



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

DRAFT MINUTES NOT YET APPROVED

Sunrise River Water Management Organization Meeting
Thursday September 2, 2021

Attendees were in-person at the East Bethel City Hall unless otherwise noted

1. Call to Order
Mr. Babineau called the meeting to order at 6:35 pm.
2. Roll Call
Present: Leon Mager, Tim Harrington, Janet Hegland, Dan Babineau, Tim Melchior (joined meeting by Zoom), Candice Kantor.
Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Cameron Blake, Recording Secretary
3. Approval of Agenda
Ms. Hegland moved to approve the agenda and Mr. Harrington seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.
4. Approval of Minutes for July 1, 2021
Ms. Hegland provided minor edits to the minutes.
Ms. Hegland moved to approve the minutes with those edits and Ms. Kantor seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.
5. Financial Reports
 - A. Treasurer's report
In the absence of the Treasurer, Mr. Schurbon displayed the most recent bank statement and reported a beginning and ending balance of \$49,979.68 with no debits or credits in August. He displayed the ledger kept by the City of Bethel and explained the unreconciled invoices that will be reconciled after approval at the end of the meeting. This will leave a balance of \$37,627.35.

Mr. Harrington moved to accept the treasurer's report and Ms. Kantor seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

B. Current grants financial report from Anoka Conservation District (ACD)

Mr. Schurbon explained changes in the current grants financial report since the last meeting. Under the 2019 WBF grant final construction payment was made for the rain garden at 4417 Channel Lane. The contractor chose to give an extended warranty on the plants rather than return and add the missed compost to the plants.

There were some expenditures under the carp management grant for Typo box netting. He added three new grants for carp management to the report: Anoka County AIS grants for Linwood (to Linwood Lake Improvement Assoc), Martin (to Martin Lakers Assoc), and Typo (to ACD) Lakes.

Ms. Kantor asked about the Linwood Elementary raingarden and if that has been completed.

Mr. Schurbon said it is done and needs to be updated in the report.

6. Unfinished Business

A. 2021 Public officials tour

The public officials tour is next Thursday. Ms. Hegland asked about additional registrations from the City of Columbus and Mr. Schurbon said to send those invites along. They have a school bus booked. The board discussed the tour schedule. Mr. Mager recalled a previous tour in which they were able to incorporate a water quality demonstration in Linwood Lake and advocated for this inclusion in the future as it was an engaging topic. This is not part of the tour this year. Mr. Schurbon asked for any members willing to share what the SRWMO is and to thank the attendees at the end of the tour. The board indicated Mr. Babineau to be that representative and he agreed but said if anyone has anything to add to feel free.

B. Linwood Family Fun Day Booth

The board discussed who would be able to attend this event. Mr. Mager and Mr. Babinaeu will be there. Emily Johnson from ACD will also be available and will bring all of the supplies for their booth. Ms. Kantor and Mr. Harrington may also be able to be at the booth for periods of time. Mr. Babineau will need to split some of his time between the SRWMO booth and the Scout booth.

C. Review of communities' ordinances for compliance with SRWMO minimums

This is a recurring agenda item with no updates. Ms. Hegland met with the Columbus engineer last week to talk about this and progress towards RCWD harmonization. The engineer gave her a deadline of approximately 2 months and she will make sure the SRWMO tasks are a part of this work.

D. Boundary Update with the Rice Creek Watershed District

This topic was tabled at the last meeting and Ms. Hegland found out the information she was waiting for regarding new developments planned for the area.

Ms. Hegland moved to concur with the boundary update with the RCWD resulting including resolution 2021-1 and a letter to be sent to the RCWD. Mr. Mager seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

E. JPA Amendment Recommendations

Mr. Schurbon explained a draft memo to member communities and marked-up JPA with its proposed changes. He is bringing this to the board to see if they are ready to send this to their respective city councils for deliberation. Ms. Hegland asked if the SRWMO can create bylaws in an independent process of JPA review, edit, and adoption by cities. Ms. Kantor said right now the SRWMO doesn't have the authority to create bylaws and so the cities would need to grant this before they could do that. Ms. Hegland asked for this request to be called out in the memo to the cities and Ms. Kantor agreed.

Mr. Mager asked if the cities or the SRWMO would be responsible in creating those bylaws. Ms. Hegland explained her question was if the SRWMO should draft them for the cities to approve or if the cities should draft them. Ms. Kantor said the WMO would be responsible for coming up with the bylaws but that they only extend as far as the cities grant authority. Ms. Kantor pointed out one typo and asked if the board wished to reword the phrase "nonsense references". She asked if it would be politically more sound to refer to them as "unclear references". Ms. Hegland didn't feel like this wording was an issue.

Ms. Hegland asked Mr. Schurbon how the process would work going forward. Would Mr. Schurbon reach out to schedule the first workshop with city staff? She explained that she was worried that waiting for the cities to schedule it might be a potential problem. Mr. Schurbon said the board could discuss this. Overall the SRWMO needs the cities to be the driver in the JPA amendment process but the SRWMO could coordinate the initial meeting and identify someone to take the lead from there. Ms. Hegland said she knows her city staff and administration is overworked and overcommitted but feels the most ownership of the JPA amendment request as she brought it forward. Mrs. Hegland volunteered to help coordinate an initial meeting of the cities' staff. Mr. Schurbon said one product of the initial workshop would be to identify who could take the lead on the process of the member communities. The board wishes to try and schedule this initial workshop before thanksgiving.

Ms. Hegland also explained that there may be pushback from city councils on spending funds on attorneys to update the JPA because the expense may not be budgeted.

Mr. Schurbon explained that during the 1W1P process, there was little progress on a JPA until all the parties' attorneys came together and worked on it. There was general agreement that having all the attorneys meet at the appropriate time will likely be the most efficient path forward.

Ms. Hegland moved approve the memo as revised per discussion and to direct Mr. Schurbon to send this out to the communities with the marked-up JPA

recommendations. Ms. Kantor seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

F. Coon and Martin Lakes stormwater retrofit projects- construction quotes

Mr. Schurbon presented the constructions quotes and his recommended actions for the two projects the board approved to go out to bid at the July board meeting; the Martin Lake Shores Park Pond and the 19255 East Front Blvd Biofiltration Project. The received quotes are summarized in the board packet memo for this agenda item. Mr. Schurbon explained his recommendation and reasoning to accept the bid for the Martin Lake Shores Pond and to reject the bid for the biofiltration basin.

The Martin Lake Shores Park pond project quotes were reviewed. The board discussed where the cost differences are between the ACD estimate and low quote for the pond project. The board discussed change order tolerance and the materials being used for this project. Ms. Kantor explained her knowledge on the subject of contractor bids and line items such as mobilization and the process that contractors use when bidding on projects. The group discussed the difference in the cost estimate for the tree replacement line item, logistics involved with this task, and how the SRWMO will need to accept the bid as a whole. The SRWMO cannot pick and choose line items to change within the bid. Ms. Kantor explained that in her experience the math ends up working out in the end, as long as the line items aren't extremely off. Mr. Babineau expressed concern about the relatively small \$2,500 buffer of remaining grant funds and Mr. Schurbon explained that he felt comfortable with this, and Kantor agreed that the risk of unforeseen circumstances raising the cost of this project is low. Any remaining grant funds are needed for staff time so the grant can close out cleanly.

The pond design included the addition of a baffle, proposed at the last meeting, to increase phosphorus capture. Ms. Hegland asked if they should remove the baffle in the design for cost savings and Ms. Kantor explained why she thinks it's a good payout for what it does. It will increase the treatment capacity of the project and improve the water quality benefits.

The board discussed the other project: 19255 East Front Blvd Biofiltration Project. The low quote was well over the estimate and available funds. Mr. Schurbon explained that this is a small raingarden and he has concerns with the cost:benefit of the project at this price point. His recommendation is to reject the quotes that were submitted, seek additional quotes, and request Lower St. Croix 1W1P WBIF funds if an attractive quote is received. He explained there wasn't much more that could be rethought form a design standpoint. Mr. Schurbon said he had conversations with contractors, and that they are busy enough with commercial work so this residential project is not appealing at this point.

1W1P funding comes with a 25% match requirement and they could take this out of what has been budgeted in 2022 for project cost share.

Mr. Mager asked if there was opportunity to save costs by using volunteer landowner labor, such as with planting. Ms. Kantor noted this would void any warranty for the plants. It would be unlikely to yield much cost savings, as that is a low cost item.

Ms. Kantor asked if Mr. Schurbon thought they would get new bids this fall in time to bring this to the 1W1P. He said he had some promising conversation that could allow for the build to happen this fall and the planting this spring. This would allow him to bring this forward to the 1W1P meeting in November. However more time may be needed.

Ms. Hegland composed some motions and asked if they should add rejecting the current bids for the rain garden to the motion.

Ms. Kantor moved to accept JL Theis Inc base quote of \$43,477.00 and alternate A of \$2,800.00 for the Martin Lake Shores Park Stormwater Pond Enhancement Project and to authorize the Chair to sign the contract for construction totaling \$46,277.00. Ms. Hegland seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

Ms. Hegland moved to reject all bids for the 19255 East Front Blvd Biofiltration Project and to authorize requesting Lower St. Croix 1W1P Watershed Based Implementation Funds for construction of the 19255 East Front Blvd Biofiltration Project if a lower quote is secured in the coming months. Required matching funds of 25%, must be within the amounts budgeted for 2022 project cost share, or available SRWMO cost share funds held at ACD. Ms. Kantor seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

7. New Business

A. 2019 watershed based funding grant extension request

The MN Board of Water and Soil Resources (BWSR) is willing to grant the SRWMO an extension on its 2019 WBF grant. The extension is one year, to December 31, 2022. Every indication is that all work, including construction, will be done by June 30, 2022.

Ms. Kantor moved to approve the FY2019 BWSR Watershed Based Funding Metro – Sunrise River WMO grant amendment to extend the grant expiration to December 31, 2022 and. Mr. Harrington seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

B. East Metro Water Resources Education Partnership (EMWREP) dues request

Mr. Schurbon explained the invitation from EMWREP. The 1W1P provided funding for a new educator who will expand the education program outside of Washington County. They are offering new communities the opportunity to join EMWREP. Mr. Schurbon explained that he didn't feel that this was the right call for SRWMO for several reasons including not having budgeted for this.

Mr. Melchior moved to decline to join the East Metro Water Resources Education Program (EMWREP) and Mr. Harrington seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.

8. Mail
There were several items of mail from MCIT (SRWMO insurance) including their annual report and a dividend of \$64. MCIT rates are estimated to decrease for the SRWMO next year (possibly by \$400) and they should expect an invoice in December of 2021.
9. Other
10. Invoice(s) approval
 - A. Recording Secretary services for July 2021 meeting (\$200)
Mr. Mager moved to and Ms. Hegland seconded to pay the invoice #70121, payment for \$200. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.
 - B. Anoka Conservation District for Typo lake AIS grant match (\$750)
Mr. Melchior moved to and Ms. Kantor seconded to pay the invoice #2021138, payment for \$750. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.
 - C. Anoka Conservation District 2021 contract pymt 2 of 3 (\$11,402.33)
Mr. Mager moved to and Ms. Hegland seconded to pay the invoice #2021034, payment for \$11,402.33. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried.
11. Adjourn
Ms. Hegland moved to adjourn the meeting and Mr. Melchior seconded this motion. Mager yes, Melchior yes, Kantor yes, Harrington yes, Hegland yes, Babineau, yes. Motion carried. Meeting adjourned at 7:51pm.

Upcoming Meeting Dates: September 9 (public officials tour); September 16 (public officials tour rain date); November 4; January 6, 2022; February 3, 2022.

Submitted by:
Cameron Blake