



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

APPROVED MINUTES

Sunrise River Water Management Organization Meeting
Thursday, February 1, 2024
Meeting was held in person at the East Bethel City Hall

1. Call to Order
Ms. Hegland called the meeting to order at 6:34 pm.

2. Roll Call

Present Absent

- Janet Hegland, Chair (Columbus)
- Tim Melchior, Secretary (Columbus)
- Brian Mundle, Treasurer (E Bethel)
- Leon Mager (E Bethel)
- Troy Wolens (Ham Lake)
- Brian Kirkham (Ham Lake)

Present Absent

- Jonn Olson (Linwood)
- Kevin Kelly (Linwood)
- Bob Millerbernd (Linwood Alternate)
- Jamie Schurbon (Admin)
- Cameron Blake* (Recording Secretary)
- Other: Kate Luthner, ACD
- Other: Jack Davis, Columbus

* Remote via Zoom

3. Approval of Agenda.
Mr. Schurbon requested to add item 11b, an invoice from the SRWMO attorney.
Mr. Kelly moved to approve the agenda as amended and Mr. Mundle seconded this motion. The motion carried with all in favor.

4. Annual meeting items
a. Election of officers
Ms. Hegland moved to elect Mr. Mundle as Chair and Mr. Kelly seconded this motion. The motion carried with all in favor.
Ms. Hegland moved to elect Mr. Kelly as Vice Chair and Mr. Olson seconded this motion. The motion carried with all in favor.
Ms. Hegland moved to keep Mr. Melchoir as Secretary and Mr. Kelly seconded this motion. The motion carried with all in favor.
Mr. Kelly moved to elect Ms. Hegland as Treasurer and Mr. Mundle seconded this motion. The motion carried with all in favor.
Mr. Schurbon confirmed that no action is needed at the bank as the same managers are signatories this year.

b. Hear any recommendations on amendments to the JPA and watershed management plan
No comments were heard.

c. Designate newspaper of record

Ms. Hegland moved to designate the Forest Lake Times as the SRWMO newspaper of record and Mr. Olson seconded this motion. The motion carried with all in favor.

d. Set regular meeting dates through February 2025

The proposed meeting dates are: April 4, June 6, Sept 5, Nov 7, Jan 2 (2025), and Feb 6 (2025).

Ms. Hegland moved to set meetings dates as presented and Mr. Wolens seconded this motion. The motion carried with all in favor.

5. Approval of Minutes for January 4, 2023

Mr. Mundle took over as chair of the meeting and thanked Ms. Hegland for her service in this role.

Ms. Hegland noted that she submitted some typographical, non-substantive edits to the minutes to Mr. Schurbon.

Ms. Hegland moved to approve the minutes with some typographical errors corrected and Mr. Olson seconded this motion. The motion carried with all in favor.

6. Financial Reports

A. Treasurer's report

Mr. Schurbon explained there was no report today as it's the first day of the month and the bank statement was not received yet. An updated report will be ready for the next meeting.

B. Grants financial report

Mr. Schurbon stated there have been no changes to the report since the last board meeting.

Mr. Kelly moved to accept the grants financial report as presented and Ms. Hegland seconded this motion. The motion carried with all in favor.

7. Unfinished Business

A. Bylaws

Mr. Schurbon reported that the draft bylaws were distributed to all four communities. No concerns were raised other than a need for clarity around voting and alternate board members, which the board discussed last month. The attorney made some changes and they are reflected in the current version of the bylaws in the board packet.

Ms. Hegland moved to adopt bylaws as presented and Mr. Kelly seconded this motion. The motion carried with all in favor.

7. New Business

A. 2023 Work results from Anoka Conservation District

Mr. Schurbon presented the report to the board and explained that this material will be included in the SRWMO's annual report to the Board of Water and Soil Resources and on the SRWMO website. The report contains water monitoring results, grant and project activities, administrative activities, and education and outreach activities. The report also contains

recommendations for the board to consider for the SRWMO moving forward, which can be found on page three of the report.

Ms. Hegland asked if the SRWMO has standing meetings with the lake associations in the district. Mr. Schurbon confirmed he connects with them at least annually in some way. Coon, Martin, and Linwood Lake are the three major lake associations in the district. Mr. Wolens noticed Adopt-a-Drain signs around Coon Lake and Mr. Schurbon explained the Coon Lake Association is independently working on this activity.

The group discussed funding sources and programs available to residents for SSTS repairs/replacements and well sealing, and how this funding is distributed.

The SRWMO also performs monitoring for specific wetlands, and the group discussed how wetlands are defined and classified.

Mr. Schurbon noted that although Martin Lake was technically just below the impairment level this past year it won't be removed from the MPCA's impaired waters list until it remains this way for a couple years. Ms. Hegland asked if the monitoring frequency of Coon Lake had been changed yet to address concerns Mr. Mager has shared in the past. Mr. Schurbon explained the current plan is to follow the frequency as recommended in the watershed management plan and budget, which may not address Mr. Mager's concerns; but that the group would need to hear more from Mr. Mager on this issue. The group discussed the efforts made to recruit citizen monitoring volunteers and the challenges posed by this such as whether lakes have public access and ease of accessibility.

Mr. Kelly inquired as to what outreach strategies the SRWMO uses to inform residents about the funding and technical assistance programs for best management practices that are offered, such as shoreline restorations. Mr. Schurbon explained that historic efforts included city newsletters, lake association newsletters, targeted mailings, social media, and participation in community festivals. The group discussed the potential drawbacks of door knocking as some residents may not view this favorably and instead assume the district is seeking to regulate activity. Although a shared goal of water quality may exist in the district, there are different mindsets about how this should be attained. Some residents are less open to applying the kinds of property management strategies the WMO is promoting. The group noted that awareness and outreach is a common challenge among government entities. The group agreed that the SRWMO booth at community events is a great way to promote the cost share programs and spread awareness of what resources are available to residents. Ms. Hegland asked if the SRWMO does any outreach with schools in the district. This is another strategy that could be explored further.

B. 2024 – Consider contracts for professional services

The SRWMO Watershed received two submittals for recording secretarial services; one from existing secretary Cameron Blake and another from Timesaver Offsite Secretarial. Some of the benefits of the Timesaver organization are a fast turnaround time, availability of backup staff, accuracy because minutes are taken from a recording, and a lower price for shorter meetings. Organizations who use Timesaver are pleased with the quality of the work. There is a chance that for longer meetings the Timesaver pricing will end up being higher than the flat rate proposed by Mr. Blake.

Ms. Hegland stated that Columbus has tried to use Timesaver in the past but they did not have the capacity at that time to add them as a client. Mr. Schurbon does not know what this capacity could look like in the future but they have the capacity now for the SRWMO meetings.

Mr. Kelly said he would prefer to spend money locally if the service and price is comparable and Mr. Mundle agreed.

Mr. Wolens moved to select Cameron Blake for recording secretarial services at \$200/meeting plus \$70/hr for in-meeting time beyond 2.5 hours. Fees are for March 2024-March 2025 with any fee changes to be communicated by Nov 1. Mr. Kelly seconded this motion. The motion carried with all in favor.

The group then considered the water monitoring and management proposal received from the ACD. No other responses were received. The cost proposed is \$34,673.00 for proposal items which is \$690 over the SRWMO budget. The ACD suggests reducing the 2024 funding for the outreach coordinator by \$690 so that any overall contract would be within budget. Ms. Hegland mentioned again Mr. Mager's concern about lake water monitoring frequency and Mr. Schurbon explained that this year Coon Lake was going to be monitored. Mr. Schurbon explained the breakdown of the work plan tasks into proposal items (\$34,673.00) and non-proposal items (\$8,077.00), which are those for which as ACD is holding the grant funds that pay a portion.

Ms. Hegland moved to accept the ACD proposal and enter into a contract in the amount of \$42,750. Mr. Olson seconded this motion. The motion carried with all in favor.

Ms. Hegland commended Mr. Schurbon and the ACD for the amount of work they get done with such a small budget.

C. 2025 Budget

Mr. Schurbon reported that member communities received and ratified the 2025 SRWMO budget.

Mr. Kelly moved to adopt the 2025 SRWMO budget of \$47,189.00 and Mr. Wolens seconded this motion. The motion carried with all in favor.

9. Mail
None was received.
10. Other
No other discussion was had.
11. Invoice(s) approval
 - A. Recording Secretary \$200.00
 - B. Kennedy and Graven, Attorneys \$565.50

Mr. Kelly moved and Ms. Hegland seconded to pay invoices #1424 for \$200.00 and invoice 179550 for \$565.5. The motion carried with all in favor.

12. Adjourn

Mr. Mundle moved to adjourn the meeting and Mr. Kelly seconded. The motion carried and Mr. Mundle adjourned the meeting at 7:36PM.

Upcoming Meeting Dates: April 4, June 6, Sept 5, Nov 7, Jan 2 (2025), and Feb 6 (2025)

Submitted by:
Cameron Blake

Attest:

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Secretary