



Sunrise River Watershed Management Organization

Regular Meeting for **THURSDAY, JANUARY 7, 2021 6:30 pm**

MEETING TO BE HELD REMOTELY due to the Covid-19 pandemic.

ATTEND ONLINE using Zoom by clicking this link:

<https://us02web.zoom.us/j/89188964651?pwd=VTNpOGZHdjh1OWJyeHMvMmRFdkpQdz09>

OR ATTEND BY CONFERENCE CALL by dialing either +1 301 715 8592 OR+1 312 626 6799,

then when prompted enter meeting ID 891 8896 4651 and passcode 296408.

For help or other accommodations email jamie.schurbon@anokaswcd.org

AGENDA

Agenda to be finalized at meeting

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for November 5, 2020
5. Financial Reports
 - a. Treasurer's report
 - b. Current grants financial report from Anoka Conservation District (ACD)
 - c. Financial report approval for 2019 WBIF grant
6. Unfinished Business
 - a. Jurisdictional boundary update with Rice Creek Watershed District
 - b. Ham Lake local surface water management plan
 - c. Review of communities' ordinances for compliance with SRWMO minimums
 - d. Carp management project update
7. New Business
 - a. 2022 budget
 - b. Recording secretary agreement renewal
 - c. Lincoln Estates preliminary plan in Linwood Township
8. Mail
9. Other
10. Invoice(s) approval
 - a. Recording Secretary services for Nov 2020 meeting (\$200)
 - b. Insurance renewal
11. Adjourn

Upcoming Meeting Dates: February 4



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

APPROVED MINUTES

Sunrise River Water Management Organization Meeting
Thursday January 7, 2021
Meeting was held remotely due to the Covid-19 pandemic.

1. Call to Order

Vice-chair Mager called the meeting to order at 6:33 pm.

2. Roll Call

Present: Leon Mager, Matt Downing, Candice Kantor, Sandy Flaherty, Tim Harrington, Janet Hegland, Dan Babineau (arrived at 6:37pm), Tim Peterson

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Cameron Blake, Recording Secretary
Rick Kruger, Coon Lake Improvement Association

3. Approval of Agenda

Ms. Hegland moved to approve the agenda and Mr. Harrington seconded this motion. Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Kantor yes. Motion carried.

4. Approval of Minutes for November 5, 2020

Ms. Flaherty asked for the minutes to be corrected to reflect that it was Ms. Logren rather than herself who created the motion passed under Item 10 C. on page 10. Mr. Schurbon and Mr. Blake will make those changes to the minutes.

Mr. Harrington moved and Ms. Hegland seconded to approve the November 5, 2020 minutes with that correction. Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Kantor yes. Motion carried.

5. Financial Reports

Mr. Babineau arrived at 6:37 pm and Mr. Mager dropped off the Zoom call at 6:39pm. Mr. Babineau took over as chair of the meeting.

A. Treasurer's report

Mr. Downing reported a beginning and ending balance of \$26,481.76 with no expenditures for the month of December. The total 2021 community contribution was received from East Bethel. Mr. Schurbon will invoice the other communities. Mr. Mager re-joined the meeting at 6:41pm but was still having some internet issues.

Ms. Flaherty moved and Ms. Hegland seconded to approve the Treasurer's report as presented. Hegland yes, Harrington yes, Downing yes, Flaherty yes, Babineau yes, Kantor yes. Mager abstained. Motion carried.

B. Current grants financial report from ACD

Mr. Schurbon presented the current grants financial report. He pointed out that the cost share grant funds had been used for three projects for Coon Lake and the board decided to encumber another \$1,030.00 for the Linwood Elementary raingarden. This would leave \$1,390.67 left in the cost share budget for 2021. Ms. Hegland asked if this was the intended value to be shown in the total row of the cost share table, which was confirmed by Mr. Schurbon.

For State grants, Mr. Schurbon said the report is updated with staff time and expenses. He pointed out that shoreline stabilizations were added to the Martin and Coon Lake grant table to be considered as projects to use the last \$63,000 (expiring at the end of 2021). Mr. Schurbon lastly noted that some expenses from each funding source were spent on the carp management project.

C. Financial report approval for the 2019 WBIF grant

Mr. Schurbon explained that the 2019 WBIF grant funds have been spent at more than 50% which means it's time to submit the grant financial report to the State for approval. Upon approval the State will release the next 40% of the grant funds, with the final 10% released after final reporting. He presented the report which doesn't exactly match the ACD Current Grants Financial report due to the timing of when it was pulled together. He added a description of the expenditures and is asking for board approval of the report for Mr. Babineau's signature and submittal to the state.

Mr. Downing moved and Mr. Mager seconded to authorize Chair Babineau to sign the 2019 WBIF grant financial report. Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Babineau yes, Kantor yes. Motion carried.

6. Unfinished Business**A. Jurisdictional boundary update with Rice Creek Watershed District**

This item was presented at the last board meeting in November. Discussion was tabled to allow for the information to be brought back to member communities to determine if the property shift would result in any unforeseen impacts. Since that time there was an amendment to the updated boundary, but those changes were outside of the SRWMO. Ms. Hegland explained that since the November meeting she had sent the report to the city engineer and other staff who were going to translate the parcel data into addresses to determine any impact on Columbus residents. She said she hasn't heard back yet, likely due to the holidays.

Ms. Hegland moved to table the RCWD Jurisdictional Boundary decision until the SRWMO's February meeting and Mr. Mager seconded this motion. Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Babineau yes, Kantor yes. Motion carried.

B. Ham Lake local surface water management plan

Mr. Schurbon reported that they had received the 3rd draft of the Ham Lake LSWMP, and that he believes there are still too many unresolved issues to recommend approval by the WMO. He recommends the board resubmit unresolved comments and new comments that Mr. Schurbon outlined. The plan does now include direct reference to the SRWMO plan but organizational issues remain; specifically issues with formatting such as table and page numbers. The administrator for the Coon Creek WD has also expressed concerns with this plan. Mr. Schurbon said he hoped to set a meeting with the city next week and to have Mr. Downing and Ms. Flaherty attend as well.

Mr. Mager moved to resubmit the Ham Lake LSWMP with the unresolved and new comments, and to table further discussion on this topic until they are resolved. Ms. Hegland seconded this

motion. Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Babineau yes, Kantor yes. Motion carried.

C. Review of communities' ordinances for compliance with SRWMO minimums

This is a recurring agenda item without action needed at this time. Mr. Schurbon has no new information and is hoping to bring this item up at the Ham Lake meeting. He asked if Mr. Harrington could assist in bringing up this item with East Bethel.

D. Carp management project update

Mr. Schurbon informed the board that he is working on writing contracts for 2021. The plan may involve winter seining at Martin Lake and winter and spring seining at Linwood. There could be a small seine effort at some of the structures where migration is known to occur and box netting at Typo Lake. The winter seine efforts will require the ice to be thick enough. The Anoka Conservation District will be doing radio tracking of carp to aid the nettings.

7. New Business

A. 2022 budget

Mr. Schurbon presented the draft 2022 budget which follows the SRWMO Watershed Management Plan. Items are categorized as Operating or Non-Operating as was agreed during discussions with Ham Lake in 2019-2020, and consistent with the 2021 budget. This budget relies upon spending down some undesignated reserve funds in order to have a \$50,000 budget per the watershed plan. The SRWMO plan anticipated spending down \$1,609 in reserves in 2022. There is another \$2,149 in undesignated reserve spend down to cover costs that are higher than anticipated in your watershed plan. This is due to budgeting for more on-call administrative help to match actual expenses in recent years. The operating expenses are still mostly the same. Seven other line items have costs that are higher or lower than the plan but they end up being net zero.

The usual timeline is board review of first draft in January, with a review of the second draft at the next board meeting. The draft budget is then approved for submittal to member communities who consider ratification. The SRWMO board needs to adopt the final 2022 budget by May.

Mr. Schurbon walked through the budget line items and explained that a few of the items may go down in cost due to 1W1P shared positions, although he does not know the exact amount at this time. One of those items may be line 16, Ag Conservation Planning Outreach. But overall the items in the budget are from the SRWMO plan. As for Outreach and Education he explained that the plan included ramping up the outreach coordinator position in 2022 (line 23). There are efforts being done to use watershed based funding which may lower some of these costs, such as the Lakeshore Restoration Guidance Materials (line 24).

Ms. Hegland asked for more information on the potential for some of the line items to go down. She asked if the 1W1P shared agronomist position would cover item 16, Ag conservation Planning Outreach. Mr. Schurbon explained that the outreach efforts would identify the landowners who the 1W1P agronomist position would then assist. Mr. Schurbon then explained the \$4,450 cost for the outreach coordinator position (line 23) was split among different tasks/accomplishments, and that some of these tasks could be covered by 1W1P outreach. Ms. Hegland asked if this would be known before the SRWMO budget needed to be finalized and Mr. Schurbon said he wasn't sure but maybe by March.

Ms. Hegland explained that she was anticipating pushback on ratifying the 2022 SRWMO budget from the City of Columbus for a few reasons. One was that Columbus wanted a different calculation of land area for their contribution to the budget due to the current calculation not subtracting

public lands. A large percentage of the land Columbus has in the SRWMO is public land such as the Carlos Avery state wildlife management area. This places a higher burden on a smaller number of taxpayers in Columbus. This change would require the JPA to be amended which has not occurred yet. This issue is also why Ms. Hegland and the City of Columbus are looking into the RCWD/SRWMO property line change. The other reason she expects pushback from is where proposed SRWMO activities will take place. She recalls there being a lack of enthusiasm from the city on the budget due to a high number of activities taking place in lakes outside of Columbus. She acknowledged a previous conversation in which the argument was made that Columbus citizens benefit from recreating in lakes outside but near their city's boundaries. She acknowledged that the community contribution and JPA topic was a separate issue than the budget but wanted to bring up the issues she knew her community would raise upon budget ratification.

Mr. Petersen echoed this concern and asked how Linwood would benefit from the activities proposed in the budget- specifically the outreach coordinator role. Mr. Schurbon said the 2022 planned topics involved lakes and SSTS. They are involved in producing newsletters and workshops, and prior to COVID, they had a booth for Linwood's Family Fun Day.

The board discussed and clarified that the budget being levied was a consistent \$50,000 as planned, with the amount over \$50,000 coming from the reserve funds which the board is spending down. Mr. Mager said it would be helpful to see an extra column in the budget table showing 2021 vs. 2022 line items. Mr. Downing stated that as the budget and levy remained the same he didn't think the communities would care about the line items proposed, but Ms. Hegland disagreed. She said Columbus viewed some of the line items, such as monitoring, as a shared expense but viewed other items such as the specific lake workshops as not serving Columbus citizens equally. The issue she identified was the perception that their levy was being used to fund projects outside the Columbus boundary. Mr. Downing argued that this logic would apply to Ham Lake residents as well. Ms. Hegland asked how the community chose to levy its residents, explaining that Columbus only levied the residents inside the SRWMO boundary vs. adding the SRWMO levy to the total city levy. The board agreed that the approach probably differed by community. Mr. Mager asked if Columbus residents within the SRWMO boundary were paying more than other WMO levy's outside of the boundary and Ms. Hegland said she wasn't sure as it was also based on property values.

The board agreed that the JPA and community contribution percentage by land area was a separate area of conversation which was too big to address in this meeting. Ms. Hegland reiterated that she was bringing this topic up because she wanted to avoid the possibility of Columbus denying the budget ratification. Mr. Babineau asked Mr. Schurbon if BWSR would offer any guidance on the matter. Mr. Schurbon believes BWSR wouldn't get involved at this level. The requirement BWSR cares about is that the WMO has a JPA and if following its watershed management plan, and the details are left up to the communities. Mr. Downing noted that this issue may be why there are not as many WMO's left compared to watershed districts who have their own ability to collect taxes.

Mr. Schurbon said he hoped that the budget cap \$50,000 and spending down of reserves was enough of a demonstration that the SRWMO is working within realistic confines. He hoped this made the 2022 budget justifiable to the communities' councils. Mr. Downing reminded the board that the SRWMO laid this budget plan out in its recently-approved 10-year plan and offered multiple opportunities for the communities to comment and they didn't choose to. Mr. Schurbon asked if Columbus received any payment in lieu of taxes for the amount of public land they had and Ms. Hegland said they did but it wasn't worth the lost tax value. Ms. Hegland said there were two new city council members and that she found Mr. Downing's comments to be helpful. She personally had concerns about the 1W1P adding cost to the budget after the communities were told it wouldn't. Due to

the difficult economic conditions cities have made efforts to cut costs wherever they can to lower tax impacts on residents and she would like to be able to say the SRWMO has as well. For Columbus the percent of uncollected taxes raised by 3% in 2020 and was expected to go up higher this year.

Mr. Schurbon said that because he expected the 1W1P implementation to include some amount of costs savings, the board could cut line items that had the potential for other funding sources such as: ag outreach, lakeshore restoration guidance materials, and the workshops promotion. If the board doesn't want to speculate they could keep them in the budget.

The board discussed whether the line items related to outreach would be expected to go forward, the potential for virtual events, the limits of virtual events, and whether there were any savings from events that didn't occur in 2021. Mr. Babineau reminded the board this was the budget for 2022 in which outreach might be able to take place as normal. Mr. Schurbon said any money saved from event cancellation in 2021 would be in the reserves, and that the cancelled 2020 project tour was already paid for, and was rescheduled for 2021. Mr. Babineau thinks the lakeshore guidance materials are going to be important as many people work on their properties when they are home, which may still be common place in 2021.

Mr. Peterson asked what amount of budget was allocated for septic system assistance and explained that this issue was very relevant for Linwood constituents. Mr. Schurbon explained that the SRWMO's role for septic systems is in education and outreach to connect residents with resources/programs from the state/county that are targeted for repairs and replacement SSTS. The amount of money for SSTS repair and replacement is too high a burden for WMO's to take on and is already served by these other programs. Mr. Peterson asked why he doesn't have an answer for his constituents who ask how much money the SRWMO commits to their SSTS activities. Mr. Schurbon said the Anoka Conservation District presently has \$25,447 in grants available to landowners for fixing failing septic systems. He showed the SRWMO's 10-year outreach and education plan that includes SSTS outreach.

Mr. Downing said the SRWMO created watershed management plan for the budget to be levied to the communities at a cap of \$50,000 so that communities would have a flat levy that they could plan for. He questioned why the SRWMO would put so much effort into developing and scrutinizing this plan and then -rescrutinize the line items in the budget process He said he believes the SRWMO went through the 10 year planning process for a reason and if the 2022 budget items are consistent with that plan then they should follow that plan.

Mr. Schurbon explained that this was the budgeting stage and that as 2021 reaches the stage when they actually acquire the services there could be opportunities for costs savings or for tasks to be cut, but that this wasn't known yet. Mr. Downing suggested if the SRWMO wanted to further alleviate the burden to the communities due to the pandemic that they should look at spending down more of the reserve rather than cutting promised activities that were in the plan.

Ms. Hegland thanked Mr. Downing for this suggestion. Ms. Hegland suggested cutting requests to communities by using more undesignated reserve funds. She wants to use more reserves than the \$3,758 originally planned for 2022 to make a \$50,000 request to the communities happen. The board discussed the current reserve level as being \$22,713 with the goal of spending that down to about 30% of the average budget (over 5 years). Mr. Downing suggested spending an additional \$5,000 from the reserves for the 2022 budget which would leave the reserve at \$17,000. The board agreed on not spending it down all the way down in one go due to the uncertain economic times. Mr. Mager confirmed that this would achieve over \$50,000 worth of planned activities, but approximately \$8,000 would be coming from the reserves.

Mr. Babineau asked how the use of additional undesignated reserve funds would affect operating vs. projects costs. Mr. Schurbon said 73% of the costs are non-operating so he suggested 73% of the money from the reserve would be used for non-operating costs. 27% would be applied toward operating costs.

Ms. Hegland requested that in addition the SRWMO still scale back line items that Mr. Schurbon believed could come from the 1W1P funding. She asked if the Lakeshore Restoration Guidance Materials existed somewhere in a cheaper format than whatever was planned to create them. Mr. Downing and Ms. Kantor both said they hadn't seen those type of guidance materials in a cohesive, quality fashion. Mr. Schurbon said he was 50% confident that the 1W1P will cover the ag conservation outreach line item and Ms. Hegland asked for this cut to occur in the SRWMO budget. Mr. Babineau noted that the watershed was transitioning from ag land to residential area.

Ms. Hegland suggested the Ag Conservation Planning Outreach (line 16) be reduced from \$1,120 to \$0 due to the fact that 1W1P funding can likely cover this amount. There was support from other board members.

Mr. Petersen asked for the saved \$1,120 from cutting the ag conservation outreach be spent towards helping three residents with their septic systems. Mr. Babineau explained that this wouldn't be enough funds to cover any repairs or replacements, and that programs to assist with those activities existed with state, county, and ACD funds. He recalled there being different considerations for properties affecting water quality. Mr. Mager recalled financial programs up to \$20,000 available for drain field locations.

Ms. Hegland moved for Mr. Schurbon to make the proposed changes to the budget and bring back the second draft at the February board meeting. The proposed changes are to cut line item 16 and apply an additional \$5,000 from reserves with 73% going to non-operating costs and 23% going to operating costs. Mr. Harrington seconded this motion. Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Babineau yes, Kantor yes. Motion carried.

Mr. Babineau asked Mr. Petersen to share his thoughts on the budget and Mr. Petersen said he wanted there to be funding for fixing SSTS systems. Mr. Schurbon said to send residents with those issues to him and he will help them access the other programs available to help with that.

B. Recording secretary agreement renewal

In September 2020 the SRWMO came to agreement with Cameron Blake for recording secretary services. Mr. Blake provided the cost estimate through January 8, 2021. The board and Mr. Blake need to discuss extending or modifying the terms. Mr. Blake agreed with extending the contract through the year of 2021 with the same terms.

Mr. Harrington moved to renew the recording secretary contract and Ms. Hegland seconded this motion. Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Babineau yes, Kantor yes. Motion carried.

C. Lincoln Estates preliminary plan in Linwood Township

Mr. Schurbon explained that he and Becky Wozney of the ACD have received the preliminary plat for Lincoln Estates and reviewed it on behalf of the Sunrise River Watershed Management Organization. Their review places emphasis on water quality, stormwater treatment, runoff rates and volumes, and natural environment features. These comments are not binding on the township's decisions but they hope the board finds them informative. There is no action needed, Mr. Schurbon just wanted the board to have the opportunity to add any additional thoughts before passing it along to the township. He can present more of the reviews in the future if the board wishes.

Mr. Babineau asked if there were size limits. Mr. Schurbon explained that due to the amount of shoreland zone there were limits on impervious surface, and that the proposed plans were already under those limits. Part of their review included exploring whether they could reduce the impervious surface even lower. This included suggesting an option of joining a long set of parallel driveways. The board discussed some of the practicalities of that suggestion and of the conditions of the landscape for this plat. Mr. Schurbon explained that the ACD had limited comments and that this plat was par for the course if not better for splitting up the lots. Ms. Kantor asked if wetland buffers were part of the consideration for the review and Mr. Schurbon said they could be.

8. Mail

The SRWMO received a certificate of excellence from their insurer. There was a reminder from the MN Campaign Finance Board for board members to submit their forms by the end of January.

9. Other

10. Invoice(s) approval

A. Recording Secretary services for Nov 2020 meeting (\$200)

Mr. Harrington moved and Mr. Downing seconded to pay the invoice #110620, payment for \$200. Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Babineau yes, Kantor yes. Motion carried unanimously.

B. Insurance renewal

Mr. Schurbon explained that they had not received the official invoice for the year of 2021 from the insurer yet, but had received an estimate of \$17,36. The invoice is typically received in December. He believes they should receive the invoice before the February meeting but said the board could make a motion to pay up to \$18,50 to cover the cost. He will check in about the mail.

Mr. Downing moved and Mr. Mager seconded to pay up to \$18,50 to the insurer to cover 2021 insurance for the SRWMO. Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Babineau yes, Kantor yes. Motion carried unanimously.

C. Adjourn

Mr. Mager moved and Mr. Harrington seconded to adjourn at 8:25 pm. Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Babineau yes, Kantor yes. Motion carried.

Upcoming Meeting Dates: February 4

Submitted by:
Cameron Blake



Sunrise River Watershed Management Organization

Regular Meeting for **THURSDAY, FEBRUARY 4, 2021 6:30 pm**

MEETING TO BE HELD REMOTELY due to the Covid-19 pandemic.

ATTEND ONLINE using Zoom by clicking this link:

<https://us02web.zoom.us/j/87572783172?pwd=eXVCSW1qSHBSTeHqTzZnM2RRTUFIUT09>

OR ATTEND BY CONFERENCE CALL by dialing either +1 301 715 8592 OR +1 312 626 6799,
then when prompted enter **meeting ID 875 7278 3172 and passcode 320718.**

For help or other accommodations email jamie.schurbon@anokaswcd.org

AGENDA

Agenda to be finalized at meeting

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for January 7, 2021
5. Annual meeting items
 - a. Election of officers
 - b. Hear any recommendations on amendments to the JPA and watershed management plan
 - c. Set regular meeting dates through February 2022
6. Financial Reports
 - a. Treasurer's report
 - b. Member community contributions for 2021 update
 - c. Current grants financial report from Anoka Conservation District (ACD)
7. Unfinished Business
 - a. Jurisdictional boundary update with Rice Creek Watershed District
 - b. Ham Lake local surface water management plan
 - c. 2022 budget
 - d. Review of communities' ordinances for compliance with SRWMO minimums
8. New Business
 - a. Approve Lower St. Croix 1W1P annual work plan for Watershed Based Implementation Funding
 - b. 2020 draft work results from Anoka Co Water Resources Outreach Collaborative
 - c. 2020 work results report from ACD
 - d. 2021 contract with ACD
 - e. Public officials tour

9. Mail

10. Other

11. Invoice(s) approval

a. Recording Secretary services for Jan 2020 meeting (\$200)

b. Insurance renewal

12. Adjourn

Upcoming Meeting Dates: TBD



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

Sunrise River Water Management Organization Meeting

Thursday February 4, 2021

Meeting was held remotely due to the Covid-19 pandemic.

1. Call to Order

Mr. Mager called the meeting to order at 6:33 pm after Mr. Babineau explained he was calling in from a car and would prefer not to chair the meeting tonight.

2. Roll Call

Present: Leon Mager, Sandy Flaherty, Tim Harrington, Janet Hegland, Dan Babineau, Tim Peterson, Tim Melchior.

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
 Cameron Blake, Recording Secretary
 Mike Halliday, Linwood Supervisor (not entire meeting)

3. Approval of Agenda

Ms. Hegland dropped off the call. Mr. Schurbon asked to add item d. “Designate public notice posting location” under agenda item 5. “Annual meeting items”. The board agreed.

Mr. Peterson moved to approve the agenda and Mr. Harrington seconded this motion. Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

4. Approval of Minutes for January 7, 2021

Mr. Harrington moved and Ms. Flaherty seconded to approve the January 7, 2021 meeting minutes. Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

5. Annual meeting items

Mr. Schurbon introduced the board to Tim Melchior who was replacing Shelly Logren as a City of Columbus representative. Ms. Hegland rejoined the call at 6:41pm.

A. Election of officers

Mr. Leon said he thinks board members should rotate positions so they have a chance to experience the different roles on the board. Mr. Leon recommended Ms. Flaherty to the Vice Chair role, commenting that she thoroughly reviewed the meeting packet materials. Ms. Flaherty declined, explaining that she served as Treasurer for the Upper Rum WMO so she did not feel like she had the time. The board asked if Mr. Babineau would continue as the Chair and he said he was willing to continue if no one else was interested in that role.

Mr. Harrington moved and Mr. Melchior seconded to appoint Mr. Babineau as Chair. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

No one volunteered for the position of vice chair. Ms. Hegland agreed to serve this role as a trade if Ms. Flaherty agreed to serve as secretary.

Mr. Peterson moved and Mr. Melchior seconded to appoint Ms. Hegland as Vice Chair. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

Mr. Melchior moved and Mr. Harrington seconded to appoint Mr. Downing as Treasurer. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

The board asked Ms. Flaherty if she would be willing to serve as the Secretary and she said yes.

Mr. Harrington moved and Ms. Hegland seconded to appoint Ms. Flaherty as Secretary. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

B. Hear any recommendations on amendments to the JPA and watershed management plan

Mr. Mager opened the floor for discussion from the board, recalling from previous meetings that Ms. Hegland may want to speak on the topic. Ms. Hegland said she believes language needs to be added to the JPA to address how to resolve gridlock if communities disagree on the budget. She knows this may involve getting the four member communities together for discussion and action. Ms. Hegland said she would bring a list of proposed amendments for the JPA at the next board meeting.

Mr. Mager recalled this was different than previous discussion about the financial responsibilities of the member communities and asked how this was related to the structure or the content of the SRWMO JPA. Ms. Hegland explained that months ago the board discussed conflict resolution and she had talked to the League of Minnesota Cities afterwards. She thinks the SRWMO has an old JPA and the board can use the League of Minnesota Cities as a resource to find a template or new language to address it.

This is separate from the discussion about member contributions to the SRWMO. Mr. Mager suggested tabling this motion until next meeting for the board to take action based on Ms. Hegland's materials.

Ms. Hegland moved and Mr. Babineau seconded to revisit this topic of JPA updates at the next board meeting upon which Ms. Hegland will provide a list of suggested changes, potentially resulting in distribution to member cities for consideration. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

C. Set regular meeting dates through February 2022

Mr. Schurbon welcomed Mike Halliday to the meeting who entered prior to the start and before 6:55pm.

Mr. Schurbon asked if the board wanted to continue the same meeting time of 6:30pm on the first Thursday of the month. He proposed a recommended dates for regular board meetings: 4/1/2021, 5/6/2021, 9/2/2021, 11/4/2021, 1/6/2022, 2/3/2022. He proposed a summer meeting in the form of a board tour with date TBD. The board concurred with the recommended dates.

Mr. Harrington moved and Ms. Hegland seconded to approve the recommended regular meeting dates through February 2022. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

D. Designate public notice posting location

Mr. Schurbon suggested the board officially designate the SRWMO website as the SRWMO's public notice posting location. There was discussion around whether this satisfied legal requirements as the State used to require a newspaper. Based on recent discussions websites may be an acceptable public notice posting location for at least some types of notices. Mr. Babineau moved and Ms. Flaherty seconded to designate the SRWMO website as the SRWMO's public notice posting location but the board then entered further discussion after which the motion and second were withdrawn.

Ms. Flaherty asked what documentation of this decision is needed, such as a resolution. Mr. Schurbon said the meeting minutes could serve as documentation. Ms. Hegland said the City of Columbus

understood they needed a physical location or to name a newspaper and that a website was not sufficient. It was noted that there is not a single newspaper that circulates throughout the entire SRWMO area. Mr. Peterson recommended the Forest Lake Times as the newspaper covering the largest area. The board discussed the availability of the newspapers, noting that because they are no longer free circulation is reduced. This limits their effectiveness as a public notice posting location. Mr. Schurbon asked if Ms. Hegland could check with the League of Minnesota Cities and Mr. Mager agreed that this item should be tabled until a legal opinion was received.

Ms. Hegland moved and Ms. Flaherty seconded to table item 5D until legal opinion was sought. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

6. Financial Reports

A. Treasurer's report

In the absence of Treasurer Downing, Mr. Schurbon displayed the January 2021 SRWMO bank statement and reported a beginning balance of \$26,481.76 with three deposits and two debits for an ending balance of \$52,548.45. The total 2021 community contribution was received from East Bethel and Ham Lake. The first half contribution was received by Columbus and Linwood Township with an invoice date of June 2021 for the second half.

Mr. Harrington moved and Mr. Peterson seconded to approve the Treasurer's report as presented. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

B. Member community contributions for 2021 update

This was covered during the treasurer's report.

C. Current grants financial report from Anoka Conservation District (ACD)

Mr. Schurbon went over the report and pointed out that they had passed the grant reconciliation process for the 2019 WBF grant from BWSR. There was not a lot of recent activity on the carp projects.

7. Unfinished Business

A. Jurisdictional boundary update with Rice Creek Watershed District

Ms. Hegland explained that the City of Columbus had their engineer map out the parcel changes by address and that she had the green light from the city administrator to approve this boundary change from Columbus's standpoint. Mr. Schurbon explained to Mr. Melchior the background of this item. Ms. Flaherty asked what an "orphan parcel" was. Ms. Hegland answered with her understanding that an "orphan parcel" is where the hydrological boundary line created a parcel separated from neighboring parcels resulting in an incontiguous boundary, whereas the boundary needs to be contiguous; so orphaned parcels were reassigned to the watershed that ensured a contiguous boundary for that watershed was maintained.

Ms. Hegland moved and Mr. Harrington seconded to direct Mr. Schurbon to email the RCWD with the SRWMO board's concurrence with the proposed boundary revision dated November 19, 2020. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

B. Ham Lake local surface water management plan

Mr. Schurbon updated the board that since the last SRWMO meeting the following activities have occurred: he submitted the SRWMO's comments to the plan writer, a meeting was held with the plan writer, and he received an email from the plan writer with responses to SRWMO comments. Based on these responses the next draft of the plan promises to meet SRWMO expectations and so

he recommended the board to wait to receive the next draft of the plan before approving it. No action is recommended at the February SRWMO meeting. Ms.

Flaherty asked Mr. Schurbon if he had heard of any new laws for WMO's coming up in 2024, which she heard from someone else. Mr. Schurbon said he wasn't sure what that could be in reference to.

C. 2022 budget

At the January meeting the following edits were made to the draft 2022 budget: spent down \$5,000 additional undesignated reserve, and reduced line 16 (ag outreach) from \$1,120 to \$0. Mr. Schurbon provided the draft budget reflecting those changes. Discussion was opened for additional budget revisions, with none heard. The next step is for it to be sent to the member communities for ratification with a deadline of the May SRWMO meeting.

Mr. Harrington moved and Ms. Flaherty seconded to approve the 2022 draft budget totaling \$43,880 to be sent to the member communities for ratification. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

The board thanked Mr. Schurbon for his work and asked if he would be sending them out tomorrow as two of the member communities were having their board meetings next week. Mr. Schurbon confirmed this.

D. Review of communities' ordinances for compliance with SRWMO minimums

Mr. Schurbon updated the board on this ongoing agenda item with his updated memo. Columbus was close to completion and Ham Lake was complete. Linwood staff are working on it and finding that ordinances in other communities are much more complex than needed in Linwood because those bigger communities are subject to State MS4 regulations. Ms. Flaherty noted that the timing of this editing was not ideal and that it may be helpful for the township to delay. Mr. Schurbon agreed and suggested Linwood adopt the SRWMO policy as a temporary measure with the ordinance edits being addressed later on. He has not had any recent responses from East Bethel with only about 10% completion. He asked Mr. Harrington for assistance in reaching out to city staff and Mr. Harrington said he would touch base with his contacts tomorrow. Ms. Flaherty asked for Mr. Schurbon to clarify the language of stormwater standards vs. ordinances within his table. He confirmed that the term stormwater standards applies to WMOs and ordinances applies to cities and townships.

8. New Business

A. Approve Lower St. Croix 1W1P annual work plan for Watershed Based Implementation Funding

Mr. Schurbon led the discussion of this topic. The Lower St. Croix CWMP Implementation Policy Committee, which includes SRWMO board Member Hegland, unanimously approved a 2021-22 work plan to be sent to local boards for review and approval at their February meetings. All participating governing boards, including SRWMO, must consider whether to approve. If this work plan gains approval of at least 2/3 of the participating local entities, our partnership is scheduled to receive \$1,263,531 in Watershed Based Implementation Funds (WBIF) from the State of Minnesota in 2021-22.

The work plan includes several programs that can be applicable to the SRWMO area including expansion of the East Metro Water Resources Education Program, which Washington Conservation District leads, to the entire basin. This will not supersede the ACD educator's position and will be a good partnership. The relatively small \$39,531 for wetland restoration specifically mentions a site that Mr. Schurbon is working on that drains to Typo Lake. While it's not certain that this project will become reality, we're well positioned to use these grant funds. The site is in Isanti County but drains to Anoka County. Funding will be available for internal loading studies with Martin and Linwood

Lakes on the list of candidates. Funding will be available for subwatershed assessment studies and Linwood Lake is on the list of candidates. Linwood Lake is also in the SRWMO's watershed plan for 2022-23, so we'd have those matching funds available.

It is imperative that 2/3rds of the parties, including ACD, approve this work plan in February. Failure to do so means foregoing this year's allocation of state funding. Staff recommends the board approve the Lower St. Croix 1W1P Watershed Based Implementation Funding Work plan dated January 25, 2021.

The Policy Committee approved the workplan unanimously, however after the vote a dissenting letter was distributed from the Comfort Lake Forest Lake Watershed District. Ms. Hegland and Mr. Schurbon summarized some of the points that caught their attention which included differing opinions on how the funding was being distributed and prioritized. Although this is not the right time to delay accepting the workplan, there were some points worth considering and they suggested putting the letter on the next SRWMO board's meeting agenda for discussion.

Ms. Hegland moved and Ms. Flaherty seconded to approve the Lower St. Croix 1W1P Watershed Based Implementation Funding Work plan and to direct Mr. Schurbon to distribute the CLFLWD for discussion at the next board meeting. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

B. 2020 draft work results from Anoka Co Water Resources Outreach Collaborative

Mr. Schurbon presented the 2020 list of accomplishments and events while highlighting the work done that was specific to the member communities. Although 2020 was a challenging year for this work, there was still a lot of great outreach achieved. Emily Johnson from ACD switched many of the events over to a digital format. The board commented that they were impressed by the videos. Ms. Hegland recalled Ms. Johnson attending the Columbus fall fest last year and that she did a great job with engaging the community there.

C. 2020 work results report from ACD

Mr. Melchior sent Mr. Schurbon a link from BWSR regarding guidance for leading public meetings. This may be applicable to earlier discussions of public meeting notice posting. Mr. Schurbon presented a 2020 report .

The list of activities included monitoring, outreach and education, and administrative support. Mr. Peterson asked what the findings were on the carp study completed for Linwood. Mr. Schurbon said carp slightly exceed the threshold for lake health with an additional concern of younger carp which can increase the population. Mr. Schurbon explained that no box netting would occur for Linwood or Martin Lakes, but under ice seining efforts could. He will send the board email updates of the winter carp activities. Mr. Peterson asked if they found the carp spawning in Boot Lake and Mr. Schurbon said this was not observed.

There was volunteer outreach for water quality monitoring at Coon Lake and Mr. Mager reminded Mr. Schurbon that this was done by Arlan Mercil. He asked if the data Arlan gathered should go to Mr. Schurbon and Mr. Schurbon said the current structure was fine.

Mr. Schurbon went over the administrative activities such as website maintenance, the audit, and grant searching and applications. He reviewed recommendations including a way to replenish the SRWMO cost-share grant fund without affecting the budget. Mr. Peterson noted that the two new ponds on the west side of Martin Lake looked good.

D. 2021 contract with ACD

The tasks in the contract are identical to the 2021 budget. Mr. Schurbon identified \$1,368.28 of savings that could be applied to the cost-share program funds. Mr. Mager asked if there was monitoring planned in 2021 for Coon or Linwood Lake. This was not planned until 2022 according

to the SRWMO Watershed Management Plan. Mr. Mager said he believes the SRWMO should monitor those more frequently.

Ms. Hegland moved and Ms. Flaherty seconded to approve contract for services between the SRWMO and ACD for 2021 Water Monitoring and Management. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

E. Public officials tour

The board discussed whether this activity could take place in 2021 as there are a lot of great projects to see. The uncertainty of COVID seems to prevent counting on plans until August or September at the earliest. Mr. Schurbon thinks that two months of notice at least would be adequate for planning. The board decided to table this for further consideration.

9. Mail

The insurance is paid and up to date (item 11B).

10. Other

No other topics.

11. Invoice(s) approval

A. Recording Secretary services for Jan 2020 meeting (\$200)

Mr. Harrison moved and Ms. Flaherty seconded to pay the invoice #10721, payment for \$200. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried. Motion carried unanimously.

B. Insurance renewal

Topic covered in previous item (9).

12. Adjourn

Mr. Harrington moved and Mr. Peterson seconded to adjourn at 8:11 pm. Hegland yes, Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried. Motion carried unanimously.

Upcoming Meeting Dates: April 1

Submitted by:

Cameron Blake



Sunrise River Watershed Management Organization

Regular Meeting for **THURSDAY, APRIL 1, 2021 6:30 pm**

MEETING TO BE HELD REMOTELY due to the Covid-19 pandemic.

ATTEND ONLINE using Zoom by clicking this link:

<https://us02web.zoom.us/j/88043027570?pwd=TEtJUlkwFBQR0h4SXBUmNFjSDZtZz09>

OR ATTEND BY CONFERENCE CALL by dialing either +1 301 715 8592 OR +1 312 626 6799, then
when prompted enter **meeting ID 880 4302 7570 and passcode 726392.**

For help or other accommodations email jamie.schurbon@anokaswcd.org

AGENDA

Agenda to be finalized at meeting

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for February 4, 2021
5. Financial Reports
 - a. Treasurer's report
 - b. Member community contributions for 2021 update
 - c. Current grants financial report from Anoka Conservation District (ACD)
6. Unfinished Business
 - a. Review of communities' ordinances for compliance with SRWMO minimums
 - b. Ham Lake local surface water management plan
 - c. 2022 budget
 - d. Notice posting location
 - e. JPA amendment recommendations
 - f. Lower St. Croix 1W1P annual work plan update
 - g. Public officials tour
7. New Business
 - a.
8. Mail
9. Other
10. Invoice(s) approval
 - a. Recording Secretary services for Feb 2020 meeting (\$200)
 - b. Anoka Conservation District invoice 1 of 3 (\$14,252.33)
11. Adjourn

Upcoming Meeting Dates: May 6, September 4, November 4



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

APPROVED

Sunrise River Water Management Organization Meeting

Thursday April 1, 2021

Meeting was held remotely due to the Covid-19 pandemic.

1. Call to Order

Mr. Babineau called the meeting to order at 6:34 pm.

2. Roll Call

Present: Leon Mager, Sandy Flaherty, Tim Harrington, Janet Hegland, Dan Babineau, Tim Peterson, Tim Melchior, Candice Kantor.

Audience: Jamie Schurbon, Anoka Conservation District (ACD), Cameron Blake, Recording Secretary

3. Approval of Agenda

The upcoming meeting dates were corrected to say “September 2” instead of “September 4”. Mr. Schurbon suggested addition to the agenda under Item 7a. “County AIS Grants.

Mr. Babineau moved to approve the agenda with this correction and addition and Ms. Kantor seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

4. Approval of Minutes for February 4, 2021

Ms. Hegland had some edits for the minutes. On page 2 she clarified that she did not volunteer for the vice president position, rather accepted the position as a trade in exchange for Ms. Flaherty accepting the secretary position. On page 3 she clarified her response to the orphan parcel question- and said she would email the full wording to Mr. Blake to correct the minutes. And lastly, on page 5 she wanted to clarify that without approving the 1W1P workplan, they would forgo this year’s allocation of state funding. There was an additional formatting error on page 5 to be corrected with a paragraph indentation.

Mr. Mager had some questions for Mr. Schurbon regarding the conversation about internal loading treatment which is one Lower St. Croix Watershed Based Funding grant activity that could apply in the SRWMO area. This usually refers to alum treatments, but addressing carp populations is another method. There has not been an internal loading feasibility study completed for any SRWMO lake. The LSC1W1P funding may be able to

apply to this study and future treatment. Mr. Mager also asked about the approximately \$39,000 referenced for wetland restoration and whether this would apply to the Typo Lake subwatershed. Mr. Schurbon clarified that yes, there was a candidate project in that area but this funding has not been allocated to any specific project yet.

Ms. Hegland moved to approve the minutes with these corrections and Mr. Harrington seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

5. Financial Reports

A. Treasurer's report

In the absence of Treasurer Downing, Mr. Schurbon displayed SRWMO financial information from February and March 2021 including the E. Bethel ledger and SRWMO bank balance statement. Mr. Schurbon reported a beginning balance in March of \$52,548.45 and an ending balance of \$52,348.45. This does not include 2 expenses to be reconciled upon approval at the end of tonight's meeting (\$14,252.33 and \$200.00). After anticipated approval of expenditures on tonight's agenda the March "ending" balance will be \$37,896.12.

Mr. Mager moved to accept the treasurer's report and Mr. Melchior seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

B. Member community contributions for 2021 update

All 1st half community contributions have been received, as well as 2nd half contributions from East Bethel and Ham Lake. Mr. Schurbon will send out invoices in June to Columbus and Linwood.

C. Current grants financial report from Anoka Conservation District (ACD)

Mr. Schurbon presented the current grants financial report. There was no change in the cost share grant fund. There have been additional expenditures in the 2019 WBF in time spent searching for more raingarden and shoreline restoration projects to benefit Coon and Martin Lakes. There were some expenditures from the 2020-2022 BWSR grant from Linwood carp removal activities. Ms. Kantor clarified the 2021 end of year deadline for spending the 2019 WBF grant. Mr. Schurbon explained that any funding not spent would be returned to the state but he also didn't want to end up with projects that would overspend the funding. He explained that project install can occur as late as November and December, but September and October is preferable.

Ms. Hegland asked about the potential to use this funding to address a known Coon Lake stormwater issue that Ms. Logren had mentioned previously. Mr. Schurbon explained that he had talked to Ms. Logren and believed this particular project doesn't fit the criteria for this funding, and that it was more of a localized drainage issue related to new construction rather than a project to benefit lake water quality. Ms. Hegland explained that the council had spent a lot of time discussing this issue and it appeared that the landowner was diverting runoff directly into the lake. Mr. Schurbon said he will look into the issue with Ms.

Hegland's assistance. Ms. Hegland said she would rather see the funding spent on correcting this issue than go back to the State if other projects are not identified.

Ms. Hegland pointed out a typo in the 2019 WB funding table in which the \$14,000 was not carrying through to the last vertical column resulting in it being missing from the remaining balance. She asked for clarification on the SRWMO projects funds held by the ACD. Mr. Schurbon explained that these were matching funds paid to the ACD for these state grants.

6. Unfinished Business

A. Review of communities' ordinances for compliance with SRWMO minimums

Mr. Schurbon presented the informational memo; there is no action needed. Some progress has been made with Columbus city staff. Ham Lake has achieved 100% compliance by referring to the SRWMO standard in their ordinance language. He has made contact with East Bethel who will be reviewing ordinances in the next few months. Linwood's status remains the same.

Ms. Hegland referenced the memo and a note that East Bethel's staff had communicated a low level of staff implementation and awareness around the SSTS ordinance. Mr. Schurbon said he is trying to find the right staff person who may be the point person for this issue. Mr. Harrington said he believes the staff is trying and that he will talk to Stephanie, but the community does seem to be aware of SSTS ordinances.

B. Ham Lake local surface water management plan

Mr. Schurbon said Ham Lake is making edits to produce a new draft of the plan which should be approvable, and he will pass it along to the board when he receives it.

C. 2022 budget

Mr. Schurbon said all four communities had ratified the draft budget.

Mr. Mager moved to approve the ratified 2022 SRWMO budget and Ms. Kantor seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

D. Notice posting location

Ms. Hegland had volunteered to check with the League of Minnesota Cities on this topic after the conversation at the last board meeting. They said the WMO has to follow the same open meet law, including public posting, as cities do. As such, the SRWMO does have to designate an official newspaper and put notices in it. No one paper covers the whole SRWMO boundary. The Forest Lake Times covers many communities but not all, and the Anoka City Union covers East Bethel and Ham Lake. Ms. Hegland said the SRWMO can only name one but can post notices in more than one, and must post the paper selection on the website. Mr. Schurbon said the SRWMO does not need to post minutes and doesn't believe there was any recent activity that needed to be published. Hegland agreed and said the SRWMO needs to post the Audit report and request for bids but did not need to meet all city requirements such as minutes posting. Mr. Melchior suggested using the communities' budget

percentages to help determine which newspaper to declare as the official SRWMO paper. If Linwood and Columbus make up 66% of the budget and are covered by the Forest Lake Times, than that could be the official selection with the Anoka Union Herald as the backup paper which would cover East Bethel and Ham Lake. Ms. Hegland said she had considered using the number of households within the SRWMO boundary as the metric to use. She also acknowledged that newspaper posting can get expensive so she didn't feel like the SRWMO needed to post in two papers, as long as the paper selection was posted on the website. The group discussed the option of using the Pioneer Press or Star Tribune.

Mr. Peterson asked Mr. Mager what part of East Bethel he had seen the Forest Lake Times because he hasn't seen it where he lives. Mr. Mager that it reached Columbus/Linwood, ending at the Norquist Campground, covering all of the east basin.

Mr. Mager moved to select the Forest Lake Times as the official SRWMO newspaper and Mr. Harrington seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

E. JPA amendment recommendations

Ms. Hegland sent out the SRWMO JPA to the League of Minnesota Cities for their feedback and they sent a memo with links to example JPAs. Mr. Schurbon has a list of suggested amendments to the JPA that he has been adding to over time and Ms. Hegland added sections that she had seen in other JPAs that she felt the SRWMO JPA was missing. Ms. Hegland asked the board how they wanted to structure the conversation and action steps, as this was not something that was going to be fully accomplished tonight. She asked if the board wanted to designate a subcommittee to work on this and put it on the May agenda, or to select a few topics they felt were worth changing. The League lawyer is willing to help convert the JPA into a more modern template, but will not be taking on the re-writing or editing.

Mr. Mager asked why the SRWMO should do any work in changing the JPA as he views the JPA as a financial agreement between the four communities and BWSR. He said that he did not want the SRWMO to tell the communities what to do or how to alter their JPA. He doesn't think the SRWMO should be involved in the JPA process between the communities and BWSR. He also thought if the JPA needed to be changed that it was the communities' job to change it since it was their JPA. Ms. Hegland and Mr. Melchior both disagreed. Mr. Melchior said he didn't have an issue with advising his community on what changes should be made to the JPA, and that it's the SRWMO's job because the SRWMO operates under this JPA. Ms. Hegland said there were parts of the JPA that were outdated or just didn't make sense, and that it was the responsibility of the SRWMO recommend these changes. Ms. Hegland pointed out that many of the changes were operational things that dictated responsibilities of the SRWMO that we currently do not fulfill and it was important for this board to decide how those sections should be amended to reflect the responsibilities we believe we can deliver on. Other areas were noted that our JPA didn't address, but should, such as the lack of reference to data practices, conflict of interest, bylaw amendments, etc. Ms. Hegland explained that the document she was referencing explicitly states that it is the SRWMO's responsibility to recommend amendments to the JPA. Mr. Mager withdrew his

opposition after Ms. Hegland read the section she identified (Section 7) but stated that he still was not comfortable with this idea.

The group discussed how to proceed with amending the JPA. Ms. Hegland said she would check with the League attorney on if the sections she had identified as missing from the SRWMO were necessary. Mr. Schurbon started by reading the 8 items he had on his list of possible JPA changes he has identified or heard suggested:

1. Funding formulas.

Some communities have expressed concern with proportions of operating expenses and how public lands are considered.

2. Better define “operating expenses” in the funding formula.

Operating expenses were better defined 2 years ago after discussion and an agreement with Ham Lake, but they are still not well defined in the JPA.

3. Create a resolution procedure for when a member city disagrees with a budget or other WMO action, or fails to pay its share.

There is no dispute resolution process at all. Ms. Hegland said it was worse than simply being absent; the JPA currently addresses what to do by referencing a section that is unrelated. Mr. Schurbon explained that gridlock in the WMO could result in consequences from the State that would apply to the WMO and possibly all member communities.

4. Budgeting timeline. Current dates are too late for some communities’ municipal budgeting. In practice, the budget timeline is accelerated.

5. Reconsider the requirement to publish WMO board vacancies in the newspaper for two weeks.

This has not likely been practiced. The group agreed that it is the city’s statutory requirement to fill the board seats.

6. Resolve inconsistent requirements for the frequency of financial audits in state rules and the JPA.

This was amended by the state 8-10 years ago to clarify that under a certain threshold the WMOs only need an audit every 5 years, and not even a full audit procedure.

7. Better define “works of improvement” and special considerations for them.

8. Reconsider approvals required for the WMO to submit a grant application

Cities currently must approve the grant applications. Because of the SRWMO meeting schedule or one community’s failure to respond quickly, grant opportunities could be missed. The current process for city approvals may take longer than grant open application periods.

Ms. Hegland went over the additional sections she identified as possibly missing or needing to be addressed:

1- Ensure references to state statutes are accurate as the numbers may have changed.

2- Data practices.

3- Clause for conflicts of interest.

4- Section 3.6 appeals process doesn’t make sense.

5- If the SRWMO dissolves, currently the assets are to be sold and distributed among the communities, but there are other options WMOs use that may be better.

- 6- Adding language to the JPA to address who is responsible for maintenance if the SRWMO pays for the project. Currently every project has a contractual maintenance obligation with another party, but if this is not clearly defined it could become the SRWMO's responsibility. Projects the SRWMO have paid for are typically owned by the municipality or landowner. The SRWMO has not taken on property ownership and this would involve a larger community conversation.

The group discussed again how to approach amending the JPA. Mr. Mager said he would like to have some time to consider the materials and not vote on anything tonight. Mr. Schurbon and Ms. Hegland agreed that there was not a huge rush on this topic. The group discussed whether a subcommittee should be created to bring back recommendations to the full group. Ms. Hegland said she thinks it will be easier for the group to react to proposed language than to come up with new language as a big group. The board also acknowledged that there may be sensitive topics that would benefit from full group discussion so as to not pit community against community. The board acknowledged that they do not meet that often and wondered if there should be a special meeting scheduled. They discussed open meeting laws and required public notice for special meetings.

Ms. Hegland asked if the board wanted to go down the list and take away any topics they didn't feel were worth addressing and Mr. Melchior said he felt that everything on the list were valid things to address. Mr. Melchior asked if the board could review the materials and come up with suggestions for the May 6th board meeting. He asked for clarification on what the League attorney was willing to do. Ms. Hegland said the attorney would not be doing any of the drafting work but would review what the board comes up with. The board confirmed that this work could not be done over a chain of emails as that would violate open meeting laws. Mr. Schurbon said he could merge/compile the board's individual suggestions into a document to present at the next meeting along with the current JPA. Ms. Hegland agreed with this suggestion of Mr. Schurbon compiling the board's list of suggested changes into a document to discuss at the next board meeting. The board agreed. Mr. Schurbon said he felt that he had received adequate staff direction and that no further action was needed.

F. Lower St. Croix 1W1P annual work plan update

The SRWMO board approved this work plan at the last board meeting and it was approved by the state. The state and Chisago SWCD have signed and work has begun. Ms. Hegland asked Mr. Schurbon to explain more about the 1W1P partially funded outreach position and how that would work with Emily (Anoka Co Water Resources Outreach Collaborative) at the ACD's current work. Mr. Schurbon explained that the details were still being worked out but that the 1W1P funding would expand the EMWREP program currently in Washington County to the full Lower St. Croix watershed and would provide Emily with additional hours for outreach as well. All of the outreach would be supported by this funding and specific work will be defined by their skillsets. The position will be half supported by the WCD and half by the 1W1P funding. They are taking applications through April 6th. And Ms. Hegland thinks they will have at least done interviews by the May board meeting.

Mr. Mager asked about the Comfort Lake-Forest Lake Watershed District (CLFLWD) letter/memo that was discussed at the last board meeting and last 1W1P PC meeting. He also

asked why Typo Lake was not included on their list of priority lakes. Mr. Schurbon explained that there had been a Policy Committee (PC) 1W1P meeting since then and CLFLWD has not brought anything back up for discussions. The grant implementation plan includes 8-10 committees which will be served on by staff and CLFLWD wishes to be on nearly all of them. He wondered if this heavy representation has assuaged their concerns. Ms. Hegland said she wondered if just getting their opinion in writing and distributed to the PC made them feel better and less uncertain about moving forward with the workplan.

Mr. Mager asked for their opinion on the CLFLWD letter/memo content. Mr. Schurbon said that he felt there were valid points raised that were mixed with some controversial and distrustful statements. He also said at least one financial statement seemed inaccurate. Ms. Hegland explained that this plan marked a shift in the state funding paradigm and that she observed there may be some discomfort from watershed districts about it.

G. Public officials tour

This was paid but postponed last year. Mr. Schurbon suggested a September 2021 tour, outdoor based event, with separate driving and no food/drink associated with it. He suggested the board select a date and a rain date and wants to invite new city council and board members. Mr. Schurbon suggested the tour include the new Martin Lake ponds and Coon Lake raingarden with a couple other stops, but no more than 4 or 5 sites due to the driving logistics. The board confirmed that they were comfortable with moving forward and planning the event. Mr. Mager asked if there would be a short meeting before the tour, possibly the community center which had a pavilion and picnic tables. Mr. Schurbon said there could be something like that, or we could consider doing so at tour sites. He suggested the first stop be something with easy parking and for people to sign up in advance so rain cancellation can be communicated quickly. Ms. Hegland asked what kind of numbers the tour sees usually and Mr. Schurbon said 10-20 and estimated 16 this year based on 8 SRWMO members and 2 others from each community. This could push over 20 depending on if the board wished to invite lake associations. Ms. Hegland asked about the possibility of an open air bus which may have less risk. Mr. Melchior wondered if most people might be fully vaccinated by September. Mr. Schurbon said in the past the bus options have been either a cheap school bus or expensive coach bus. Mr. Mager noted that the board did not need to make all the decisions tonight. Mr. Schurbon was directed to present a tour plan at the next meeting.

7. New Business

A. County AIS Grants

Mr. Schurbon explained this agenda item. Anoka County offers AIS prevention grants which often go to lake associations, but applicant can also be cities. These are \$3,000 grants with a 25% match and can be used for outreach/education, inspections, or AIS control such as herbicide treatments. Mr. Schurbon said Martin Lake Association has used these grants to supplement carp removal efforts in the past and that Linwood Lake Improvement Association is considering carp or herbicide treatments. Mr. Schurbon felt this may be an opportunity to supplement the SRWMO BWSR grant efforts of carp removal in Typo Lake which has no

lake association to provide the 25% match. The ACD or SRWMO could apply, and would look to the SRWMO to provide the \$750 match. The \$750 is not in the current SRWMO budget and would need to come out of the undesignated reserve, which the SRWMO is intentionally spending down. With the 2021 and 2022 budget decisions there will be approximately \$9,000 left in the reserve at the end of 2022 with the goal of there being between \$5,800-\$11,600. Mr. Babineau asked what the \$3,000 grant would be spent on and Mr. Schurbon said it would go to box netting for carp at Typo Lake to supplement the current grant work.

Mr. Babineau and Mr. Schurbon discussed questions about the source of the funding and whether there was any conflict of interest around the county and state funding. Mr. Schurbon clarified that the county grant is from state funds, so it cannot be used as match for any other state grants.

The board asked if the county would more favorably view the grant application coming from the SRWMO vs the ACD? Mr. Schurbon said he believes the county would prefer to distribute the funding as locally as possible (the SRWMO). Ms. Kantor said she thought this was a worthwhile grant to apply for since the project it would be applied to is already in place so time doesn't need to be spent on putting a plan together.

Mr. Mager moved to authorize Mr. Babineau to sign the county AIS grant application on behalf of the SRWMO, and to use \$750 from the undesignated funds as match. Ms. Kantor seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

8. Mail

No mail.

9. Other

No other topics.

10. Invoice(s) approval

A. Recording Secretary services for Feb 2020 meeting (\$200)

Mr. Schurbon clarified that this invoice was for the February minutes included in the board packet tonight.

Mr. Harrington moved to and Ms. Hegland seconded to pay the invoice #20421, payment for \$200. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

B. Anoka Conservation District invoice 1 of 3 (\$14,252.33)

Mr. Peterson asked for this invoice to be explained. Mr. Schurbon explained that this was the first of three installments for the ACD contract approved at the last board meeting. The scope of services in this contract includes water monitoring, administrative support, grant match for the carp removal work, etc. The next installment will be in September. Ms. Kantor dropped off of the Zoom call.

Mr. Babineau moved to and Mr. Melchior seconded this motion. Hegland yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

11. Adjourn

The board discussed having the May 6th meeting in person. There were no objections. Mr. Harrington said the city hall may be opening soon and there's a lot of room for social distancing. Ms. Kantor came back onto the Zoom call.

Ms. Hegland moved to and Mr. Harrington seconded to schedule the next SRWMO in-person if allowed at East Bethel City Hall. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Motion carried.

Upcoming Meeting Dates: May 6, September 2, November 4

Submitted by:
Cameron Blake



Sunrise River Watershed Management Organization

Regular Meeting for **THURSDAY, MAY 6, 2021 6:30 pm**

MEETING TO BE HELD REMOTELY due to the Covid-19 pandemic.

ATTEND ONLINE using Zoom by clicking this link:

<https://us02web.zoom.us/j/89572976913?pwd=VmM0NGZlVXpISjNmSndZbml1bXVUUT09>

OR ATTEND BY CONFERENCE CALL by dialing either +1 301 715 8592 OR +1 312 626 6799, then
when prompted enter **meeting ID 895 7297 6913 and passcode 879782.**

For help or other accommodations email jamie.schurbon@anokaswcd.org

AGENDA

Agenda to be finalized at meeting

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for April 1, 2021
5. Financial Reports
 - a. Treasurer's report
 - b. Member community contributions for 2021 update
 - c. Current grants financial report from Anoka Conservation District (ACD)
6. Unfinished Business
 - a. JPA amendment recommendations
 - b. Lower St. Croix 1W1P annual work plan update
 - c. Review of communities' ordinances for compliance with SRWMO minimums
 - d. Ham Lake local surface water management plan
 - e. Public officials tour
7. New Business
 - a. Coon and Martin Lakes stormwater retrofit projects
8. Mail
9. Other
10. Invoice(s) approval
 - a. Recording Secretary services for April 2020 meeting (\$200)
11. Adjourn

Upcoming Meeting Dates: September 4, November 4



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

Sunrise River Water Management Organization Meeting

Thursday May 6, 2021

Meeting was held remotely due to the Covid-19 pandemic.

1. Call to Order

Mr. Babineau called the meeting to order at 6:30 pm.

2. Roll Call

Present: Leon Mager, Sandy Flaherty, Tim Harrington, Janet Hegland, Dan Babineau, Tim Peterson, Tim Melchior, Candice Kantor, Matt Downing

Audience: Jared Wagner, Anoka Conservation District (ACD), Cameron Blake, Recording Secretary, Mike Halliday, Kendall Mel, Rick Krueger

3. Approval of Agenda

Ms. Flaherty noticed the correction from the last meeting had not carried forward wherein the upcoming meeting dates should say “September 2” instead of “September 4”.

Ms. Hegland moved to approve the agenda with this correction and Mr. Harrington seconded this motion. Hegland yes, Kantor yes, Harrington yes, Downing yes, Flaherty yes, Babineau yes, Melchior yes. Mager abstained due to technical issues. Motion carried.

4. Approval of Minutes for April 1, 2021

Ms. Hegland described edits for the minutes which were mostly language revisions and clarifications to better reflect the legal implications of the board’s conversation. She will send her edits to the recording secretary for inclusion in the final minutes.

Ms. Hegland moved to approve the minutes with edits as described and Ms. Kantor seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes. Downing abstained due to not attending the previous meeting. Motion carried.

5. Financial Reports

A. Treasurer’s report

Treasurer Downing presented the treasurer's report. Mr. Downing reported a beginning balance in April of \$52,348.48 and an ending balance of \$37,896.12 after two checks leaving to ACD and the recording secretary (\$14,252.33 and \$200.00).

Mr. Harrington moved to accept the treasurer's report and Ms. Kantor seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes, Downing, yes. Motion carried.

B. Member community contributions for 2021 update

The status on this item is the same as the April meeting. All 1st half community contributions have been received, as well as 2nd half contributions from East Bethel and Ham Lake. Mr. Schurbon will send out invoices in June to Columbus and Linwood.

C. Current grants financial report from Anoka Conservation District (ACD)

There are no updates since the April board meeting.

6. Unfinished Business

A. JPA amendment recommendations

Mr. Wagner summarized the item for discussion. The board needs to determine what updates they will recommend to the communities, after which Mr. Schurbon and a board liaison would likely host a meeting with the community administrators, attorneys, and city councils. Ms. Kantor had left detailed comments on the table of suggested updates to the JPA that was provided by Schurbon after the last SRWMO meeting. Ms. Hegland said she misunderstood Mr. Schurbon's memo and had changes that did not make it into the document being shared with the board. She believed the board would make comments on the summary table with the second part of the action being to discuss possible changes that were not included in the list. Mr. Wagner agreed that the board was not at the stage of compiling final recommendations and that the board had the option of providing their comments at this meeting.

Ms. Hegland agreed with Ms. Kantor's recommendation to have the cities discuss any potential changes to the funding formula and that the SRWMO board doesn't need to make recommendations on this topic. She believes there are responsibilities (a-b) listed in the general purpose section of the JPA that the SRWMO is not doing; specifically item (b) minimizing public capital expenditures needed to correct flooding and water quality problems. This is one of the main complaints her community of Columbus has because the SRWMO does not assist in any ditch maintenance which contributes to flooding. Ms. Hegland explained that her main goal is to make sure the SRWMO is not overpromising and under delivering, because it is these sorts of expectations that lead to disillusion and dissatisfaction with the member communities as to what work the SRWMO is doing. She asked what others thought about this section of the JPA.

Mr. Downing apologized for not being at the last meeting but wanted to reiterate the question of whether the SRWMO board should be having these discussion about the JPA at length as it is an agreement between the member communities, not the SRWMO. Ms. Hegland explained that this question was resolved at the last meeting, and that it is the SRWMO's responsibility to recommend changes to the JPA to the communities. Mr. Downing recalled recent meetings on this topic with

Ham Lake in which the SRWMO told them the board was unable to change the JPA, and so he is hesitant to return to this topic with them after all of those lengthy workshops and conversations.

Ms. Hegland said she wanted to look at the listed responsibilities in the general purpose section of the JPA and take out the ones we aren't doing, and possibly add ones we are such as education and outreach. She listed item (f) promoting groundwater recharge as another example of something she did not believe the SRWMO was doing and so shouldn't list as one of our responsibilities. Mr. Downing and Mr. Babineau said the SRWMO is doing this by promoting and installing infiltration practices. Mr. Melchior agreed that the SRWMO promotes infiltration but doesn't do the work and so he agreed that items b and f shouldn't be listed as the SRWMO's responsibilities because we don't have the budget or capacity to address these large issues. Ms. Kantor disagreed and reminded the board that the SRWMO does do this work with grant funds that are matched with the SRWMO budget. If the SRWMO takes these items out of the JPA it would limit the possibility to get grant funds and implement these types of projects in the future.

Ms. Hegland explained that the perception of Columbus is that they don't get what they pay for with the SRWMO especially related to flooding issues. When she has specifically asked Mr. Schurbon about if the SRWMO could assist on flooding issues related to ditch maintenance he said we don't have the capacity or funds. Mr. Melchior agreed and said he had the same experience. Ms. Hegland said her main goal is to reduce misunderstandings and not promise to help with things that we can't deliver on. Mr. Babineau said he recalled that it is the county responsibility to perform ditch maintenance and Ms. Hegland said she had spoken with the county and they said it is the responsibility of the Watershed Districts and Watershed Management Organizations. Mr. Babineau said that the WMO should try and get grant funding for the specific work she is talking about. She explained this she was not intending this as a criticism as she understands that WMO's are not WD's who have their own levy and so can't do their kind of work. Mr. Wagner explained that WMO's are not regulatory entities like WD's and do not have authority over ditch maintenance. WMO's can be granted authority over specific ditch lengths but it is a huge expenditure and would put the WMO in charge of ditch maintenance. Ms. Hegland said they were not going to be able to address this issue in its entirety tonight and that she wanted to get back to items a-h to discuss wording changes and the addition of education and outreach. She said the JPA is the governing document of the SRWMO and so she wanted to see the responsibilities that are stated in this document to be done or taken out.

Mr. Babineau asked if this was giving the WMO responsibility over fixing the issues or whether listing them in the JPA was giving the WMO authority to offer guidance and solutions to the issues. Ms. Hegland said the SRWMO management plan is for the purpose of developing programs to address issues a-h. She said the management plan was accurate but was not accomplishing the goals of a-h. Mr. Downing disagreed and said the SRWMO is doing these items. Raingardens and infiltration practices help prevent the need for infrastructure and are intended to restore natural hydrology of the watershed. He said this discussion may be an issue of scale, but that these activities are occurring across the watershed. Mr. Downing asked if these items are removed from the JPA then why would the SRWMO do them. The board discussed how stormwater BMP's offer multiple benefits, not just water quality improvements; they also assist in addressing flooding issues. Mr. Wagner explained that the benefits are project specific and cautioned the board on precluding themselves out of funding or the potential for future projects.

Ms. Hegland suggested rewording the a-h issues to more accurately describe the scale to which the SRWMO is addressing them, such as specifying raingarden installation, carp management, and shoreline projects, so as to not claim that they are being addressed to the scale that they are being described. Ms. Kantor explained that this level of detail occurred in the management plan, and that the JPA functions as a larger umbrella document. Ditch maintenance and other details are addressed and can be changed within the management plan rather than the JPA. Mr. Downing, Ms. Kantor, and Mr. Babineau all agreed and suggested the SRWMO amend the management plan to include procuring funding to address ditch maintenance so as to not remove that as a possible activity for the SRWMO. Ms. Hegland said she still believed the scale of what the SRWMO could reasonably accomplish was too small to claim this issue as one of the responsibilities in the JPA; and that making these big statements sets up high expectations. The board discussed how small projects across the watershed contribute to the solution of reducing flooding. Ms. Hegland asked specifically how the SRWMO addresses item b (reducing public spending on infrastructure). Mr. Downing said this was the purpose of installing stormwater BMPs so that communities don't have to install storm sewers. He agreed that if this activity is not occurring in Columbus and Ham Lake that this could be viewed as a failure, but suggested that the SRWMO find projects to do in these communities as they have value. Ms. Hegland said she appreciated this but asked the board how they can set a more realistic expectation for the communities. Mr. Downing suggested the board members representing Ham Lake and Columbus need to be more vocal about ditch maintenance and other desired activities, and recalled previous meetings in which East Bethel and Linwood were the only participants.

Ms. Hegland thanked the board for the discussion and asked what the next steps could be in order to further progress on this topic. She pointed out other issues she identified with the JPA such as references to Roberts Rules of Order, and other editorial issues with the organization of the document such as sections that refer to unrelated sections. She also noted that there was no appeals process to address the possibility of communities disagreeing with the funding requested. Mr. Melchior asked if they could tell their communities that there were editing errors that needed to change within the document. Ms. Hegland said there were areas of the document that she believes the SRWMO board wants to have input in as it is our guiding document, but that there are other areas and topics that should be the community's discussion and responsibility to address. Mr. Downing asked where in the JPA the SRWMO's responsibility to make recommendations for changes was spelled out and the group identified it as section 7. Ms. Hegland asked if the SRWMO has bylaws and stated that it was not the communities' responsibility to make these processes and procedures for the SRWMO. She asked the board members to read through the JPA and decide which changes are the communities' responsibility and which were the SRWMO.

Mr. Mager clarified that he did not believe it was the responsibility of the SRWMO to make changes to the funding formula, and liked hearing that the SRWMO's work will be more editorial. The group clarified that the SRWMO cannot make changes to the JPA but can recommend changes to the communities. Mr. Mager asked if changes to the language about the funding formula had occurred and asked if they could go back to the original wording. The group discussed whether the words "untaxable" were added and when/if this may have been changed and Mr. Mager said he would look into this. Mr. Downing and Mr. Babineau recalled numerical changes to the funding formula occurring around 2 years ago but not to the wording. Ms. Hegland said she had asked to explore and model changes regarding land area which doesn't generate taxes but that no changes had

resulted yet from this exploration. Ms. Hegland explained to Mr. Mager that when she has suggested changes to the funding formula she has been acting as a representative for the city of Columbus, but that she is not asking the SRWMO to push these changes through. Mr. Babineau asked who had created the funding formula and JPA and Mr. Wagner said the communities had and it would be easy to update the JPA with recommendations made by the SRWMO if the communities choose to do so. As a board the SRWMO can inform the communities that there are errors in the JPA that they are uncomfortable with.

The group discussed setting a special meeting to continue the JPA discussion which could include the recommendation of adding an appendix to include updates such as officer responsibilities. This special meeting will need to be posted in accordance with open meeting laws.

Mr. Downing moved to direct Mr. Schurbon to create a Doodle poll to set a special meeting date to discuss the SRWMO JPA with board managers and staff and Ms. Hegland seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes, Downing, yes. Motion carried.

B. Lower St. Croix 1W1P annual work plan updates

Mr. Wagner updated the board from the memo in the board packet and informed them that they will be able to request 1W1P funding soon. Ms. Hegland updated the board on the outreach and education position hiring. They received 65 applications and the top 8 were interviewed on April 22nd and 23rd. The committee made an offer on April 26th and it was accepted. Barbara Heitkamp has a background in geology and is the communications specialist for the St. Anthony Falls Laboratory. She will be starting on May 26th and will be working with Angie Hong (WCD, EMWREP) and Emily Johnson (ACD) on education and outreach in the LSCWD. Mr. Downing and the board thanked Ms. Hegland for her work on the hiring committee and said she had received praise from others on the committee for her involvement and contribution. Ms. Hegland remarked that it was a high quality candidate pool.

C. Review of communities' ordinances for compliance with SRWMO minimums
There is no update on this topic since the April board meeting.

D. Ham Lake local surface water management plan
There is no update on this topic since the April board meeting.

E. 2021 Public Officials Tour

The group discussed the planning process for the tour based on the latest information about COVID, state recommendations, and the vaccination process. Mr. Mager said he wants the board to strongly consider the option of a bus rather than carpooling due to the easier logistical benefits. The board recalled that the funding for this tour was already approved and comes out of the 2020 budget. The \$300 option would be sufficient for a school bus but not a coach bus. Mr. Schurbon requested the board consider the proposed schedule, decide whether or not to cut 30 minutes from the tour, and recommended which stop could be cut from the schedule (the Linwood school rain garden). This recommendation comes from the timing of the tour in the evening and the inability of the SRWMO to provide food at the tour this year due to COVID. The recommendation of cutting stop #3 if the board

is interested in shortening the event is due to the relatively smaller size of the project and that it is a cost share project rather than coming from SRWMO grants. The group determined that Mr. Schurbon was hoping the board could make these decisions today because the next scheduled regular board meeting isn't until September and this topic can't be discussed at a specially scheduled meeting unless specified. The group concurred that they did not want to cut any stops to reduce the time of the tour and that they wanted a bus rather than using personal vehicles. They also agreed with the proposed date and rain date of September 9th and 16th.

Ms. Hegland moved to direct Mr. Schurbon to proceed with the tour planning as proposed and outlined in his memo and to plan on reserving a school bus. Ms. Flaherty seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes, Downing yes. Motion carried.

7. New Business

A. Coon and Martin Lakes stormwater retrofit projects

Mr. Wagner presented Mr. Schurbon's board memo. The SRWMO's 2019 Watershed Based Implementation Funding Grant expires December 31, 2021. \$57,800 remains unspent. Mr. Schurbon estimates that \$20,000 of that will be used for outreach, design, and construction oversight. The SRWMO needs to approve contracts for each project and the next scheduled meeting is September 2. Mr. Schurbon needs approvals and selection of a contractor in early and mid-summer to get projects constructed by year-end. He proposed the board schedule special meetings and grant authority to the board chair and ACD to keep this project timeline moving. The special meetings can be cancelled if they are not necessary as the time approaches. Mr. Wagner explained that Mr. Schurbon is suggesting the two projects for approval with a third that is less likely to occur and presented the information in the memo on these projects. Mr. Babineau asked if the remaining grant funds could be used for ditch maintenance and Mr. Wagner said the grant had to be spent on projects to improve the water quality of Coon and Martin Lakes. The group asked if there was any other project options identified for this grant funding and Mr. Wagner said Mr. Schurbon has been working hard to identify projects. Mr. Downing suggested the board direct Mr. Schurbon to request a grant extension from BWSR to use the remaining funds, commenting that the challenge of COVID last year should be sufficient reason for needing an extension. The group agreed and thanked Mr. Downing for this suggestion. The board decided to add the JPA discussion as a topic for each of these special meetings, eliminating the need for Schurbon to do a Doodle poll as directed under agenda item 6a. The board discussed having the special meetings remotely due to the timing of summer and board member's availability. Ms. Hegland said Columbus has discussed the potential of remote meetings continuing in a hybrid fashion into the future. Mr. Harrington said East Bethel is planning on opening City Hall at the end of the month.

Ms. Hegland moved to authorize the Chair to sign a maintenance and ownership agreements for a stormwater filtration practice at 19255 East Front Blvd and Feather Street swale check dams. Mr. Downing seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes, Downing yes. Motion carried.

Ms. Hegland moved to authorize the ACD to design and solicit construction bids for these projects, with the contractor to be selected by the SRWMO board. Mr. Harrington seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes, Downing yes. Motion carried.

Ms. Hegland moved to direct Mr. Schurbon to request an extension from BWSR on the unspent portion of the 2019 WBF for a one year extension. Ms. Kantor seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes, Downing yes. Motion carried.

Ms. Hegland moved to schedule special SRWMO meetings on June 3, July 1 and August 5, 2021 at 6:30pm to discuss Coon and Martin Lake stormwater retrofit projects as well as the SRWMO JPA. The meeting may be online or at East Bethel City Hall in accordance with Covid-19 guidance at the Chair's discretion. Ms. Flaherty seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes, Downing yes. Motion carried.

8. Mail
No mail.

9. Other
No other topics.

10. Invoice(s) approval
A. Recording Secretary services for April 2021 meeting (\$200)
Mr. Downing moved to and Mr. Melchior seconded to pay the invoice #40121, payment for \$200. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes, Downing yes. Motion carried.

11. Adjourn
Mr. Mager moved to adjourn the meeting and Mr. Downing seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Flaherty yes, Babineau yes, Melchior yes, Downing yes. Motion carried. Meeting adjourned at 8:08pm.

Upcoming Meeting Dates: June 3, July 1, August 5, September 2, November 4

Submitted by:
Cameron Blake



Sunrise River Watershed Management Organization

Regular Meeting for **Thursday, July 1, 2021 6:30 pm**

MEETING TO BE HELD IN PERSON

in the Booster West Room of East Bethel City Hall at 2241 221st Ave NE Cedar, MN 55001

AGENDA

Agenda to be finalized at meeting

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for May 6, 2021
5. Financial Reports
 - a. Treasurer's report
 - b. Current grants financial report from Anoka Conservation District (ACD)
6. Unfinished Business
 - a. Public officials tour
 - b. Linwood Family Fun Day booth
 - c. Review of communities' ordinances for compliance with SRWMO minimums
 - d. Ham Lake Local Water Plan approval
 - e. Boundary update with Rice Creek Watershed District
 - f. Coon and Martin Lakes stormwater retrofit projects
 - g. JPA amendment recommendations
7. New Business
 - a. Consider resignation of Sandy Flaherty
 - b. LiDAR update funding request
 - c. Discuss future meeting formats – in-person, virtual, hybrid
 - d. ACD water monitoring contract amendment
8. Mail
9. Other
10. Invoice(s) approval
 - a. Recording Secretary services for May 2020 meeting (\$200)
11. Adjourn

Upcoming Meeting Dates: August 5, September 2, September 9 (public officials tour),
September 16 (public officials tour rain date), November 4



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

APPROVED MINUTES

Sunrise River Water Management Organization Meeting

Thursday July 1, 2021

Meeting was held in person at the East Bethel City Hall

1. Call to Order
Treasurer Mr. Downing called the meeting to order at 6:35 pm.
2. Roll Call
Present: Leon Mager, Tim Harrington, Ms. Hegland Hegland (6:37pm), Dan Babineau (6:49pm), Tim Peterson, Candice Kantor, Matt Downing
Audience: Jamie Schurbon, Anoka Conservation District (ACD);
Cameron Blake, Recording Secretary
3. Approval of Agenda
The group decided to amend the agenda by moving item 6a down to 7e.
Mr. Mager moved to approve the agenda with this amendment and Mr. Peterson seconded this motion. Mager yes, Peterson yes, Kantor yes, Harrington yes, Downing yes. Motion carried.
4. Approval of Minutes for May 6, 2021
Mr. Peterson moved to approve the minutes Mr. Harrington seconded this motion. Mager yes, Peterson yes, Kantor yes, Harrington yes, Downing yes. Motion carried.
5. Financial Reports
 - A. Treasurer's report
Ms. Hegland arrived and took over running the meeting. Treasurer Downing presented the treasurer's report. Mr. Downing reported a beginning balance in May of \$37,896.12 with no debits or credits. A June bank statement should be arriving soon.
Mr. Harrington moved to accept the treasurer's report and Ms. Kantor seconded this motion. Hegland yes, Mager yes, Peterson yes, Kantor yes, Harrington yes, Downing yes. Motion carried.
 - B. Current grants financial report from Anoka Conservation District (ACD)
Mr. Schurbon presented updates to the current grants financial report. Staff time expenses have been added for the 2019 WBF and carp management grants. Under the carp

management grant, telemetry gear expenses have also been added. Mr. Schurbon explained a new column in the carp management grant table which reflected \$10,500 in ACD District Capacity grant funds which are added to bolster the staff time budget. Ms. Hegland asked how the remaining balance was calculated under the carp management grant section. The group determined that there was a formula error and Mr. Schurbon will address this for the next grant report.

6. Unfinished Business

A. 2021 Public officials tour

Ms. Hegland, Ms. Kantor, and Mr. Harrington will attend the tour. Mr. Downing intends to attend and Mr. Mager will let Mr. Schurbon know. Mr. Schurbon has not heard back from the communities on their invitation and will resend. Mr. Harrington and Ms. Hegland will both mention the tour to their communities at upcoming meetings. The group recalled state agencies being invited to the last watershed tour but this was because of the status of the watershed plan development. They have not been invited to this tour unless there will be space. Mr. Schurbon explained he did not have bus reservations yet as many companies have a driver shortage. There is no deadline for the RSVP, but Mr. Schurbon is hoping to gather them in advance in case weather forces a cancellation of the original date so he can inform people quickly.

B. Linwood Family Fun Day Booth

Mr. Peterson explained that Linwood is celebrating their 150th anniversary so there is an extended celebratory weekend of events this year. Mr. Schurbon explained that the flyer he received only specified an 11-4pm window for the vendor booths on September 11th. Mr. Schurbon has a new display for SRWMO and other displays, brochures, and pamphlets. He suggested board members bring animals in to have at the booth such as toads or turtles and asked who would be available to staff the booth. Mr. Peterson will be available to staff the SRWMO booth. Mr. Schurbon will provide the booth materials to Mr. Peterson in advance. Mr. Babineau arrived at 6:49pm and took over running the meeting. Mr. Peterson and Mr. Babineau discussed the planned events for the weekend on whether they believed the SRWMO would have a booth any day other than Saturday. Mr. Babineau volunteered to assist Mr. Peterson in staffing the booth.

Mr. Downing moved to direct Mr. Schurbon to register the SRWMO for a Linwood Family Fun Day booth, to assemble displays, and to authorize up to \$10 in registration fees. Mr. Mager seconded this motion. Babineau yes, Hegland yes, Mager yes, Kantor yes, Harrington yes, Downing yes. Motion carried.

C. Review of communities' ordinances for compliance with SRWMO minimums

Mr. Schurbon said there is no update on this topic since the last time it was discussed.

D. Ham Lake local surface water management plan

The Ham Lake city engineer received comments from the Met council with some points to address. The SRWMO has submitted comments and Ham Lake has responded to them. Mr.

Schurbon said he deemed their response to SRWMO comments as acceptable/satisfactory. Mr. Schurbon said he discussed the plan with Coon Creek WD staff and they feel similarly. Ms. Hegland asked if there were concerns about the wording of the language about providing a development sketch plan which Ham Lake stated “maybe”. Mr. Schurbon explained the SRWMO does not have the authority to require this activity but that Ham Lake has started doing this so he felt the wording was acceptable.

Mr. Downing moved to approve the Ham Lake Surface Water Management Plan dated May 2021 and Ms. Kantor seconded this motion. Babineau yes, Hegland yes, Mager yes, Kantor yes, Harrington yes, Downing yes. Motion carried.

E. Boundary update with Rice Creek Watershed District

Over the last 12+ months the Rice Creek Watershed District (RCWD) has worked to update its boundary with neighboring watershed organizations. The SRWMO board has reviewed several drafts and voiced concurrence with the revisions. At this time the RCWD is proposing one final area of adjustment (Thurnbeck Preserve 2nd Addition) due to new construction grading and roads. If the SRWMO is in agreement with all these boundary changes, a resolution concurring the entire packet of boundary adjustments is requested. Ms. Hegland explained that she was familiar with another planned development in the area that might also alter hydrologic boundaries (Thurnbeck Preserve 3rd Addition) and asked if the board could table this topic. She would like to inform the watershed district administration of this upcoming development as it may impact the boundary assessment. Mr. Babineau asked if the reason for delaying the boundary approval was politically or hydrologically motivated and Mr. Downing and Mr. Schurbon explained that additional development and grading can change the hydrological boundary.

Ms. Hegland moved to table this topic until the next board meeting and Mr. Downing seconded this motion. Babineau yes, Hegland yes, Mager yes, Kantor yes, Harrington yes, Downing yes. Motion carried.

F. Coon and Martin Lakes stormwater retrofit projects

Mr. Schurbon reminded the board of the work done through this grant so far. They installed/modified two stormwater ponds at Martin Lake and installed one raingarden that was planted last week. Mr. Schurbon will close out the raingarden and stormwater ponds with the contractor after the contractor addresses the lack of compost during planting. He reminded the board that the ACD was the fiscal agent for this grant but that he needed the SRWMO chair to sign the closeout documents. The board can authorize the signature contingent on the compost activity being addressed at the raingarden and he is looking for this authorization as well as for final payment to the contractor.

Mr. Babineau moved to approve final payment to Blackstone Contractors for the 228th Place and 230th Ave stormwater pond enhancements and 4417 Channel Lane rain garden contingent upon addressing the compost addition and to authorize signing of the closeout document by the Chair. Mr. Harrison seconded this motion. Babineau yes, Hegland yes, Mager yes, Kantor yes, Harrington yes, Downing yes. Motion carried.

Mr. Schurbon then presented the board a list of five prioritized upcoming/potential projects for the remaining funding. #3 (Coon Lake filtration basin at 19255 East Front Blvd) and #4 (Martin Lake Feather Street Swale) were both discussed and approved at a previous meeting. Mr. Schurbon does not recommend moving forward with #4 unless there is extra funding left over. #5 (Coon Lake 19163 East Front Blvd rain garden) is no longer an option and will be removed from the list. That leaves #1 (Martin Lake Shores Park stormwater pond enhancement) and #2 (Martin Lakeshore stabilization at 22865 West Martin Lake Drive) to discuss.

Project #1 would improve treatment of stormwater draining to Martin Lake. This enhancement of the existing pond will reduce phosphorus to Martin Lake by up to 1.25 lbs over the original design at an estimated cost of \$960/lb P. Sediment delivered to Martin Lake will be reduced by 499 lbs/yr at a cost of \$2,405 per 1,000 lbs TSS. The pond treats drainage from 41 acres of residential area. The retrofit would expand and deepen the pond to increase water treatment. Original designs indicate the pond was slightly more than 3 ft deep, however no as-built survey is available. Generally, pollutant settling and retention is expected only in depths of 3 ft or more. Additionally, there appears to be space within the park to increase the pond area up to 50%. Project would be 100% funded by a 2019 Sunrise River WMO State grant and associated matching funds that are already in-hand. The Anoka Conservation District would coordinate construction. Total construction costs are estimated at \$40,288.

The pond is currently cleaned regularly but this retrofit would enlarge the pond to get more reduction out of it. The design is 80% completion. Ms. Kantor asked if the pond would function due to the large drainage area in proportion to its size. She asked if it would fill and flush even if made deeper. Mr. Schurbon explained that the pond will be smaller than desirable even with the enhancement, but is the only treatment for the subwatershed now and this enhancement will increase time between maintenance. The SRWMO will need a maintenance agreement from township, which owns the property. The township has owned and operated these sites for many years..

Ms. Hegland asked for perspective on what a good cost:benefit was for a pound of phosphorus. Mr. Schurbon suggested \$500/lb P as an example of attractive cost effectiveness and the group discussed the ranking projects. Ms. Kantor explained that this stormwater pond project would be considered a higher priority as it would treat a larger quantity of pounds of phosphorus coming into the lake (having a higher impact) in comparison to the smaller projects listed that may have a lower \$/lb P value but would treat far less overall.

Ms. Kantor asked if they had considered adding a baffle to the pond retrofit design which would create a longer flow path and retention time to let sediment come out. She noted that she wasn't sure it would work considering the size of the drainage area but a baffle is a relatively cheap design element to add. Mr. Schurbon will look into this.

Mr. Babineau and Mr. Peterson discussed the project location. The group clarified the project location and discussed the drainage system and outfall pipes leading to the pond. The group discussed the design of the pond and clarified that it was meant to hold water to allow for sediment to drop out and be cleaned out which was easier than cleaning the lake. Making the pond bigger would decrease maintenance frequency which would save the township

money. Mr. Babineau asked if the deeper pond size would lead to partial freezing rather than full and if this would increase mosquitos. Mr. Schurbon said the pond freezing fully would not affect mosquito presence.

The group discussed the other projects. Ms. Hegland clarified that there was not enough remaining funding to do all 3 of the proposed projects, and that #1 and #3 was Mr. Schurbon's recommendation for approval. Mr. Schurbon explained that the ACD has potential grant funds which could be used to install #2 which is why he was recommending the board approve #1 and 3 for this grant funding through the SRWMO (the board has already approved #3). Mr. Schurbon recommends the board authorize chair to sign O&M agreements for #1 (and 2 if they want).

Mr. Schurbon explained the deed restriction and access agreement for project #2 which he has not done before but would recommend having in place if they do end up using SRWMO grant fund for that project. The SRWMO motion to proceed can still be include the deed restriction and access agreement if the SRWMO doesn't end up funding this project. Mr. Schurbon explained that he recommends the deed for a project like this because if the property changes hands the next owner could remove the project. Mr. Babineau asked if the current landowner would agree to this and wondered if it would affect the value of the property. Ms. Hegland explained they could still sell the property but the new owner would be required to maintain the project.

The group discussed the location and small scale of project #4 (Martin Lake Feather Street Swale), which could still be done if there was extra grant funds, but is not as much of a priority as the other suggested projects. Ms. Kantor recommended adding project #4 as an addition to the bid for the other projects. Mr. Schurbon said he could include project #4 money allows.

Mr. Schurbon reminded the board that at the last meeting they asked him to pursue a grant extension and BWSR Board Conservationist Dan Fabian said he would approve this. Mr. Schurbon said he expects this approval in the next 30 days. This gives the SRWMO some more time but he still recommends moving forward with design. Ms. Hegland commented that it is hard to line people up for work right now, and Mr. Downing said the SRWMO should move now as the difficulty securing a contractor may only get worse. Mr. Schurbon wants to get the bids out for these projects and bring results back to board for approval.

Ms. Hegland moved to Authorize the Chair to sign a maintenance and ownership agreements for projects #1 (Martin Lake Shores Park stormwater pond enhancement) and 2 (Martin Lakeshore stabilization at 22865 West Martin Lake Drive) and to Authorize the Chair to sign a deed restriction and access agreement for Project 2. Mr. Downing seconded this motion. Babineau yes, Hegland yes, Mager yes, Kantor yes, Harrington yes, Downing yes. Motion carried.

7. New Business

A. Consider resignation of Sandy Flaherty

The board discussed sending a letter recognizing Ms. Flaherty's service and copy city admin staff. Mr. Babineau said he would write and send this letter to the city.

Ms. Hegland moved to accept the Ms. Flaherty's resignation from the SRWMO and Mr. Babineau seconded this motion. Babineau yes, Hegland yes, Mager yes, Kantor yes, Harrington yes, Downing yes. Motion carried.

B. LiDAR update funding request

Anoka County GIS Department is leading an effort to get updated LiDAR elevation data for the county, including the SRWMO area. This is a federal-state-local partnership. To make it happen, Anoka County would commit \$29,000 and local partners need to contribute another \$29,000 in 2022. Each city, SWCD, and watershed organization is being asked to consider contributing \$2,500 (final number could be lower if there is good participation). LiDAR data is very useful for water management. Mr. Schurbon evaluated the SRWMO's contingency fund and it is in the middle lower range of what they wanted. He noted that \$2500 may be too much to ask with less than \$2,500 anticipated in be in undesignated reserve during 2022. Mr. Schurbon explained his recommendation of not contributing to this fund as the SRWMO budget for 2022 is set and this is not included. The board agreed and noted that the county is asking the member communities for contribution anyway. Ms. Hegland mentioned that she believes RCWD has updated LiDAR data but this may not include the whole county. The board decided to not make any action on this agenda item and there was no further discussion.

C. Discuss future meeting formats - in-person, virtual, hybrid

The group discussed recent updates and changes to state law around remote/hybrid/in-person meetings and requirements now that the emergency order is lifted. Requirements for hybrid meetings are now more stringent than during pandemic. It's understood that to attend a meeting remotely, members cannot just call in, they have to be on video in order to participate in the meeting. Additionally, members attending remotely need to be in a publicly posted location (notified 3 days beforehand) with 3 exceptions per member annually. The board noted the upgrades in technology many of the cities have installed. The board noted that the board had 60 days after the emergency order is lifted to continue with remote meetings but this won't end up fitting in their schedule anyway. All board members present voiced support for having in-person only meetings in the foreseeable future.

D. ACD water monitoring contract amendment

ACD staff discovered that three of six lakes we were contracted to monitor for water quality for the SRWMO have not been getting done this spring. Staff inadvertently left them off of their monitoring routine. Mr. Schurbon recommends a contract amendment to remove these lakes from 2021 and instead they can be considered on a 2022 work contract. Water quality sampling events are May through September. In order to be most comparable to previous years, this timeline must be maintained. If ACD started monitoring the three missed lakes now they would be tested June-November. Mr. Schurbon believes that is unacceptable. Rather than collect substandard data, he recommends delaying to 2022.

Mr. Mager said he wants Coon Lake back on the two year monitoring schedule rather than the current 3 year cycle that was decided in the management plan. Mr. Mager does not believe 3 years in between monitoring is sufficient for trend analysis and delays the ability of

adaptive management. Mr. Mager said he understood this year was a mistake but wants Coon Lake back on a 2 year monitoring cycle. He recommended if the board is not seeing significant changes with the lakes on the 1 year monitoring cycle that these lakes should also be put on a 2 year monitoring cycle. Mr. Mager preferred the original monitoring cycle of 2 years for all the lakes (with odd and even year lakes).

Mr. Babineau asked if it really wasn't worth collecting July-Sept data for the lakes that were missed this year and Mr. Downing and Mr. Mager explained the data would not be comparable to any other year (being based on averages) and so it wasn't worth it. Mr. Downing and Mr. Mager both agreed that they would advocate for returning lakes back to a 2 year monitoring cycle at in the next plan. Mr. Schurbon will bring this concept to the board during the next budgeting cycle for 2023.

Mr. Downing moved to approve the amendment to the contract for services between the SRWMO and ACD for 2021 which removes water quality monitoring of Coon Lake East Bay, Coon Lake West Bay, and Linwood Lake in 2021. and Mr. Mager seconded this motion. Babineau yes, Hegland yes, Mager yes, Kantor yes, Harrington yes, Downing yes. Motion carried.

E. JPA amendment recommendations

Schurbon provided a marked up draft of the JPA based on previous board conversations. Ms. Hegland said she likes the idea of creating bylaws and moving content from the JPA to them in all places where Mr. Schurbon suggested. The board will need to recommend adding the authority to create bylaw. Ms. Hegland suggested pulling the language from section 1.1 (letters a-h) and instead referencing state statute 103B.

Ms. Hegland asked if SRWMO's participation in the LSCWD 1W1P was in conflict with sending funding outside of the SRWMO's boundaries due to the potential of using local match funds for state funding. Ms. Hegland said she could ask League of MN Cities attorney, Ms. Kantor asked if the MAWD attorney might know, and Mr. Schurbon said he agreed with asking an attorney.

Ms. Hegland discussed 2.4 regarding "removal of a board member is the sole discretion of the appointing authority." She explained that she had experienced another watershed district who had a member of the board actively undermining the purpose of the watershed district. In this case, the board was unable to remove this member and went back to the appointing body (the county) who did not take action. Mr. Downing said this question was up to the communities to talk about. He feels like the WMO will be less prone to this issue occurring as opposed to a watershed district whose decision process in appointing board managers is more ambiguous. He asked why cities should have a say in who other cities appoint.

Mr. Babineau asked what could be done if the SRWMO wanted to remove a board manager and the appointing city or township didn't agree. Ms. Hegland explained that there was nothing the SRWMO could do. The group discussed asking for a frequency of re-appointment or term limits and what the member communities have done in the past about reappointments. Ms. Hegland asked if they should recommend term limits to the

communities. Mr. Downing said that instead of term limits or the ability of the WMO to remove board members, he felt comfortable knowing that the SRWMO could inform member communities of any issue with a board member and the appointing community could be requested to consider a removal action. Ms. Hegland asked Mr. Schurbon his opinion as a staff member. Mr. Schurbon said he has not been concerned as he has not experienced what Ms. Hegland has. He feels that he can go to City Council with any concerns he may have.

The group discussed the section about vacancies in the JPA. There is currently no secretary position on the SRWMO's board after the resignation of Ms. Flaherty. The group discussed the wording of filling vacancies and concluded the current wording leaves the burden to the member communities to fill, not the SRWMO.

Ms. Hegland discussed sections 2.7, 2.8 about bylaws. She suggested changing the timing of the annual meeting to "on or around February." The group had already discussed noticing meetings and suggested referencing the state statute about open meeting laws and they are changing frequently.

For section 2.11, the group discussed follows a modified Robert's Rules of Order and whether this conduct of meeting should be moved to the by-laws. There are some rules stated such as following a quorum and majority rule. Mrs. Hegland suggested that the JPA allow use of modified Roberts Rules of Order.

Mr. Schurbon recommends defining capital improvement projects (CIPs). The term is only referred to in section 2.11 and never defined. Alternatively, it would be favorable to delete the term from that section and instead define "works of improvement" that is used elsewhere in the document.

Mr. Schurbon recommended defining "works of improvement" in section 3.12 and process for approval. After discussion it was generally agreed that larger projects deserve special consideration, but projects get that vetting during drafting and approval of the SRWMO Watershed Management Plan. For projects not in the WMO Plan, projects being funded with grants typically do not need to be approved by all member communities. Projects using local funds of >\$10,000 should be approved by the member communities or amended to the SRWMO Plan (the amendment process includes community review).

Also in section 3.12 the board discussed the JPA requirement for communities to approve SRWMO grant applications. It felt that if a grant application does not need this approval if the project is in the SRWMO Plan and matching funds are either not from the member communities or in the approved SRWMO plan. The current requirement would likely result in the SRWMO missing grant deadlines.

In 3.1 the group favored adding the authority to create by-laws.

In 3.2 Ms. Hegland advocated for removing a-h and instead referring to state statute.

In section 4.1 or elsewhere Ms. Hegland suggested the need for a dispute resolution clause amongst communities. It was noted that this is most likely to occur during the budgeting process when one party's failure to ratify the budget can result in no budget being approved. Ms. Kantor provided language from other WMO's about how to address issues with the budget process; essentially, the SRWMO proposes a budget to cities. Cities have to respond to proposed budget in 60 days time and more clearly sets a process of communicating and addressing concerns. It would require all but one party ratify a budget in order for it to be

approved. Moreover, a party that fails to pay their portion of the budget in a timely manner may lose their voting privileges on the WMO board. Board member voiced support for recommending this method to member communities.

Ms. Hegland discussed the question about the funding formula. She said they had analyzed this both ways including taking out public land area with no property tax dollars and there was not a significant saving to Columbus (less than \$1000). They could still extensively map it but probably wouldn't change much and so she recommends leaving it the way it is written in the JPA now that there is data the community can refer to on the topic.

Ms. Hegland likes the suggested rewording about the financial audit in section 3.9 which is changed to say the SRWMO will complete one whenever required to by state law.

Mr. Schurbon noted that there was still a need for a dispute resolution process and attorneys can advise on that. Mr. Schurbon asked if the group was ok with section 6 D: if organization dissolves assets distributed proportional to each party. They agreed.

Ms. Hegland asked if the legal boundary and SRWMO map that are an appendix to the JPA could instead reference living document. The boundary periodically changes. The suggestion will be made to the communities, but legal counsel will need to decide if it can be done.

Mr. Schurbon will compile the recommended changes and provide it at the next SRWMO meeting for final review. Then, the board will consider action to recommend JPA edits to the member communities.

8. Mail

No mail.

9. Other

Ms. Hegland is in the process of training a service dog and asked if she can bring him to the meetings. The board said yes.

The need for an August 5th meeting was discussed. The Chair will consider cancellation if appropriate when the time is closer. Ms. Hegland said she might not be able to make that meeting if it happens.

10. Invoice(s) approval

A. Recording Secretary services for May 2021 meeting (\$200)

Mr. Harrington moved to and Mr. Downing seconded to pay the invoice #50621, payment for \$200. Hegland yes, Kantor yes, Harrington yes, Mager yes, Babineau yes, Downing yes. Motion carried.

11. Adjourn

Mr. Downing moved to adjourn the meeting and Ms. Hegland seconded this motion. Hegland yes, Kantor yes, Harrington yes, Mager yes, Babineau yes, Downing yes. Motion carried. Meeting adjourned at 8:32pm.

Upcoming Meeting Dates: August 5 (Special), September 2, September 9 (public officials tour),
September 16 (public officials tour rain date), November 4

Submitted by:
Cameron Blake



Sunrise River Watershed Management Organization

Regular Meeting for **Thursday, September 2, 2021 6:30 pm**

MEETING TO BE HELD IN PERSON with VIRTUAL ATTENDANCE OPTION

in the Booster West Room of East Bethel City Hall at 2241 221st Ave NE Cedar, MN 55001

Virtual attendance by Zoom is being offered. To attend in this way use the link

<https://us02web.zoom.us/j/87223940068?pwd=UWcvNXZSc9LMjZZWXNSMVF0Wk9yUT09> or join by conference call at 1-312-626-6799 using meeting ID 872 2394 0068 and passcode 912405

AGENDA

Agenda to be finalized at meeting

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for July 1, 2021
5. Financial Reports
 - a. Treasurer's report
 - b. Current grants financial report from Anoka Conservation District (ACD)
6. Unfinished Business
 - a. Public officials tour
 - b. Linwood Family Fun Day booth
 - c. Review of communities' ordinances for compliance with SRWMO minimums
 - d. Boundary update with Rice Creek Watershed District
 - e. JPA amendment recommendations
 - f. Coon and Martin Lakes stormwater retrofit projects – construction quotes
7. New Business
 - a. 2019 Watershed Based Funding grant extension
 - b. East Metro Water Resources Education Partnership (EMWREP) dues request
8. Mail
9. Other
10. Invoice(s) approval
 - a. Recording Secretary services for July 2021 meeting (\$200)
 - b. Anoka Conservation District for Typo Lake AIS grant match (\$750)
 - c. Anoka Conservation District 2021 contract pymt 2 of 3 (\$11,402.33)
11. Adjourn

Upcoming Meeting Dates: September 9 (public officials tour); September 16 (public officials tour rain date); November 4; January 6, 2022; February 3, 2022.



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

APPROVED MINUTES

Sunrise River Water Management Organization Meeting

Thursday September 2, 2021

Attendees were in-person at the East Bethel City Hall unless otherwise noted

1. Call to Order
Mr. Babineau called the meeting to order at 6:35 pm.
2. Roll Call
Present: Leon Mager, Tim Harrington, Janet Hegland, Dan Babineau, Tim Melchior (joined meeting by Zoom), Candice Kantor.
Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Cameron Blake, Recording Secretary
3. Approval of Agenda
Ms. Hegland moved to approve the agenda and Mr. Harrington seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.
4. Approval of Minutes for July 1, 2021
Ms. Hegland provided minor edits to the minutes.
Ms. Hegland moved to approve the minutes with those edits and Ms. Kantor seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.
5. Financial Reports
 - A. Treasurer's report
In the absence of the Treasurer, Mr. Schurbon displayed the most recent bank statement and reported a beginning and ending balance of \$49,979.68 with no debits or credits in August. He displayed the ledger kept by the City of Bethel and explained the unreconciled invoices that will be reconciled after approval at the end of the meeting. This will leave a balance of \$37,627.35.
Mr. Harrington moved to accept the treasurer's report and Ms. Kantor seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

B. Current grants financial report from Anoka Conservation District (ACD)

Mr. Schurbon explained changes in the current grants financial report since the last meeting. Under the 2019 WBF grant final construction payment was made for the rain garden at 4417 Channel Lane. The contractor chose to give an extended warranty on the plants rather than return and add the missed compost to the plants.

There were some expenditures under the carp management grant for Typo box netting. He added three new grants for carp management to the report: Anoka County AIS grants for Linwood (to Linwood Lake Improvement Assoc), Martin (to Martin Lakers Assoc), and Typo (to ACD) Lakes.

Ms. Kantor asked about the Linwood Elementary raingarden and if that has been completed. Mr. Schurbon said it is done and needs to be updated in the report.

6. Unfinished Business

A. 2021 Public officials tour

The public officials tour is next Thursday. Ms. Hegland asked about additional registrations from the City of Columbus and Mr. Schurbon said to send those invites along. They have a school bus booked. The board discussed the tour schedule. Mr. Mager recalled a previous tour in which they were able to incorporate a water quality demonstration in Linwood Lake and advocated for this inclusion in the future as it was an engaging topic. This is not part of the tour this year. Mr. Schurbon asked for any members willing to share what the SRWMO is and to thank the attendees at the end of the tour. The board indicated Mr. Babineau to be that representative and he agreed but said if anyone has anything to add to feel free.

B. Linwood Family Fun Day Booth

The board discussed who would be able to attend this event. Mr. Mager and Mr. Babinaeu will be there. Emily Johnson from ACD will also be available and will bring all of the supplies for their booth. Ms. Kantor and Mr. Harrington may also be able to be at the booth for periods of time. Mr. Bbaineau will need to split some of his time between the SRWMO booth and the Scout booth.

C. Review of communities' ordinances for compliance with SRWMO minimums

This is a recurring agenda item with no updates. Ms. Hegland met with the Columbus engineer last week to talk about this and progress towards RCWD harmonization. The engineer gave her a deadline of approximately 2 months and she will make sure the SRWMO tasks are a part of this work.

D. Boundary Update with the Rice Creek Watershed District

This topic was tabled at the last meeting and Ms. Hegland found out the information she was waiting for regarding new developments planned for the area.

Ms. Hegland moved to concur with the boundary update with the RCWD resulting including resolution 2021-1 and a letter to be sent to the RCWD. Mr. Mager seconded

this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

E. JPA Amendment Recommendations

Mr. Schurbon explained a draft memo to member communities and marked-up JPA with its proposed changes. He is bringing this to the board to see if they are ready to send this to their respective city councils for deliberation. Ms. Hegland asked if the SRWMO can create bylaws in an independent process of cities. Ms. Kantor said right now the SRWMO doesn't have the authority to create bylaws and so the cities would need to grant this before they could do that. Ms. Hegland asked for this request to be called out in the memo to the cities and Ms. Kantor agreed.

Mr. Mager asked if the cities or the SRWMO would be responsible in creating those bylaws. Ms. Hegland explained her question was if the SRWMO should draft them for the cities to approve or if the cities should draft them. Ms. Kantor said the WMO would be responsible for coming up with the bylaws but that they only extend as far as the cities grant authority. Ms. Kantor pointed out one typo and asked if the board wished to reword the phrase "nonsense references". She asked if it would be politically more sound to refer to them as "unclear references". Ms. Hegland didn't feel like this wording was an issue.

Ms. Hegland asked Mr. Schurbon how the process would work going forward. Would Mr. Schurbon reach out to schedule the first workshop with city staff? She explained that she was worried that waiting for the cities to schedule it might be a potential problem. Mr. Schurbon said the board could discuss this. Overall the SRWMO needs the cities to be the driver in the JPA amendment process but the SRWMO could coordinate the initial meeting and identify someone to take the lead from there. Ms. Hegland said she knows her city staff and administration is overworked and overcommitted but feels the most ownership of the JPA amendment request as she brought it forward. Mrs. Hegland volunteered to help coordinate an initial meeting of the cities' staff. Mr. Schurbon said one product of the initial workshop would be to identify who could take the lead on the process of the member communities. The board wishes to try and schedule this initial workshop before thanksgiving.

Ms. Hegland also explained that there may be pushback from city councils on spending funds on attorneys to update the JPA because the expense may not be budgeted.

Mr. Schurbon explained that during the 1W1P process, there was little progress on a JPA until all the parties' attorneys came together and worked on it. There was general agreement that having all the attorneys meet at the appropriate time will likely be the most efficient path forward.

Ms. Hegland moved approve the memo as revised per discussion and to direct Mr. Schurbon to send this out to the communities with the marked-up JPA recommendations. Ms. Kantor seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

F. Coon and Martin Lakes stormwater retrofit projects- construction quotes

Mr. Schurbon presented the constructions quotes and his recommended actions for the two projects the board approved to go out to bid at the July board meeting; the Martin Lake Shores Park Pond and the 19255 East Front Blvd Biofiltration Project. The received quotes are summarized in the board packet memo for this agenda item. Mr. Schurbon explained his recommendation and reasoning to accept the bid for the Martin Lake Shores Pond and to reject the bid for the biofiltration basin.

The Martin Lake Shores Park pond project quotes were reviewed. The board discussed where the cost differences are between the ACD estimate and low quote for the pond project. The board discussed change order tolerance and the materials being used for this project. Ms. Kantor explained her knowledge on the subject of contractor bids and line items such as mobilization and the numbers game that contractors use when bidding on projects. The group discussed the difference in the cost estimate for the tree replacement line item, logistics involved with this task, and how the SRWMO will need to accept the bid as a whole. The SRWMO cannot pick and choose line items to change within the bid. Ms. Kantor explained that in her experience the math ends up working out in the end, as long as the line items aren't extremely off. Mr. Babineau expressed concern about the relatively small \$2,500 buffer of remaining grant funds and Mr. Schurbon explained that he felt comfortable with this, and Kantor agreed that the risk of unforeseen circumstances raising the cost of this project is low. Any remaining grant funds are needed for staff time so the grant can close out cleanly.

The pond design included the addition of a baffle, proposed at the last meeting, to increase phosphorus capture. Ms. Hegland asked if they should remove the baffle in the design for cost savings and Ms. Kantor explained why she thinks it's a good payout for what it does. It will increase the treatment capacity of the project and improve the water quality benefits.

The board discussed the other project: 19255 East Front Blvd Biofiltration Project. The low quote was well over the estimate and available funds. Mr. Schurbon explained that this is a small raingarden and he has concerns with the cost:benefit of the project at this price point. His recommendation is to reject the quotes that were submitted, seek additional quotes, and request Lower St. Croix 1W1P WBIF funds if an attractive quote is received. He explained there wasn't much more that could be rethought form a design standpoint. Mr. Schurbon said he had conversations with contractors, and that they are busy enough with commercial work so this residential project is not appealing at this point.

1W1P funding comes with a 25% match requirement and they could take this out of what has been budgeted in 2022 for project cost share.

Mr. Mager asked if there was opportunity to save costs by using volunteer landowner labor, such as with planting. Ms. Kantor noted this would void any warranty for the plants. It would be unlikely to yield much cost savings, as that is a low cost item.

Ms. Kantor asked if Mr. Schurbon thought they would get new bids this fall in time to bring this to the 1W1P. He said he had some promising conversation that could allow for the build to happen this fall and the panting this spring. This would allow him to bring this forward to the 1W1P meeting in November. However more time may be needed.

Ms. Hegland composed some motions and asked if they should add rejecting the current bids for the raingarden to the motion.

Ms. Kantor moved to accept JL Theis Inc base quote of \$43,477.00 and alternate A of \$2,800.00 for the Martin Lake Shores Park Stormwater Pond Enhancement Project and to authorize the Chair to sign the contract for construction totaling \$46,277.00. Ms. Hegland seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

Ms. Hegland moved to reject all bids for the 19255 East Front Blvd Biofiltration Project and to authorize requesting Lower St. Croix 1W1P Watershed Based Implementation Funds for construction of the 19255 East Front Blvd Biofiltration Project if a lower quote is secured in the coming months. Required matching funds of 25%, must be within the amounts budgeted for 2022 project cost share, or available SRWMO cost share funds held at ACD. Ms. Kantor seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

7. New Business

A. 2019 watershed based funding grant extension request

The MN Board of Water and Soil Resources (BWSR) is willing to grant the SRWMO an extension on its 2019 WBF grant. The extension is one year, to December 31, 2022. Every indication is that all work, including construction, will be done by June 30, 2022.

Ms. Kantor moved to approve the FY2019 BWSR Watershed Based Funding Metro – Sunrise River WMO grant amendment to extend the grant expiration to December 31, 2022 and. Mr. Harrington seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

B. East Metro Water Resources Education Partnership (EMWREP) dues request

Mr. Schurbon explained the invitation from EMWREP. The 1W1P provided funding for a new educator who will expand the education program outside of Washington County. They are offering new communities the opportunity to join EMWREP. Mr. Schurbon explained that he didn't feel that this was the right call for SRWMO for several reasons including not having budgeted for this.

Mr. Melchior moved to decline to join the East Metro Water Resources Education Program (EMWREP) and Mr. Harrington seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

8. Mail

There were several items of mail from MCIT (SRWMO insurance) including their annual report and a dividend of \$64. MCIT rates are estimated to decrease for the SRWMO next year (possibly by \$400) and they should expect an invoice in December of 2021.

9. Other

10. Invoice(s) approval
 - A. Recording Secretary services for July 2021 meeting (\$200)
Mr. Mager moved to and Ms. Hegland seconded to pay the invoice #70121, payment for \$200. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.
 - B. Anoka Conservation District for Typo lake AIS grant match (\$750)
Mr. Melchior moved to and Ms. Kantor seconded to pay the invoice #2021138, payment for \$750. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.
 - C. Anoka Conservation District 2021 contract pymt 2 of 3 (\$11,402.33)
Mr. Mager moved to and Ms. Hegland seconded to pay the invoice #2021034, payment for \$11,402.33. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

11. Adjourn
Ms. Hegland moved to adjourn the meeting and Mr. Melchior seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried. Meeting adjourned at 7:51pm.

Upcoming Meeting Dates: September 9 (public officials tour); September 16 (public officials tour rain date); November 4; January 6, 2022; February 3, 2022.

Submitted by:
Cameron Blake



Sunrise River Watershed Management Organization

Regular Meeting for **Thursday, November 4, 2021 6:30 pm**

MEETING TO BE HELD IN PERSON with VIRTUAL ATTENDANCE OPTION

in the Booster West Room of East Bethel City Hall at 2241 221st Ave NE Cedar, MN 55001

Virtual attendance by Zoom is being offered. To attend in this way use the

link <https://us02web.zoom.us/j/81723988050?pwd=RUVGR11Ec2IzME9DS2wvUnNza3NSdz09> or join by conference call at 1-312-626-6799 using meeting ID 817 2398 8050 and passcode 962981

AGENDA

Agenda to be finalized at meeting

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for September 2, 2021
5. Financial Reports
 - a. Treasurer's report
 - b. Current grants financial report from Anoka Conservation District (ACD)
6. Unfinished Business
 - a. Review of communities' ordinances for compliance with SRWMO minimums
 - b. JPA amendment recommendations update
 - c. Martin Lake Shores Park pond project update
 - d. East Front Blvd biofiltration basin construction quotes
7. New Business
 - a. Eligibility of curly leaf pondweed treatments for SRWMO grants
 - b. Watershed Based Implementation Funding (WBIF) upcoming grants
 - c. Internal loading studies grant opportunity for Martin and Typo Lakes
8. Mail
9. Other
10. Invoice(s) approval
 - a. Recording Secretary services for July 2021 meeting (\$200)
 - b. Anoka Conservation District 2021 contract pymt 3 of 3 (\$11,402.34)
11. Adjourn

Upcoming Meeting Dates: January 6, 2022; February 3, 2022.



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

FINAL MINUTES

Sunrise River Water Management Organization Meeting

Thursday November 4, 2021

Meeting was held in person at the East Bethel City Hall

1. Call to Order
Mr. Babineau called the meeting to order at 6:35 pm.

2. Roll Call
Present: Leon Mager, Tim Harrington, Dan Babineau, Tim Melchior, Candice Kantor, Janet Hegland (arrived at 6:39pm), Tim Peterson (joined remotely via Zoom), Matt Downing (joined remotely via Zoom).

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Cameron Blake, Recording Secretary (attending remotely via Zoom)

3. Approval of Agenda
Mr. Schurbon proposed two additions to the agenda; adding the insurance invoice to item 10, and adding a discussion item “remote recording secretary” to item 9.
Mr. Mager moved to approve the agenda with those two additions and Ms. Kantor seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Downing yes, Babineau, yes. Motion carried.

4. Approval of Minutes for September 2, 2021
Mr. Melchoir moved to approve the minutes and Mr. Harrington seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Downing yes, Babineau, yes. Motion carried.

5. Financial Reports
 - A. Treasurer’s report
Mr. Schurbon displayed the most recent bank statement and Mr. Downing reported a beginning and ending balance of \$37,627.35 for the most recent month with no debits or credits.

Mr. Mager moved to accept the treasurer's report and Mr. Harrington seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Downing yes, Babineau, yes. Motion carried.

B. Current grants financial report from Anoka Conservation District (ACD)

Mr. Schurbon presented the current grants financial report. Since the last report there were some payments for box netting at Typo Lake. There are some similar payments coming up that will be just over \$20,000 that are not yet reflected because payment has not been issued yet. He reminded the board that this is grant money held by the ACD that is being reported here because SRWMO provided match for this grant.

Mr. Schurbon confirmed that box netting was complete for the year and that commercial harvesting should begin on Martin Lake within the next few weeks. Mr. Mager clarified that box netting would occur only in Typo lake next year and Mr. Schurbon replied that is likely true but no final decisions have been made. There have been less carp harvested in previous years at least in part because there are less carp to remove from the lake. This year's catch at Typo Lake exceeded the total from Martin Lake last year. They used PIT tagging this year, which increased success due to being able to spring the nets when they knew the fish was there. Mr. Melchior asked about the commercial harvesting and Mr. Schurbon explained they have hired a consulting firm that is responsible for coordinating the commercial harvesters.

6. Unfinished Business

A. Review of communities' ordinances for compliance with SRWMO minimums

Mr. Schurbon explained that this was a recurring agenda item with no update. They have reached out to staff and have not heard back for months. He will send a reminder email. Ms. Hegland said she followed up with staff and that this was on their workshop agenda for next week along with a long list of ordinances. Mr. Harrington will reach out to Erin on the East Bethel staff tomorrow. Mr. Schurbon will send the reminder email and offer to talk with staff. Mr. Schurbon explained that Linwood was progressing slowly due to their work on a long list of ordinance updates.

B. JPA amendment recommendations update

Mr. Schurbon said this item was going well. City administrators have met and supported the JPA amendments recommended by the SRWMO board, and provided three small additional edits. City councils and township boards are beginning, or will soon begin, their review. Ms. Hegland commended Mr. Schurbon for his work.

City administrators recommended three new JPA amendments. They suggested bylaws be added as an appendix to the JPA instead of a separate document. They recommended referencing statute in a hyperlink that will reflect changes. They recommended statutory insurance minimum updates.

An attorney has been identified from Kennedy and Graven who gave a reasonable hourly quote and estimate of time needed which amounted to about \$4,000 for 20 hours of work at

\$205 an hour. The group commented that this was a very good rate. The SRWMO will pay this and then invoice the cities equally to recoup the cost. Identifying leadership to take on coordinating the work was more difficult, and ultimately came down to Mr. Schurbon and Ms. Hegland taking on that task. Mr. Schurbon will charge the SRWMO his regular hourly rate of \$88 and the member communities will be billed equal shares. Mr. Melchior offered any assistance with the legal portion of the work. The group thanked Ms. Hegland for her work on this.

Mr. Harrington moved to authorize expenditures for a lead staff and lead attorney to guide the JPA amendment process, provided that member communities agree to pay the SRWMO to reimburse the expense. Mr. Melchoir seconded this motion.

Mager yes, Melchior yes, Kantor yes, Harrington yes, Downing yes, Babineau, yes, Hegland, yes. Motion carried.

C. Martin Lake Shores Park pond project update

A construction bid from JL Theis was accepted at the last SRWMO meeting. The construction contract has been signed. A pre-construction meeting is being scheduled for mid-November. Construction is anticipated in late November. Construction funding is from the SRWMO's 2019 WBIF grant. The work involves mostly earthwork and seeding.

D. East Front Blvd biofiltration basin construction quotes

Mr. Schurbon explained that he had received a construction quote that is similar to the designer's estimate for the biofiltration basin at 19255 East Front Blvd NE. He reminded the board that last time they received two high quotes that they rejected. The project has two challenges: Modest cost-effectiveness and because grant funds were diverted to the more cost effective Martin Lake Shores Park pond there is now no available funding source for construction.

The SRWMO needs to make a decision on whether to proceed with this project. However, without a clear funding mechanism the next step is to pursue new funding, not to approve the current quote. Mr. Schurbon does not currently know of funding sources. Coon Lake was not one of the priority waterbodies selected in the Lower St. Croix 1W1P so it is not eligible for the current round of Watershed Based Implementation Funding. It was also marginal in its cost effectiveness so it may not have been approved for funding anyway. He reminded the board a rule of thumb for cost effectiveness per pound of phosphorus removal is that under \$500 is great and above \$1000 is still good. This project was at \$4,800, however considering the limited options of other treatment in this neighborhood it was still worth considering.

Mr. Mager explained that curlyleaf pondweed contributes to higher phosphorus levels and with Coon Lake having less than 40 microgram per cubic liter unit and improved secchi depth he understands why it was not on the 1W1P priority list of nutrient impaired waters. He explained that curlyleaf likes to grow in muddy bottomed lakes around 6-8ft deep. So in

shallow and sandy lakes there is less curlyleaf. The group discussed the timing of treatment of curlyleaf as being in the early spring right away after ice out before native aquatic species have started growing. It grows under the ice over the winter and matures and dies by the end of July. The DNR doesn't allow treatment when native species are present.

The group realized they had jumped ahead in their discussion to the next agenda item and circled back to the biofiltration basin discussion. Ultimately there is not a good funding source, it's on the high end of the cost:benefit ratio and even if they received a grant the SRWMO would be responsible for a 10-25% match. Mr. Schurbon explained that filtration was necessary in the design due to the proximity of septic system features.

Mr. Downing moved to reject all October 2021 quotes for the 19255 East Front Blvd NE biofiltration basin due to insufficient funding, to direct staff to continue seeking grant options for this project, to thank the low quote provider, and to indicate our intention to pursue funding. Mr. Harrington seconded this motion.

Mager yes, Melchior yes, Kantor yes, Harrington yes, Downing yes, Babineau, yes, Hegland, yes. Motion carried

7. New Business

A. Eligibility of curly leaf pondweed treatments for SRWMO grants

Mr. Mager explained that he and the Coon Lake groups did not ask for SRWMO funds for curlyleaf pondweed treatment last year and won't this year either. The county and DNR grants provided \$10,000 this year for curlyleaf pondweed and milfoil treatment. The cost for treatment was \$13,000 and the lake resident can handle this. SRWMO only has \$1,390 in cost share funds so Mr. Mager recommends the SRWMO use those limited funds for other projects.

B. Watershed Based Implementation Funding (WBIF) upcoming grants

Mr. Schurbon presented this informational agenda item. The funding is split between the metro and watershed funding with the Metro having chosen last year to combine their funding of \$800,000 with the watershed wide funding of \$471,000. Like last time there will be a process to make that decision again and the SRWMO gets a representative to participate in this process. This will be coming up this spring so the SRWMO does not need to choose a representative now. Ms. Hegland thought this group was disbanded and these decisions would go back to the policy committee. Mr. Downing explained it was a state process that will have to occur every other year.

C. Internal loading studies grant opportunity for Martin and Typo Lakes

Mr. Schurbon explained there is an opportunity to use some of the current Lower St. Croix Watershed Based Funding to perform internal load analyses on two lakes. These analyses investigate the nutrients that are already in the bottom sediments of the lake and determine whether alum treatments could be successful and if so, what the specific protocol would be for those treatments. Mr. Schurbon put forward Martin and Typo Lakes for consideration and a subcommittee narrowed down a list of 7-8 to 4 finalists including Martin, Typo, Forest, and

Rush lakes. Martin and Typo may be complicated to address due to their hydrologic connectivity, mixing, and the poorer water quality Martin Lake receives from Typo Lake. Mr. Schurbon needs board action to decide if they want to formally put them forward for consideration and to apply for this funding. The application would just be a one page request with a consultant quote on the cost of the two lakes. The grant does not require match and would only be for the study, not for any treatment. Alum treatments can be very expensive. Mr. Downing explained he is going through this process with Lily Lake, which had an internal load analysis done previously. He said limnologists are comfortable using studies 10 years or younger to investigate treatments and that this was a good opportunity to get these studies funded even if they do not act on them right away. Lily Lake is about 60 acres and Martin and Typo are in the 230-300 acre range. Lily Lake's alum treatment will be about \$100,000.

The group discussed alum treatments. Treatments can be effective at improving lake water quality for as long as 30 years. The duration is estimated during the internal loading analysis study. The alum treatments bind the nutrients in the sediment so bottom feeders like carp and other mixing such as that caused by wind can reduce this success. These factors are what an internal load analysis would tell you. These studies usually cost about \$20,000. Ms. Kantor and Mr. Melchoir agreed that the SRWMO should apply as there is no cost to the WMO and it will be valuable information to use moving forward. Mr. Schurbon clarified that the subcommittee deciding on this grant may look at factors such as whether there is capacity to move forward with treatments, which other applicants may be more equipped to do. Ms. Hegland asked if the funding could be used for implementing these treatments and Mr. Schurbon confirmed this was a possibility although it is not an activity in the current grant and there would be a 10% match requirement. This would need to be something the SRWMO plans for in their budget in the future. Ms. Hegland and Mr. Babineau discussed current external loading to Typo Lake and Mr. Schurbon agreed that there was difficult logistics to capture the rest of the loading that could be occurring, but that there had been work done on addressing external loading. He explained that because of the 1W1P group there was more possibility for coordination on these kinds of questions.

Mr. Melchoir moved that the SRWMO officially submit and apply for the WBF internal load analysis grant for Martin and Typo Lakes and Ms. Hegland seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Downing yes, Babineau, yes, Hegland, yes. Motion carried

8. Mail

There was no mail.

9. Other

A. Remote recording secretary option

Mr. Schurbon explained that Mr. Blake asked to remotely attend this month's meeting due to getting over an illness and asked if this could be a regular option for him to choose to do in the future. Ms. Hegland recalled Mr. Blake had remotely attended meetings for the Columbus

Planning Commission and Mr. Blake explained that it went well for minute taking. Mr. Babineau and Ms. Hegland both thought this would be fine.

It was clarified whether Mr. Schurbon would attend remotely too. He replied that if he were not available at a hybrid meeting he would send another ACD staff member to be physically present in order to set up the meeting cameras and microphone to allow for remote access for others.

The group discussed hybrid meeting laws for board managers and how this differs for staff. Elected officials can attend meetings remotely three times a year. Ms. Hegland wondered if the group should include this topic in their bylaws as the open meeting laws seem to be changing back and forth since COVID.

Ms. Hegland moved and Mr. Melchior seconded to allow the recording secretary to attend future meetings virtually.

Mager yes, Melchior yes, Kantor yes, Harrington yes, Downing yes, Babineau, yes, Hegland, yes. Motion carried

10. Invoice(s) approval

A. Recording Secretary services for July 2021 meeting (\$200)

This invoice was amended to the invoice for the September 2021 meeting.

Mr. Mager moved to and Ms. Hegland seconded to pay the invoice #90221, payment for \$200. Mager yes, Melchior yes, Kantor yes, Harrington yes, Downing yes, Babineau, yes, Hegland, yes. Motion carried

B. Anoka Conservation District 2021 contract pymt 3 of 3 (\$11,402.34)

Mr. Melchior moved to and Ms. Kantor seconded to pay the invoice #2021138, payment for \$11,402.34. Mager yes, Melchior yes, Kantor yes, Harrington yes, Downing yes, Babineau, yes, Hegland, yes. Motion carried

C. Insurance (\$2,200)

Mr. Schurbon explained that last year this was paid in January. They could approve the anticipated bill to avoid possible late payment, or they could wait.

Mr. Downing moved to and Ms. Kantor seconded to approve up to \$2,200 for 2022 insurance costs. Mager yes, Melchior yes, Kantor yes, Harrington yes, Downing yes, Babineau, yes, Hegland, yes. Motion carried

11. Adjourn

Mr. Babineau informed the board he would be resigning his SRWMO board position representing Linwood Township at the beginning of the year. He has sent an email to Linwood as well. He said he will stay until he is replaced by new officer elections or replacement. Mr. Harrington thanked Mr. Babineau.

Mr. Mager explained he recently hosted a SRWMO booth at a East Bethel city hall event. He encountered several residents interested in assistance with water quality projects, and shared Mr. Schurbon's contact information with those individuals.

The board asked if there was any information on a new SRWMO representative from Ham Lake. Mr. Downing said he was not aware and had not seen anything posted in the paper yet. It is the communities' job to fill these positions within 90 days.

Mr. Harrington moved to adjourn the meeting and Ms. Hegland seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Downing yes, Babineau, yes, Hegland, yes. Motion carried. Meeting adjourned at 7:51pm.

Upcoming Meeting Dates: January 6, 2022; February 3, 2022.

Submitted by:
Cameron Blake