

AGENDA

Sunrise River Watershed Management Organization Meeting
Thursday, January 8, 2015
Meeting start time is 6:30 pm at East Bethel City Hall

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for November 6, 2014
5. Treasurer's Report
6. Unfinished Business
 - A. Coon Lake Stormwater Retrofits
 - B. Martin and Typo Lake Carp Barriers
7. New Business
 - A. Present 2014 work results (info provided prior to meeting)
 - B. 2015 work contract with ACD
 - C. Preliminary 2016 draft annual budget
 - D. 2015 Blue Thumb partner agreement (info provided at meeting)
 - E. SRWMO boundary change with Coon Creek Watershed District (info provided at meeting)
 - F. SRWMO boundary change with Rice Creek Watershed District (info provided at meeting)
8. Mail
9. Other
 - A. SRWMO checkbook management
10. Invoice(s) approval
 - A. GoDaddy Order #765420851 (SRWMO.org) reimbursement to Dan Babineau for \$49.05
 - B. Recording secretary invoice
11. Adjourn

Sunrise River Water Management Organization
Meeting Minutes for Thursday, January 8, 2015

Vice Chair Mager called the meeting to order at 6:30 pm.

Present: Leon Mager, Vice Chair
Reinette Labernik, Secretary
Kevin Armstrong, Treasurer
Ron Koller
Steve Milbrandt
Jeff Duraine sitting in for Denny Peterson, Columbus rep.
Scott Heaton
Dan Babineau, Chair

Absent: Denny Peterson

Audience: Bob Millerberndt
Jamie Schurbon, Anoka Conservation District (ACD)
Andrew Dotseth, Anoka Conservation District (ACD)

APPROVAL OF AGENDA

Treasurer Armstrong moved and Labernik seconded to add under Other B. Audit discussion and posting retention, and C. Lobbing expenditures. Motion carried.

APPROVAL OF MINUTES

Koller moved and Milbrandt seconded to approve the November 6, 2014 minutes as written. Motion carried.

TREASURER'S REPORT

Treasurer Armstrong reported a 12/31/14 bank account balance of \$32,461.92 and a balance of \$5,848.74 in the water quality cost share grant fund with Anoka Conservation District. **Milbrandt moved and Koller seconded to approve. Motion carried.**

UNFINISHED BUSINESS

A. Coon Lake Stormwater Retrofits – Design work continues. Next steps are to work with utility companies to resolve utility conflicts and meet with homeowners 1-on-1 in the hopes of procuring contracts. Top five sites include 2 lakeshore improvements, 2 rain gardens and 1 stabilization (which is a deteriorating boat landing). Next five sites include 4 rain gardens and 1 lakeshore improvement. The goal is to have the designs completed within six weeks, bid the construction in spring, with all contracts being completed by November/December 2015.

B. Martin and Typo Lake Carp Barriers – The barrier at Martin Lake Drive is completed. Carp barrier sites 1, 3 and 4 are bid and construction activity is expected before spring. Goal is to have the last three completed by summer. ACD will monitor the two lakes for chemical recordings and the Lake Association will do fish monitoring.

NEW BUSINESS

A. 2014 work results – Dotseth presented the results report of the Work Contract between the SRWMO and ACD. The BWSR Clean Water Fund Grant application for Ditch 20 Wetland Restoration Feasibility Study to Benefit Downstream Water Quality outcome should be known by January 30, 2015.

B. 2015 Contract for Services with ACD – Reviewed and discussed the pros and cons of stream hydrology monitoring for Typo Creek carp barriers at Typo Lake Outlet and Typo Circle Drive. **Koller moved and Milbrandt seconded to approve the 2015 Contract for Services as written.** Vote: 6 in favor, 2 opposed. **Motion carried.**

C. Preliminary 2016 draft annual budget – **Heaton moved and Mager seconded to approve the draft budget with two revisions - change 'Discretionary Water Quality Projects' to 'Upcoming Water Quality Projects', and strike line item SRWMO Cost Share Grant Fund for \$2,000.** Discussed the operating expense for Administrative Assistance City of East Bethel. **Heaton amended his motion and Mager his second to include increasing operating expense line item Administrative Assistance City of East Bethel from \$100 to \$300, for a final draft budget of \$32,705.00. Motion carried.** ACD will send the 2016 draft budget with a cover letter to member communities

D. 2015 Blue Thumb partner agreement – **Heaton moved and Koller seconded to table to the February meeting. Motion carried.**

E. SRWMO boundary change with Coon Creek Watershed District - Heaton gave an update on Ham Lake's request to be consolidated in the Coon Creek Watershed District (CCWD) only and to withdraw from both the URRWMO and SRWMO. This request is a result of complications in trying to comply with three different watershed plans. CCWD has agreed to take in the portions of Ham Lake that are now in the two other watersheds. Heaton attended a Ham Lake city council meeting and voiced objections to the proposed boundary change. On 1/5/15 the Ham Lake City Council approved the concurrence to merge all of Ham Lake into the CCWD. It was noted that ACD did not concur with the boundary change. A change in boundary will 'split' the Coon Lake west basin. Current Ham Lake residents in the SRWMO will see a tax increase for CCWD charges if the boundary change is done. **Koller moved and Babineau seconded to decline the Statement of Concurrence on Proposed Boundary Change between Coon Creek Watershed District and Upper Rum River and Sunrise River Watershed Management Organizations in the City of Ham Lake, as the merger is not in the best interests of Ham Lake residents within the SRWMO boundary and the Coon Lake west basin would be in both watersheds.** Vote: 6 in favor, 2 opposed. **Motion carried.** Chair Babineau will send a letter to the City of Ham Lake with notification that the SRWMO is opposed to a boundary change; CCWD and board members to be cc'd.

F. SRWMO boundary change with Rice Creek Watershed District (RCWD) – Rice Creek is requesting the boundary change in order to clean out and maintain all of Ditch 30. **Heaton moved and Armstrong seconded to table to the February meeting. Motion carried.**

MAIL

A. Chair Babineau received an insurance invoice, but didn't have it at the meeting. **Chair Babineau moved and Koller seconded to submit the insurance invoice with payment not to exceed \$2,500.00. Motion carried.**

OTHER

A. SRWMO Checkbook management – Discussed administration by City of East Bethel. No action taken.

B. Audit discussion and posting retention – The 2016 draft budget has an audit line item of \$2,200. It was suggested BWSR be contacted for language to use when requesting audit quotes. **Chair Babineau moved and Heaton seconded to direct Treasurer Armstrong to obtain three audit quotes. Motion carried.**

Records retention will be on the February agenda.

C. Lobbying Expenditures – The SRWMO has no lobbying expenditures.

INVOICE APPROVAL

A. **Heaton moved and Koller seconded to approve the GoDaddy Order #765420851 reimbursement to Dan Babineau for \$49.05, and the recording secretary January invoice for \$100.00, with a carry over balance of \$25.00 to be added to the February invoice. Motion carried.**

ADJOURN

Heaton moved and Koller seconded to adjourn at 8:58 pm. Motion carried.

Gail E. Gessner, Recording Secretary
Submitted via email on 1/9/15

AGENDA

Sunrise River Watershed Management Organization Annual Meeting
Thursday, February 5, 2015

Meeting start time is 6:30 pm at East Bethel City Hall

1. Call to Order
2. Roll Call
3. Approval of agenda
4. Approval of minutes for January 8, 2015
5. Treasurer's Report
6. Special Orders
 - A. Election of officers
 - B. Set meeting dates through February 2016
 - C. Hear recommendations on amendments to the Joint Powers Agreement and/or the Watershed Management Plan
 - D. Solicit bids for 2016
7. Unfinished Business
 - A. 2015 Blue Thumb partner agreement
 - B. Audit quotes
 - C. 2014 financial audit
 - D. Records retention
 - E. Finalize and approve 2016 budget
 - F. SRWMO boundary change with Coon Creek Watershed District - update
 - G. SRWMO boundary change with Rice Creek Watershed District
 - H. Clean Water Legacy Grant application outcome for Ditch 20 Wetland Restoration Feasibility Study
8. New Business
9. Mail
10. Other
11. Invoice(s) approval
 - A. Recording secretary February invoice for \$150 (includes \$25 carryover from January meeting)
12. Adjourn

Sunrise River Water Management Organization
Meeting Minutes for Thursday, February 5, 2015

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

Present: Dan Babineau, Chair
Denny Peterson
Kevin Armstrong, Treasurer
Scott Heaton
Ron Koller
Steve Milbrandt

Absent: Leon Mager, Vice Chair
Reinette Labernik, Secretary

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Bob Millerberndt
John Genser, Linwood resident

APPROVAL OF AGENDA

Milbrandt moved and Peterson seconded to approve the agenda as written. Motion carried.

APPROVAL OF MINUTES

Armstrong moved and Koller seconded to approve the January 8, 2015 minutes as written. Motion carried.

TREASURER'S REPORT

Armstrong contacted BWSR to find out the requirements for needing an audit; an audit is required every five years. Armstrong will write up an RFP for audit quotes and give to Babineau for review before sending. Goal is to have three bids by the May meeting.

SPECIAL ORDERS

A. Election of officers – **Peterson moved and Koller seconded to keep the slate of officers the same as 2014. Motion carried.**

B. Set meeting dates through February 2016 – **Babineau moved and Heaton seconded to approve May 7, August 6, November 6, January 7, 2016 and February 4 as meeting dates. Motion carried.**

C. Hear recommendations on amendments to the Joint Powers Agreement and/or the Watershed Management Plan – None

D. Solicit bids for 2016 – Milbrandt volunteered to handle the solicitation for bids. Both Armstrong and Schurbon will share info with Milbrandt.

UNFINISHED BUSINESS

A. 2015 Blue Thumb partner agreement – **Heaton moved and Babineau seconded to table discussion to the May meeting when there should be more information available on proposed changes to this agreement. Motion carried.**

B. Audit quotes – See Treasurer's report.

C. 2014 financial audit – Armstrong will contact BWSR to request a 60 day extension to the April 30, 2015 deadline.

D. Records retention – Many items are retained on the SRWMO website. However, Armstrong believes a data request policy needs to be in place for when a request is received. The URRWMO is currently working on a retention policy, so it was suggested the SRWMO wait to see the what the URRWMO puts in place. **Heaton moved and Koller seconded to table to the May meeting. Motion carried.**

E. Finalize and approve 2016 budget – Linwood, East Bethel and Columbus have ratified the 2016 budget, however, is was unknown if Ham Lake ratified it. **Koller moved and Babineau seconded to table to the May meeting. Motion carried.**

F. SRWMO boundary change with Coon Creek Watershed District – Both the SRWMO and the URRWMO did not concur with the boundary change. The final decision will be made by BWSR.

G. SRWMO boundary change with Rice Creek Watershed District – **Peterson moved and Koller seconded to concur with the proposed boundary change with Rice Creek Watershed District. Motion carried.** ACD will prepare a statement letter to BWSR requiring Babineau's signature.

H. Clean Water Legacy Grant application outcome for Ditch 20 Wetland Restoration Feasibility Study – The grant was awarded. The \$72,400 grant has a 3 year lifespan. A grant agreement will be signed in April, after which work can start. ACD would like SRWMO financial help toward the matching funds portion of \$18,000. ACD will also request funding help from the Chisago County Sunrise River Watershed and other watersheds. **Babineau moved and Armstrong seconded to table to the May meeting at which time more information on funding contributions should be available. Motion carried.**

NEW BUSINESS

None

MAIL

None

OTHER

A. Recording Secretary fee increase request – **Babineau moved and Koller seconded to approve the recording secretary fee increase to \$175.00 per meeting, with any additional work directives to be billed in addition to the \$175. This increase to become effective May 7, 2015. Motion carried.**

INVOICE APPROVAL

A. Recording secretary February invoice for \$150 (includes \$25 carryover from January meeting) – **Heaton moved and Peterson seconded to approve the recording secretary February invoice for \$150.00. Motion carried.**

ADJOURN

Heaton moved and Koller seconded to adjourn at 7:30 pm. Motion carried.

Gail E. Gessner, Recording Secretary
Submitted via email on 2/6/15

AGENDA
Sunrise River Watershed Management Organization Meeting
Thursday, May 28, 2015
Meeting start time is 6:30 pm at East Bethel City Hall

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for February 5, 2015
5. Treasurer's Report
 - A. Financial report
 - B. Audit update
6. Unfinished Business
 - A. Solicit bids for 2016 update
 - B. 2015 Blue Thumb partner agreement update
 - C. Records retention update
 - D. Ham Lake ratification update
 - E. Finalize and approve 2016 budget
 - F. SRWMO boundary change with Coon Creek Watershed District update
 - G. SRWMO boundary change with Rice Creek Watershed District update
 - H. Clean Water Legacy Grant application outcome for Ditch 20 Wetland Restoration Feasibility Study Funding contributions update
7. New Business
 - A. Consider Mager lakeshore restoration on Coon Lake
 - B. Joint Powers Agreement amendment request by Ham Lake
 - C. Discuss the eventuality of losing Kevin and Scott as SRWMO members
 - D. Should the WMO continue to pursue projects slated for the Ham Lake area?
8. Mail
9. Other
 - A. Minnesota Counties Intergovernmental Trust (MCIT) request for new SRWMO contact
 - B. Carp barriers construction is underway at Typo Lake outlet and Martin Lake outlet
 - C. Coon Lake retrofits - Some designs are done, others are on the verge of being done. Next step is review with landowners. The two lakeshore restoration landowners (and many others) had dramatic ice jacking in late winter. ACD will correct that with the restoration work, and design ways that should minimize future damage and increase ease of fixing damage.
10. Invoice(s) approval
 - A. Anoka Conservation District Invoice
 - B. Recording secretary invoice
11. Adjourn

Sunrise River Water Management Organization
Meeting Minutes for Thursday, May 28, 2015

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

Present: Dan Babineau, Chair
Denny Peterson
Kevin Armstrong, Treasurer
Ron Koller
Steve Milbrandt

Absent: Leon Mager, Vice Chair
Reinette Labernik, Secretary
Scott Heaton

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Bob Millerberndt
Paul Enestvedt, Linwood Lake Assoc.

APPROVAL OF AGENDA

Babineau moved and Peterson seconded to approve the agenda with the following additions - New Business items E. Linwood Lake Association and F. Designated contacts. Motion carried.

APPROVAL OF MINUTES

Koller moved and Armstrong seconded to approve the February 5, 2015 minutes as written. Motion carried.

TREASURER'S REPORT

A. Financial Report - Armstrong reported a cash asset of \$49,285.47 and a Water Quality Grant at ACD of \$7,848.74. **Milbrandt moved and Peterson seconded to approve the Treasurer's Report as presented. Motion carried.**

B. Audit update - No RFPs have been sent. **Babineau moved and Koller seconded to continue with the audit process and to direct Armstrong to send out three (3) RFPs, with an auditor decision to be made at the next meeting. Vote: 5 in favor, 1 opposed. Motion carried.**

UNFINISHED BUSINESS

A. Solicit bids for 2016 – Due to conflict of interest, Milbrandt cannot handle the solicitation for bids. **Babineau moved and Koller seconded to direct Recording Secretary Gessner to handle drafting the solicitation for bids for review by Armstrong. Upon approval at the August meeting, bids are to be sent to ACD and member communities' consulting engineering firms. Motion carried.** Both Armstrong and Schurbon will share info with Gessner.

B. 2015 Blue Thumb partner agreement – Reviewed the new agreement. **Babineau moved and Peterson seconded to discontinue membership at this time. Motion carried.**

C. Records retention – Armstrong presented a draft retention schedule. Members are asked to review the proposed draft for discussion/approval at the August meeting. Armstrong will send copies to board members. Koller will check with East Bethel City for storage of SRWMO papers.

D. Ham Lake ratification – Ham Lake rejected the draft 2016 budget.

E. Finalize and approve 2016 budget – Discussed if the budget could be approved without being ratified by Ham Lake. According to the Joint Powers Agreement (JPA) “Failure to ratify or pay its share of the budget by any party to this Agreement shall be subject to the procedures in Section 3.6.” Ratification information was sent by ACD on January 12, 2015. Being no comment was received from Ham Lake within the 60 day period, the Board decided to approve the proposed draft 2016 budget. **Peterson moved and Babineau seconded to send a communication to the City of Ham Lake notifying it of the SRWMO Board's decision to approve the proposed 2016 draft budget in accordance with the Joint Powers Agreement, and to acknowledge that the SRWMO Board will cooperate with Ham Lake on suggested changes for future budgets. Motion carried.**

Peterson moved and Koller seconded to approve the 2016 budget for \$32,705.00. Vote: 5 in favor, 1 opposed. Motion carried.

F. SRWMO boundary change with Coon Creek Watershed District – No update.

G. SRWMO boundary change with Rice Creek Watershed District – No update.

H. Clean Water Legacy Grant application outcome for Ditch 20 Wetland Restoration Feasibility Study – The Martin Lake Association has earmarked \$1,400 toward this project. No update on ACD requesting funding help from the Chisago County Sunrise River Watershed and other watersheds.

NEW BUSINESS

A. Consider Mager lakeshore restoration on Coon Lake - Leon Mager is planning to do a lakeshore restoration. ACD suggests this project be part of the Clean Water Funded Coon Lake Retrofits Project. Mager will not be utilizing any public funding, but by including his project as part of the Coon Lake Retrofits, the SRWMO would get to include his pollutant reductions as part of its accomplishments and claim his expenses as part of its grant match. This is an excellent opportunity to bolster SRWMO's grant deliverables and match without spending any more public money. **Peterson moved and Milbrandt seconded to include the Mager lakeshore restoration in the Coon Lake Retrofits project effort with the understanding that the landowner will cover all construction costs. Motion carried.**

B. The City of Ham Lake has requested amendments to the Joint Powers Agreement (JPA). The City of Ham Lake's attorney is currently reviewing the JPA and has requested amendments. After all parties have reviewed and approved proposed amendments, individual signature pages will be sent to each community for signatures.

C. Discuss the eventuality of losing Kevin Armstrong and Scott Heaton as SRWMO members – no discussion.

D. Should the WMO continue to pursue projects slated for the Ham Lake area? - There are no Ham Lake projects slated at this time.

E. Linwood Lake Association – Paul Enestvedt reported that the association is working to treat the lake for curlypond leaf and Eurasian milfoil. Unfortunately, the Association is unable to fund this project, so he was asking for funding from the SRWMO. Members voiced concern that this would be an ongoing project needing funding and that other lake associations would request financial help. The Board consensus was that it wants to support the efforts, but is unable to help with funding. Milbrandt offered to share information from the Martin Lakers Association. ACD will also work with the Linwood Lake Association.

F. Designated contacts – BWSR requests a designated contact. **Armstrong moved and Peterson seconded to designate Jamie Schurbon of ACD as the contact and that this information be added to the SRWMO website. Motion carried.**

MAIL

None

OTHER

A. Minnesota Counties Intergovernmental Trust (MCIT) request for new SRWMO contact – Board consensus was to appoint Milbrandt as the contact. Gessner will notify MCIT of the decision.

B. Carp barriers construction is underway at Typo Lake outlet and Martin Lake outlet.

C. Coon Lake retrofits - Some designs are done, others are on the verge of being done. Next step is review with landowners. The two lakeshore restoration landowners (and many others) had dramatic ice jacking in late winter. ACD will correct that with the restoration work, and design ways that should minimize future damage and increase ease of fixing damage. ACD should have construction bids in by August meeting.

INVOICE APPROVAL

A. Anoka Conservation District invoice – **Babineau moved and Peterson seconded to approve the Anoka Conservation District invoice 1 of 3 for \$14,636.66. Motion carried.**

B. Recording secretary May invoice – Koller moved and Milbrandt seconded to approve the recording secretary May invoice for \$175.00. Motion carried.

ADJOURN

Armstrong moved and Peterson seconded to adjourn at 8:19 pm. Motion carried.

Gail E. Gessner, Recording Secretary
Submitted via email on 5/31/15

AGENDA
Sunrise River Watershed Management Organization Meeting
Thursday, August 13, 2015
Meeting start time is 6:30 pm at East Bethel City Hall

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for May 28, 2015
5. Treasurer's Report
 - A. Financial report
 - B. Audit update
6. Unfinished Business
 - A. Solicit bids for 2016 - update
 - B. Records retention - update
 - C. SRWMO boundary change with Coon Creek Watershed District - update
 - D. Carp barriers construction - update
 - F. Coon Lake retrofits construction - update
7. New Business
 - A. JPA amendments request by Ham Lake
 - B. Ditch 20 feasibility study funding
 - C. Revised State Rules 8410
 - D. SmartProcure Public Records Request – Refer to response from ACD
8. Mail
9. Other
10. Invoice(s) approval
 - A. Anoka Conservation District Invoice payment 2 of 3 for \$14,636.67
 - B. Recording secretary invoice \$200
11. Adjourn

Sunrise River Water Management Organization
Meeting Minutes for Thursday, August 13, 2015

Chair Babineau called the meeting to order at 6:40 pm.

Present: Dan Babineau, Chair
Leon Mager, Vice Chair
Reinette Labernik, Secretary
Kevin Armstrong, Treasurer
Ron Koller

Absent: Denny Peterson
Scott Heaton
Steve Milbrandt

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Bob Millerberndt

APPROVAL OF AGENDA

Mager moved and Labernik seconded to approve the agenda with the following revisions - New Business item E. November meeting date reschedule, and Invoices Approval item B. Recording secretary invoice amount to \$225.00. Motion carried.

APPROVAL OF MINUTES

Koller moved and Armstrong seconded to approve the May 28, 2015 minutes as written. Motion carried.

TREASURER'S REPORT

A. Financial Report - Armstrong reported a cash asset of \$44,869.06 and a Water Quality Grant at ACD of \$7,848.74. **Koller moved and Babineau seconded to approve the Treasurer's Report as presented. Motion carried.**

B. Audit update – Three bids were received for a 2014 financial audit. Reviewed and discussed all bids. **Mager moved and Koller seconded to accept the Peterson Company Ltd. bid for \$1,600, based on its SWCD experience and price. Motion carried.** Armstrong will contact Peterson Company, Ltd. with the directive to start immediately, and notify the other two companies of the Board's decision.

UNFINISHED BUSINESS

A. Solicit bids for 2016 – Recording secretary Gessner will send the draft copy of the RFP to all board members for review; comments are to be sent to her prior to August 31. Gessner will then make corrections if needed and email copies to member communities to give to their respective engineering firms.

B. Records retention – Tabled to November meeting. Armstrong will resend retention and data information to Board members.

C. SRWMO boundary change with Coon Creek Watershed District – No update.

D. Carp barriers construction – Schurbon shared handouts of construction pictures and reported on the progress. Site 1 – Outlet of Martin Lake – No work in the last month. Site 3 – North Inlet of Martin Lake – Both the sheet pilings and H pilings are expected to be in place by August 14. Site 4 – Outlet of Typo Lake – All sheet piling and H piling is in, except for one H that will support the catwalk. Rock rip-rap has been added, though more site restoration is needed.

All of the carp barriers are on track to being completed by November 15, 2015.

E. Coon Lake retrofits construction – A contractor has been selected. Two rain gardens, and a stormwater diversion are expected to be done by September 2015, with the lakeshore restoration plantings to be done in spring 2016.

NEW BUSINESS

A. Joint Powers Agreement (JPA) amendments request by the City of Ham Lake – The SRWMO received a letter from the City of Columbus supporting the amendments proposed by the City of Ham Lake. All four member communities must agree to and sign the amendments requested. Chair Babineau will send a letter to the City of Ham Lake acknowledging the receipt of Columbus' letter and include the statement that the SRWMO has no position on this matter.

B. Ditch 20 feasibility study funding – In 2015 ACD secured a grant request requiring \$18,000 matching funds. Schurbon described that this project had been previously discussed. The SRWMO had decided to contribute \$6,750 of Coon Lake retrofits funds to the Ditch 20 Feasibility Study if the Coon Lake retrofits construction was under budget. This was formalized in the 2015 contract between ACD and the SRWMO. Schurbon stated that project is under budget by at least the stated amount. Schurbon said that before moving funds, he wished to check in with the Board. There was discussion that because the Coon Lake Retrofits construction is ongoing, it may be prudent to delay moving funds. **Armstrong moved and Babineau seconded to table to the November meeting. Motion carried.**

C. Revised State Rules 8410 – Schurbon reported that the Metropolitan Water Management Rule Amendment, Minnesota Rules Chapter 8410, became effective July 13, 2015. The rules pertain to cities, towns, watershed districts, and watershed management organizations in the seven-county Twin Cities metropolitan area. Several changes are significant and may require action in the near future. As far as the SRWMO is concerned, this is a partial list of important changes:

- The next SRWMO Watershed Plan will have to comply with new rules including process for plan preparation and contents.
- New plans must include a procedure to evaluate progress on attaining goals every 2 years. The WMO must start a self-evaluation process in their 2017 annual report to the state.

- Minor amendments to the WMO plan are better required and easier to do. However, BWSR will expect more frequent minor revisions.
- Joint Powers Agreements can now include a map of parcels instead of a legal description. No changes to currently JPAs that are currently.
- Communities must incorporate their Local Water Plan into their Comprehensive Plan. All community local water plans must be revised and adopted between Jan 1, 2017 and Dec 31, 2018 so they can be incorporated into Comprehensive Plans that are due Dec. 31, 2018.
- Audits of qualifying low budget organizations are now required only once every five years instead of every year. See Minn. Stat. §§ 6.756 and 412.591, subd. 3 for threshold total annual revenue amounts. For 2014 the threshold amount is \$166,213.50.

An informational meeting is available: Thursday, August 27, 2015, 1:30 – 3:00 PM, Barr Engineering, 4700 West 77th Street, Edina.

D. SmartProcedure public records request – A request for SRWMO purchase orders was received. Labernik will write a letter to SmartProcedure notifying it that the SRWMO neither utilizes purchase orders, nor maintains electronic records of financial transactions.

E. November meeting date reschedule – **Armstrong moved and Koller seconded to reschedule the November meeting to the 5th. Motion carried.**

MAIL

City of Columbus letter supporting proposed JPA amendments request from City of Ham Lake.

OTHER

INVOICE APPROVAL

A. Anoka Conservation District invoice – **Koller moved and Labernik seconded to approve the Anoka Conservation District invoice 2 of 3 for \$14,636.67. Motion carried.**

B. Recording secretary invoice – **Mager moved and Labernik seconded to approve the recording secretary August invoice for \$225.00 as amended. Motion carried.**

ADJOURN

Labernik moved and Armstrong seconded to adjourn at 8:05 pm. Motion carried.

Gail E. Gessner, Recording Secretary
Submitted via email on 8/17/15

AGENDA

Sunrise River Watershed Management Organization Meeting
Thursday, November 5, 2015
Meeting start time is 6:30 pm at East Bethel City Hall

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for August 13, 2015
5. Treasurer's Report
 - A. Financial report
 - B. Audit update
6. Unfinished Business
 - A. Consider bids for 2016 work proposals
 - B. Records retention - update
 - C. Carp barriers - update
 - D. Coon Lake retrofits construction – update
 - E. Ditch 20 feasibility study funding
7. New Business
8. Mail
9. Other
10. Invoice(s) approval
 - A. Recording secretary invoice \$175
 - B. Anoka Conservation District Invoice payment 3 of 3 for \$14,636.67
11. Adjourn

Sunrise River Water Management Organization
Meeting Minutes for Thursday, November 5, 2015

Chair Babineau called the meeting to order at 6:32 pm.

Present: Dan Babineau, Chair
Leon Mager, Vice Chair
Reinette Labernik, Secretary
Kevin Armstrong, Treasurer
Denny Peterson
Scott Heaton
Steve Milbrandt

Absent: Ron Koller

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Bob Millerbernd

APPROVAL OF AGENDA

Heaton moved and Armstrong seconded to approve the agenda as written. Motion carried.

APPROVAL OF MINUTES

Peterson moved and Chair Babineau seconded to approve the August 13, 2015 minutes as written. Heaton abstained. Motion carried.

TREASURER'S REPORT

A. Financial Report - Armstrong reported a cash asset of \$30,007.39 and a Water Quality Grant at ACD of \$7,848.74. **Heaton moved and Peterson seconded to approve the Treasurer's Report as presented. Motion carried.**

B. Audit update – Armstrong reported that the audit is in process and that he will be providing requested materials. The audit is expected to be completed prior to the January 2016 meeting, so Armstrong will send copies to board members prior to the January meeting.

Peterson requested the January meeting be rescheduled to the 14th. **Chair Babineau moved and Armstrong seconded to reschedule the January 2016 meeting date to the 14th. Motion carried.**

UNFINISHED BUSINESS

A. Consider bids for 2016 work proposals – One bid was received from Anoka Conservation District. The bid will be awarded at the January meeting.

B. Records retention – Armstrong resent copies of the approved URRWMO retention and data practices policy to board members for review. **Milbrandt moved and Chair Babineau**

seconded to direct Armstrong to change URRWMO to SRWMO in both documents, and to approve the retention schedule and data practices policy. Motion carried. Armstrong will send revised copies of both documents to board members. The data practices policy is to be posted on the SRWMO website.

C. Carp barriers construction – Schurbon showed pictures of the current carp barriers and reported that construction is behind schedule and may not be completed by November 15, 2015. The ACD board is taking measures to insure timely completion of the barriers.

The Martin Lake Association is spearheading a Martin Lake carp harvest in February.

D. Coon Lake retrofits construction – Schurbon showed pictures of completed rain gardens, stormwater diversions (with restoration plantings to be done in spring 2016), and a lakeshore restoration. Two more lakeshore restorations are schedule to be done in the spring of 2016.

E. Ditch 20 feasibility study funding – Schurbon reported that due to the ongoing Coon Lake retrofits construction, very little money will be available in the Coon Lake Retrofits fund to put toward this study. If necessary, ACD will provide the \$18,000 matching funds for the secured grant. Milbrandt reported that the Martin Lakers made a recommendation to its board to contribute to this project. No action is required by the SRWMO.

NEW BUSINESS

MAIL

OTHER

Schurbon reported that Linwood Township was awarded the Outstanding Conservationist award from ACD.

INVOICE APPROVAL

Heaton moved and Peterson seconded to approve payment of Anoka Conservation District invoice 3 of 3 for \$14,636.67, and the November recording secretary invoice for \$175.00. Motion carried.

ADJOURN

Heaton moved and Armstrong seconded to adjourn at 7:19 pm. Motion carried.

Gail E. Gessner, Recording Secretary
Submitted via email on 11/7/15