

AGENDA

Sunrise River Watershed Management Organization Meeting
Thursday, January 14, 2016
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 5, 2015
5. Treasurer's Report
 - A. Financial report
 - B. Audit update
6. Unfinished Business
 - A. Award bid for 2016 work proposal / 2016 Contract with ACD
 - B. Carp barriers update
7. New Business
 - A. 2017 draft budget
8. Mail
9. Other
10. Invoice(s) approval
 - A. Recording secretary invoice \$175
11. Adjourn

Sunrise River Water Management Organization
Meeting Minutes for Thursday, January 14, 2016

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

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

Audience: Jamie Schurbon, Anoka Conservation District (ACD)

APPROVAL OF AGENDA

Heaton moved and Babineau seconded to approve the agenda as amended to include MCIT Insurance payment under Invoice. Motion carried.

APPROVAL OF MINUTES

Peterson moved and Labernik seconded to approve the November 5, 2015 minutes as written. Mundle abstained. Motion carried.

TREASURER'S REPORT

A. Financial Report - Armstrong reported a total fund balance of \$23,202.46 which includes a Water Quality Grant at ACD of \$7,848.74. **Heaton moved and Milbrandt seconded to approve the Treasurer's Report as presented. Motion carried.**

B. Audit update – Armstrong reported that the audit is completed. There were no findings in the audit. Armstrong will send copies to board members to review for approval at the February meeting. Next audit to be done in five years.

UNFINISHED BUSINESS

A. Award bid for 2016 work proposal / 2016 Contract with ACD

Schurbon reviewed the proposed contract. Heaton stated he prefers not to spend money on the Ditch 20 water quality feasibility study, which equates to spending money in Isanti County. He would rather wait until a study is done and then put money toward specific projects. It was noted that there is no WMO in Isanti County. Schurbon recommended using the “upcoming water quality projects” dollars for the Ditch 20 study which is in need of \$17,056 in local dollars to match a

\$73,424 state grant secured by ACD. The Martin Lakers Association is contributing some match funding. The Board discussed excluding this item in the Contract with the option of the Board contributing money to the study at a later date. It was proposed to contribute \$5,000 of the “upcoming water quality projects” amount to the study, rather than \$10,000. **Chair Babineau moved and Peterson seconded to contribute \$5,000 from the Upcoming Water Quality Projects line item to the Ditch 20 feasibility study. Vote 6 yes, 2 no. Motion carried.**

The Board discussed changing the 2017 ACD Proposal by zeroing out the SRWMO Cost Share Grant Fund and increasing the 2016 Other Expenses Watershed Plan Update to \$5,175. **Mager moved and Peterson seconded to approve the amended 2016 SRWMO Contract with Anoka Conservation District for \$25,955. Motion carried.**

B. Carp barriers update – Schurbon reported on the progress, remaining work, outlook of the project, and liquidated damages. ACD met with Linwood, the contractor and subcontractor regarding liquidated damages which have been accruing at \$500/day since October 15, 2015. Schurbon estimates these items may have a value of \$21,625, or approximately half of the current liquidated damages. The number is being negotiated and will change with time. The balance of liquidated damages is also being negotiated. A reduction of payment to the contractor will achieve savings for the grant, but not compensate ACD or Linwood for damages. One approach being seriously considered is that the contractor may provide an extended warranty in exchange for the balance of liquidated damages. No action requested by the WMO.

NEW BUSINESS

A. 2017 draft budget

The breakdown of expenses among cities is based on the JPA. Operating expenses are split equally and all other expenses by unique percentage. Ham Lake expressed interest in having all expenses split by unique percentage, but because this change was not enacted it is not incorporated into this draft budget. If enacted, it would raise costs for Linwood and East Bethel, but reduce them for Ham Lake and Columbus. Discussed definition of operating vs. non-operating expenses. Operating cost expenses are split evenly among communities. Most years they are minimal. The JPA states operating costs “are defined as copies, postage, recording secretary fees, insurance and administrative fee charged to each member community.” Is the cost of the watershed plan update an operating expense? Consider that it is required in order to operate. But it is not specifically listed in the above definition, it is a non-operating expense in the watershed plan budget projections, and it is a small expense in the 2017 draft budget, but will be much larger in 2018-19. Schurbon was directed to send a letter to member communities asking if modifications are wanted to the JPA regarding what is considered operating vs. non-operating expenses and to include the two budget breakouts for each version. **Babineau moved and Mager seconded to directed Gessner to supply Schurbon with information she could find on how the 3rd Generation Plan costs were budgeted. Motion carried.**

The SRWMO’s watershed plan must be updated by May of 2020; an estimated cost is \$50,000. The current watershed plan includes \$10,000 in 2018 and \$30,000 in 2019 (\$40,000 total). ACD included \$3,175 in the draft 2017 budget for this item in order to address the likely underestimate of cost and

spread some cost across years. The communities may want to include even more funding for this item in 2017, for these reasons. **Milbrandt moved and Peterson seconded to revise the 2017 draft budget to zero out the SRWMO Cost Share Grant Fund line item and to increase the Watershed Plan Update line item to \$5,175.00. Motion carried.**

The Lakeshore Landscape Marketing education program is an annual item in the watershed plan. In 2016 the SRWMO Board elected to zero out this budget item and feature a lakeshore landscaping message in its annual newsletter article instead. The \$700 is back in the budget in 2017, consistent with the watershed plan.

The Cost Share Fund has a \$2,000 budget for landowner projects, which is consistent with the watershed plan. The current fund balance of \$7,848.74 is adequate for 2-4 projects. No landowners requested funds in 2016. The board did not add funding to this program during 2016.

MAIL

MCIT Insurance invoice.

OTHER

INVOICE APPROVAL

Heaton moved and Armstrong seconded to approve payment of the MCIT Insurance invoice for \$1,781.00. Motion carried.

Heaton moved and Armstrong seconded to approve payment of the January recording secretary invoice for \$175.00. Motion carried.

ADJOURN

Heaton moved and Chair Babineau seconded to adjourn at 8:14 pm. Motion carried.

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

AGENDA
Sunrise River Watershed Management Organization Annual Meeting
Thursday, February 4, 2016
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 January 14, 2016 minutes
5. Treasurer's Report
6. Special Orders
 - A. Election of officers
 - B. Set meeting dates through February 2017
 - C. Hear recommendations on amendments to the Joint Powers Agreement and/or the Watershed Management Plan
7. Unfinished Business
 - A. 2017 budget - Finalize draft and approve submission to member communities for ratification
 - B. Carp barriers project update
8. New Business
 - A. 2015 water monitoring results
9. Mail
10. Other
11. Invoice(s) approval
 - A. Recording secretary February invoice for \$175
12. Adjourn

Sunrise River Water Management Organization
Annual Meeting Minutes for Thursday, February 4, 2016

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

Present: Dan Babineau, Chair Reinette Labernik, Secretary Kevin Armstrong, Treasurer
Denny Peterson Scott Heaton Steve Milbrandt
Brian Mundle

Absent: Leon Mager, Vice Chair

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Andrew Dotseth, Anoka Conservation District
Dan Fabian, Board of Water and Soil Resources (BWSR)

Approval of Agenda **Mr. Peterson moved and Mr. Milbrandt seconded to approve the agenda as presented. Motion carried.**

Approval of Minutes **Mr. Peterson moved and Ms. Labernik seconded to approve the January 14, 2016 minutes as presented. Motion carried.**

Treasurer's Report Mr. Armstrong reported a total fund balance of \$23,202.46 which includes a Water Quality Grant at ACD of \$7,848.74.

Special Orders A. Election of officers
Mr. Babineau moved and Mr. Milbrandt seconded to appoint Reinette Labernik as Secretary. Motion carried.
Mr. Armstrong moved and Mr. Peterson seconded to appoint Dan Babineau as Chair. Motion carried.
Ms. Labernik moved and Mr. Babineau seconded to appoint Scott Heaton as Treasurer. Motion carried.
Mr. Babineau moved and Ms. Labernik seconded to appoint Brian Mundle as Vice Chair. Motion carried.

B. Set meeting dates through February 2017
Mr. Babineau moved and Ms. Labernik seconded to approve the following meeting dates: May 5, August 4, November 3, 2016, January 5, February 2, 2017. Motion carried.

C. Hear recommendations or amendments to the Joint Powers Agreement and/or the Watershed Management Plan

There were no recommendations nor amendments to the Watershed Management Plan. Mr. Peterson stated Columbus would like the JPA amended to change the percentages split for billing purposes. Mr. Mundle stated East Bethel could like the JPA percentages to remain the same.

Unfinished Business A. 2017 budget finalize and approve submission to member communities for ratification The two changes discussed at the last meeting have been incorporated into the budget. The numbers remain the same as the 2016 budget. Dan Fabian noted that the SRWMO will probably have a performance review by BWSR within

the year. **Mr. Armstrong moved and Mr. Babineau seconded to accept the 2017 final budget for \$32,705 and to direct ACD to submit the 2017 final budget to member cities for ratification. Motion carried.**

B. Carp barriers project update

Mr. Schurbon reported that the contractor is at a substantial completion level and that the site has been cleaned up. Screens will be put in when a locking device is installed.

A property owner across from the Typo Lake Outlet barrier is upset and unhappy with the barrier. He believes the barrier will negatively affect his property value and that the barrier will encourage the public to fish at the site. Mr. Schurbon informed the resident that signs will be posted stating to keep off the barrier and that no fishing is allowed from the barrier.

New
Business

2015 water monitoring results

Mr. Dotseth gave a brief review of the results.

Recommendations: 1. Celebrate and promote the completion of the Martin and Typo Lakes carp barriers project. 2. Continue installation of stormwater retrofits around Coon and Martin Lakes. 3. Continue efforts to secure grants. 4. Bolster lakeshore landscaping education efforts. 4. Increase the use of web videos as an effective education and reporting tool. 5. Continue the SRWMO cost share grant program. 6. Encourage communities to report water quality projects to the SRWMO. 7. Support the Ditch 20 (Data Creek) water quality improvement projects feasibility study.

Mail

No mail.

Other

Audit

Mr. Armstrong received very few audit comments; those comments were incorporated into the audit copy that was sent to members. **Mr. Heaton moved and Mr. Peterson seconded to accept the audit as presented. Motion carried.** Mr. Armstrong will send copies of the audit to BWSR and the State Auditor.

Invoice(s)
approval

Mr. Heaton moved and Mr. Armstrong seconded to approve the February recording secretary invoice for \$175, and to approve the Peterson Company audit invoice for \$1,600. Motion carried.

Adjourn

Mr. Heaton moved and Mr. Mundle seconded to adjourn at 7:59 pm. Motion carried.

AGENDA
Sunrise River Watershed Management Organization Meeting
Thursday, May 5, 2016
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 4, 2016
5. Treasurer's Report
 - A. Financial report
6. Unfinished Business
 - A. Carp barriers update
7. New Business
 - A. Approve 2017 final budget
8. Mail
9. Other
10. Invoice(s) approval
 - A. Recording secretary invoice \$175
 - B. Anoka Conservation District 2016 Monitoring and Management Work Plan Invoice #2016028
1 of 3 for \$6,985
11. Adjourn

Sunrise River Water Management Organization
Meeting Minutes for Thursday, May 5, 2016

Vice Chair Mundle called the meeting to order at 6:36 pm.

Present: Leon Mager Reinette Labernik, Secretary Kevin Armstrong
 Denny Peterson Scott Heaton, Treasurer Brian Mundle, Vice Chair

Absent: Chair Dan Babineau, Steve Milbrandt

Audience: Bob Millerbernd, Linwood Township

3. Approval of Agenda **Mr. Peterson moved and Mr. Mager seconded to approve the agenda as presented. Motion carried.**

4. Approval of Minutes **Mr. Peterson moved and Mr. Armstrong seconded to approve the February 4, 2016 minutes as presented. Motion carried.**

5. Treasurer's Report Mr. Heaton reported a total fund balance of \$44,327.73, and that all first half budget checks have been received. **Mr. Peterson moved and Ms. Labernik seconded to approve the Treasurer's Report.**

Copies of the audit report were distributed.

6. Unfinished Business A. Carp barriers project update - Mr. Schurbon of Anoka Conservation District (ACD) provided the following update via email:

Carp barriers

- All the barriers are up and running. Inspections revealed some issues with certain welds, fine tuning how things fit and galvanizing touch up that is needed. The contractor is presently working on those issues.
- Martin Lake outlet has had issues with fish (mostly white suckers, but also some game fish) getting caught in the structure as they tried to leave the lake and go downstream into the Sunrise River. This generated a fair number of comments and concerns from within the community. We've modified the arrangement of bars temporarily so it still keeps carp from entering the lake but prevents downstream-moving fish from being trapped. That's working well. In the next 2-3 weeks a permanent fix will be installed. That permanent fix will include two jacks that allow us to open the bars to any extent we choose, allowing fish to pass downstream and making maintenance much easier.
- I gave an update on this project to the Martin Laker's Association at their annual meeting last month. It was well-received.

Other information provided via email:

Coon Lake retrofits

- The two lakeshore restorations are making excellent progress. The grading, rock, erosion blanket and lawn edging are complete. Photos are attached. There will be a pause in the action until mid-May when we receive plants.

Water monitoring

- Water monitoring is in full swing and going well.

7. New Business A. Approve 2017 final budget
Mr. Peterson moved and Mr. Armstrong seconded to accept the 2017 final budget for \$32,705. Motion carried.
8. Mail US Department of Commerce survey will be completed and submitted by Mr. Heaton. MCIT 2016 Risk Liability Assessment will be completed online by Mr. Heaton.
9. Other Member comments on the annual newsletter written by ACD are due May 9th.
10. Invoice(s) approval **Mr. Mager moved and Mr. Peterson seconded to approve the May recording secretary invoice for \$175, and to approve the Anoka Conservation District 2016 Monitoring and Management Work Plan Invoice #2016028 1 of 3 for \$6,985.** Mr. Armstrong verified that the ACD invoice matched last month's meeting discussion.
Motion carried.
11. Adjourn **Mr. Heaton moved and Mr. Armstrong seconded to adjourn at 7:05 pm. Motion carried.**

Gail E. Gessner, Recording Secretary
Submitted via email on 5/8/16

AGENDA
Sunrise River Watershed Management Organization Meeting
Thursday, August 18, 2016
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 5, 2016
5. Treasurer's Report
 - A. Financial report
6. Unfinished Business
 - A. Carp barriers update
7. New Business
 - A. BWSR Performance Review – Don Buckhout, Water Planning Project Coordinator, BWSR
 - B. Linwood Lake aquatic invasive species discussion
 - C. Coon Lake chloride screening
 - D. Approval for Dan Babineau, Brian Mundle, and Mike Jeziorski to sign on the SRWMO checking account
8. Mail
9. Other
10. Invoice(s) approval
 - A. Recording secretary invoice \$175
 - B. Anoka Conservation District 2016 Monitoring and Management Work Plan Invoice #2016028
2 of 3 for \$6,985
11. Adjourn

Sunrise River Water Management Organization
Meeting Minutes for Thursday, August 18, 2016

Vice Chair Mundle called the meeting to order at 6:36 pm.

Present: Brian Mundle, Vice Chair Leon Mager Denny Peterson Steve Milbrandt

Absent: Chair Dan Babineau Reinette Labernik, Secretary Scott Heaton, Treasurer
Kevin Armstrong

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Don Buckhout, MN Board of Water & Soil Resources (BWSR)
Dan Fabian, MN Board of Water & Soil Resources (BWSR)

3. Approval of Agenda **Vice Chair Mundle moved and Mr. Mager seconded to approve the agenda with the following amendment: Add item 7E. Cost Share Grand request. Motion carried.**

Mr. Mager moved and Vice Chair Mundle seconded to move Item 7B to the first item of New Business. Motion carried.

4. Approval of Minutes **Mr. Peterson moved and Mr. Mager seconded to approve the May 5, 2016 minutes as presented. Motion carried.**

5. Treasurer's Report None.

6. Unfinished Business A. Carp barriers project update – Mr. Schurbon reported 97-98% of this project is complete, with just a few minor touch-ups needed and that 93% of the contract has been paid out. ACD is waiting for the roadside seeding to be completed and is hoping to provide a tour of the carp barriers. Some fish had been caught in the barriers so the design was adjusted. There was a bacterial associated crappie kill on the lake, which caused fish bodies to gather in and around the barriers.

7. New Business B. Linwood Lake aquatic invasive species discussion – Corinne Nygren, 6225 207th Avenue NE, Wyoming, MN 55092 spoke on behalf of the Linwood Lake Association (LLA) to address the invasive species in Linwood Lake. Many parts of the lake have become unmanageable, so she asked the SRWMO for help. Linwood Lake is unique in that its lakeshore is 1/3 county parks with a church camp also located on the lake. It is now infested with Eurasian watermilfoil and curly-leaf pondweed. The DNR treated 8.25 acres for milfoil. The LLA was given a \$25,000 quote to treat the lake for curly-leaf pondweed. Anoka County said it will help with the milfoil treatment. LLA is having a fund raising campaign to help with costs to deal with this problem and have hired James Johnson as a lake consultant to develop a lake management plan. Another possible future concern is zebra mussels. When Anoka County did a boat inspection, approximately 70% of the boats were in violation of having zebra mussels.

The lake monitoring program is being done by two residents. The LLA has asked Linwood Township if it would consider a tax to residents to help offset lake management costs. The LLA will continue to work with the DNR, and has set a meeting with the Coon Lake association to get ideas on battling this problem. Ms. Nygren reiterated the importance of this issue and LLA's wanting to work with the SRWMO.

Shirley Leko, 6101 S. Linwood Drive NE, Wyoming, MN 55092, said the LLA is at a dead end with faulty septic systems which contribute to the problem; Linwood Township has not responded to septic system complaints. She questioned if the carp barrier is harming Linwood Lake. Mr. Schurbon said the Martin Lake barrier stops carp from going into Island Lake, which then flows into Linwood Lake.

Lake residents believe excessive sediment is coming in from Boot Lake which is located on the south side of Linwood Lake. Mr. Mager noted Boot Lake is a Scientific Natural Area owned by the State of MN. Mr. Schurbon said ACD could possibly research why there is an excessive sediment problem.

There are approximately 135-144 residents living on the lake. The LLA has about 80+ members paying lake association dues which recently have been doubled in an effort to raise money.

Mr. Milbrandt recommended the LLA take the following actions: 1) Continue to report failing septic systems to Linwood Township, 2) Ask Linwood Township to propose a onetime annual assessment, 3) Have a booth at the Linwood Fun Day to inform attendees of the problems, and 4) Approach Linwood Township Board at the budget meeting to ask for funding. It was noted that there is a lake monitoring plan program through Anoka County to monitor shoreline.

The permitting process for treatment of curly-leaf pondweed is to do a survey, provide the survey to the DNR that may do an inspection, then if the DNR approves, the DNR contacts the person to do the treatment.

Vice Chair Mundle stated that the SRWMO has already set its 2017 budget, however, this identified issue can be considered when setting the 2018 budget.

Mr. Schurbon suggested the LLA provide boat/pontoon tours of Linwood Lake to officials during the invasive species peak season so that they can see how bad the problem is. ACD will help to provide names of who to invite and will help get the word out about the tours.

A. BWSR Performance Review and Assistance Program (PRAP) – Don Buckhout of BWSR gave an informational review of the program and distributed handouts with the same information. The PRAP was authorized by the legislature

(Statute 103B.102) in 2007 as a means to monitor and assess the performance of local water management entities. In addition to conducting reviews, BWSR uses this program to provide organizational improvement or assistance grants to local government units (LGUs) in need, and prepares an annual report to the legislature outlining the work conducted. The PRAP goal is to have the WMO be as successful as possible.

This will be a Level II performance review which is a routine, interactive review intended to cover all LGUs at least once every 10 years. A Level II review evaluates progress on plan implementation, operational effectiveness, and partner relationships. This review includes assessing compliance with Level II performance standards.

Surveys will be emailed to staff, board members, and LGUs. Mr. Buckhout strongly urged everyone to fill out the surveys and submit. Mr. Schurbon confirmed he has administrative hours available to help gather needed information for the review.

Mr. Milbrandt moved and Mr. Peterson seconded to reschedule the November 3rd meeting to October 13th in order to work with Mr. Buckhout on the PRAP process. Motion carried.

C. Coon Lake chloride screening – Vice Chair Mundle was contacted by Coon Lake resident, Douglas Tierney, requesting additional chloride testing be done in the lake and Ditch 56 during snowmelt and at lower water levels to see if there was any change in the chloride levels. The resident's concern was that road salt is polluting the lake. Mr. Mager noted that the current tested chloride levels are well below what the State deems harmful to aquatic life. Mr. Schurbon said this was not a high priority, and that the lab fee for testing may be around \$2,000.
Board consensus was not to do additional chloride testing.

D. Approval for Dan Babineau, Brian Mundle, and Mike Jerziorski to sign on the SRWMO checking account – **Mr. Milbrandt moved and Mr. Peterson seconded to direct Dan Babineau, Brian Mundle, and Mike Jerziorski to sign the necessary paperwork as signers on the SRWMO checking account. Motion carried.**

E. Cost Share Grant Request – Mr. Schurbon presented a request from Steve Voss, East Front Blvd., East Bethel to install a raingarden that could cost approximately \$8,000. Normally, the ACD Board would make a decision on the use of these funds held for the SRWMO, however, due the additional \$6,000 cost of the raingarden Mr. Schurbon presented the request to the SRWMO for its input. The homeowner would be responsible for 50% of the material costs and the majority of the labor, which will leave a \$4,000 cost to the SRWMO. ACD believes this is an ideal site for a raingarden, as it is one of the most beneficial sites around the lake and will provide the most water quality benefit per dollars

spent. ACD will contribute time through the planning/designing process. Hearing no further discussion from the Board, Mr. Schurbon said ACD will move forward with designing of the project to be completed by fall of 2016, with planting to be done in the spring of 2017.

8. Mail None.
9. Other Mr. Milbrandt verbally submitted his resignation for the end of this calendar year. Because his SRWMO involvement capacity is limited by his employer regulations, Mr. Milbrandt believes he is limited on what he can provide to the WMO. If Linwood Township finds a different representative before the year end, Mr. Milbrandt will resign sooner. He will provide Linwood Township with a written resignation.
10. Invoice(s) Approval **Mr. Milbrandt moved and Mr. Peterson seconded to approve payment of the recording secretary August invoice for \$175, and the Anoka Conservation District 2016 Monitoring and Management Work Plan Invoice #2016028, 2 of 3 for \$6,985. Motion carried.**
11. Adjourn **Mr. Mager moved and Mr. Milbrandt seconded to adjourn at 8:07 pm. Motion carried.**

Gail E. Gessner, Recording Secretary
Submitted via email on 8/21/16

UNAPPROVED

AGENDA
Sunrise River Watershed Management Organization Meeting
Thursday, October 13, 2016
Meeting start time is 6:30 pm at East Bethel City Hall

1. Call to Order

2. Roll Call

A. Welcome new Linwood representative Paul Enestvedt

3. Approval of Agenda

4. Approval of Minutes for August 18, 2016

5. Treasurer's Report

A. Financial report

6. Unfinished Business

A. Draft Level II PRAP Report – Don Buckhout, Water Planning Project Coordinator, BWSR

B. Steve Voss, East Front Blvd., East Bethel raingarden installations update – Jamie Schurbon

7. New Business

8. Mail

9. Other

10. Invoice(s) approval

A. Recording secretary invoice \$175

B. Anoka Conservation District 2016 Monitoring and Management Work Plan Invoice #2016028
3 of 3 for \$6,985

C. Approval for payment of MCIT invoice upon receipt [Last invoice for MCIT Insurance
was \$1,781.00 paid January 2016]

11. Adjourn

Sunrise River Water Management Organization
Meeting Minutes for Thursday, October 13, 2016

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

Present: Chair Dan Babineau (late arrival) Brian Mundle, Vice Chair Reinette Labernik, Secretary
Scott Heaton, Treasurer Leon Mager Denny Peterson
Kevin Armstrong Paul Enestvedt

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Don Buckhout, MN Board of Water & Soil Resources (BWSR)

3. Approval of Agenda **Ms. Labernik moved and Mr. Armstrong seconded to approve the agenda as presented. Motion carried.**

4. Approval of 8/18/16 Minutes **Mr. Peterson moved and Mr. Mager seconded to approve the August 18, 2016 minutes as written. Motion carried with Mr. Armstrong and Mr. Heaton abstaining.**

5. Treasurer's Report **Mr. Mager moved and Ms. Labernik seconded to table this item to the next meeting. Motion carried.**

6. Unfinished Business A. Draft Level II BWSR Performance Review and Assistance Program (PRAP)

Don Buckhout of BWSR presented the survey results based on responses from SRWMO board members and staff, and other SRWMO partner organizations. He also reviewed Performance Standards, Plan Accomplishments, Findings, Conclusions, and Recommendations in the report.

These are the recommendations offered by BWSR to the SRWMO Board to enhance the organization's service to the residents of the watershed and its delivery of effective water and related land resource management. BWSR financial assistance may be available to support the WMO's implementation of some of these recommendations.

Recommendation 1: Conduct an assessment of organizational activity and develop a strategic direction for meeting the water quality and other planned goals in the watershed.

This assessment should identify which programs and projects have worked well, which have not and the reasons why in each case. This review would lead to a short-term strategic plan describing actions the WMO will take over the remaining five years of the watershed management plan. The assessment should also include currently available and reasonably obtainable funding that is consistent with these priorities. These could include the Coon Lake Area Stormwater Retrofits and the Ditch 20 Accelerated Implementation Grant.

BWSR continues to advocate the watershed approach to managing water resources. Because the SRWMO boundary is an artificial county line boundary but the water resources, for example Typo Lake, cross that boundary to form the actual Sunrise River watershed, the WMO needs to reach out to neighboring counties and SWCDs. Addressing the lake's water quality issues and meeting the TMDL will require collaborative efforts that effectively target the nutrient sources wherever they are. Neighboring jurisdictions can help with technical resources that expand the effective reach of the WMO. The SRWMO's 2012 plan amendment clearly states the need for these cross-boundary partnerships (page 78). The new One Watershed, One Plan effort will eventually join all of the Sunrise River local water management entities in a collaborative partnership. The SRWMO should proactively prepare for that event.

The results of this effort will likely require a minor plan amendment but it will help to focus the efforts of the organization on projects that have a higher likelihood of success and make the SRWMO more effective in its mission.

Recommendation 2: Consider forming a citizen's advisory committee to expand the reach and effectiveness of the organization.

While an advisory committee is only required during plan updates, a standing advisory committee has potential benefits for the WMO. The ability to harness the enthusiasm and concern of local citizens, particularly lake association representatives, would expand the ability of the board to advertise and promote projects, educate a key interest group (i.e., lakeshore owners) in the goals and objectives of the organization, and provide a sounding board for WMO decisions in setting short and long-term priorities. Such a group may be able to help overcome the barriers to lakeshore restoration and septic system improvement projects that board members identified in the survey.

In response to the Findings, Mr. Mager stated the SRWMO is aware of underspending the budget, as it was planned to be that way to keep the budget amount the same over the years to cover the anticipated cost of the upcoming 10-year Plan review. As to the Cost Share Grant, that amount is so small that it is hardly worth mentioning, yet it is mentioned often in the report. Chair Babineau said the SRWMO board members are citizens and that they meet the criteria for the advisory committee. Mr. Buckhout said that is true, however, they then have a dual role in providing/implementing Plan goals. Having a citizen advisory committee can provide an extended reach within the WMO. Mr. Mager asked that in Appendix B. Metro WMO Performance Standards that the line item Financial report & audit completed on time be marked as "yes". Mr. Buckhout said due to the lateness of the audit the answer will remain "no". Mr. Mager asked that a footnote be provided stating the WMO is currently in compliance. It was noted that even though 90% of the report is positive and favorable, the Summary is only 50% positive at best.

The next step is for the SRWMO board to provide a written response to the draft report which will then be summarized and responded to and reproduced in its entirety in Appendix D of the final report. Mr. Buckhout reiterated that all comments concerning underspending, audit status, grants secured, donations from lake associations, finances, etc. need to be explained in a response letter to BWSR.

Consensus of the Board was to have all board members provide Mr. Schurbon with their responses to this report for compilation in letter form. **Mr. Heaton moved and Ms. Labernik seconded to direct Mr. Mager to approve and sign the compilation of responses letter to BWSR prior to November 1 for submittal to BWSR. Motion carried.**

B. Steve Voss, East Front Blvd, East Bethel raingarden installation update

Mr. Schurbon said this project is moving forward and that ACD is anticipating the project will be completed by fall of 2016, with planting to be done in the spring of 2017.

7. New Business

None.

8. Mail

A. MN Campaign Finance and Public Disclosure Board Public Official Agency Review needs to be updated. Ms. Gessner will handle updating and submittal.

B. Minnesota Counties Intergovernmental Trust (MCIT) liability schedule for the SRWMO was received. Ms. Gessner was directed to contact MCIT regarding coverage charges and report her findings back to the Board.

C. Census Governmental Unit Evaluation will be completed and submitted by Chair Babineau.

9. Other

A. Mr. Schurbon noted that Anoka Conservation District (ACD) is looking at revising its cost share policy. ACD will keep the WMO advised of revisions.

B. Mr. Schurbon also shared that Leon Mager is the recipient of the 2016 ACD Outstanding Conservationist Award for all of his work with the SRWMO, Coon Lake Lakeshore District, and his personal involvement in conservation.

10. Invoice(s) Approval

Mr. Heaton moved and Ms. Labernik seconded to approve payment of the recording secretary October invoice for \$175, and the Anoka Conservation District 2016 Monitoring and Management Work Plan Invoice #2016028, 3 of 3 for \$6,985. Motion carried.

Mr. Heaton moved and Chair Babineau seconded to approve payment of the MCIT Insurance invoice upon receipt, not to exceed \$2,000. Motion carried.

11. Adjourn **Mr. Heaton moved and Mr. Armstrong seconded to adjourn at 7:51 pm.
Motion carried.**

Gail E. Gessner, Recording Secretary
Submitted via email on 10/23/16