

Sunrise River Water Management Organization (SRWMO)  
Meeting Minutes for Thursday, February 24, 2011

Chair Mark Walsh called the meeting to order at 6:05pm with the following members present, Mike Bury, Mary Ann Empson, Reinette Labernik, Leon Mager, Tim Peterson and Steve Voss. Absent was Dan Babineau. Also present were Jamie Schurbon, Anoka Conservation District (ACD), Bob Millerbernd, Linwood Township Board and Steve Olson, President Coon Lake Improvement Association.

APPROVAL OF MINUTES

**Mike Bury moved and Leon Mager seconded to approve the November 4, 2010 meeting minutes with the name of the insurance company corrected as MN Counties Intergovernmental Trust. All in favor, motion carried.**

TREASURER'S REPORT

Reviewed the bank statements previously emailed to board members showing a synopsis of all of 2010. **Reinette Labernik moved and Tim Peterson seconded to approve the Treasurer's Report as presented. All in favor, motion carried.**

ADDITION TO AGENDA - Under New Business Item I. Carp Harvest.

NEW BUSINESS

A. Election of Officers – **Mike Bury nominated Mark Walsh for Chair. Mark Walsh declined.** Mark will be moving out of Columbus, however, until he moves or Columbus designates a replacement, he will continue to serve on the WMO. **Tim Peterson nominated and Leon Mager seconded Dan Babineau for Chair. All in favor. Tim Peterson nominated Mike Bury for Vice Chair. Mike Bury declined.** Mike would rather be the Treasurer. **Reinette Labernik nominated and Mike Bury seconded Mary Ann Empson for Vice Chair. All in favor. Steve Voss nominated and Tim Peterson seconded Mike Bury as Treasurer. All in favor. Mike Bury nominated and Tim Peterson seconded Reinette Labernik as Secretary. All in favor.**

2011 Elected Board Positions: Dan Babineau - Chair, Mary Ann Empson – Vice Chair, Mike Bury – Treasurer, and Reinette Labernik – Secretary.

B. Establish Annual Budget and Work Plan – The 2011 budget was set at the May 2010 meeting. Work Plan will be discussed under Old Business Item F.

C. Hear recommendations and amendments to JPA and the Watershed Management Plan – Leon Mager noted the URRWMO JPA has cities disburse funds to the WMO in two (2) installments, rather than the current SRWMO approach of seeking funds from cities following every expense the WMO incurs. Leon Mager proposed that the SRWMO adopt the same payment system with January 1 and July 1 as the proposed payment dispersal dates. Mike Bury noted this would reduce administrative expenses. Mark Walsh stated the dates of disbursements must coordinate with when cities get their tax revenues. Steve Voss said it is important the SRWMO continue submitting budgets by June 1 for the following year. **Leon**

**Mager moved and Tim Peterson seconded to amend the JPA wording under Section 3.8, B last paragraph to read, “After ratification the Chair or Vice Chair shall certify the recommended budget to each party on or before June 1 of each year, together with a statement showing the amounts due from each party. Each party shall pay over to the Organization the amount owing in two (2) equal installments, the first on or before January 1 and the second on or before July 1 in accordance with the tax year for which the amount due is being paid.”** Bob Millerbernd suggested changing the payment dates to January 15 and July 15 to better correspond to Linwood Township's administrative schedule. **Leon Mager amended his motion to change the dates to January 15 and July 15, Tim Peterson seconded the motion.** Steve Voss noted that a memo needs to be sent to member communities explaining the change to the JPA. ACD was directed to put together such memo, notify BWSR of the change and disperse the revised JPA for consideration by each party to the JPA. It is desired to have the JPA revision completed before June 1 when the SRWMO must submit a budget to the member communities. **All in favor, motion carried.**

Separate issue – Mike Bury asked how properties are levied as being in the proper watershed? Jamie Schurbon said presumably cities rely on county parcel data. Boundary errors are occasionally discovered. The neighboring Coon Creek Watershed District is currently reviewing its boundaries, including the areas questioned by Mike Bury.

D. Biennially renew or decide on contracts for professional, legal, and administrative services – There was agreement that the WMO will seek bids for services after a 2012 work plan and budget is set at the May 2011 meeting.

E. Set meeting dates through February 2012 – **Mike Bury moved and Reinetta Labernik seconded to set May 5, August 4, November 3 and February 2, 2012 as meeting dates. All in favor, motion carried.**

F. City of Columbus Water Plan – **Mike Bury moved and Tim Peterson seconded to approved the City of Columbus Water Plan. All in favor, motion carried.**

G. Coon Lake stormwater retrofit assessment: Consider support and timeline, recruit other partners – Leon Mager distributed a handout proposing both the Martin Lake and Coon Lake stormwater retrofit assessments be done in the same years. Leon Mager believes it is better to do both lakes over six years, rather than Martin Lake in 2011-2013 and then Coon Lake in 2014 -2016. Also, doing both assessments at the same time could assist when requesting grant monies and could save money since there are partner groups willing to share the cost. By reassigning funds in the 2011 SRWMO Work Plan and utilizing Cost Share Grant Fund for Water Quality Improvement Projects monies, \$3,500 could be available to start this project in 2011. This amount is substantially less than the funding needed. Mager suggested that \$3,500 of work could begin in December 2011 and continue in 2012 when more dollars could be available. Jamie Schurbon explained the process ACD goes through to identify run-off areas; he is concerned that the \$3,500 would not provide sufficient funds for needed staffing for this project in 2011. There are also concerns that components of the project cannot be done in the winter. After further consideration, Jamie Schurbon did not believe

ACD could start the project in 2011, this project would have to wait until 2012. The board discussed the desire to amend the SRWMO Watershed Management Plan, page 68, to reflect an accelerated time table for both the Martin and Coon Lake stormwater assessments. If the board agrees to this proposal for changing the project years, Jamie Schurbon suggested presenting the Watershed Plan revision with the 2012 budget to be presented to member communities after the May meeting. **Leon Mager moved and Mary Ann Empson seconded to revise the Watershed Plan Water Quality Improvement Projects dates and to present this revision to member cities and BWSR, along with the 2012 budget after the May meeting. All in favor, motion carried.**

Separate Issue – Discussed the Tierney Project in East Bethel which has been identified as a stormwater improvement project on Coon Lake. Is this a SRWMO project? It was determined this is a City of East Bethel project.

H. Accounting procedure – Discussed changing the number of required signatures on checks to one signature only. It was decided to keep the number of required signatures the same (two SRWMO officers and one City of East Bethel staff) and to ask the City of East Bethel to designate a new staff member to replace Doug Sell who is no longer employed by the City. The checkbook will be kept at East Bethel City Hall.

I. Carp Harvest – Tim Peterson presented Dan Babineau's ideas for harvesting carp and distributed an article on the Comfort Lake-Forest Lake Watershed District harvest. Peterson proposed reallocating monies in the 2011 budget to help cover costs. Concern were raised regarding safety issues, disposal of catch, trespassing on property, etc. It was suggested that the Martin Lake Association take on this project and the SRWMO make a donation. More information needs to be gathered and presented at the May meeting before a decision can be made.

#### OLD BUSINESS

A. East Bethel Watershed Management Plan – Craig Jochum, Engineer was sent requested revisions on June 3, 2010; no response has been received to date. Jamie Schurbon was asked to follow up.

B. Insurance Options – Mike Bury presented his findings on quotes from other insurance companies. There is the potential for \$500 in savings by going with a different insurance company. It was asked if all of the coverages and specified amounts per the JPA are the same? To be sure all coverages are the same, Mike will prepare and send out an “apples to apples” comparison sheet to board members and the recording secretary for review at the May meeting.

C. Rough fish barriers on Martin and Typo Lake and NPEAP grant update – Jamie Schurbon shared the various barrier design concepts. The grant will be applied to the engineering costs for the carp barriers. Jamie Schurbon will bring more details to the May meeting, at which

time most engineering work will be completed. It still needs to be discussed what entities will be responsible for the ownership and maintenance of these barriers.

D. Martin Lake stormwater retrofitting project assessment and MN Conservation Corps grant update – Jamie Schurbon reported that since the last meeting ACD applied for and was awarded a grant. The MN Conservation Corps crews will help with the installation of rain gardens in the Martin Lake area in 2011. The grant includes 10 days of labor by a crew of five people. The value of this labor is \$11,900. A 25% match is required. The match will be covered by the funds the SRWMO is providing to the work.

E. 2010 draft work results – Jamie Schurbon presented and reviewed the results.. Work recommendations for 2011 are: Follow the guidance of the SRWMO's 10-year watershed management plan; Finalize the Typo and Martin Lake Total Maximum Daily Load (TMDL) Study and Implementation Plan; Install rough fish barriers around Typo Lake and Martin Lake; Improve stormwater treatment before discharge into lakes; Actively follow development of St. Croix River and Sunrise River TMDLs; Accelerate efforts to secure grants; Continue the SRWMO cost share grant program; and Communicate local water plan and ordinance update deadlines to SRWMO cities and townships.

F. 2011 Contract for Services with ACD – Jamie Schurbon reviewed the Contract for Services between ACD and the SRWMO and noted changes from the previously proposed contract. Jamie Schurbon proposed the following alternatives to the Contract: 1) Add 30 second web video at a cost of \$1,050 and modify the Aquatic plan education campaign and Lakeshore landscaping marketing for a savings of \$1,050. Discussed how the web videos could be viewed by a larger population and could be shared with other WMO's and organizations and that item #1 is a “wash” in funds. 2) Add Coon Lake Stormwater Assessment for a cost of \$17,360 and delete \$1,500 Fawn Lake curly-leaf pondweed outreach and assessment and modify the \$2,000 Water Quality Grant fund 2011 contribution. Earlier in the meeting it was decided to add Coon Lake Stormwater Assessment to the 2012 Work Plan. 3) Delete \$1,500 Fawn Lake curly-leaf pondweed outreach and assessment. Discussed reducing the amount of this line item by producing flyers to be distributed to homeowners on Fawn Lake. **Leon Mager moved and Reinette Labernik seconded to direct ACD to print previously designed lakeshore landscaping brochures and provide them to Linwood Township for distribution to the 66 homeowners on Fawn Lake with the cost not to exceed \$213.00. All in favor, motion carried.** It was clarified that the remaining monies budgeted under the Fawn Lake curly-leaf pondweed project will remain in the SRWMO account. **Tim Peterson moved and Reinette Labernik seconded to amend the 2011 Contract for Services by adding a 30 second web video at a cost of \$1,050, to modify the Aquatic plan education campaign and Lakeshore landscaping marketing for a saving s of \$1,050, and to reduce the budgeted Fawn Lake curly-leaf pondweed outreach and assessment amount to \$213.00. All in favor, motion carried.** Suggested annual educational publication topics were stormwater retrofits, housekeeping tips in own yards, etc.

G. Member community annual reports: Columbus and Ham Lake have submitted reports, Linwood is working on the report and East Bethel has not submitted a report.

MAIL

OTHER

Steve Voss noted that the City of East Bethel is having a town meeting on April 27 and suggested SRWMO have information available for the public. There is a SRWMO poster board available for use. Leon Mager and Mike Bury will attend and represent the SRWMO.

Mike Bury noted that at the last meeting, board members were reminded to be re-appointed by their respective communities and asked if this has been done for each member. Leon Mager stated that the new JPA does not require annual re-appointment, so that is no longer necessary.

ADJOURN

**Mark Walsh moved and Leon Mager seconded to adjourn the meeting. All in favor, meeting adjourned at 9:20 pm.**

Gail E. Gessner, Recording Secretary  
Submitted via e-mail on 2/28/11

Sunrise River Water Management Organization  
Meeting Minutes for Thursday, May 5, 2011

Vice Chair Mary Ann Empson called the meeting to order at 6:06pm with the following members present, Dan Babineau (7:00 arrival), Mike Bury, Reinette Labernik, Leon Mager, Denny Peterson and Tim Peterson (7:00 arrival). Steve Voss was absent. Also present were Jamie Schurbon, Anoka Conservation District (ACD) and Bob Millerbernd, Linwood Township Board.

APPROVAL OF AGENDA

Two items were added under New Business:  
F. Drainage Ditch Inspection and Cleaning and  
G. State Auditor letter

APPROVAL OF MINUTES

**Mike Bury moved and Reinette Labernik seconded to approve the February 24, 2011 meeting minutes as presented. All in favor, motion carried.**

TREASURER'S REPORT

Reviewed the bank statements through 3/31/11 with no activity for April 2011, previously emailed to board members. **Reinette Labernik moved and Denny Peterson seconded to approve the Treasurer's Report as presented. All in favor, motion carried.**

NEW BUSINESS

A. Recording secretary fee schedule increase request for 2012 – Gail Gessner reviewed her request to increase her fee by \$25 based on the length of the meeting. The following services are included in the fee schedule: Attendance at meetings to record minutes, transcription and distribution of minutes, preparation and distribution of agendas, on-going revisions and updates to member directory, distribution/forwarding of emails sent to recording secretary relating to SRWMO, travel time and mileage to/from meetings, along with “on-call” availability to SRWMO board members and member communities. **Mike Bury moved and Reinette Labernik seconded to approve the recording secretary fee schedule increase of \$25 per meeting based on the length of the meeting for 2012 as presented. All in favor, motion carried.**

B. Carp barriers update – This project is for four carp barriers – two on Typo Creek and two on Martin Lake. Schurbon reported that the Martin Lakers are anxious to move forward with this project and have committed \$5,000 toward it and are considering additional fundraising. Schurbon presented design ideas and preliminary cost estimates for the barriers. Concerns with a drain-field type barriers are the costs and difficulties involved with cleaning this type of a barrier if it were to ever clog. Wenck Associates, Inc. proposed a traditional screen/fence type barrier with connections for drain-field type barriers to possibly be added in the future. Cost guesstimate for this type of barrier would be \$50,000. Concerns with the screen/fence type barrier would be small fish could pass through the screening and periodic cleaning with a rake to prevent clogging. Mager asked why the contingency for the drain-field barrier

addition? Schurbon responded the drain-field type is preferred if we have assurances it will not clog, because it would not allow small fish passage. We will know more about the performance of this approach after it has been installed in nearby Bone Lake.

When applying for grant monies, it needs to be clarified who will own and maintain the barriers, which could mean additional insurance coverage. Would the SRWMO own and maintain the barriers? Bury didn't think that there would be much maintenance involved, however, it would need consistent monitoring. Schurbon said maintenance would be limited to periodic removal of debris with a rake, and this type of fish barrier is very common. The Martin Lakers could do the work, however, they are not an insured entity. Mager believes the long-term commitment, liability, maintenance, repairs, etc. should be the responsibility of the community where the barrier is located and not that of all the parties of the SRWMO. Both Bury and Mager thought it appropriate for the SRWMO to implement the project, but not to maintain it on a long-term basis. Schurbon stated he would approach the Linwood Township Board about its willingness to own and have maintenance responsibilities for a rough fish barrier that is beneficial to water quality in Typo and Martin Lakes.

C. Finalize 2012 budget – ACD presented its 2012 proposal for both non-operating and operating expenses totaling \$99,855. Additionally, there are \$5,100 of operating expenses and non-operating administrative costs not in the ACD proposal. Schurbon stated this was a complete menu of tasks that are all in the SRWMO Watershed Management Plan for 2012.

Discussed what the Septic System Repair and Replacement Program was and how the monies would be used. Per the 3<sup>rd</sup> Generation Plan, in 2012 \$3,000 is to be budgeted to apply for the program, to set up the program and to solicit homeowners in need. 0% interest loans would be available through the Anoka County HRA. Then in 2013, \$1,500 is to be budgeted for the continuing implementation of this program. Bury thought that member communities have monies for this type of problem and questioned whether residents are requesting assistance from their communities and as long as money is available through member communities, the SRWMO would not need to budget for this type of program until there was a definite need. It was suggested that the SRWMO's annual newsletter article solicit citizens in need. Schurbon pointed out that many individuals are reluctant to tell government agencies that they have septic system problems unless assistance exists. **Mike Bury moved and Leon Mager seconded to removed Septic System Repair and Replacement Program for \$3,000 from the Anoka Conservation District 2012 proposal. All in favor, motion carried.**

It was thought that \$50,000 for rough fish barriers installation was too much to ask for in one year. It is in the watershed plan for an unspecified year within a 4-year period of 2011-2014. Schurbon stated the carp barriers are a major priority with the Martin Lakers. If one barrier was to be placed in 2012 it was recommended it be at Typo Lake outlet or the north inlet of Martin Lake, both on Typo Creek. Martin Lake's south inlet and outlet should be second. Cost estimates for the two Typo Creek locations are slightly more than \$40,000 and \$50,000 respectively, and around \$17,000 each for the other barriers on Martin Lake. **Mike Bury**

**moved and Denny Peterson seconded to lower the 2012 budgeted amount from \$50,000 to \$25,000.** By lowering this item to \$20,000 and adding the \$5,000 from the Martin Lakers and possible matching grant funds, there should be enough money to do a barrier on Typo Creek. If no matching funds are received, then there still should be enough money for a barrier on Martin Lake. **Mike Bury amended his motion to lower the amount from \$50,000 to \$20,000 and Denny Peterson seconded. All in favor, motion carried. Tim Peterson moved and Denny Peterson seconded to designate the installation of one of the Typo Creek outlet fish barriers as the top priority in 2012 if grant funds are awarded. If no grant funds are awarded, then the Martin Lake to Island Lake barrier is to be installed. All in favor, motion carried.**

Board members questioned why is Lake Water Quality Monitoring being done professionally in 2012 while it is being done by volunteers in 2011? Schurbon answered that professional monitoring is planned to occur every 2-3 years. Currently, Typo, Fawn, Linwood and Martin Lakes are set up for professional readings every three years, with East and West Coon Lake for every two years. Professional monitoring offers more parameters monitored, a written report and trend analysis. In off years, only Secchi transparency readings are taken by volunteers. It just happened that all lakes are scheduled for professional monitoring in 2012.

The Coon Lake stormwater assessment was discussed. This project is in the watershed plan for 2014, but Mager favors doing it sooner. The Board considered whether it is possible to start the project in 2012 and be billed for the completed work in 2013? Schurbon thought that it may be possible to start the work in September 2012 and then bill the SRWMO in 2013, however, he was uncertain whether the ACD Board would approve doing this magnitude of work with delayed payment. Also, Schurbon stated this would have to be under a separate work contract with ACD so that a separate payment schedule could be specified. **Mike Bury moved and Reinette Labernik seconded to start work on the Coon Lake area stormwater retrofits assessment in September 2012 with the billing to be submitted to the SRWMO in 2013 upon completion of the work. This item is to be under a separate work contract with Anoka Conservation District.** Schurbon was asked what he thought was a higher priority project - rough fish barriers or stormwater retrofits? He said rough fish barriers. **All in favor, motion carried.** Schurbon expressed concern about beginning the new Coon Lake stormwater assessment which is not in the watershed plan until 2014, while cutting funding to the carp fish barriers. He thought the carp barriers should be the highest priority of all the budget items due to the very strong citizen support. Also, because this is the most significant water quality improvement project in the SRWMO watershed management plan.

With regard to the 2012 budget, member communities need to understand that monies are being budgeted for if they are needed and that they are not spent if not needed. Revised ACD 2012 work proposal amount is \$49,495, with an additional \$5,100 for operating expenses and non-operating administrative costs not in ACD proposal. **Mike Bury moved and Denny Peterson seconded to finalize the DRAFT 2012 budget for \$54,595. All in favor, motion carried.** Members are to bring this approved DRAFT 2012 budget to their respective communities for approval. Final budget approval will be on the August agenda. **Denny**

**Peterson moved and Mike Bury seconded to direct Gail Gessner to create a DRAFT 2012 final budget breakout. All in favor, motion carried.**

D. Watershed management plan revision – Per the decision at the last SRWMO meeting, the SRWMO watershed management plan will be amended following this May meeting to bump up the Coon Lake Stormwater Assessment to 2012 and installation of those projects to 2013-14. Schurbon said he contacted BWSR about the process and they will require the minor plan amendment process. Schurbon will handle sending out the revision to member communities and agencies.

E. Joint Powers Agreement revision update – ACD sent it out to member communities. Approved by Columbus, Ham Lake and East Bethel. Have not received approval from Linwood. Schurbon stated he talked to Linwood staff today and they had requested the information be re-sent so it can be addressed at their next meeting.

F. Drainage ditch inspection and cleaning – D. Peterson requested that the draft letter he distributed be sent to Anoka County on SRWMO letterhead requesting drainage ditch inspection and cleaning in the City of Columbus. The letter was reviewed and revised. **Reinette Labernik moved and Mike Bury seconded to approved the letter as revised and to direct Chair Dan Babineau to sign the letter on behalf of the SRWMO. All in favor, motion carried.**

G. State Auditor Letter – Bury was given a letter received from the State Auditor requesting information; he will follow up.

#### OLD BUSINESS

A. Insurance comparisons – No report, tabled to next meeting.

B. Carp barriers update – See New Business B.

C. Carp harvest – Babineau reported that he attended a spearing contest on Green Lake and thought that a contest like that could be a good idea for Martin and Typo Lakes. Bob Millerbernd suggested Babineau check out the article on the Chisago Lake carp fest in the Forest Lake paper. It was suggested that the local lake association is in the best position to handle this type of contest.

D. Member community annual reports update on receipt from Linwood and East Bethel – Received from East Bethel. Bob Millerbernd reported that Linwood's report is completed; he will follow up on having it sent to ACD. Schurbon distributed copies of the 2010 Annual Report for the SRWMO. Copies were provided for members to give to their councils/board.

E. East Bethel Watershed Management Plan – No update to date. Mager will follow up with Craig Jochum, East Bethel City Engineer.

MAIL

OTHER

A. SRWMO representation at East Bethel town meeting - Mager reported that the presentation put together by ACD for the SRWMO was excellent and very informational. Attendance was lower than past years.

B. A card will be sent to Mark Walsh thanking him for his many hours of service and dedication to the SRWMO.

ADJOURN

**Denny Peterson moved and Dan Babineau seconded to adjourn the meeting. All in favor, meeting adjourned at 9:00 pm.**

Gail E. Gessner, Recording Secretary  
Submitted via e-mail on 5/11/11

Sunrise River Water Management Organization  
Meeting Minutes for Thursday, August 4, 2011

Chair Dan Babineau called the meeting to order at 6:06 pm with the following members present Mary Ann Empson, Mike Bury, Reinette Labernik, Leon Mager (arrived 7:00), Denny Peterson and Tim Peterson. Steve Voss was absent. Also present was Jamie Schurbon, Anoka Conservation District (ACD).

APPROVAL OF AGENDA

Meeting dates discussion was added to the agenda under new business by Tim Peterson.

APPROVAL OF MINUTES

**Dan Babineau moved and Mike Bury seconded to approve the May 5, 2011 minutes as presented. All in favor, motion carried.**

TREASURER'S REPORT

Mike Bury reviewed the bank statement. The current balance is \$740.02. **Dan Babineau moved and Tim Peterson seconded to approve the Treasurer's Report as presented. All in favor, motion carried.**

OLD BUSINESS

A. Finalize and approve 2012 budget – Linwood approved the original budget in March and may have a concern with approving the final figures. Columbus has initially voted to not approve the additional expenses. Discussion included wording from the JPA that requires ratification of all communities. The SRWMO board decided to go with the 2012 budget as written to meet the requirements of the 3<sup>rd</sup> Generation Plan. **Mike Bury moved and Tim Peterson seconded to approve the 2012 budget. All in favor, motion carried. Mike Bury – yes, Mary Ann Empson – yes, Tim Peterson – yes, Dennis Peterson – yes, Dan Babineau – yes, Reinette Labernik – yes** (Gail Gessner will mail out the final budget to the cities)

B. Insurance comparisons – Mike Bury reports he has not done the research at this time.

C. Carp Harvest – Dan Babineau reports that there are places that will take the carp after the harvest. He will talk to the Martin Lake Association to request their partnership and participation to cut the population of carp. A spring harvest is planned.

D. East Bethel Watershed Management Plan has been updated.

E. Watershed Management Plan (WMP) amendments - The Board moved to approve the WMP as adapted from the Public Meeting with research of Table 28 and the shift of Coon Lake to 2013. **Mike Bury moved and Tim Peterson seconded to approve the Plan as adapted. All in favor, motion carried.**

F. Joint Powers Agreement revision update – All signature sheets have been received. **Dan Babineau moved and Tim Peterson seconded to approve the Joint Powers Agreement as presented. All in favor, motion carried.**

G. Carp/rough fish barriers update – Jamie Schurbon reports that the initial meeting has been completed with Linwood with good response. Linwood is requesting a second meeting to assure that all residents have an opportunity to hear the information. Jamie reports another meeting is planned in the next 4 – 6 weeks. Grant money would be pursued for this project.

H. Martin Lake storm water assessment and project installations update - Jamie reports the next steps will be to install a couple rain gardens this fall.

I. SRWMO meetings at the East Bethel City Hall - No person with a key to city hall was present at this meeting. The meeting was held outside on the bleachers. Dan Babineau (Chair) will request a key. It was agreed that summer on the bleachers might be okay, but winter might not.

#### NEW BUSINESS

A. Solicit bids for 2012 professional services - The state requires that WMOs request bids every two years. ACD our current provider will submit a bid. RFDs will be requested from other entities, as regulations require.

B. Approval of invoices – 1) **Dennis Peterson moved and Reinette Labernik seconded to approve the 1<sup>st</sup> and 2<sup>nd</sup> payments to ACD for \$7,857.66 each. All in favor, motion carried.** 2) **Mike Bury moved and Dan Babineau seconded to approve paying Gail Gessner for creating the budget break out sheet. All in favor, motion carried.**

C. Clean Water grant application ideas - Jamie presented financial and environmental impact information on projects to help the Board prioritize what grant money to apply for. The carp barrier at the north end of Martin Lake will require \$20,000 and Martin Lake has committed to \$5000. The stormwater retro fit at Martin and Coon Lakes will be \$10,000. **Tim Peterson moved and Dan Babineau seconded that ACD apply for as many grants as possible. All in favor, motion carried.**

D. ACD administrative assistance hours balance – These hours have been depleted for this budget year. **Dennis Peterson moved and Dan Babineau seconded to authorize up to 20 additional hours of ACD administrative assistance hours for the remainder of 2011. All in favor, motion carried.**

E. Collection of Cost Share Grant Funds for Water Quality Improvement Projects - Mary Ann Empson presented. SRWMO already has a fund and there was education of newer members about the fund.

F. Tim Peterson asked members if the SRWMO would move their meeting days to Friday nights. He has a work conflict with Thursdays. No other member wants to move the meeting days. Meetings will continue to be held on Thursdays as scheduled.

Mary Ann Empson, Board Member  
Submitted via e-mail on 8/15/11

Sunrise River Water Management Organization  
Special Meeting Minutes for Thursday, September 15, 2011

Chair Babineau called the meeting to order at 6:52 pm with the following members present Mary Ann Empson, Mike Bury, Reinette Labernik, Leon Mager, Denny Peterson and Tim Peterson. Steve Voss was absent. Also present was Jamie Schurbon, Anoka Conservation District (ACD).

#### APPROVAL OF AGENDA

Leon Mager requested item D. Watershed Management Plan amendment update be added under Old Business. **Reinette Labernik moved and Mike Bury seconded to approve the addition of item D. Watershed Management Plan amendment update under Old Business. All in favor, motion carried.**

#### APPROVAL OF MINUTES

**Tim Peterson moved and Reinette Labernik seconded to approve the August 4, 2011 minutes as presented. All in favor, motion carried.**

#### TREASURER'S REPORT

No report.

#### NEW BUSINESS

A. Discuss options for the Clean Water Fund Grant application entitled "Typo and Martin Lakes Rough Fish Barriers" and approve submission – Jamie Schurbon distributed a memo listing two carp barrier grant applications. The first grant application reviewed was the DNR Conservation Legacy Partners for \$130,839, which requires a 15% match. The SRWMO match would be \$20,000 and the Martin Lakers Association match would be \$5,000. Under this grant, no engineering design expenses are allowed in the grant request or match. Total SRWMO out-of-pocket would be \$35,000. Because this application deadline was at 5:00 pm today, ACD submitted the grant applicant with ACD listed as the applicant. **Denny Peterson moved and Mike Bury seconded to approve a commitment of \$20,000 SRWMO cash match in 2012 to the DNR Conservation Legacy Partners grant should the application be approved and accepted. All in favor, motion carried.** The SRWMO will need to provide about \$15,000 more dollars to complete this work. That will need to come from already budgeted 2012 funds.

The second grant application reviewed was the BWSR Clean Water Legacy for \$143,522, which requires a 25% match. The SRWMO match would be \$20,000 in 2012 and \$14,000 in 2013 and the Martin Lakers Association match would be \$3,000. Under this grant, engineering design expenses are allowed and included as part of the grant request. Total SRWMO out-of-pocket would be \$34,000. Either ACD or SRWMO could be the grant applicant. If SRWMO is the applicant, a financial audit will be required before the grant contract could be executed and ACD would need to be designated as the fiscal agent on the application. If ACD is the applicant an audit will not be necessary. **Denny Peterson moved and Chair Babineau seconded to approve a commitment of a \$20,000 SRWMO cash**

**match in 2012 and a \$14,000 SRWMO cash match in 2013 to the BWSR Clean Water Legacy grant should the application be approved and accepted. All in favor, motion carried.**

**Tim Peterson moved and Denny Peterson seconded to request ACD be the applicant on the BWSR Clean Water Legacy grant application. If ACD should refuse to be the applicant, then the SRWMO should be listed as the applicant. All in favor, motion carried.**

If both grant requests are approved and accepted, SRWMO will have to choose which grant to accept. It should be noted that a detailed work plan will need to be prepared if either grant is awarded. ACD can do this work, but will need to charge a fee. Briefly discussed who is liable for any overages on RFPs; all parties would have to meet to figure out how to handle any overages.

B. Approve entering into rain garden contracts with landowners – ACD has designated three (3) landowners to contract with for rain gardens. The addresses are 22529 Martin Lake Drive NE, 22514 Martin Lake Drive NE and 22908 Martin Lake Drive NE. The landowners have signed letters of intent for installing a rain garden and ACD has done some preliminary work at the sites. A draft SRWMO Cost-Share Assistance and Operation and Maintenance Agreement for Stormwater, Erosion Control and Landscaping Features contract was reviewed and discussed. **Chair Babineau moved and Reinetta Labernik seconded to authorize Chair Babineau to sign a rain garden contract for each of the following addresses: 22529 Martin Lake Drive NE, 22514 Martin Lake Drive NE and 22908 Martin Lake Drive NE. All in favor, motion carried.**

C. Audit/Financial Report status – Treasurer Bury reported that he received 2009 and 2010 financial reports as prepared by Gordy Bayer Kohler, CPA. **Mike Bury moved and Denny Peterson seconded to pay \$300 to Gordon Bayer Kohler, CPA for services rendered. All in favor, motion carried. Tim Peterson moved and Denny Peterson seconded to direct Treasurer Bury to submit the 2009 and 2010 financial reports to BWSR and to the State Auditor as required. All in favor, motion carried.**

#### OLD BUSINESS

A. Insurance comparisons – discuss payment of premium for 2012 - Mike Bury presented the information on MN Counties Intergovernmental Trust (MCIT) and explained that the SRWMO is still being approved by the MCIT. Last year the Coon Lake Improvement District paid \$1,730 for its insurance premium with MCIT and received \$640 as a dividend check. In comparison to the SRWMO paid \$2,413 for its insurance premium with League of MN Cities Insurance Trust (LMCIT) and received \$303 as a dividend check. This year's premium with LMCIT has increased to \$2,429. JPA insurance coverage requirements were reviewed. Bury stated the MCIT is aware of the JPA insurance requirements. Also, per the JPA, "Any policy obtained and maintained under this clause shall provide that it shall not be canceled, materially changed or not renewed without a minimum of thirty (30) days prior notice thereof to each of the parties." **Mike Bury moved and Denny Peterson seconded to direct**

**Mike Bury to notify all parties to the Joint Powers Agreement of the SRWMO's intent to change insurance carriers and that Bury provide an insurance comparison sheet to all parties and the board members. All in favor, motion carried.**

**Chair Babineau moved and Tim Peterson seconded to authorize Mike Bury to pay the premium with MN Counties Intergovernmental Trust contingent upon SRWMO's approval by the MN Counties Intergovernmental Trust, approval to change the insurance carrier by all Joint Powers Agreement parties' and that the new premium is 80% less than the current League of MN Cities Insurance Trust premium, resulting in a savings of 20% or more. All in favor, motion carried.**

**Tim Peterson moved and Reinette Labernik seconded to direct Mike Bury to pay the League of MN Cities Insurance Trust \$2,429 premium in the event the SRWMO is not approved by the MN Counties Intergovernmental Trust, the savings is less than 20% and not all Joint Powers Agreement parties approve a change in carrier. All in favor, motion carried.**

B. Legal notices advertising for bids update - Gail Gessner reported that legal notices ran twice in both the Anoka Union and the Forest Lake Times and presented the notarized copies. Mary Ann Empson suggested this information be recorded somewhere so that board members will know what to do in two years when the notices will need to be run again. Because this Board was not scheduled to meet until November, Gessner paid both invoices in order to avoid late fee charges to the SRWMO. **Tim Peterson moved and Reinette Labernik seconded to pay Gail Gessner \$150 for the work involved in getting the legal notices published and posted on the SRWMO website, \$41 for reimbursement for the Anoka Union legal notice, \$49 for reimbursement for the Forest Lake Times legal notice and \$75 for recording and transcribing tonight's meeting minutes. All in favor, motion carried.** Jamie Schurbon took the notarized copies to scan for annual reporting purposes.

C. Letter to Anoka County regarding drainage ditch inspection and cleaning in City of Columbus follow-up – A letter was written and signed by Chair Babineau and sent to Denny Peterson, however, the letter was not received. Chair Babineau will resend the letter to all board members.

D. Watershed Management Plan amendment update – At the August 4, 2011 meeting, the Board moved to approve the amendments and ACD sent out amended pages to all board members and cities.

ADJOURN

**Chair Babineau moved and Reinette Labernik seconded to adjourn the meeting. All in favor, meeting adjourned at 8:15 pm.**

Sunrise River Water Management Organization  
Meeting Minutes for Thursday, November 3, 2011

Chair Babineau called the meeting to order at 6:15 pm with the following members present Mike Bury, Reinette Labernik, Denny Peterson and Steve Voss. Mary Ann Empson, Leon Mager and Tim Peterson were absent. Also present were Jamie Schurbon, Anoka Conservation District (ACD) and Bob Millerbernd, Linwood Township.

APPROVAL OF AGENDA

**Mike Bury moved and Reinette Labernik seconded to approve the addition of item D. Carp barrier grant update under Old Business. All in favor, motion carried.**

APPROVAL OF MINUTES

**Dan Babineau moved and Reinette Labernik seconded to approve the September 15, 2011 minutes as presented. All in favor, motion carried.**

TREASURER'S REPORT

As of 9/30/11 there is a balance of \$682.23 in the checking account. **Reinette Labernik moved and Denny Peterson seconded to approve the Treasurer's Report as presented. All in favor, motion carried.**

Leon Mager joined the meeting at 6:20 pm.  
Mary Ann Empson joined the meeting at 6:23 pm

NEW BUSINESS

A. ACD Invoices

**Mike Bury moved and Denny Peterson seconded to approve payment of Anoka Conservation District invoice #2011021 2011 Monitoring and Management Work Plan payment 3 of 3 for \$7,857.68. All in favor, motion carried.**

**Mike Bury moved and Steve Voss seconded to approve payment of Anoka Conservation District invoice #2011122 Administrative assistance for \$770.00. All in favor, motion carried.**

B. Blue Thumb membership renewal – Jamie Schurbon gave background information on Blue Thumb. The SRWMO Watershed Mgmt Plan states the SRWMO will maintain a membership. Membership requires either a contribution of \$1,500 or 30 hours of in-kind effort. In 2012 it is anticipated 30 hours could be achieved through already-planned tasks, i.e. web video, installation of stormwater retrofits at Martin and Coon Lakes, annual newsletter article, and lakeshore landscaping marketing. **Denny Peterson moved and Mary Ann Empson seconded to renew the membership and to direct Chair Babineau to sign the 2012 partner agreement with Blue Thumb. All in favor, motion carried.**

C. Martin Lake rain gardens update – Jamie Schurbon circulated pictures of the three rain gardens, which will be completed on 11/4/11.

#### OLD BUSINESS

A. Insurance comparisons –Mike Bury reported he is waiting for MN Counties Intergovernmental Trust (MCIT) approval; he will follow up. The board needs to decide if it wants to reject or affirm workers compensation coverage for board members, if it is accepted by the MCIT. **Mike Bury moved and Steve Voss seconded to reject workers compensation coverage, if accepted by MN Counties Intergovernmental Trust. All in favor, motion carried.**

B. Letter from SRWMO to Anoka County re: ditches – Denny Peterson requested two revisions to the letter: 1) change the wording from scheduled repairs to scheduled maintenance; repairs would involve BWSR and 2) remove the sentence regarding an attached map, as no current map is available. Chair Babineau will revise the letter to reflect the requested changes and mail it to Denny Peterson.

C. Watershed Management Plan amendments – Leon Mager requested Table 23 – Action plan timeline and estimated costs be amended to show specific dollar amounts in specified years, rather than show a “bucket” amount over nine years. Mager also requested that the current line item Martin & Coon Lake area stormwater retrofits – installation phase be separated into two lines items; one for Martin Lake and one for Coon Lake. Discussed the minor amendment process and costs involved. **Leon Mager moved and Mike Bury seconded to amend Table 23 – Action plan timeline and estimated costs of the Watershed Management Plan by separating the current line item Martin & Coon Lake area stormwater retrofits – installation phase into two line items: Martin Lake area stormwater retrofits – installation phase with \$10,000 shown in 2012, and Coon Lake area stormwater retrofits – installation phase showing \$20,000 in 2014 and \$20,000 in 2015. All in favor, motion carried.**

**Chair Babineau moved and Mike Bury seconded to direct Anoka Conservation District to make the approved Watershed Management Plan amendments prior to the SRMWO February 2012 meeting. All in favor, motion carried.**

D. Carp barrier grant update – Jamie Schurbon reported that the DNR Conservation Legacy Partners Grant was accepted and that a grant award of \$129,938 has been approved for the Typo and Martin Lakes carp barriers project. Two grants were applied for for this project, however, only one grant can be used. If both grant applications are approved, the SRWMO will need to choose one and give up the other. BWSR Clean Water Legacy grant awards should be announced around December 15<sup>th</sup>. A comparison table for both grants was reviewed.

With the award of the DNR grant, it was discussed that Table 23 – Action plan timeline and estimated costs of the Watershed Management Plan needs to be further amended. **Mike Bury**

**moved and Chair Babineau seconded to further amend Table 23 - Action plan timeline and estimated costs of the Watershed Management Plan as follows: 1) Line item Martin and Typo Lakes water quality projects first \$50,000 to be broken out to show \$20,000 for 2012 and \$15,000 for 2013, and that the line item description specifically mention carp barriers, and 2) that a new line item "Discretionary water quality projects" be added with the second \$50,000 spread out over the years 2015-2019. All in favor, motion carried.**

ACD needs to write a work plan containing more detail than the grant application. SRWMO funding assistance is needed to cover the costs for this work. **Chair Babineau moved and Reinette Labernik seconded to direct Anoka Conservation District to prepare a work plan for the carp barrier grant, with the cost not to exceed \$1,680.00. All in favor, motion carried.**

OTHER

**A. Chair Babineau moved and Steve Voss seconded to approve Gail Gessner's invoice for \$75.00 for recording and transcribing tonight's meeting minutes. All in favor, motion carried.**

ADJOURN

**Steve Voss moved and Chair Babineau seconded to adjourn the meeting. All in favor, meeting adjourned at 7:49 pm.**

Gail E. Gessner, Recording Secretary  
Submitted via email on 11/4/11