

Sunrise River Water Management Organization Meeting  
Thursday September 6, 2018  
Meeting start time is 6:30 pm at East Bethel City Hall

Present: Chair Babineau, Denny Peterson, Tim Harrington, Tim Peterson, Sandy Flaherty, Matt Downing

Absent: Leon Mager, Paul Enestvedt

Audience: Jamie Schurbon, Anoka Conservation District (ACD)  
Jared Wagner, Anoka Conservation District (ACD)  
Sharon LeMay, Anoka Conservation District Supervisor

3. Approval of Agenda     **Mr. T. Peterson moved and Mr. D. Peterson seconded to approve the agenda with the addition of 6. D. Columbus Local Water Plan. Motion carried.**

4. Approval of Minutes     **Mr. T. Peterson moved and Mr. Harrington seconded to approve the August 2, 2018 minutes as written. Motion carried.**

5. Treasurer's Report     Data Mining Company has requested financial records from 2009 to 2018. ACD and Mike Jeziorski of East Bethel will work together to provide this information.

Matt Downing, Dan Babineau, and Leon Major are the official check signers. Leon's signature is still required at the bank.

Mr. Downing reported an August balance of \$ \$55,001.74 with no checks written or deposits made for the month. **Mr. T. Peterson moved and Chair Babineau seconded to approve the treasurer's report as presented. Motion carried.**

6. Unfinished Business     A. Priorities input for the county-wide outreach program  
A water quality outreach program is slated to be funded by Watershed Based Funding. The program will be hosted at ACD but driven by the priorities of partners throughout the county, including the SRWMO. A relatively long list of priorities for the SRWMO, prepared by Matt Downing and Jamie Schurbon, was presented for narrowing through discussion then send to ACD. Aquatic Invasive Species (AIS) was added to the list as a medium priority.

ACD has hired Emily Johnson to lead the Outreach Program. Ms. Johnson was most recently a GreenCorps member stationed at ACD. During that time she launched buckthorn control workshops, a social media presence, brochure series, water quality video contest and others. She'll be part time in 2018 and have more hours thereafter. Lakeshore stewardship outreach may be the biggest place Ms. Johnson might serve the SRWMO. She plans to meet in person with each organization in the countywide partnership, including the SRWMO. The Board consensus was to have an AIS meeting with each member community also.

**Chair Babineau moved and Mr. Downing seconded to approve the County-wide Outreach Program Priorities list with AIS added as a medium priority and to forward the list to Anoka Conservation District, and to invite Ms. Emily Johnson to the October 4, 2018 meeting. Motion carried.**

**B. Watershed Based Funding Grant Agreement approval**

BWSR will be looking to finalize a grant work plan and grant agreement with the SRWMO for Watershed Based Funding. Previously the SRWMO selected projects for that grant; BWSR has reviewed those submittals. Now, it's time for the formality of work plans and grant agreements. While these documents are not yet ready, the timeline suggests that the SRWMO should consider delegating approval authority to the Chairperson now.

BWSR is already about a month behind. The Linwood Lake Carp Management Feasibility Study includes radio tagging carp this fall so they can be tracked in spring. ACD is hopeful BWSR will have the grant paperwork in hand by mid-September, and work can begin immediately thereafter. No funds can be spent until the SRWMO signs the grant agreement.

There are two parts to finalizing this grant:

1. Work Plan – The work plan is typically drawn up by the grant recipient's staff. It must be done in BWSR's eLink online tool. It includes tasks, a budget for each, and work products.
2. Grant Agreement – This is a template grant agreement provided by BWSR. It refers to the Work Plan. The grant recipient's Board approves the grant agreement.

Mr. Schurbon proposed that ACD write the grant Work Plan for the SRWMO to be consistent with the grant request that the SRWMO already approved months ago. He also proposes that the SRWMO delegate approval authority for the Grant Agreement to the Chair. In this way, the Chair can sign the grant agreement as soon as it is ready, and work can begin on the Linwood Lake Carp Study.

The SRWMO previously moved for the ACD to serve as Fiscal Agent for these grants. That means that the SRWMO is the Grant Recipient and has control over the grant. ACD will receive the funds and do all the fiscal management. It's expected that ACD will manage implementation of these projects, so it seems to make sense that ACD would also do the fiscal reporting and have the ability to pay bills in a timely manner.

SRWMO was asked to consider signing a contract with Carp Solutions and ACD for the Linwood Lake Carp Study. The other two projects will have a separate agreement between the ACD and SRWMO later to clarify respective roles.

Watershed Based Funding grants do require a 10% match. For these projects, it totals \$15,675. The plan previously discussed was to use budgeted "upcoming water quality project funds" for this purpose. \$8,000 is from your 2018 budget, and already in-hand. \$10,000 is from your 2019 approved budget. Additionally, the Linwood Lake Improvement Association is providing \$1,086. The SRWMO has more available match funds than needed. In the grant agreement, ACD only commit the minimum required.

**Mr. D. Peterson moved and Mr. Harrington seconded to move to authorize Chair Babineau to approve the Work Plan and Grant Agreement with the MN Board of Water and Soil Resources for FY2018-2019 Watershed Based Funding to include a**

**Linwood Lake Carp Management Feasibility Study, Coon and Martin Lakes stormwater retrofits, and a lakeshore stewardship outreach effort. The Anoka Conservation District will serve as grant fiscal agent for the SRWMO. Motion carried with Chair Babineau opposed.**

C. Linwood Lake Carp Management Feasibility Study Contract between Carp Solution LLC and Anoka Conservation District

One of the projects selected for your Watershed Based Funding was a carp management feasibility study at Linwood Lake. This study is a prerequisite to spending other, future Clean Water Fund grants on carp management at this lake. Carp Solutions has provided a proposal to do the study and ACD to oversee the work and serve as fiscal agent. Mr. Schurbon drafted a three-way contract between these organizations to define responsibilities.

Funding for this work is:

SRWMO - \$1,086 (“upcoming projects” funds at ACD)

Linwood Lake Improvement Association - \$1,086 (committed, invoiced)

Watershed Based Funding –Sunrise watershed \$21,720 (preliminarily approved, grant agreement to be ready by mid-Sept)

Expenditures are:

ACD project management and fiscal agent - \$2,472

Carp Solutions services - \$17,720

Radio transmitters - \$3,700

This work must begin in early fall, but not until the BWSR grant agreement is executed. The project contract to consider does not become effective until the SRWMO-BWSR grant agreement is signed.

This is a three-party agreement with the following roles: SRWMO – Grant recipient. Final control over review of results. ACD – Project management and fiscal agent. (ACD will be managing the projects, so for us to have a fiscal agent role too will be efficient.) Carp Solutions, LLC – Contracted professional services.

**Mr. Harrington moved and Mr. T. Peterson seconded to approve the Contract for Services between Carp Solution LLC, the Sunrise River WMO, and Anoka Conservation District for Determining the Abundance and Recruitment History of Common Carp in Linwood Lake. Motion carried.**

D. Columbus Local Water Plan

Columbus is working on its local water plan with comments from the SRWMO and Met Council.

7. New  
Business

A. AIS Public Forums discussion

ACD will check with Ms. Johnson on her ability to hold public forums. There are also county resources available to run forums.

8. Watershed Plan Update A. Technical Advisory Committee (TAC) meeting review  
Mr. Schurbon reported that the SRWMO's Technical Advisory Committee (TAC) met Aug 22, 2018. Attendance was poor, but some good input was received. Dan Fabian was not able to make it to the TAC meeting but indicated he may have some feedback on topics.

Based on input, it seems clear that some revisions to the SRWMO's Wetland and Stormwater Standards may be in order. The goal will be simplification and deleting anything duplicate of other requirements. Also, improvements are needed with community staff awareness of these requirements, as well as putting them someplace in city code where developers will find them.

#### B. Goal setting

Mr. Schurbon provided the following summary of meeting recommendations:  
Consider including in the new SRWMO Plan:

- AIS - AIS early detection program and emergency response fund for small new infestations that might be eliminated if treated immediately.
- Council liaisons - City council liaison from each community to the SRWMO be standard procedure.
- Updates to communities - Periodic (quarterly?) updates from the SRWMO's contracted staff to city councils and staff.
- Incorporate community CIPs - Incorporate city CIPs by reference into the SRWMO Plan so those projects are eligible for WBF. Have an annual procedure for reviewing and ranking those projects from a water quality standpoint.
- Community checks - Periodic "audits" of member communities by the SRWMO to verify work delegated to the cities by the SRWMO is being completed.
- Development reviews - Review of new development sketch plans by the SRWMO contracted staff, with board member's copied, to identify water quality or natural community concerns. 30 day turn-around is needed. SRWMO would not have any approval or permitting authorities but would provide recommendations for communities to consider.
- SRWMO boundary – Consider revising the SRWMO-CCWD boundary around Coon Lake to follow the hydrologic boundary. The action should leave East Bethel portions as-is.
- Simplify SRWMO Stormwater Standards – Consider removing the standards and instead state that MS4 standard for treatment and infiltration should be followed for all SRWMO communities. Only Linwood is not an MS4 community. Also, any stormwater standards should use newer Atlas 14 precipitation data.
- Simplify SRWMO Wetland Standards – Consider revising the wetland standards to either be identical to the URRWMO standards (unclear if they are keeping their standards) or perhaps be more like the simpler Lower Rum River WMO standards.

Mr. Schurbon provided binders to board members to store handouts and printed information.

9. Mail           None
10. Other        Update on carp removal at Martin Lake. Bait trapping has already caught 800 carp. This will be done two more times this fall. Next year Martin Lake will have box netting done. Mr. Schurbon will talk with Carp Solutions and invite them to present at a meeting. He will also send out information on planned carp harvests.
11. Invoice Approval   **Mr. T. Peterson moved and Mr. D. Peterson seconded to pay the September Recording Secretary invoice for \$175. Motion carried.**
12. Adjourn    **Mr. T. Peterson moved and Mr. Harrington seconded to adjourn at 8:25 pm. Motion carried.**

Gail E. Gessner, Recording Secretary  
Submitted via email on 9/30/18