #2024-24 ~ Voice of Hope Church ~ Ramsey
 - 5. Permit #2024-25 ~ Take 5 Oil ~ Ramsey
 - 6. Permit #2024-26 ~ River's Bend Regional Stormwater Improvements ~ Ramsey
 - 7. Permit #2024-28 ~ Transform Church No Loss Exemption ~ Andover
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
 - 1. JPA Update ~ Wozney
 - 2. Bus Tour Information ~ Wozney
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS ~ None
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the August 15, 2024 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 x140](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 #2024-20 ~ Rivers Bend Reg. Stormwater Mgmt. Study ~ City of Ramsey*

Next Meeting: Regular meeting is September 19, 2024– at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

AUGUST 15, 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, 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 August 15, 2024, agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

July 18, 2024 Regular Meeting

Motion was made by Weaver, seconded by Holthus, to approve the July 18, 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 July 31, 2024. Account balances for the period were: Checking, \$191,440.96; less permit account balance of (\$34,988.46), less Generation Plan reserves balance of (\$32,493.43); for a total balance of \$123,959.07.

Musgrove referenced the total outstanding balance shown on the ledger, and asked for clarification. She asked if there is anywhere that shows the outstanding balance versus actual costs of the permits. Yager provided details and noted that she could provide the balance sheet next month.

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

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$910.60 (July secretarial services) and Barr Engineering in the amount of \$5,365.50 (June engineering services).

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 #2022-07 ~ 54 Tiger Street ~ Ramsey

Wozney reviewed the July 17, 2024, memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the proposed project activities under WCA no-loss criteria MN Rule 8420.0415 A., as activity that will not result in wetland impacts, as documented in the draft Notice of Decision.

Musgrove referenced the permit fee and asked if that is a result of this being an old permit. Linton confirmed that this is an older permit. Musgrove asked that the forms be updated to be dated or show when it was last updated going forward.

Motion was made by Weaver, seconded by Holthus, to approve the proposed project activities under WCA no-loss criteria MN Rule 8420.0415 A. as documented in the Notice of Decision for Permit #2022-07, 54 Tiger Street, Ramsey, as detailed in the Barr Engineering memorandum dated July 17, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-21 ~ Rivers Bend Park Wetland Delineation ~ City of Ramsey

Linton reviewed the August 2, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the revised wetland boundary and type as documented in the draft WCA Notice of Decision.

Weaver commented that he appreciates the way the Barr memorandums are being highlighted in the online packet as it is easier to identify and read.

Motion was made by Weaver, seconded by Holthus, to approve the revised wetland boundary and type as documented in the WCA Notice of Decision for Permit #2024-21, Rivers Bend Wetland Delineation, City of Ramsey, as detailed in the Barr Engineering memorandum dated August 2, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-22 ~ Transform Church ~ Andover

Kytonen reviewed the August 9, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to 10 conditions detailed in the memorandum.

Musgrove asked if the second part of the project would come back to the LRRWMO in the future or whether this is approval for phases one and two. Kytonen stated that it his understanding that this would approve the entire project, including the second phase. Lau confirmed that to be correct.

Motion was made by Holthus, seconded by Weaver, to approve Permit #2024-22, Transform Church, Andover, subject to ten (10) conditions as detailed in the Barr Engineering memorandum dated August 9, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-24 ~ Voice of Hope Church ~ Ramsey

Linton reviewed the August 8, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue its review and extend the review period by 60-days until a revised submittal is provided for review.

Musgrove asked if any additional information has been received since August 8th and whether this would be reviewed at the next meeting. Lau stated that the information has not yet been received but anticipated that this could be ready for the next meeting. She provided additional information on the issue with the landlocked wetland, noting that Barr Engineering wants to ensure that there would not be impacts to the adjacent residential properties.

Motion was made by Holthus, seconded by Weaver, to continue and extend the review period by 60-days for Permit #2024-24, Voice of Hope Church, Ramsey, as detailed in the Barr Engineering memorandum dated August 8, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-25 ~ Take 5 Oil ~ Ramsey

Linton reviewed the August 9, 2024 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. He confirmed that the total area within The COR being treated by the regional basin is tracked. Lau commented that Barr is also tracked that retention volume.

Motion was made by Holthus, seconded by Weaver, to approve Permit #2024-25, Take 5 Oil, Ramsey, subject to nine (9) conditions as detailed in the Barr Engineering memorandum dated August 9, 2024. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-26 ~ Rivers Bend Regional Stormwater Improvements ~ Ramsey

Linton reviewed the August 8, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO continue its review and extend the review period by 60-days until a revised submittal is provided for review.

Motion was made by Weaver, seconded by Holthus, to continue and extend the review period by 60-days for Permit #2024-26, Rivers Bend Regional Stormwater Improvements, Ramsey, as detailed in the Barr Engineering memorandum dated August 8, 2024.

Further discussion: Musgrove asked if Barr has received any additional information since August 8th. Lau replied that Barr has not yet received any additional information from the applicant.

Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Permit #2024-28 ~ Transform Church No Loss Exemption ~ Andover

Kytonen reviewed the August 8, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the WCA de minimis exemption as documented in the draft WCA Notice of Decision with conditions.

Motion was made by Holthus, seconded by Weaver, to approve the WCA de minimis exemption as documented in the WCA Notice of Decision with conditions for Permit #2024-28, Transform Church No Loss Exemption, Andover, as detailed in the Barr Engineering memorandum dated August 8, 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 stated that the cities are still going through their reviews.

Kytonen stated that the Andover City Engineer did review the JPA and did not have any comments, therefore, Andover staff is confident with the changes. He stated the Andover City Attorney would still complete his review.

Bus Tour Information

Wozney stated that she sent out a calendar invite and once she reviews the responses, she will select the date and reserve the bus.

Musgrove asked if the Board could be provided with a list of those that confirmed attendance and then they could determine if others should be invited.

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist. She noted that there is only one biomonitoring site within the LRRWMO. She stated that she did receive additional information from ACD staff, noting that is completed each spring and therefore should state 100 percent completed. She stated that there is another biomonitoring site in St. Francis and perhaps some of the cost was coded incorrectly, which is why it shows over budget. She noted that she would again follow up to clarify.

Weaver asked if a resident would contact ACD if they were interested in applying for a grant to armor their riverbank. Wozney confirmed that residents should reach out to Jared at ACD to apply for potential funding. She stated that some properties express interest but ultimately decide not to move forward. Weaver noted an upcoming neighborhood meeting and Wozney noted that she could provide cards with staff contact information that could be distributed.

Musgrove asked if there are newsletter articles going out. Wozney confirmed that is still being done. She noted that educational information is also available through the ACD update or on the ACD website that could be used by member cities for their newsletters.

OTHER BUSINESS ~ None

ADJOURNMENT

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

Time of adjournment: 8:42 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amanda Staple". The signature is fluid and cursive, with a prominent initial "A" and a long, sweeping tail.

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 15, 2024, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer’s Report
 - 2. Payment of Bills
- G. NEW BUSINESS
 - 1. Permit #2024-24 ~ Voice of Hope Church ~ Ramsey
 - 2. Permit #2024-26 ~ River’s Bend Regional Stormwater Improvements ~ Ramsey
 - 3. Permit #2024-27 ~ 181st Avenue NW Wetland Delineation ~ Ramsey
 - 4. Permit #2024-29 ~ Green Valley Greenhouse West ~ Wetland ~ Ramsey
 - 5. Permit #2024-30 ~ Green Valley Greenhouse West ~ Stormwater ~ Ramsey
 - 6. Permit #2024-31 ~ Diamond Graphics Building ~ Ramsey
 - 7. Permit #2024-32 ~ Parkside Townhomes ~ Ramsey
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
 - 1. JPA Update ~ Wozney
 - 2. Bus Tour Information ~ Wozney
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS ~ None
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the September 19, 2024 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 x140](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 #2024-20 ~ Rivers Bend Reg. Stormwater Mgmt. Study ~ City of Ramsey*

Next Meeting: Regular meeting is October 17, 2024– at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

SEPTEMBER 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; and Valerie Holthus, Andover (via Zoom). Voting member absent was: Jeff Weaver, Anoka.

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, Becky Wozney of Anoka Conservation District, and Colleen Werdien of Anoka Conservation District.

APPROVE AGENDA

Motion was made by Holthus, seconded by Musgrove, to approve the September 19, 2024 agenda as presented.

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

RESIDENT'S FORUM

None.

APPROVE MINUTES

August 15, 2024 Regular Meeting

Motion was made by Holthus, seconded by Musgrove, to approve the August 15, 2024 Regular Meeting minutes as presented.

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

FINANCE MATTERS

Treasurer's Report

Yager presented the Treasurer's Report for the period ending August 31, 2024. Account balances for the period were: Checking, \$192,479.58; less permit account balance of (\$47,710.42), less Generation Plan reserves balance of (\$32,493.43); for a total balance of \$118,275.73.

Motion was made by Holthus, seconded by Musgrove, to accept the Treasurer's Report for the period ending August 31, 2024.

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$867.94 (August secretarial services) and Barr Engineering in the amount of \$8,064.04 (July engineering services).

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

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

NEW BUSINESS

LRRWMO Permit #2024-24 ~ Voice of Hope Church ~ Ramsey

Linton reviewed the September 13, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO extend the 60-day review period for this permit and continue the review of this item to the next meeting.

Wozney stated that if the communication with the applicant has stopped or the progress is being delayed, this could be moved to the pending portion of the agenda in the future. Linton commented that the applicant is going through the City approval process. Lau stated that she has been in contact with the project agent who agreed with moving this item to the agenda for October. She stated that the applicant is working to address the increased downstream impacts.

Motion was made by Holthus, seconded by Musgrove, to continue Permit #2024-24, Voice of Hope Church, Ramsey, and extend the review period by 60-days as detailed in the Barr Engineering memorandum dated September 13, 2024.

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

LRRWMO Permit #2024-26 ~ River's Bend Regional Stormwater Improvements ~ Ramsey

Linton reviewed the September 13, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the permit for this project subject to nine conditions detailed in the memorandum.

Motion was made by Holthus, seconded by Musgrove, to approve Permit #2024-26, River's Bend Regional Stormwater Improvements, Ramsey, subject to nine (9) conditions as detailed in the Barr Engineering memorandum dated September 13, 2024.

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

LRRWMO Permit #2024-27 ~ 181st Avenue NW Wetland Delineation ~ Ramsey

Linton reviewed the September 12, 2024 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 Musgrove, to approve the revised wetland boundaries and types as documented in the WCA Notice of Decision for Permit #2024-27, 181st Avenue NW Wetland Delineation, Ramsey, as detailed in the Barr Engineering memorandum dated September 12, 2024.

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

LRRWMO Permit #2024-29 ~ Green Valley Greenhouse West ~ Wetland ~ Ramsey

Linton, reviewed the September 12, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the revised wetland boundaries and types and the WCA agricultural exemption as documented in the draft WCA Notice of Decision. It was noted that the Technical Evaluation Panel members determined that Wetland 1 is not an incidental wetland.

Musgrove asked for clarification on Wetland 1 not being an incidental wetland. Wozney explained that the wetland is to the west of the current configuration of the site, recognizing that the site continues to grow. She stated that there is a wetland that appeared to show up in the recent past, but the TEP made the determination that the wetland had been in there in the past and was not due to recent events. She stated that it was ruled as an agricultural wetland and therefore the applicant qualifies for an agricultural exemption.

Motion was made by Musgrove, seconded by Holthus, to approve the revised wetland boundaries and types and the WCA agricultural exemption as documented in the WCA Notice of Decision for Permit #2024-29, Green Valley Greenhouse West, Wetland, Ramsey, as detailed in the Barr Engineering memorandum dated September 12, 2024.

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

LRRWMO Permit #2024-30 ~ Green Valley Greenhouse West ~ Stormwater ~ Ramsey

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

Motion was made by Holthus, seconded by Musgrove, to approve Permit #2024-30, Green Valley Greenhouse West, Stormwater, Ramsey, subject to thirteen (13) conditions as detailed in the Barr Engineering memorandum dated September 13, 2024.

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

LRRWMO Permit #2024-31 ~ Diamond Graphics Building ~ Ramsey

Linton reviewed the September 13, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to 12 conditions detailed in the memorandum.

Motion was made by Holthus, seconded by Musgrove, to approve Permit #2024-31, Diamond Graphics Building, Ramsey, subject to twelve (12) conditions as detailed in the Barr Engineering memorandum dated September 13, 2024.

Further discussion: Lau provided additional details on the conditions. She stated that this project will be completed in three phases and noted that the stormwater management facilities would be required to be installed prior to the construction of an impervious areas.

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

LRRWMO Permit #2024-32 ~ Parkside Townhomes ~ Ramsey

Linton reviewed the September 13, 2024 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 also noted a letter from the City of Ramsey which states that the City has capacity for volume from this site to be managed by the City's regional infiltration basin.

Lau provided additional details on the review of the application's stormwater management plan, noting that the volume will be handled by the City's regional infiltration basin. She stated that at some time Barr and Ramsey will need to work together to determine the capacity that remains in the basin. She stated that both Barr and Ramsey agree that the basin has sufficient capacity to manage this water.

Holthus asked about the number of units that will be in the townhome development. Lau replied that there will be a total of 68 units, associated parking, utilities, and streets. Musgrove commented that this project will be split into two phases, roughly split in half. She asked and received confirmation that this approval would approve both phases.

Motion was made by Holthus, seconded by Musgrove, to approve Permit #2024-32, Parkside Townhomes, Ramsey, subject to eight (8) conditions as detailed in the Barr Engineering memorandum dated September 13, 2024.

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS

JPA Update

Wozney stated that the cities have begun to review the JPA updates. Kytonen stated that the Andover City Attorney, who also represents Anoka, did review the JPA updates and had some comments. He stated that he plans to meet with the City Attorney and Interim City Administrator to discuss those comments.

Wozney noted that depending on the depth of the comments, the WMO Attorney may need to review the comments prior to the Board considering formal approval of the updates.

Musgrove stated that Ramsey staff is currently reviewing the JPA updates and believed that it is scheduled to go to the City Council at its first work session in October, which would be before the October WMO meeting.

Musgrove suggested that every city have their comments in prior to the October WMO meeting, which would allow the WMO to review at the October meeting, and then formal approval could go to the member city councils in November.

Bus Tour Information

Wozney stated that she will look at dates to potentially conduct the bus tour in October.

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist. She provided additional details on the biomonitoring that had been previously discussed and confirmed that the activity was 100 percent complete.

OTHER BUSINESS ~ None

ADJOURNMENT

A motion was made by Holthus, seconded by Weaver, to adjourn the meeting.

A roll call vote was performed:

Holthus aye

Musgrove aye

Motion carried.

Time of adjournment: 8:46 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amanda Staple". The signature is fluid and cursive, with a large initial "A" and a long, sweeping tail.

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 19, 2024, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Posting for Audit Services
 - 4. LRRWMO Funding Request for Rivers Bend Regional Pond Project ~ Ramsey
- G. NEW BUSINESS
 - 1. Permit #2024-24 ~ Voice of Hope Church ~ Ramsey
 - 2. Permit #2024-35 ~ Martin's Meadows Wetland Enhancement ~ Andover
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
 - 1. 2024 Third Quarter Reports ~ Andover, Anoka, Ramsey
- J. ACD REPORT
 - 1. 2024 Third Quarter Reports
- K. OLD BUSINESS
 - 1. JPA Update ~ Wozney
 - 2. Bus Tour October Dates ~ Wozney
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS ~ None
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the October 17, 2024 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 x140 or becky.wozney@anokaswcd.org for Zoom link information.

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2024-20 ~ Rivers Bend Reg. Stormwater Mgmt. Study ~ City of Ramsey*

Next Meeting: Regular meeting is November 21, 2024– at 8:00 a.m.

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

LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

OCTOBER 17, 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, Ramsey City Engineer/Public Works Director Bruce Westby, Anoka Engineering Technician Ben Nelson, Heather Lau of Barr Engineering, Andover Interim City Administrator Dave Berkowitz, 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 October 17, 2024 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.

RESIDENT'S FORUM

Chris Smothers, 3800 Rum River Drive in Anoka, commented that he is present to observe the meeting. He stated that he has lived on the Rum River for multiple decades and there is a peninsula near his home that used to be an island. He wondered what he could do to receive approval to restore that to an island again and restore the water to his and his neighbors' properties. He stated that the conditions make it more difficult for him and his neighbors to get out on the river.

Weaver commented that the City of Anoka shared the concern with sand that filled in places where it had not previously been, and that the sand blocked navigation. He stated that the City spent one year or more obtaining the permits to dredge that navigation channel. He asked if the resident could shovel out the material to restore their navigation.

Nelson commented that he would defer that question to the DNR area natural hydrologist. He noted the different entities that are involved in permitting activities of that nature for the river. He noted that the DNR hydrologist would be able to provide the correct information to the resident as to what would be allowed and/or what would require a permit.

Smothers commented that the channel they use to access the river is now about one foot wide, where before it was much larger.

Wozney stated that she would provide the resident with the correct contact information.

Weaver commented that residents make a large investment to live on the river and to not be able to use that resource is a big deal.

APPROVE MINUTES

September 19, 2024 Regular Meeting

Motion was made by Holthus, seconded by Musgrove, to approve the September 19, 2024, Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 abstain (Weaver). Motion carried.

FINANCE MATTERS

Treasurer's Report

Yager presented the Treasurer's Report for the period ending September 30, 2024. Account balances for the period were: Checking, \$188,042.84; less permit account balance of (\$32,949.51), less Generation Plan reserves balance of (\$32,493.43); for a total balance of \$122,599.90.

Musgrove noted that the permit statement showed a lot of outstanding balances and asked if that is accounted for in the summary report as uncleared transactions. Yager clarified that uncleared transactions are checks that have not yet cleared the bank whereas receivables are reflected on the second page of the report.

Motion was made by Holthus, seconded by Weaver, to accept the Treasurer's Report for the period ending September 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 \$8,522.91(August engineering services), TimeSaver in the amount of \$747.40 (September secretarial services), and RTY Consulting in the amount of \$2,059 (third quarter accounting services).

Musgrove referenced the Barr Engineering invoices that are from August and asked if that delay is typical. Yager stated that Barr Engineering has changed their invoicing to do full month invoicing and therefore is behind. She stated that she has received the September invoice, but it was not early enough to include for this meeting and will come forward next month.

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

Posting for Audit Services

Yager stated the 2025 budget includes an audit, noting that the last audit was completed in 2020 for the 2019 calendar year. She stated that the LRRWMO is required to complete an audit every five years and therefore she would like to post for the services to get someone on board to complete the audit.

Motion was made by Weaver, seconded by Holthus, to authorize posting for audit services as proposed. Vote: 3 ayes, 0 nays. Motion carried.

LRRWMO Funding Request for Rivers Bend Regional Pond Project ~ Ramsey

Westby explained how the City discovered the need for regional water treatment to support development in the area. He stated that the City developed the plans for the pond and identified the area that would be treated by the pond, noting a total of 35 acres that includes a residential development that has never been treated as it was built before the current water treatment regulations. He stated that the project has begun with a cost of almost \$900,000. He stated that watershed-based funding was awarded for this project in the amount of \$248,250 and the City is funding the remainder of the project. He stated that in additional discussions with Schurbon, he was made aware that the City of Anoka had been awarded \$45,000 in watershed-based funding but that project did not move forward so, therefore, those funds could be reallocated towards this project. He stated that Schurbon also noted that the LRRWMO would have funds that could be applicable to this project, which led to the request for an additional \$46,000.

Wozney stated that the LRRWMO has budgeted cost-share funds through the years as part of the annual budget and City paid assessments. She stated that this does seem like a great project and Schurbon recommended that this would be a good use of cost-share funds. She stated that the request for the Board is to consider authorizing \$8,450 from the LRRWMO cost-share grant to go towards the project, which would provide the necessary match to the WBIF grant.

Yager stated that the Board annually has budget line items for the WBIF, noting \$18,600 in 2024 and \$20,000 for 2025. She stated that the LRRWMO also budgets annually for the cost-share grant program noting \$6,000 for 2024 and a carryover from 2023 in the amount of \$8,450.

Weaver asked where the water is currently draining for these 35 acres. Westby identified a floodplain wetland in River's Bend Park, noting that water is directed there from the stormwater system. He stated that is currently a shallow floodplain wetland that overflows and does not have the capacity to treat this water. He confirmed that this pond would treat the water before it goes downstream.

Weaver asked if maintenance agreements would be put in place to ensure the sediment is cleaned out. Westby replied that pond would become part of the City's stormwater system and would be maintained as needed. He stated that Ramsey is currently working to develop a stormwater maintenance policy which will better identify a maintenance schedule.

Weaver noted that the City of Anoka has been installing grit chambers as part of street improvement projects which are cleaned once or twice a year and noted that is resulting in better water quality in the river. He applauded this project from the City of Ramsey.

Musgrove asked if there should be two separate motions for this item. Wozney noted that the action could be completed in one motion.

Motion was made by Weaver, seconded by Holthus, to authorize \$30,000 from the WBIF fund to the Rivers Bend Regional Pond Project. Vote: 3 ayes, 0 nays. Motion carried.

Motion was made by Weaver, seconded by Holthus, to authorize \$8,450 from the LRRWMO cost share grant fund to the Rivers Bend Regional Pond Project. Vote: 3 ayes, 0 nays. Motion carried.

Weaver commended Ramsey for this initiative, noting that anything done upstream to improve the water quality also has a positive impact downstream.

NEW BUSINESS

LRRWMO Permit #2024-24 ~ Voice of Hope Church ~ Ramsey

Linton reviewed the October 11, 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 Holthus, seconded by Weaver, to approve Permit #2024-24, Voice of Hope Church, Ramsey, subject to eleven (11) conditions as detailed in the Barr Engineering memorandum dated October 11, 2024.

Further discussion: Lau noted the condition for the applicant to provide a geotechnical report prior to construction to ensure separation from the groundwater.

Vote: 3 ayes, 0 nays. Motion carried.

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

Wozney reviewed the October 11, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO delay its decision until after the DNR has an opportunity to review and comment on the project.

Motion was made by Holthus, seconded by Weaver, to table Permit #2024-35, Martin's Meadows Wetland Enhancement, Andover, as detailed in the Barr Engineering memorandum dated October 11, 2024. Vote: 3 ayes, 0 nays. Motion carried.

CONSIDER COMMUNICATIONS ~ None

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

2024 Third Quarter Reports ~ Andover, Anoka, Ramsey

Berkowitz presented the Year 2024 Third Quarter Report for the City of Andover.

Nelson presented the Year 2024 Third Quarter Report for the City of Anoka.

Linton presented the Year 2024 Third Quarter Report for the City of Ramsey.

Musgrove asked about the status of the water treatment plant. Westby replied that project is on schedule to be completed in August of 2025.

Weaver noted previous concerns from Ramsey residents related to Lake Itasca and asked if there was an update. Wozney commented that the water level has rebounded to the typical level, and she has not received any additional comments. She did reach out offering to do survey work, but noted that would involve financial assistance from that association and she did not hear anything back on that offer.

ACD QUARTERLY REPORT

2024 Third Quarter Report

Wozney presented the Year 2024 Third Quarter Report from ACD.

Musgrove asked if there was an update on the streambank stabilization. Nelson stated that they are awaiting a 401 certificate before proceeding.

OLD BUSINESS

JPA Update

Wozney reviewed the comments received from Ramsey and Andover.

Westby provided a summary of the comments from the City of Ramsey staff and City Council.

Wozney stated that the grammatical changes would be easy to address and noted that she would like the LRRWMO Attorney to review some of the comments, but noted that they seem reasonable.

Musgrove agreed that the LRRWMO Attorney could provide clarification on those items.

Weaver stated that in the comments from the cities, member is capitalized and asked if that is accurate. Musgrove confirmed that is correct.

Nelson referenced page 12, number nine, related to the dam, and stated he would like that removed as the City of Anoka has sole authority and the LRRWMO does not control the dam. He asked that the item be removed or specify that the Anoka dam is excluded. He noted that the LRRWMO passed a resolution recognizing that authority in 2016. Musgrove stated that perhaps the LRRWMO Attorney can provide clarification on the language that would be better to use.

Weaver left the meeting.

Nelson summarized the remaining comments that he had, noting that he can follow up with his comments in an email to Wozney.

Berkowitz commented that there are a lot of strong words such as 'order' and 'shall,' noting that while that is good, there should also be an appeal section. He summarized the additional comments from Andover.

Musgrove commented that perhaps the LRRWMO Attorney can clarify whether the LRRWMO would have the power to condemn property, or whether that language should be removed. She did agree that there should be a process for appeal.

Motion was made by Holthus, seconded by Musgrove, to direct staff to submit the comments related to the JPA from the cities to the LRRWMO Attorney for review. Vote: 2 ayes, 0 nays. Motion carried.

It was noted that this item would return to the LRRWMO at the November meeting and would then go forward to the member city councils in order for the LRRWMO to consider this for adoption at its December meeting. Wozney stated that the resolution could be approved by member cities on their consent agendas if that is desired by the city.

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS

Bus Tour October Dates

Wozney stated that the bus tour is planned for October 29th, noting that more details will be provided within the week. There was additional discussion about who would be attending and the size of the bus that would be needed. Wozney stated that she will rent a bus which would allow for additional attendees.

ADJOURNMENT

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

Time of adjournment: 9:17 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 17, 2024, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Posting for Audit Services ~ Update
 - 4. TimeSaver Secretarial 2025 Addendum
- G. NEW BUSINESS
 - 1. Permit #2024-33 ~ Holiday Station Store ~ Andover
 - 2. Permit #2024-34 ~ CSAH 7 at County Road 158 Roundabout ~ Andover
 - 3. Permit #2024-35 ~ Martin's Meadows Wetland Enhancement ~ Andover
 - 4. Permit #2024-36 ~ Mississippi River Trail Reconstruction ~ Ramsey
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
 - 1. JPA Update ~ Wozney
 - 2. Bus Tour Recap ~ Wozney
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
 - 1. Review Outreach Plan for FY25 Rum Metro WBIF Grant ~ ACD
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the November 21, 2024 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 x140 or becky.wozney@anokaswcd.org for Zoom link information.

Pending: *Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan*
Permit #2024-20 ~ Rivers Bend Reg. Stormwater Mgmt. Study ~ City of Ramsey

Next Meeting: *Regular meeting is December 19, 2024– at 8:00 a.m.*

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

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

PRELIMINARY REGULAR AGENDA

Agenda to be Finalized at Meeting

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
 - 1. November 21, 2024, Regular Meeting
- F. FINANCE MATTER
 - 1. Treasurer's Report
 - 2. Payment of Bills
 - 3. Posting for Audit Services ~ Update
- G. NEW BUSINESS
 - 1. Permit #2024-33 ~ Holiday Station Store ~ Andover
 - 2. Permit #2024-37 ~ 2025 Street Improvement Project ~ City of Andover
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
 - 1. JPA Update ~ Wozney
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
- N. ADJOURNMENT

NOTE: Some or all members of the Lower Rum River WMO may participate in the December 19, 2024, 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 x140 or becky.wozney@anokaswcd.org for Zoom link information.

*Pending: Permit #2016-16 ~ 2274 164th Avenue Driveway Access ~ Wetland Replacement Plan
Permit #2024-20 ~ Rivers Bend Reg. Stormwater Mgmt. Study ~ City of Ramsey*

Next Meeting: Regular meeting is January 16, 2025– at 8:00 a.m.

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

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