

Sunrise River Water Management Organization Meeting  
Thursday February 6, 2020  
6:30 pm at East Bethel City Hall

1. Call to order

Chair Babineau called the meeting to order at 6:35 pm.

2. Roll Call

Present: Dan Babineau, Tim Harrington, Janet Hegland, Shelly Logren, Tim Petersen

Absent: Paul Enestvedt, Leon Mager, Sandy Flaherty, Matt Downing

Audience: Rick Krueger, Coon Lake Improvement District  
Jamie Schurbon, Anoka Conservation District

3. Approval of Agenda

**Ms. Hegland moved and Ms. Logren seconded to approve the agenda as presented. Motion carried unanimously.**

4. Approval of Minutes

**Ms. Hegland moved and Ms. Logren seconded to approve the January 2, 2020 minutes as written. Motion carried unanimously.**

5. Annual Meeting Items

a. Election of Officers

**Mr. Peterson moved and Mr. Harrington seconded to keep the 2019 officers for 2020 including Mr. Babineau as chair, Mr. Downing as treasurer, Mr. Enestvedt as secretary, and Mr. Mager as vice chair. Motion carried unanimously.**

b. Hear any Recommendations on Amendments to the JPA and Watershed Management Plan

Ms. Hegland stated that the City of Columbus is looking at updates wanted to the SRWMO joint powers agreement. She noted two specific changes to be considered: the need for a method to resolve conflict when the cities are not unanimous and reexamining the funding formula with respect to public lands. The JPA is over 30 years old, so additional updates are likely warranted.

Ms. Hegland described that the City of Columbus will be doing an analysis to explore removing public land from the SRWMO funding formula for non-operational expenses. Using the current formula, each community's percent contribution toward non-operating expenses is:

$$[(\text{party's area within SRWMO}/\text{SRWMO area}) + (\text{party's market valuation within SRWMO}/\text{SRWMO market valuation})]/2$$

Columbus is concerned that large areas of that city within the SRWMO are public lands that do not generate tax revenue and where the SRMWO does little water management. Ms. Hegland described that Columbus levies only those residents within the SRWMO for SRWMO expenses. Therefore, the expense of a relatively large land area is borne by relatively few residents.

It was discussed that other communities, especially Linwood Township, also have an abundance of land. There were questions about whether public waters would be considered part of "public lands." Ms. Hegland stated that the analysis that Columbus will do will be exploratory and will include all areas of the SRWMO so that implications of any change for all the communities can be seen. The data will be shared with all the communities. It is estimated the analysis will be done in a few months.

c. Set regular meeting dates through February 2021

**Mr. Peterson moved and Ms. Hegland seconded to approve the following SRWMO meeting dates: In 2020 April 2, May 7, September 3, November 5 and in 2021 January 7 and February 4. These meetings will be 6:30pm at East Bethel City Hall. Motion carried unanimously.**

## 5. Financial Reports

### a. Treasurer's report

In the absence of the treasurer, Mr. Schurbon read from the January SRWMO bank statement. Starting balance was \$44,068.66 with three deposits of \$44,617.00 and three debits of \$19,596.40. January ending balance was \$69,089.26. **Ms. Hegland moved and Ms. Logren seconded to approve the Treasurer's report. Motion carried unanimously.**

Mr. Schurbon described that East Bethel Finance Director Mike Jeziorski, Treasurer Downing and he had modified the SRWMO ledger which is managed by Mr. Jeziorski. Columns were added to clearly show the SRWMO's undesignated reserve fund. The entire bank balance at the end of 2019 of \$23,213.76 was moved from the general fund to the reserve fund column. All new revenues received for 2020 are placed in the general fund, and expenditures in 2020 will be debited from the general fund unless otherwise specified. This change serves two purposes: to clearly be able to compare budgeted and expended amounts within each year and to transparently manage the undesignated reserve fund.

Mr. Schurbon noted that the recently-approved SRWMO Watershed Management Plan requires the SRWMO to keep an undesignated reserve fund capped at 30% of average annual expenditures. Average annual expenditures over the next 10 years are \$54,000, therefore the reserve should not exceed \$16,200. The current reserve is \$23,213.76 or \$7,013.76 above target. The board agreed to discuss this item later in the meeting during 2021 budgeting.

### b. Current grants financial report from ACD

Mr. Schurbon reviewed the grants financial report from ACD dated January 24, 2020. He noted that a new carp management grant has been received by the ACD for work in 2020-2022 at Linwood, Martin and Typo Lakes. For that grant the SRWMO committed match of \$28,500 which comes from already-budgeted or already planned funds. Updates on other grants involving the SRWMO were also reported.

## 6. Unfinished Business

### a. Linwood, East Bethel and Ham Lake local water plans

At the November SRWMO meeting approval of the Linwood local water plan was tabled and contingent approvals were granted to East Bethel and Ham Lake. Since that time East Bethel and Ham Lake have not submitted anything new to address the contingencies. Linwood has submitted an approved resolution adopting the SRWMO Watershed Management Plan. The resolution includes a list of tasks the township will complete as part of implementation of the plan, as required. Additionally, the township provided a draft of its comprehensive plan that contains a local water management chapter to supplement its adoption of the SRWMO Plan. Mr. Schurbon stated he had reviewed these materials and found them to be consistent with the SRWMO's requirements for local water plans.

**Ms. Hegland moved and Ms. Logren seconded to approve the Linwood Township Local Water Management Plan within the Linwood Township Comprehensive Plan and Linwood's resolution adopting the SRWMO plan by reference. Motion carried unanimously.**

**b. SRWMO Natural Resources Improvement Grants Policy Update**

At the last SRWMO meeting the board discussed making curly-leaf pondweed treatments an eligible project type for the SRWMO's cost share incentive grants. At that time the board directed Mr. Schurbon to create this draft addition to its existing policy. Mr. Schurbon presented that draft policy. Discussion ensued regarding whether curly-leaf pondweed treatments should be eligible for incentive grants. Ms. Hegland voiced concern that these treatments could consume most or all of the available funds, leaving little for other project types.

**Mr. Peterson moved to allow grants for curly-leaf pondweed treatments up to \$1,200.**

**Ms. Hegland offered an amendment to the motion that the policy would be revisited in one year.**

**Mr. Peterson accepted the amendment.**

**The motion died due to lack of a second.**

Discussion resumed. Mr. Babineau expressed concern about investing funds into curly-leaf pondweed treatments when any water quality benefits vary by lake and do not always occur. He favors making water quality benefit the metric by which fund expenditures are judged, not recreational suitability due to invasive weed reduction.

**Mr. Babineau moved that curly-leaf pondweed treatments may be eligible for SRWMO cost share grants, but must be reviewed on a case-by-case basis.**

**The motion died due to lack of a second.**

Ms. Logren noted that Mr. Mager, who is not present at the meeting, initiated this discussion and may have further input. **Mr. Babineau moved and Mr. Harrington seconded to table further discussion to the next SRWMO meeting. Motion carried unanimously.**

**7. New Business****a. 2019 Work Results from Anoka Co Water Resource Outreach Collaborative (AWROC)**

Mr. Schurbon reviewed a summary of work done in 2019, including specific work in each SRWMO community. The program is hosted at the Anoka Conservation District. Its purpose is to provide water resource outreach across multiple watershed organizations and cities to avoid duplication, create consistent messaging and increase efficiency. Work occurred in every SRWMO community in 2019.

**b. 2019 Work Results Report from ACD**

Mr. Schurbon reviewed the draft SRWMO chapter of the 2019 Anoka Water Almanac. Results discussed included water monitoring, water quality improvement projects and others.

**c. 2020 Proposals for Professional Services**

At its January 2, 2020 meeting the SRWMO authorized a request for proposals (RFP) for 2020 professional services. The RFP was sent to each member community with a request that they provide it to their consulting engineering firm. The RFP was also provided to the Anoka Conservation District. One response was received from the Anoka Conservation District totaling \$25,851.

**Ms. Hegland moved and Ms. Logren seconded to accept ACD's proposal for 2020 professional services. Motion carried unanimously.**

Mr. Schurbon provided a draft contract for the RFP work tasks. The contract language is based on the RFP language and consistent with previous years' contracts between ACD and the SRWMO.

**Ms. Hegland moved and Ms. Logren seconded to approve the contract for services between the SRWMO and ACD for 2020 water monitoring and management to include the RFP tasks and additionally:**

**\$13,430 for water quality projects (planned match for a carp management grant)**

**\$2,000 for the SRWMO cost share grant fund**

**\$370 for the county-wide outreach coordinator position housed at ACD**

**The contract total is \$41,651.00.**

**Motion carried unanimously.**

#### d. 2021 Budget

A draft 2021 budget was reviewed. The board discussed that the SRWMO's undesignated reserve fund is presently \$7,013.76 over the maximum amount set in the SRWMO Watershed Management Plan.

**Mr. Babineau moved and Mr. Peterson seconded to reduce the 2021 budget request of the cities by \$7,013.76 to spend down SRWMO undesignated reserves. Motion carried unanimously.** Mr. Schurbon was directed to insert rows in the budget clearly showing that this is a reduction in requested funds from the communities but not a reduction in anticipated expenditures. The reduction will be to both operating and non-operating expenditures. Each of those categories will be reduced in proportion to the amount of the budget that those two categories currently occupy. For example, if operating expenses are 26% of the draft budget then 26% of the \$7,013.76 shall be used to reduce operating funds requests of the communities.

The board discussed the SRWMO Cost Share Grant Fund line item in the budget for \$2,500. It was noted that this program has a current balance of \$3,816.53 to provide incentive grants for natural resources improvement projects. No grants from this fund were issued in 2019. It was suggested to not contribute additional funds at this time. Mr. Schurbon stated that the SRWMO is planning greater outreach to get residents interested in lakeshore restoration, and the cost share incentive grants are an important component of that effort. Demand for the dollars may increase. Consensus of the board was that if demand for the grants exceeded available funds the SRWMO could use undesignated reserve funds. **Ms. Hegland moved and Mr. Babineau seconded to reduce the SRWMO Cost Share Grant Fund line item from \$2,500 to \$0. Motion carried unanimously.**

**Mr. Babineau moved and Mr. Peterson seconded to send the modified draft budget to member communities for ratification. Motion carried unanimously.**

#### e. SRWMO Boundary Update with Rice Creek Watershed District (RCWD)

The RCWD provided a memo explaining that they had examined the hydrologic boundary between the SRWMO and RCWD. Several areas warranting updates were found. The RCWD is requesting the SRWMO's concurrence with this new hydrologic boundary. At a later date the RCWD or others would petition the State to revise the jurisdictional boundaries in accordance with this hydrologic boundary.

Mr. Schurbon stated he examined the suggested revisions to the hydrologic boundary using LiDAR elevation data and available stormwater conveyance data. He found the RCWD revised hydrologic boundary appeared accurate.

**Ms. Hegland moved and Ms. Logren seconded to concur with the RCWD revised hydrologic boundary between the SRWMO and RCWD. Motion carried unanimously.**

f. Authorize Representative to Approve Lower St. Croix 1W1P for 60-Day Review

The memorandum of agreement that created that 1W1P Policy Committee states that each member (i.e. governing board like the SRWMO board) be part of making 1W1P plan approvals. The plan will be considered for release for a 60-day review period soon. Rather than have the entire SRWMO board involved in this action, the SRWMO can designate a representative to do so. Consensus was that approving the draft plan's distribution for a comment period can be done by a representative, and the SRWMO board would wish to review the plan during the comment period.

**Mr. Babineau moved and Mr. Harrington seconded to authorize the SRWMO's representatives to the Lower St. Croix 1W1P process, Janet Hegland and alternate Paul Enestvedt, to vote at 1W1P Policy Committee meetings on behalf of SRWMO regarding approving the draft and final Lower St. Croix Comprehensive Watershed Management Plan. Motion carried unanimously.**

Ms. Hegland discussed questions about liability during implementation of the 1W1P. She plans to ask the League of Minnesota Cities for an opinion. Specifically, she would like to know if in a joint powers collaboration liability stops with the signatories of that agreement (like the SRWMO), or if that liability would also trickle down to the SRWMO member communities.

g. New Clean Water fund Grant for Carp Management

Mr. Schurbon described a new State Clean Water Fund grant secured for carp management in Linwood, Martin and Typo Lakes during 2020-2022. The Anoka Conservation District is the grant recipient and will manage the project. The SRWMO, Martin Lakers Association and Linwood Lake Improvement Association are all collaborators who are contributing matching funds. The board requested an update on the work plan for the new carp management plan at the next meeting.

#### 8. Mail

Minnesota Cities Insurance Trust (MCIT) bulletin was received.

#### 9. Other

None

#### 10. Invoice(s) approval

a. Recording secretary February 2020 invoice

The Recording Secretary was absent, so no payment is warranted.

It was discussed that when Anoka Conservation District staff take minutes it uses contracted administrative hours that were budgeted for other purposes. Ms. Hegland suggested the recording secretarial fee for this meeting be added to ACD's contract. Mr. Schurbon replied that the action could be considered later in the year if administrative hours are all consumed.

#### 11. Adjourn

**Ms. Hegland moved and Mr. Peterson seconded to adjourn at 8:35 pm. Motion carried unanimously.**

Submitted by: Jamie Schurbon