

AGENDA

Upper Rum River Watershed Management Organization
WEDNESDAY, January 9, 2013 at 7:00pm
Meeting will be held at Sandhill Center for the Arts in Bethel

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for November 7, 2012
5. Treasurer's Report
6. Unfinished Business
 - A. Insurance Coverage
 - B. Bethel City report update
 - C. 2012 draft work results report from ACD
 - D. 2013-2017 monitoring plan
 - E. Website migration and update
7. New Business
 - A. 2013 work contract with ACD
 - B. 2014 budget
8. Mail
9. Other
10. Invoice approval(s)
 - A. Recording secretary
11. Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for January 9, 2013

Chair Miller called the meeting to order at 7:05 pm.

Present: Kevin Armstrong
Scott Heaton
Todd Miller
Lan Tornes
John Wangenstein

Absent: Ed Faherty
Richard Lawrence
Orval Leistico
Jerry Tveit
Richard Walstrom

Also present: Jamie Schurbon, Anoka Conservation District (ACD)

APPROVAL OF AGENDA

Scott Heaton moved and Lan Tornes seconded to approve the agenda as presented. All in favor, motion carried.

APPROVAL OF MINUTES

Lan Tornes moved and Kevin Armstrong seconded to approve the November 7, 2012 meeting minutes as presented. All in favor, motion carried.

TREASURER'S REPORT

Balance of 12/31/12 was \$7,793.51.

UNFINISHED BUSINESS

A. Insurance Coverage – Chair Miller will fill out and submit a survey received from LMCIT regarding coverage. The LMCIT has been notified that billings to the URRWMO must be submitted in October, in order to be approved at the November meeting and paid by the December due date.

MCIT - Lan Tornes moved and John Wangenstein seconded to direct Gail Gessner to fill out the application for MN Counties Intergovernmental Trust (MCIT), with her services not to exceed \$150.00. All in favor, motion carried. Gessner was also asked to check how soon the URRWMO could be approved for coverage.

B. Bethel City report – Bethel is updating its ordinances through an outside source. Chair Miller expects the City of Bethel to be in compliance with URRWMO standards soon.

C. 2012 draft work results report from ACD – Jamie Schurbon reviewed the report. Lan Tornes asked that the wetland hydrology redox information be reviewed for accuracy. Chair Miller will contact Secretary/Treasurer Walstrom for a 2012 spreadsheet to be used for annual reporting to BWSR.

Work recommendations for 2013 are:

1. Actively participate in the MPCA Rum River WRAPP (watershed Restoration and Protection Plan), which is beginning in 2013. There is no cost to WMO.
2. Consider a St. Francis stormwater assessment.
3. Promote groundwater conservation.
4. Correct water quality issues discovered during the 2010 Rum River Survey.
5. Encourage public works departments to implement measures to minimize road deicing salt applications.
6. Investigate the condition of Ditch 19, the only inlet to Lake George.
7. Facilitate resident efforts to control aquatic plant growth on Rogers Lake.
8. Promote water quality improvement projects.

D. 2013-2017 Water Monitoring Plan – Jamie Schurbon reviewed the revised pages showing the changes requested at the last meeting. **Lan Tornes moved and Chair Miller seconded to adopt the 2013-2017 water monitoring plan and to direct ACD to distribute it to member communities, BWSR, and place it on the URRWMO website. All in favor, motion carried.**

E. Website migration and update – Jamie Schurbon presented three website options and cost estimates for each option. #1 URRWMO and SRWMO have separate websites; use different templates, #2 URRWMO and SRWMO have separate websites; use same template, and #3 URRWMO and SRWMO share a website. Option two was most favored. This item was tabled to the March meeting, after another bid is presented.

NEW BUSINESS

A. 2013 work contract with ACD

Soliciting Bids - Discussed soliciting bids for 2013. It was decided that bids could be for all or part of the work proposal. Kevin Armstrong will prepare a request for proposals based on ACD's proposal and contract. Scott Heaton will proofread the proposal and send it to board members for approval. Thereafter, Heaton will send it to Jamie Schurbon to post on the URRWMO website, and to each WMO representative to present to their city's consulting engineer.

ACD Contract – Jamie Schurbon reviewed the proposed contract. ACD was asked to list the website upgrade and migration to new host cost at \$800, and to eliminate the \$75 cost for traffic counting at the site. **Scott Heaton moved and Kevin Armstrong seconded to table approval of the ACD-URRWMO 2013 contract until the March meeting, after other bids are solicited. All in favor, motion carried.**

B. 2014 Budget – Reviewed a 2014 draft budget compiled by ACD, and discussed line items showing increases from last year’s budget. Changes under other expenses, the secretarial service is to be increased to \$1,200, the Oak Grove administrative assistance cost for \$300 removed, and copies and postages to be combined for \$25 total; making the total DRAFT budget \$28,744. Gail Gessner will send out a revised draft budget for the March meeting.

MAIL

Peoples Bank statements
Dividend check from LMCIT for \$622.00
LMCIT insurance information and survey
Credit card solicitations

OTHER

A. Members were reminded to notify Gail Gessner of any representative changes to the URRWMO board.

INVOICE APPROVAL

John Wangenstein moved and Kevin Armstrong seconded to approve the recording secretary invoice for \$250.00. All in favor, motion carried.

ADJOURN

Scott Heaton moved and Kevin Armstrong seconded to adjourn. All in favor, meeting adjourned at 8:50 pm.

Gail E. Gessner, Recording Secretary
Submitted via email on 1/11/13

AGENDA

Upper Rum River Watershed Management Organization
TUESDAY, March 5, 2013 at 7:00pm
Meeting will be held at Sandhill Center for the Arts in Bethel

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for January 9, 2013
5. Treasurer's Report
6. Unfinished Business
 - A. MCIT application update
 - B. Bethel City report update
 - C. Website update
 - D. Bid solicitation update
 - E. 2013 work contract with ACD
 - F. 2014 preliminary budget
7. New Business
 - A. Recording secretary fee increase proposal
8. Mail
9. Other
10. Invoice approval(s)
 - A. Recording secretary
11. Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for March 5, 2013

Chair Miller called the meeting to order at 7:03 pm.

Present: Todd Miller, Chair
Lan Tornes, Vice Chair
Richard Walstrom, Secretary
John Wangenstein
Kevin Armstrong
Scott Heaton (arrived 7:10 pm)
Ron Koller
Calvin Bahr
Dan Denno

Absent: Mike Haggard

Also present: Jamie Schurbon, Anoka Conservation District (ACD)

APPROVAL OF AGENDA

Two items were added under Other A) MN Rules 8410 Revisions and MN Statutes 6.756 – Audit requirements, and B) Message from Ed Faherty. **Richard Walstrom moved and Ron Koller seconded to approve the agenda as amended. All in favor, motion carried.**

APPROVAL OF MINUTES

One change under New Business item B. 2014 budget “...making the total DRAFT budget \$28,694.” **Lan Tornes moved and Calvin Bahr seconded to approve the January 9, 2013 meeting minutes as amended. All in favor, motion carried.**

TREASURER'S REPORT

Balance of 2/28/13 was \$11,858.51.

UNFINISHED BUSINESS

A. Insurance Coverage – Gail Gessner reported that she has prepared an application for MN Counties Intergovernmental Trust (MCIT) insurance, but in order to submit it is waiting for a statement from Gallagher Insurance stating no insurance claims were made by the URRWMO within the last five years and the board's approval to submit. Gessner pointed out that the current insurance provider, LMCIT, has informed that if the URRWMO chooses another insurer and then wants to come back to LMCIT that they will not accept allow re-enrollment for a period of three years. Discussion ensued about the need for insurance. Schurbon described that although the WMO may not have employees or property, liability insurance is still important. Liability can arise either from actions taken, or failure to take action. The board favored obtaining a quote for insurance from MCIT. Upon receipt of the statement from Gallagher Insurance, Gessner was directed to submit the MCIT application,

along with the required attachments.

Schurbon stated that there are liability limits under law for special purpose units of government, and the URRWMO would not want to over-insure. Gessner will ask MCIT about this during the application process.

B. Bethel City report – Todd Miller reported that the updates are completed and that the ordinances are in compliance. He provided an annual report to the WMO from the City of Bethel.

C. Website update – Jamie Schurbon gave a quick review of why there is a need to change the website. Proposed State Rules will require the WMO have its own website for posting information. Further discussion was tabled to Item E.

D. Soliciting Bids – An RFP for 2013 work was emailed to board members to submit to their cities' engineering firm; the deadline for bid submission was extended to 3/11/2013. This RFP was not yet submitted to the engineering firms for Oak Grove and East Bethel; that will be done by those city representatives. No responses were received.

E. 2013 work contract with ACD – Jamie Schurbon reviewed the Plan of Work for the benefit of the new members. After the January meeting two issues were left outstanding: 1) Solicit bids from other service providers. This was being handled by board members and expected to be finalized before the March meeting. 2) Website migration.

Schurbon presented reasons for the URRWMO to approve a work contact before the next regular meeting in May. Several of the work tasks must begin in early spring, including some in March. It was noted that this contract could be approved with leaving the website item out. Board members would like to give all member city engineering firms the chance to bid a work contract before approving the ACD contract. **Dan Denno moved and Lan Tornes seconded to table this item to a special meeting on March 19, 2013 at 7pm at the Sandhill Center for the Arts, at which time all bids will be reviewed and if no other bids are received, to approved the 2013 work contract with Anoka Conservation District. All in favor, motion carried.** Schurbon was directed to include the special meeting on the URRWMO website, and Gessner was asked to email notice of it to all member communities for inclusion on their public announcement boards.

Website migration/update and annual website maintenance are items in the 2013 work RFP. After the last meeting other bids were to be sought for this service. Aside from ACD's proposal, no bids have been received for the new website. Dan Babineau was going to submit a proposal, however, one was never received. ACD would like to shut down its old website, which includes the URRWMO website, by late spring. It was previously discussed having the URRWMO and SRWMO either share the same website, or use the same template. Based on that discussion, this Board decided to table website to the May meeting, at which time the SRWMO may have a decision on the direction it will take.

F. 2014 preliminary budget – Reviewed a 2014 preliminary budget, the same as presented at the February meeting with a total of \$28,694. Dan Denno said he would like to keep the budget increase to a 10% maximum. Jamie Schurbon identified which budget items are

required by State Statutes, those that are in the 3rd Generation Plan, and others. Following discussion, it was the consensus of the Board to:

- 1) Decrease the Rum River Lessard-Sams OHC Project from \$10,000 to \$0; the Matching Funds for Future Grants and Water Quality Cost Share Grant Fund monies could be applied to this project.
- 2) Decrease stream water quality monitoring – basic suite from \$5,063 to \$4,050 by requiring only data collection and no reporting or trend analysis in 2013 (plan to do those bi-annually)
- 3) Decrease Stream Water Quality Monitoring - chlorides, sulfates, and hardness from \$1,500 to \$0.
- 4) Decrease insurance from \$2,500 to \$2,200.
- 5) Reduce on-call administrative assistance from \$876 to \$0.

The revised preliminary budget total \$15,005.00. Jamie Schurbon was directed to send out this revised preliminary budget to all member cities for comments. Further budget revision is expected at the May meeting.

Calvin Bahr pointed out that because of the planned monitoring schedule, the URRWMO should expect monitoring expenses to be higher in 2015 than 2014. This is because only stream water quality monitoring is occurring in 2014, but both stream and lake water quality monitoring are planned for 2015.

A. Recording secretary fee increase proposal – Lan Tornes moved and Ron Koller seconded to accept the recording secretary fee increase proposal as presented. Motion carried with Denno and Bahr abstaining.

MAIL

Peoples Bank statement

OTHER

A. MN Rules 8410 Revision and MN Statutes 6.756 Audit Requirements – FYI. There are two sets of rules for WMO's that have been changed or are being changed.

1. Minnesota Rules 8410 – Metropolitan Area Local Management is being revised. These are the rules that govern WMO plans, city local water plans, joint powers agreements, and related. A draft revision is done. Comments are being accepted through April 22. The information is at the Board of Water and Soil Resources (BWSR) website (look on right side of page), including a summary of the draft changes.

2. Minnesota Statutes 6.756 - Audit requirements. These rules were changed last year by the legislature. Special purpose districts like WMO's will no longer need to do an annual financial audit if their annual expenditure is less than \$150,000. Instead, you can do a financial statement (as I've done for the URRWMO and SRWMO). BUT, you must still do an audit once every five years, with the auditor selecting which year will be audited. So, budget for it once every five years. It's typically several thousand dollars. And of course, it is always important to keep organized and transparent financial records.

B. Ed Faherty message – Ed has enjoyed being a part of the URRWMO for 10+ years. He believes in the purpose of the URRWMO and its continuance, and wishes all the best to its members.

C. Richard Walstrom reported that due to health problems, Orval Leistico can no longer continue to be a board member from Nowthen.

INVOICE APPROVAL

Scott Heaton moved and Kevin Armstrong seconded to approve the recording secretary invoice for \$475.00 (\$125 for this meeting, \$200 for template and preparation of 2012 Financial Report, and \$150 for work on MCIT application). All in favor, motion carried.

ADJOURN

Scott Heaton moved and Calvin Bahr seconded to adjourn. All in favor, meeting adjourned at 942 pm.

Gail E. Gessner, Recording Secretary
Submitted via email on 3/7/13

SPECIAL MEETING
AGENDA

Upper Rum River Watershed Management Organization
Tuesday, March 19, 2013 at 7:00pm
Meeting will be held at Sandhill Center for the Arts in Bethel

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for March 5, 2013
5. Unfinished Business
 - A. Bid solicitation update
 - B. 2013 work contract with ACD
6. Invoice approval(s)
 - A. Recording secretary
7. Adjourn

Upper Rum River Watershed Management Organization
Special Meeting Minutes for March 19, 2013

Chair Miller called the meeting to order at 7:00 pm.

Present: Todd Miller, Chair
Richard Walstrom, Secretary
John Wangenstein
Kevin Armstrong
Scott Heaton
Ron Koller
Dan Denno
Mike Haggard

Absent: Lan Tornes, Vice Chair
Calvin Bahr

Also present: Jamie Schurbon, Anoka Conservation District (ACD)

APPROVAL OF AGENDA

Ron Koller moved and John Wangenstein seconded to approve the agenda as presented. All in favor, motion carried.

APPROVAL OF MINUTES

Dan Denno moved and Ron Koller seconded to approve the March 5, 2013 meeting minutes as presented. All in favor, motion carried.

UNFINISHED BUSINESS

A. Bid Solicitation update – In addition to the Anoka Conservation District (ACD) bid of \$9,360, one other bid was received from Hakanson Anderson for \$12,280, for the 2013 Work Contract.

B. 2013 work contract with ACD - After comparing both bids, Richard Walstrom suggested going with ACD's bid, based on the lower total amount. Discussed dividing the work contract tasks between the two companies. **Scott Heaton moved and Dan Denno seconded to award Anoka Conservation District the Monitoring tasks for \$5,805.** Discussed adding Reporting tasks to ACD's awarded bid. **Scott Heaton and Dan Denno withdrew their motion and second. Scott Heaton moved and Dan Denno seconded to award Anoka Conservation District the Monitoring and Reporting sections of the 2013 work contract for \$6,805. All in favor, motion carried.** Discussed other options for the annual newsletter and who/how it would be handled. Kevin Armstrong stated he would like the annual newsletter included in the award to ACD. **Ron Koller moved and Mike Haggard seconded to award the annual newsletter task to Anoka Conservation District for a total work**

contract amount of \$7,155. All in favor, motion carried. ACD will provide an amended 2013 Work Contract for the May meeting. Awarding of the website tasks and Water Quality Improvement Projects, i.e. Water Quality Cost Share Grant Fund, will be determined at or after the May 7, 2013 meeting.

INVOICE APPROVAL

A. Recording Secretary - **Richard Walstrom moved and Kevin Armstrong seconded to approve the recording secretary invoice for \$100.00. All in favor, motion carried.**

ADJOURN

Scott Heaton moved and Dan Denno seconded to adjourn. All in favor, meeting adjourned at 7:35 pm.

Gail E. Gessner, Recording Secretary
Submitted via email on 3/27/13

AGENDA

Upper Rum River Watershed Management Organization
Tuesday, May 7, 2013 at 7:00pm
Meeting will be held at OAK GROVE CITY HALL

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for March 19, 2013
5. Treasurer's Report
6. Special Orders
 - A. Election of officers
 - B. Confirm meeting dates – July , Sept. , Nov. , Jan. , 2014, Mar. , May
 - C. Hear recommended amendments to Joint Powers Agreement and/or Watershed Management Plan
7. Unfinished Business
 - A. MCIT application update
 - B. Website update / Website administration and migration contract
 - C. Finalize and approve 2014 budget
8. New Business
 - A. Support letter for Anoka Dam modification
 - B. 2013 cost share fund – consider amendment to ACD contract
9. Mail
10. Other
 - A. Approve recording secretary sending second half of budget invoices
11. Invoice approval(s)
 - A. ACD invoice #2013036 payment 1 of 3 for \$2,385.00
 - B. Recording secretary
12. Adjourn

Upper Rum River Watershed Management Organization
Annual Meeting Minutes for May 7, 2013

Chair Todd Miller Called the meeting to order at 7:20 pm.

Roll called

Present: Todd Miller, Chair
Lan Tornes, Vice Chair
Richard Walstrom, Secretary
Kevin Armstrong
Scott Heaton
Ron Koller
Dan Denno
Calvin Bahr
Jeff Pilon

Absent: Mike Haggard
John Wangenstein

APPROVAL OF AGENDA

Dan Denno moved and Scott Heaton seconded to approve the agenda.

Lan Tornes moved to amend agenda to add reading of a letter from the Federal Emergency Management Agency. Seconded by Scott Heaton. All in favor, motion carried.

All in favor of amended agenda, motion carried.

APPROVAL OF MINUTES

Ron Koller moved and Kevin Armstrong seconded to approve the March 19, 2013 minutes as presented. All in favor, motion carried.

TREASURERS REPORT

Treasurers Report read by Richard Walstrom, Secretary.

SPECIAL ORDERS

A. The floor was opened for nominations for the position of Chair. Dan Denno self nominated, Calvin Bahr seconded. Scott Heaton moved to close nominations. Seconded by Kevin Armstrong. All in favor, motion carried. White Ballot. Dan Denno elected Chair.

The floor was opened for nominations for the position of Vice Chair. Scott Heaton nominated Lan Tornes. Todd Miller, seconded. Scott Heaton moved to close nominations. Seconded by Kevin Armstrong. All in favor, motion carried. White ballot. Lan Tornes elected Vice Chair.

The floor was opened for nominations for the position of Secretary. Scott Heaton nominated Richard Walstrom, second by Dan Denno. Dan Denno moved to close nominations. Seconded by Lan Tornes. All in favor, motion carried. White ballot. Richard Walstrom elected secretary.

B. Meeting dates

Scott Heaton moved that July 9, Sept 10, Nov 12, 2013, Jan 7, Mar 4, and May 6, 2014 be the meeting dates of the URRWMO through the next annual meeting, motion seconded by Lan Tornes. All in favor, motion carried.

C. No recommendations for amendments to the Joint Powers Agreement. No recommendations for the Watershed Management Plan.

UNFINISHED BUSINESS

A. Scott Heaton moved that MCIT application be tabled to the next meeting of the URRWMO. Lan Tornes seconded. All in favor, motion carried.

B. Ron Koller moved that the URRMWO website administration and migration contract be granted to Anoka Conservation District. Lan Tornes seconded. All in favor, motion carried.

C. Scott Heaton moved that the proposed 2014 URRWMO budget be approved with the following changes: Water Quality Cost Share Grant Fund Zero, Matching Fund for Future Grants Zero. Seconded by Richard Walstrom. All in favor, motion carried. Final approved budget amount of \$13005.00.

NEW BUSINESS

A. Calvin Bahr moved to table Support letter for Anoka Dam modification, pending more information. Seconded by Ron Koller. All in favor, motion carried.

B. Scott Heaton moved to table 2013 cost share fund - consideration of amendment to ACD contract. Seconded by Lan Tornes. All in favor, motion carried.

OTHER

Lan Tornes moved to approve the recording secretary sending second half of budget invoices. Seconded by Kevin Armstrong. All in favor, motion carried.

INVOICE APPROVAL

Scott Heaton moved to pay ACD invoice #2013036 in the amount of \$2385.00.
Seconded by Kevin Armstrong. All in favor, motion carried.

ADJOURN

Scott Heaton moved to adjourn. Seconded by Ron Koller. All in favor, motion carried.

Minutes recorded by Calvin Bahr

AGENDA

Upper Rum River Watershed Management Organization
Tuesday, July 9, 2013 at 7:00pm
Meeting will be held at Sandhill Center for the Arts in Bethel

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for May 7, 2013
5. Treasurer's Report
6. Unfinished Business
 - A. MCIT application update
 - B. Bid solicitation update
 - C. 2013 work contract with ACD - consideration of amendment to ACD contract
7. New Business
 - A. Support letter for Anoka Dam modification Asian carp barrier
 - B. 2013 cost share fund - consider amendment to ACD contract
 - C. 2014 Pictometry Flight aerial photo contribution
 - D. Rum River WRAP (notice of upcoming meeting) – no action needed
8. Mail
9. Other
10. Invoice approval(s)
 - A. ACD invoice #2013036 payment 2 of 3 for \$2,385.00
 - B. ACD invoice #2013085 Amendment to 2013 Plan of Work (website) for \$1,205.00
 - C. Recording secretary invoice
11. Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for July 9, 2013

Chair Dan Denno called the meeting to order at 7:00 pm.

Present: Dan Denno, Chair
Lan Tornes, Vice Chair
Richard Walstrom, Secretary
Todd Miller
John Wangenstein
Kevin Armstrong
Scott Heaton
Ron Koller
Calvin Bahr
Ann Arcand
Malcolm Vinger II

Absent: Mike Haggard

APPROVAL OF AGENDA

Calvin Bahr moved and Scott Heaton seconded to approve the agenda as presented. All in favor, motion carried.

APPROVAL OF MINUTES

Ron Koller moved and Scott Heaton seconded to approve the May 7, 2013 minutes as presented. All in favor, motion carried.

TREASURERS REPORT

Richard Walstrom distributed a current financial report. Two corrections were noted, receipt of payment from East Bethel was for \$1,307.12, and from Oak Grove for \$1,530.84. Walstrom reported that part of the 2012 surplus carried over in the checking account included \$1,000 for matching funds; he will check further into what else contributed to the surplus. Peoples Bank has signatures for all the new officers. Malcolm Vinger II moved and Lan Tornes seconded to accept the treasurer's report. All in favor, motion carried.

UNFINISHED BUSINESS

A. MCIT application – Gail Gessner reported that the application has been sent to MCIT and now it is a matter of waiting for MCIT to review and approve or deny. Gessner did inform the board that it would have to either approve or reject workers' compensation

coverage for elected or appointed officials. Before a decision is made, Gessner was directed to contact Siri Western at MCIT to inquire how much the premium would increase by electing to have workers comp coverage. Gessner will email MCIT's response to board members.

B. Bid solicitation update was incorrectly added to this agenda.

C. 2013 work contract with ACD (website) – The contract has been amended and signed.

NEW BUSINESS

A. Support letter for Anoka Dam modification Asian carp barrier – The board reviewed the information provided. Concerns were voiced whether it will be too late to do a modification to the Anoka Dam, if by the time this project is ready to be done the Asian carp have moved further north up the Rum River. Members were reminded that the initial step is getting support. Lan Tornes moved and Todd Miller seconded to approve support for the Anoka Dam modification. Scott Heaton, Calvin Bahr, and Malcolm Vinger II voted no. Motion carried.

B. 2013 cost share fund - consider amendment to ACD contract. - There was some confusion regarding this agenda item and what action is needed. With the addition of new board members, the board requested specific information from ACD as to what this fund is, who contributes to it, what it can be used for, why ACD holds the money, why ACD has total discretion as to how the fund is used, etc. Concern was voiced that the URRWMO does not have any final say on how ACD spends the money. Gail Gessner was directed to request ACD to provide this information.

C. 2014 Pictometry Flight aerial photo contribution – Following discussion, the board decided that since these pictures are available through Anoka County, and the same can be found using Googlemaps, there isn't a need for this service until more technical imaging (such as LIDAR) is offered. Calvin Bahr moved and Scott Heaton seconded to decline contribution to this project until more technical imaging is offered. All in favor, motion carried.

D. Rum River WRAP notice of upcoming meeting was provided.

MAIL

Checks were received from all member cities for the second half of the 2013 budget.

OTHER

Todd Miller reported that he received notification from the MPCA that Rivard Co. located on Hwy 65 has been cited for ground water contamination.

INVOICE APPROVAL

A. Scott Heaton moved and Calvin Bahr seconded to approve ACD invoice #2013036 payment 2 of 3 for \$2,385.00. All in favor, motion carried.

B. Scott Heaton moved and Todd Miller seconded to approve ACD invoice #2013085 Amendment to 2013 Plan of Work (website) for \$1,205.00. All in favor, motion carried.

C. Scott Heaton moved and Lan Tornes seconded to approve the recording secretary invoice for \$200.00. All in favor, motion carried.

ADJOURN

Scott Heaton moved and Calvin Bahr seconded to adjourn at 8:21 pm. All in favor, meeting adjourned.

Gail E. Gessner, Recording Secretary
Submitted via email on 7/15/13

AGENDA

Upper Rum River Watershed Management Organization
Tuesday, September 10, 2013 at 7:00pm
Meeting will be held at Sandhill Center for the Arts in Bethel

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for July 9, 2013
5. Treasurer's Report
6. Unfinished Business
 - A. MCIT application update
 1. Worker's Comp – decision is needed
 - B. 2013 cost share fund - consider amendment to ACD contract
7. New Business
 - A. ACD Work progress update as of September 4, 2013 – Informational only, no action needed
8. Mail
9. Other
10. Invoice approval(s)
 - A. ACD invoice #2013036 payment 3 of 3 for \$2,385.00
 - B. Recording secretary invoice
11. Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for September 10, 2013

Chair Dan Denno called the meeting to order at 7:00 pm.

Present: Dan Denno, Chair
Lan Tornes, Vice Chair
Richard Walstrom, Secretary
Todd Miller
John Wangensteen
Kevin Armstrong
Scott Heaton
Ron Koller
Malcolm Vinger II

Absent: Mike Haggard
Calvin Bahr
Ann Arcand

APPROVAL OF AGENDA

Malcolm Vinger II moved and Todd Miller seconded to approve the agenda as presented. All in favor, motion carried.

APPROVAL OF MINUTES

Lan Tornes moved and Kevin Armstrong seconded to amend the July 9, 2013 minutes under New Business item C. to read, "...this service until *better* technical imaging..." All in favor, motion carried.

TREASURERS REPORT

Richard Walstrom distributed a financial report showing an 8/30/13 balance of \$11,103.51. **Dan Denno moved and Ron Koller seconded to accept the treasurer's report as presented. All in favor, motion carried.**

UNFINISHED BUSINESS

A. MCIT application – Prior to this meeting, Gail Gessner forwarded all board members an email from MCIT notifying the WMO that because the URRWMO and its member parties are located strictly in Anoka County, which is not a Member of MCIT, MCIT is currently reevaluating their appetite for this non-county sponsored type of applicant and their role as a sponsor. Due to the unknown decision timeline, the WMO was encouraged to continue its insurance coverage with LMCIT. Todd Miller reported that he completed online requested insurance information for LMCIT.

1. Worker's Comp - **Scott Heaton moved and Malcolm Vinger II seconded that the Board of the URRWMO does hereby resolve that, pursuant to the requirements of Minn. Stat. S176.011, subd. 9 (6), that all officers of the Upper Rum River Watershed Management Organization who are elected or appointed to a regular term of office, or to complete the unexpired portion of a regular term, shall not be included within the definition of "employee" as that term is defined in Minn. Stat. S176.0121, subd. 9 for purposes of coverage under the Workers Compensation Laws of the State of Minnesota. All in favor, motion carried.**

B. 2013 cost share fund – Members discussed requesting the monies held by Anoka Conservation District (ACD) be returned to the URRWMO to be kept in its checking account. It was asked if this money should be returned to member cities; the consensus was no. Nowthen is not in favor of contributing more money to the cost share fund held by ACD. **Scott Heaton moved and Kevin Armstrong seconded to table this item until more information on the current cost share grant fund project listed in the 9/4/13 Work Progress Update is received from ACD. All in favor, motion carried.** Gail Gessner reminded the board as to why cost share funds and matching grant funds are budgeted for, and voiced her concern with not budgeting for these line items in the future.

NEW BUSINESS

A. ACD Work progress update as of 9/4/13 – Informational only, no action taken.

MAIL

MN Dept. of Transportation notice that no environmental impact study will be done for the Northern Lights Express High Speed Passenger Rail Project.

OTHER

INVOICE APPROVAL

A. **Scott Heaton moved and Kevin Armstrong seconded to approve ACD invoice #2013036 payment 3 of 3 for \$2,385.00. All in favor, motion carried.**

B. **Scott Heaton moved and Todd Miller seconded to approve the recording secretary invoice for \$155.00. All in favor, motion carried.**

ADJOURN

Scott Heaton moved and Kevin Armstrong seconded to adjourn at 7:28 pm. All in favor, meeting adjourned.

Gail E. Gessner, Recording Secretary
Submitted via email on 9/22/13

AGENDA

Upper Rum River Watershed Management Organization
Tuesday, November 12, 2013 at 7:00pm
Meeting will be held at Sandhill Center for the Arts in Bethel

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for September 10, 2013
5. Treasurer's Report
6. Unfinished Business
 - A. MCIT application update
 - B. 2013 cost share fund - consider amendment to ACD contract
7. New Business
8. Mail
9. Other
10. Invoice approval(s)
 - A. LMCIT Insurance invoice
 - B. Recording secretary invoice
11. Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for November 12, 2013

Chair Dan Denno called the meeting to order at 7:00 pm.

Present: Dan Denno, Chair
Lan Tornes, Vice Chair
Richard Walstrom, Secretary
Todd Miller
Kevin Armstrong
Scott Heaton
Ron Koller
Calvin Bahr
Ann Arcand
Malcolm Vinger II

Absent: John Wangenstein
Mike Haggard

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Dan Burke, Lake George resident
Larry Backlund, Lake George resident
Laurie Johnson
Ben Johnson

APPROVAL OF AGENDA

Calvin Bahr moved and Todd Miller seconded to amend the agenda by adding “Lake George water clarity” as item A. under New Business. All in favor, motion carried.

APPROVAL OF MINUTES

Malcolm Vinger II moved and Vice Chair Tornes seconded to approve the September 10, 2013 minutes as presented. All in favor, motion carried.

TREASURERS REPORT

Secretary Walstrom reported that MN Counties Intergovernmental Trust declined coverage to the URRWMO because the Upper Rum River Watershed Management Organization and its member parties are located strictly in Anoka County, which is not a Member of MCIT.

Financial spreadsheets were distributed. As of 10/29/13, the checking account has a balance of \$6,263.51. The only other known expense to be submitted for 2013 will be tonight’s recording secretary invoice. **Secretary Walstrom moved and Calvin Bahr seconded to accept the treasurer’s report as presented. All in favor, motion carried.**

Chair Denno moved and Vice Chair Tornes seconded to direct Gail Gessner to invoice member cities for the first half of the 2014 budget, with payments being due on or before January 1, 2014. All in favor, motion carried.

UNFINISHED BUSINESS

A. MCIT application – See Treasurer’s Report

B. 2013 cost share fund ACD contract amendment consideration – Secretary Walstrom read the email he sent to ACD stating his thoughts and opinions on the cost share fund including having the monies held by ACD. Jamie Schurbon assured the WMO that ACD makes all decisions about fund use in accordance with the contract with the URRWMO. None of the funding is used by ACD; it is all directed to projects. ACD does administer the fund at no charge, including scrutinizing designs, conducting inspections, verifying expenses, and financial management. Fund use is detailed in annual reporting to the URRWMO. Currently, there are two lakeshore restoration projects on Lake George scheduled for 2014. After those cost share funds are used, approximately \$800 will remain in the account at ACD. **It was the consensus of the Board to leave these funds with ACD, but any future allocations of funding to this project will require revisiting the contract language and fund use policies.**

NEW BUSINESS

A. Lake George water clarity – Informational only with request for support. No action taken. Dan Burke reported that he believes curly leaf pondweed herbicide treatments are a cause for declining clarity on Lake George in recent years. He stated that additional lake water quality monitoring may be advisable in 2014 to further diagnose the situation, and asked that the URRWMO consider this in their funding decisions. The URRWMO monitored the lake in 2013, but it is on an every third year schedule.

Schurbon added that it is unclear that there is a trend of declining water quality and more investigation is needed. He and Burke will arrange a meeting that includes the DNR and lake improvement district members. At this point ACD and the DNR have both considered continued lake monitoring, additional lake review of data, and the continuation of herbicide treatments. Herbicide treatments may need to be altered.

Discussion ensued about the invasive weed problems and equity in paying for control. Anoka County has reported that roughly 330,000 people per year access Lake George through the county park. Treatments are largely funded by the lake improvement district. Treatments are important because there are sections of the lake that are unusable because boats cannot get through the weeds. The milfoil is treated with a regular maintenance program. The amount of curly leaf pondweed has multiplied since 2011. Per year, only 43 out of 147 acres can be treated. Backlund described the importance of the lake to the region. He stated that weed management costs are \$20,000-30,000 per year. Several parties help divide that cost including the lake improvement district, city, and county. He asked that the URRWMO consider that any contributions they make to lake monitoring are part of a much larger program for the lake.

Secretary Walstrom commented that this might be an item to consider adding to the 2014 budget. ACD costs are approximately \$1,600 for a full summer of lake analysis and follow up reports on data collected.

MAIL

Jamie Schurbon distributed copies of an introductory letter from Mary Peterson, Board Conservationist, BWSR. He noted two items in the letter that the WMO may want to follow and become aware of - the One Watershed One Plan Campaign (1W1P), and the Nonpoint Priority Funding Plan (NPPF); both these initiatives are in the early stages of development.

OTHER

Laurie Johnson and her son were attending the meeting in conjunction with his educational studies. She asked why Crooked Brook flows north? Ms. Johnson also stated beaver dams on the brook are causing septic problems for families due to backed up water flow. Jamie Schurbon explained that even though the brook runs north for a section, eventually it runs west, then south.

INVOICE APPROVAL

A. Malcolm Vinger II moved and Vice Chair Tornes seconded to approve the wired payment to League of Minnesota Cities Insurance Trust (LMCIT) for \$2,275, plus \$25 wire fees. All in favor, motion carried.

B. Scott Heaton moved and Calvin Bahr seconded to approve the recording secretary invoice for \$125.00. All in favor, motion carried.

ADJOURN

Scott Heaton moved and Todd Miller seconded to adjourn at 7:56 pm. All in favor, meeting adjourned.

Gail E. Gessner, Recording Secretary
Submitted via email on 11/14/13