

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

AUGUST 16, 2018

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## CALL TO ORDER

Chairman Todd Haas called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were: Elizabeth Barnett, Anoka; and Todd Haas, Andover.

Voting member absent was: Mark Kuzma, Ramsey.

Also present were: Deputy Treasurer Brenda Smith, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer Bruce Westby, Anoka Engineering Technician Ben Nelson, John Enstrom of Enstrom Organic Dirt, and Jamie Schurbon of Anoka Conservation District.

## APPROVE AGENDA

**Motion was made by Barnett, seconded by Haas, to approve the August 16, 2018 agenda as presented. Vote: 2 ayes, 0 nays. Motion carried.**

## RESIDENT'S FORUM

Enstrom stated that the trees outside of the Anoka City Hall are infested with a parasite and provided an example.

Nelson stated that he would pass the information to the City Forester.

## APPROVE MINUTES

### July 19, 2018 Regular Meeting

**Motion was made by Barnett, seconded by Haas, to approve the July 19, 2018 Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays. Motion carried.**

## FINANCE MATTERS

### Treasurer's Report

Smith presented the Treasurer's Report for the period ending July 31, 2018. Account balances for the period were: Checking, \$258,704.44; less permit account balance of (\$58,411.68), less 2018 4<sup>th</sup> Generation Plan Reserve (\$110,000), for a total balance of \$90,292.76.

Nelson referenced the summary of permit application, specifically Permit #2012-04, which was closed in 2013 and has a remaining balance. He stated that he submitted the request to have the remaining balance refunded. He also referenced Permit #2015-14, for the Highway 10 Pedestrian Project. He stated that \$85 charge was for a conversation between Barr Engineer and Bolton & Menk, but a permit number was never officially issued for that project. He asked that be removed.

Haas confirmed the consensus of the Board to remove Permit #2015-14 and charge the \$85 to the Board consulting services.

Linton stated that he recently noticed that every open wetland case was recently charged \$17 as annual maintenance, with no explanation of what was done. He asked for further clarification.

**Motion was made by Barnett, seconded by Haas, to accept the Treasurer's Report for the period ending July 31, 2018. Vote: 2 ayes, 0 nays. Motion carried.**

#### Payment of Bills

Smith presented the payment of bills for City of Anoka in the amount of \$1,200 (Feb-June Professional Services), Barr Engineering in the amount of \$833.00 (Professional Services 5/19/18 through 7/13/18), and TimeSaver in the amount of \$853.62 (services rendered in July of 2018).

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

#### NEW BUSINESS

##### LRRWMO Permit #2018-07 ~ Lehn/Russell Property (Rum River Prop.) ~ Andover

Haas reviewed the August 3, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and types as detailed in the draft Notice of Decision form.

**Motion was made by Barnett, seconded by Haas, to approve the wetland boundaries and types as detailed in the Notice of Decision for Permit #2018-07, Lehn/Russell Property (Rum River Prop.), Andover, as detailed in the Barr Engineering memorandum dated August 3, 2018. Vote: 2 ayes, 0 nays. Motion carried.**

##### LRRWMO Permit #2018-08 ~ TC Homes ~ Andover

Haas reviewed the August 3, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve the wetland boundaries and types as detailed in the draft Notice of Decision form.

**Motion was made by Barnett, seconded by Haas, to approve the wetland boundaries and types as detailed in the Notice of Decision form. Permit #2018-08, TC Homes, Andover, as detailed in the Barr Engineering memorandum dated August 3, 2018. Vote: 2 ayes, 0 nays. Motion carried.**

LRRWMO Permit #2018-09 ~ Petersen Farms Phase 1 ~ Andover

Haas reviewed the August 8, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application to be incomplete until the wetland documentation is submitted for approval.

**Motion was made by Barnett, seconded by Haas, to consider Permit #2018-09, Petersen Farms Phase 1, Andover incomplete. Vote: 2 ayes, 0 nays. Motion carried.**

LRRWMO Permit #2018-10 ~ Bergeron 2<sup>nd</sup> Addition/Estates at Cedar Ridge ~ Andover

Haas reviewed the August 8, 2018 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO consider the application to be incomplete until the wetland documentation is submitted for approval.

**Motion was made by Barnett, seconded by Haas, to consider Permit #2018-10, Bergeron 2<sup>nd</sup> Addition/Estates at Cedar Ridge, Andover incomplete. Vote: 2 ayes, 0 nays. Motion carried.**

LRRWMO Permit #2018-11 ~ Water Resource Management Plan ~ Andover

Haas reviewed the August 8, 2018 memo from Barr Engineering in which Barr Engineering stated that a permit application has been received for the review and comment of a minor Amendment to the Third Generation Storm Water Management Plan for the City of Andover. It was noted that the review from Barr Engineering will be completed and a recommendation will be provided prior to the Board's September meeting.

**Motion was made by Barnett, seconded by Haas, to table Permit #2018-11, Water Resource Management Plan, Andover, as detailed in the Barr Engineering memorandum dated August 8, 2018. Vote: 2 ayes, 0 nays. Motion carried.**

CONSIDER COMMUNICATIONS ~ None

Haas noted that these items are informational and do not require action.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

ACD QUARTERLY REPORT ~ None

OLD BUSINESS ~ None

## OUTSTANDING ITEMS/TASK CHECKLIST

Haas reviewed the outstanding items and task checklist.

## OTHER BUSINESS

### Fourth Generation Plan

#### a) ACD Amendment to Contract for Services

Schurbon referenced the memorandum which was included in the Board packet with a proposed cost of \$600 to assist in developing a scope for consultants and the RFP.

Haas asked if ACD would have a staff engineer to assist with the plan or would they consult with an engineer to review and sign the plan. He noted that Barr Engineering prepared the last rendition of the plan and the Local Water Management plans are signed by the City Engineer.

Schurbon stated it is not a requirement to have an engineer sign the plan. He stated that most of the plans are not signed by an engineer unless the plan is developed by an engineer. He explained it is a planning document and not a designed project.

Westby noted that if ACD prepares the plan and there is a requirement for an engineer to sign off on the plan, that would be an expensive signature as the engineer would want to review the entire document.

Nelson asked if the plan would be reviewed by Barr Engineering anyways. Schurbon stated that would be the choice of the LRRWMO.

Westby asked if a City Engineer from each of the member cities would sign off on the LRRWMO plan. Haas noted that typically the City Engineer would sign off on the Local Water Management Plan.

Schurbon stated that he will consult with Fabian from BWSR to get an official opinion on the signature of an engineer on the LRRWMO plan.

Haas noted that the cost for Schurbon to assist in the development of the RFP would come out of the reserves that the Board has for the plan development.

**Motion was made by Barnett, seconded by Haas, to approve the ACD amendment to contract for services. Vote: 2 ayes, 0 nays. Motion carried.**

#### b) Resolution #2018-02 ~ Intent to Begin Water Management Plan Update

Haas stated that Schurbon created the draft resolution suggested by BWSR which will begin the Water Management Plan update.

**Motion was made by Barnett, seconded by Haas, to adopt Resolution #2018-02. Vote: 2 ayes, 0 nays. Motion carried.**

c) Set Special Meeting Date in September for Watershed Planning Scoping

Haas confirmed that both he and Barnett will be in attendance. He noted that most of the conversation will be between the city staff members.

Schurbon stated if a quorum will be present, it should be posted as a special meeting. He stated that he will send some reading materials one week prior to the special meeting.

**Motion was made by Barnett, seconded by Haas, to schedule a special meeting for watershed planning scoping on September 12, 2018 at 8:30 a.m. Vote: 2 ayes, 0 nays. Motion carried.**

Other

Enstrom referenced a recent County project which took place on County Road 5 and stated that he is concerned that untreated water is now being directed into the wetland. Westby stated that was a culvert replacement, noting there was a culvert in that place previously.

Enstrom stated the area is open ditch and there were no restoration efforts. Westby confirmed the concern was that there are not erosion control measures or BMPs in place.

Enstrom noted that wetland is already impaired and adding additional untreated water will not be beneficial. He believed that the project could have been managed better. Westby stated that he will follow up on this item.

Westby referenced Permit #2017-20, Cole Addition, and noted that the bill had been sent twice. He stated the property has changed ownership and perhaps the bill was being sent to the old property owner.

ADJOURNMENT

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

Time of adjournment: 9:00 a.m.

Respectfully submitted,

Amanda Staple  
Administrative Secretary