



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

Sunrise River Water Management Organization (SRWMO)
Meeting Minutes for Thursday, February 5, 2009

Chair Marie Holm called the meeting to order at 5:30pm with the following members present Mike Bury, Greg Hunter, Leon Mager, Denny Peterson and Mark Walsh. Absent was Frank Kvidera. Also present was Jamie Schurbon, Anoka Conservation District (ACD) and Howard Holm, Linwood Township.

APPROVAL OF MINUTES

Mark Walsh moved and Denny Peterson seconded to approve the October 2, 2008 meeting minutes as presented. All in favor, motion carried.

OLD BUSINESS

A. Banking Account Update – Chair Holm reported that a checking account has been opened at Peoples Bank with herself, Mike Bury and Doug Sell, East Bethel City Administrator as the authorized signatures on the account. Ms. Wendy Warren will maintain the account and East Bethel's auditor will audit it annually, sending a letter to the SRWMO for filing purposes. Chair Holm is in the process of getting the SRWMO bonded; annual cost will be \$130 with bonding covering all member positions, not individuals.

B. Revisit Recording Secretary Fee Schedule as Submitted 8/7/08 – Recording Secretary, Gessner withdrew the request.

C. Board Member Appointments – Board members were reminded to have their appropriate councils reappoint them annually to their positions.

D. Election of Officers – **Mike Bury moved and Mark Walsh seconded to appoint Marie Holm as Chair. All in favor, motion carried. Marie Holm moved and Mike Bury seconded to appoint Frank Kvidera as Vice Chair. All in favor, motion carried. Mark Walsh moved and Denny Peterson seconded to appoint Mike Bury as Treasurer. All in favor, motion carried. Denny Peterson moved and Marie Holm seconded to appoint Mark Walsh as Secretary. All in favor, motion carried.**

E. Budget Ratification – Per the Joint Powers Agreement (JPA), Chair Holm will submit the 2010 approved budget to member cities for ratification.

NEW BUSINESS

A. Presentation of 2008 Work Results – A hard copy of the 2008 Water Almanac will be given to the Chair and CD copies to board members. Noted items - Coon Lake currently is being monitored for water quality in the east basin only. Leon Mager requested that both the east and west basins be monitored in order to show a difference in water quality on the same lake. Fawn Lake has curly-leaf pondweed that has not been noted in the past. There is a \$2,338.17 fund balance for water quality improvement projects. The purpose of this fund is to improve water quality in area lakes, streams and rivers by promoting the correction of shoreline erosion problems and rehabilitation to native shoreline.

Report recommendations 1) Update the SRWMO Watershed Management Plan, 2) Promote and install more water quality improvement projects, 3) Continue the cost share grant program, 4) Complete the Typo and Martin Lake Total Maximum Daily Load (TMDL) Study Report and Implementation Plan, 5) Do projects to improve water quality in Typo and Martin Lakes, 6) Work cooperatively with other agencies that are doing a study of the entire Sunrise River Watershed, 7) Map Fawn Lake curly-leaf pondweed, 8) Work cooperatively with the newly formed Coon Lake Improvement District, 9) Support an aquatic vegetation survey and management plan for Linwood Lake, and 10) Coordinate Coon Lake monitoring with the Coon Lake Improvement Association.

B. 2009 Work Agreement Memorandum of Understanding (MOU) with Anoka Conservation District – **Mark Walsh moved and Mike Bury seconded to approve the 2009 Work Agreement Memorandum of Understanding with Anoka Conservation District with a \$13,310 Plan of Work total.** Greg Hunter reported that the City of East Bethel does not support the County Geologic Atlas project. Discussed the decision making process, the previous vote by all board members to approve support of this project, and funds being available for this project. **Mark Walsh amended his motion and Mike Bury his second to approve the 2009 Work Agreement Memorandum of Understanding with Anoka Conservation District with a \$13,310 Plan of Work total, with the condition that all Anoka County watersheds support the County Geologic Atlas project. If there is not full support, the County Geologic Atlas project amount of \$4,310 is to be deleted from the 2009 SRWMO Plan of Work. Majority voted yea, Greg Hunter voted nay, motion carried.**

C. 2010 Work Proposal for Budgeting Purposes – Coon Lake will be monitored in both the east and west basins increasing the Coon Lake monitoring fee by \$800. Discussed item Stormwater Reconnaissance and Water Quality Improvement – Neighborhoods West of Martin Lake. This area was chosen based on prior discussions. **Chair Holm moved and Mike Bury seconded to remove Stormwater Reconnaissance and Water Quality Improvement from the work proposal and include it in the 3rd Generation Plan, thereby reducing the proposal by \$9,450. All in favor, motion carried.**

D. 2010 Budget - Denny Peterson moved and Mike Bury seconded to approve a 2010 budget in the amount of \$20,000. All in favor, motion carried.

Work Proposal with Anoka Conservation District	\$16,620
Estimated insurance costs	\$2,500
Estimated administrative costs	<u>\$880</u>
	\$20,000

MAIL

OTHER

Chair Holm presented two bills for payment. \$125 to Marie Holm - \$25 filing fee to State of Minnesota for registration and \$100 deposit to open checking account at Peoples Bank; and ACD bill for \$7,214.25 for 3rd Generation Watershed Planning completed work to-date.

Mark Walsh moved and Leon Mager seconded to approve payment to Marie Holm in the amount of \$125 and payment to Anoka Conservation District in the amount of \$7,214.25 for work completed to-date on the 3rd Generation Watershed Plan. All in favor, motion carried.

Meeting Dates - Mike Bury moved and Denny Peterson seconded to set the following meeting dates June 4th, October 1st and February 4, 2010 with a start time of 6:30pm at East Bethel City Hall. All in favor, motion carried.

ADJOURN

Mark Walsh moved and Denny Peterson seconded to adjourn the meeting. All in favor, meeting adjourned at 7:00pm.

Gail E. Gessner, Recording Secretary
Submitted via e-mail on 2/6/09



Sunrise River WMO

2241 – 221st Ave
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Sunrise River Water Management Organization (SRWMO) Special Meeting Minutes for Thursday, April 23, 2009

Chair Marie Holm called the meeting to order at 6:00pm with the following members present Mike Bury, Greg Hunter, Frank Kvidera and Mark Walsh. Absent were Leon Mager and Denny Peterson. Also present was Jamie Schurbon, Anoka Conservation District (ACD).

APPROVAL OF MINUTES

Mark Walsh moved and Mike Bury seconded to approve the February 5, 2009 meeting minutes with the noted changes: OLD BUSINESS A. ...*Doug Sell*, East Bethel City Administrator, ...*Ms. Wendy Warren*, ...*be approximately \$130*, ...*covering all member...* NEW BUSINESS B. *strike reducing the total amount to \$9,000*, D. *Estimated insurance costs and estimated administrative costs*. OTHER change *bonding to registration*. All in favor, motion carried.

OLD BUSINESS

NEW BUSINESS

A. Columbus Water Management Plan – Jamie Schurbon reviewed his comments. **Mark Walsh moved and Mike Bury seconded to send a cover letter along with ACD's comments for the draft Columbus Local Surface Water Management Plan dated February 2009. All in favor, motion carried.**

Ham Lake Water Management Plan – Jamie Schurbon reviewed his comments. **Mark Walsh moved and Mike Bury seconded to send a cover letter along with ACD's comments for the draft Ham Lake Local Surface Water Management Plan dated March 2009. All in favor, motion carried.**

B. BWSR Annual Financial Report – Chair Holm presented the completed form. She will email it to BWSR noting that an annual audit letter comes from the City of East Bethel.

C. June Meeting – Discussed scheduling the next meeting for June and what dates members would be available to meet. **Chair Holm moved and Mike Bury seconded to schedule the next meeting for June 18th with a start time of 6:00pm. All in favor, motion carried.**

D. DNR Public Waters Permit #2009-0470 – It was questioned why the elevation changes were referenced twice with different numbers and if these changes would cause road flooding. After reviewing the maps for Pool #2 and Pool #16 it was determined that no roads would be affected, as both pools are located on Carlos Avery property. Chair Holm will request clarification on each elevation change for both locations.

E. DNR Waters Permit Application #2009-0474 Request for Review and Comments – No comment from the SRWMO.

MAIL

OTHER

Work Bids – State rules dictate that WMOs need to advertise for work bids. Advertising can be posted on the SRWMO website and in the official newspaper. Chair Holm will bring a sample ad and task list to the June meeting. Item tabled to the June meeting.

Watershed Management Plan – Next work session to be held June 18th following the regular SRWMO meeting.

ADJOURN

Mike Bury moved and Mark Walsh seconded to adjourn the meeting. All in favor, meeting adjourned at 6:40pm.

Gail E. Gessner, Recording Secretary
Submitted via e-mail on 5/5/09



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Sunrise River Water Management Organization (SRWMO)
Meeting Minutes for Thursday, June 18, 2009

Chair Marie Holm called the meeting to order at 6:00pm with the following members present Mike Bury, Frank Kvidera and Denny Peterson. Absent were Greg Hunter, Leon Mager and Mark Walsh. Also present were Jamie Schurbon, Anoka Conservation District (ACD) and Chad Liston, Linwood Lake Improvement Association.

APPROVAL OF MINUTES

Mike Bury moved and Denny Peterson seconded to approve the April 23, 2009 meeting minutes as presented. All in favor, motion carried.

OLD BUSINESS

A. Work Bids – Chair Holm distributed a draft Requests for 2010 Plan of Work Bids. Discussed where to advertise for bids and that it was unnecessary to send to individual firms. **Denny Peterson moved and Frank Kvidera seconded to approve the Requests for 2010 Plan of Work Bids as presented and to place an ad for two weeks in the Forest Lake Times and Anoka Union referring contractors to the SRWMO website for further information regarding the work bids. All in favor, motion carried.**

NEW BUSINESS

A. East Bethel Water Management Plan – Jamie Schurbon reviewed his comments. **Mike Bury moved and Denny Peterson seconded to send a cover letter, along with ACD's comments, approving the East Bethel Water Management Plan dated April 2009. All in favor, motion carried.**

B. ACD Invoice Payment – **Mike Bury moved and Denny Peterson seconded to approve payment of the ACD Invoice #2009011 in the amount of \$13,310.00. All in favor, motion carried.**

C. DNR Public Waters Permit #2009-0470 – Requested clarification on each elevation change for both locations was never received.

OTHER

Discussed scheduling the next meeting for August and what dates members would be available to meet. **Chair Holm moved and Mike Bury seconded to schedule the next meeting for Thursday, August 6th with a start time of 6:00pm. All in favor, motion carried.**

ADJOURN

Denny Peterson moved and Frank Kvidera seconded to adjourn the meeting. All in favor, meeting adjourned at 6:20pm.

Gail E. Gessner, Recording Secretary
Submitted via e-mail on 6/23/09



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Meeting Minutes for Thursday, August 6, 2009

Chair, Marie Holm, called the meeting to order at 6:00 P.M. with the following members present: Mike Bury, Frank Kvidera, Denny Peterson, Mark Walsh, and Leon Mager. Absent was Greg Hunter. Also present was Jamie Schurbon, Anoka County Conservation District.

APPROVAL OF MINUTES

Frank Kvidera moved and Mark Walsh seconded to approve the June 18, 2009, meeting minutes as presented. All in favor, motion carried.

OLD BUSINESS

Marie Holm reported that the ad for work bids had ran in the Anoka Union and Forest Lake Times for two weeks with no response. Formal approval of the 2010 Plan of Work submitted by Anoka Conservation District will be submitted for approval at the next meeting.

THIRD GENERATION WATERSHED MANAGEMENT PLAN

Copies of the document had been distributed to all members prior to the meeting. Comments/questions from various members were discussed and changes made to the plan were appropriate. Jamie Schurbon reviewed other sections of the document that had not previously been discussed. Complete details are available in the notes/minutes taken as part of the Third Generation Watershed Management Plan documentation. It was also requested that the financial distribution figures be updated through the GIS Department of Anoka County. With these clarifications and/or changes, Mike Bury motioned and Mark Walsh seconded to have the Third Generation Watershed Management Plan distributed to the appropriate agencies and municipalities for a 60-day review.

Discussion was held on the upcoming future meetings required to complete the Third Generation Watershed Management Plan. Mark Walsh motioned and Leon Mager seconded to move the October meeting to November 5th at 6 P.M. This will allow for comments to be received on the Plan and draft appropriate responses. All in favor, motion carried.

Mark Walsh motioned and Denny Peterson seconded to hold a public hearing on the final Third Generation Watershed Management Plan on November 19, 2009, at 7 P.M. at East Bethel City Hall. All in favor, motion carried.

NEW BUSINESS

An invoice in the amount of \$7,214.25 was presented – this represents the second payment for the work performed on the Third Generation Watershed Management Plan, or 50% of the budgeted amount.



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Frank Kvidera motioned and Mark Walsh seconded to approve the payment. All in favor, motion carried.

ADJOURN

Mike Bury motioned and Frank Kvidera seconded to adjourn the meeting at 7:30 P.M. All in favor, motion carried.

Marie Holm
Chair



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Sunrise River Water Management Organization (SRWMO) Meeting Minutes for Thursday, November 5, 2009

Chair Marie Holm called the meeting to order at 6:00pm with the following members present Mike Bury, Leon Mager, Denny Peterson and Mark Walsh. Greg Hunter was absent. Also present was Jamie Schurbon, Anoka Conservation District (ACD).

APPROVAL OF MINUTES

Denny Peterson moved and Mark Walsh seconded to approve the August 6, 2009 meeting minutes as presented. All in favor, motion carried.

NEW BUSINESS

- A. Chair Holm reported she authorized payment of the insurance invoice for \$2,416.00. The invoice was forwarded to East Bethel city hall for payment.
- B. Anoka County Transportation Plan - SRWMO has no comments on this plan.
- C. Frank Kvidera has resigned as a Linwood Township representative to the SRWMO. Linwood is posting for a new representative.
- D. There is an opening for a Ham Lake representative on the SRWMO.

OLD BUSINESS

A. 2010 Budget – Jamie Schurbon distributed a 2010 SRWMO Budget Revision sheet showing two options for budgeting. He suggested three items be added to the budget - administrative assistance from the City of East Bethel, financial audit and revise Joint Powers Agreement (JPA). Discussed reducing the proposed budgeted audit amount from \$700 to \$300, edit other admin (e.g. secretarial), and reduce the proposed budgeted JPA amount from \$1,500 to \$0, as city/township attorneys would review any revisions. Discussed the possibility of moving Assistance preparing 2009 report to BWSR, Review Municipal Local Water Plans for consistency with new SRWMO Plan and Develop member community annual report template under administrative items, however, not all members were in agreement with moving these three items under administrative because of the breakdown of costs to each city/township. **Mike Bury moved and Denny Peterson seconded to direct Jamie Schurbon to contact Anoka County to request an updated parcel/value**

breakdown by municipality with the cost not to exceed \$300.00. All in favor, motion carried. This information is used for budgeting purposes and in the JPA.

It was the unanimous consent of the members to leave the 2010 budget as is; it has already been approved by cities/township. The suggested three additional items will be considered during the 2011 budget review.

B. Draft 3rd Generation Watershed Management Plan Comments (Plan) – Jamie Schurbon reviewed the comments received and SRWMO responses. Anoka County Environmental Services provided Areas Where Groundwater Pumping is Likely to Directly Impact Surface Water Features maps. Discussed Table 2. Summary of Wetland Standards as written in the Plan. Mark Walsh asked to change the high priority wetlands minimum buffer to 15 ft., thus making the moderate and minor priorities 15ft. also. Even though the minimum in the Plan would be 15 ft. each city/township could set its own minimum buffer required. Wetland standards are required to be in the Plan. **Mark Walsh moved and Mike Bury seconded to lower the high, moderate and minor priority wetlands minimum buffers to 15 feet. Bury, Peterson, Walsh - yea. Holm, Major – nay. Motion carried. Mark Walsh moved and Denny Peterson seconded to approve the SRWMO responses and to send the revised draft Plan to agencies for a 45-day review period. All in favor, motion carried.**

C. Joint Powers Agreement (JPA) – All city administrators will be asked to review the current JPA and attend a joint meeting to discuss possible revisions. Chair Holm will contact administrators and Melissa Lewis of BWSR to schedule a meeting. After the JPA has been revised and approved, separate signature pages will be sent to each city/township. **A tentative meeting is scheduled for December 3 at 6:00pm to discuss the JPA.**

OTHER

Public hearing on updated Watershed Management Plan will be held on November 19 at 7:00pm at East Bethel City Hall in the council chambers.

ADJOURN

Marie Holm moved and Leon Major seconded to adjourn the meeting. All in favor, meeting adjourned at 8:00pm.

Gail E. Gessner, Recording Secretary
Submitted via e-mail on 11/13/09



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Sunrise River Water Management Organization (SRWMO)
Meeting Minutes for Thursday, November 19, 2009

Chair Marie Holm called the meeting to order at 7:00 pm with the following members present: Mike Bury, Tim Peterson, Denny Peterson and Mark Walsh. Greg Hunter and Leon Mager were absent. Also present was Jamie Schurbon, Anoka Conservation District (ACD).

OLD BUSINESS

Draft Watershed Management Plan Public Hearing – Chairperson Holm opened the public hearing at 7:00 pm. No members of the public were present. No written or oral comments were received. The public hearing was closed at 7:10 pm.

OTHER

Joint Powers Agreement – Holm provided an update on JPA revision efforts. She obtained input from Melissa Lewis at the Board of Water and Soil Resources and met with the city administrators the afternoon of November 19. A SRWMO meeting will be held on Thursday, December 3 at 6pm at East Bethel City Hall to review the revised JPA. After the SRWMO Board finds the document acceptable, it will be sent to the communities for their approvals.

Payment of Invoice – An invoice was received from the Anoka Conservation District for the third of four payments for assistance drafting the 3rd Generation Watershed Management Plan. Each of the four payments is \$7,215.25. The final payment is not due until the work is completed, unless the WMO elects to pay earlier in order to realize all expenses in the year that they were budgeted. The project will be completed in early 2010. Holm stated it would be best to have all expenditures in 2009, the year budgeted. **Bury moved and Walsh seconded to pay the entire remaining balance for this project. All in favor.**

ADJOURN

Bury moved and D. Peterson seconded to adjourn the meeting. All in favor, meeting adjourned at 7:19 pm.

Compiled by Jamie Schurbon, Anoka Conservation District
Submitted via e-mail on 11/23/09



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Sunrise River Water Management Organization (SRWMO)
Meeting Minutes for Thursday, December 3, 2009

Chair Marie Holm called the meeting to order at 6:15pm with the following members present Mike Bury, Leon Mager, Denny Peterson, Tim Peterson and Mark Walsh. Greg Hunter was absent.

APPROVAL OF MINUTES

Leon Mager moved and Mark Walsh seconded to approve the November 5 and November 19, 2009 meeting minutes as presented. All in favor, motion carried.

NEW BUSINESS

OLD BUSINESS

A. Joint Powers Agreement (JPA) – Reviewed and edited the copy that was emailed today to board members. The land use equation is unclear. Leon Major will contact Jamie Schurbon at ACD for clarification and report back to the board. Chair Holm will make the noted corrections and add the necessary appendices (#1 SRWMO boundary map, #2 legal description) and bring copies of the updated JPA to the **next scheduled meeting on December 17, 2009.**

OTHER

ADJOURN

Tim Peterson moved and Leon Major seconded to adjourn the meeting. All in favor, meeting adjourned at 7:20pm.

Gail E. Gessner, Recording Secretary
Submitted via e-mail on 12/6/09



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

Sunrise River Water Management Organization (SRWMO) Meeting Minutes for Thursday, December 17, 2009

Secretary Mark Walsh called the meeting to order at 6:20pm with the following members present Leon Mager, Denny Peterson and Tim Peterson. Absent were Mike Bury and Greg Hunter. Also present was Marie Holm.

APPROVAL OF MINUTES

Denny Peterson moved and Tim Peterson seconded to approve the December 3, 2009 meeting minutes as presented. All in favor, motion carried.

NEW BUSINESS

OLD BUSINESS

A. Joint Powers Agreement (JPA) – Reviewed and further edited the 12/3 revised JPA. Leon Mager contacted Jamie Schurbon at ACD for clarification and reported that the new formula is an average between two parameters: Total Market Value (TMV) and the quantity of land (parcels) each individual community has in the watershed using an equal (50/50) weight for the two parameters. Mager agreed that the communities (in part or entirely) should pay based on their portion of the watershed. As Schurbon pointed out, acreage is a fairer metric for calculating individual community watershed contributions than using parcels. This gives the SRWMO board three viable options: 1) TMV based, 2) watershed acreage based, or 3) a weighted average of TMV and watershed acreage. Using ACD's insight and the data provided on 11/24, the board has enough information to make a decision. Mager noted roadways, lakes, and rivers are not included in the calculated acreage. Mark Walsh asked if Carlos Avery was included in the acreage, as this is the majority of Columbus' area in the SRWMO and it is not taxable; each party to the JPA has non-taxable acreage. The TMV percentages prepared by Anoka County and the revised percentages submitted by ACD were reviewed. Walsh will contact Schurbon at ACD to find out what acreage was used for calculating the percentages and if non-taxable acreage was used to refigure the percentages using only taxable acreage. The 50/50 formula will be used in the JPA, with the wording under 3.8 Financial Matters B. Operating Funds to read, ... 'of their portion of the Total *Taxable* Watershed Acreage (TWA). **Leon Mager moved and Mark Walsh seconded to accept and approve the amendments made to the Joint Powers Agreement (JPA) and to submit the amended JPA to all parties for adoption and execution of signature page. All in favor, motion carried.**

OTHER

Marie Holm submitted her resignation. **Tim Peterson moved and Mark Walsh seconded to send a written thank you to Marie Holm for her years of service. All in favor, motion carried.**

Denny Peterson submitted his resignation.

New members from the City of Columbus and Linwood Township are expected to start in February.

Next scheduled meeting is February 4, 2010.

ADJOURN

Denny Peterson moved and Tim Peterson seconded to adjourn the meeting. All in favor, meeting adjourned at 7:15pm.

Gail E. Gessner, Recording Secretary
Submitted via e-mail on 12/18/09