



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

DRAFT MINUTES NOT YET APPROVED

Sunrise River Water Management Organization Meeting
Thursday September 3, 2020
Meeting was held remotely due to the Covid-19 pandemic.

1. Call to order

Vice Chair Mager called the meeting to order at 6:33 pm.

2. Roll Call

Present: Leon Mager, Matt Downing, Candice Kantor, Sandy Flaherty, Tim Harrington, Janet Hegland, Shelly Logren, Tim Peterson (joined at 6:39 pm)

Absent: Dan Babineau

Audience: Jamie Schurbon, Anoka Conservation District (ACD)
Cameron Blake, Note Taker

Introductions

Mr. Schurbon introduced Candice Kantor, the new representative for the Linwood Township after Paul Enestvedt's resignation. Ms. Kantor was involved in water resource consulting in the past and Mr. Schurbon said he was thankful for her representation for Linwood Lake. Mr. Schurbon then introduced Cameron Blake, an applicant for the position of recording secretary who was taking the notes for this evening's meeting.

3. Approval of Agenda

Ms. Hegland moved and Mr. Downing seconded to approve the agenda. Logren yes, Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Kantor yes. Motion carried.

4. Approval of Minutes

Ms. Hegland asked for a small change to be clarified in the minutes. In the first paragraph under item 6 she asked for the term "suggested" to be changed to "directed", to indicate that she directed staff to formalize SRWMO procedures in writing. Ms. Flaherty noted that near the bottom of page 6 "Mr. Hegland" should be corrected to "Ms. Hegland". Tim Peterson joined the meeting at 6:39 pm.
Mr. Peterson moved and Ms. Flaherty seconded to approve the July 16, 2020 minutes with those two minor corrections. Logren yes, Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Kantor yes, Peterson yes. Motion carried.

5. Financial Reports

A. Treasurer's report

Mr. Downing reported a beginning and ending balance of \$40,893.09 with no expenditures. All member communities have paid their 2020 contributions.

Ms. Hegland moved and Mr. Peterson seconded to approve the Treasurer's report as presented. Logren yes, Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Kantor yes, Peterson yes. Motion carried.

B. Current grants financial report from ACD

Mr. Schurbon explained the structure of the current grants financial report. He overviewed the list of funds, typically held by the ACD, and matching funds which come from the SRWMO. There is also a small landowner grant administered by the ACD. There were no changes to the watershed based funding, which involves three different projects. There have been accumulated expenses with the carp management funding but no recent transactions. Mr. Schurbon reported upcoming expenditures for the Martin and Coon Lake retrofit project. There was a landowner grant project titled "Scheiderich Coon Lakeshore project" with an expenditure of \$3,395.86.

For the Martin and Coon Lake retrofit project Mr. Schurbon explained that the construction bids came in lower than expected which left more funds available. Most of the highest priority stormwater retrofits have been installed or do not have a willing landowner, so the SRWMO may wish to move to lakeshore restorations as the next highest priority. Lakeshore restorations were included in the subwatershed assessments that identified projects for this grant. Mr. Schurbon has asked BWSR if a grant work plan amendment would be required to use the grant for lakeshore restoration projects. Mr. Downing asked why BWSR may not be willing to allow for that workplan amendment as it seemed consistent with the grant workplan. Mr. Schurbon replied that the grant work plan may be considered unclear. Ms. Hegland asked how much money was freed up for the retrofits, and Mr. Schurbon estimated in the magnitude of \$30,000-40,000. Ms. Kantor asked for clarification on if lakeshore restorations meant residential buffers. Mr. Schurbon confirmed that a photographic lakeshore inventory had been completed for Martin and Linwood Lakes, and that his plan was to reach out to homeowners with identified erosion issues or shoreline with turf to the edge. Ms. Hegland asked when Mr. Schurbon expected a response from BWSR and Ms. Kantor asked if there was a deadline approaching. Mr. Schurbon said Dan Fabian at BWSR was on vacation but that he hoped to hear back in the next few weeks, and that there was time to wait for the response because the grant expires at the end of 2021. Mr. Schurbon will continue to pursue the grant work plan amendment, if needed, and lakeshore restoration projects using this grant.

6. Unfinished Business

A. Secretary Officer Election

The board must elect a new secretary to replace Paul Enestvedt. There are no regular duties involved with this position other than to be the third in line to chair a meeting upon the absence of the chair and vice-chair. Mr. Schurbon asked if anyone was interested and Mr. Downing nominated Ms. Hegland. Mr. Harrington seconded this nomination. The board asked Ms. Hegland if she would be willing to have this position and she said yes.

Mr. Downing moved and Mr. Harrington seconded to elect Ms. Hegland as the SRWMO Secretary Officer. Logren yes, Hegland yes, Harrington yes, Mager yes, Downing yes, Flaherty yes, Kantor yes, Peterson yes. Motion carried.

B. Recording Secretary Position

Mr. Schurbon presented Cameron Blake's quote submitted for the recording secretary position, which is valid through January 8th, 2021. Mr. Schurbon knows Mr. Blake from taking minutes for the 1W1P Policy Committee meetings and Mr. Downing knows him from taking minutes at the MSCWMO Board meetings. Ms. Hegland asked what the budgeted amount of money was for recording secretary and asked if the quote compared to the budget. Mr. Schurbon said the total 2020 budget amount was \$1,449 so 8 meetings at \$200 would result in being about \$300 over budget. Ms. Hegland asked how often invoices and other admin work was completed by the previous recording secretary, and how this was included in her charge. Mr. Schurbon said administrative tasks were done at a lower cost per hour, but that he could also be available to complete those tasks. Ms. Flaherty noted that the previous recording secretary was paid the full meeting fee of \$175 if meetings were cancelled due to lack of a quorum. The board discussed how often the recording secretary rates were updated, and recalled this being a 5 year cycle. Mr. Downing noted that the last time the previous recording secretary increased her rates was in 2015. Mr. Schurbon stated that one other person expressed interest in the position but the interest was contingent upon family matters being resolved in order to be available. Ms. Hegland noted that the proposed \$25 increase was comparable to a 3% increase, and a 2.5-3% increase was a standard budget process to account for inflation. She wondered if the board could have less meetings. Mr. Downing spoke to the cost as also reflecting Mr. Blake's residence in Stillwater. Mr. Downing explained that he and Mr. Schurbon had tried to find someone to apply for the position with little response, and that another option such as ACD would be more expensive. Ms. Flaherty thought the applicants prior experience was good.

Ms. Kantor moved and Ms. Flaherty seconded to accept Cameron Blake's quote for Recording Secretary through January 8th, 2021. Logren yes, Hegland yes, Harrington yes, Mager yes, Flaherty yes, Kantor yes, Peterson yes, Downing yes. Motion carried.

C. Financial Management Policies

Mr. Schurbon explained that one recommendation from the SRWMO's recent agreed upon procedures engagement was for the organization to better document its fraud prevention measures as written policy. The draft policy resolution in the board packet has been reviewed by Mike Jeziorski, the East Bethel Finance Director, and can be approved or edited by the board tonight. Ms. Hegland said she thought the resolution was fine but asked for a bullet point to be added to clarify the board's responsibilities, such as approving the finance reports. She suggested the wording "the board shall" or "the board will". Ms. Flaherty asked why the East Bethel Finance Director was keeping the ledger for the SRWMO. Mr. Schurbon explained that the ledger is kept at the city hall and the finance director provides oversight.. Mr. Downing said the checks should be signed by two people and Mike Jeziorski shouldn't be one of them because he signs the financial report. Currently Mr. Downing, Mr. Babineau, and Mr. Mager are the only authorized check signers. Ms. Flaherty said she was still not understanding the involvement of the East Bethel Finance Director. Mr. Schurbon explained that historically the SRWMO paid East Bethel \$300 to hold the checkbook, and help with invoices, postage etc. This has evolved to the city no longer charging for these services. The auditor approves of the involvement of East Bethel because it is a third party not connected to the SRWMO Board. Ms. Hegland suggested this process incorporated into the JPA, which is soon to be updated anyway, to make this more clear and Ms. Flaherty agreed that this would make her feel more comfortable. Mr. Downing spoke to the benefits of having Mike Jeziorski being involved as it provides the SRWMO with an accounting professional for free and provides assistance to the treasurer. Mr. Schurbon said he will incorporate edits he heard and bring the document to the next meeting. Mr. Mager asked for a motion to table the agenda item.

Mr. Downing moved and Mr. Peterson seconded to table the draft financial management policy until the next meeting. Logren yes, Hegland yes, Harrington yes, Mager yes, Flaherty yes, Kantor yes, Peterson yes, Downing yes. Motion carried.

D. Carp Management Project Update

Mr. Schurbon provided the board with an update on the carp management efforts in Martin Lake. The first harvest this year was small with 290 carp following low feeding. The second harvest attempt on August 12th had better feeding but the catch was still low at 220 carp. They are unsure of why this was given the success of using cracked corn as bait previously. Mr. Schurbon said instead of netting all eight sites, he directed the contractor to net only the four with the best corn consumption in order to reduce expenditures. Carp Solutions will continue to operate the remaining four nets for another harvest late the week of September 7th with the possibility of one more harvest after that. Ms. Flaherty asked if the lower numbers could be due to there being less carp to catch. Mr. Schurbon said he still would have expected to catch more carp with 60 pounds of corn being consumed. Mr. Mager asked for clarification on the removal goal set by Carp Solutions and the progress made so far. Mr. Schurbon explained that so far 11,000 carp have been removed and the SRWMO is halfway to the goal with 10,500 left to go. Only about 500 carp have been removed this year. Mr. Mager asked if Carp Solutions was payed annually. Mr. Schurbon explained that the payment was based on staff time so as the year goes on the hours are being tallied up. They contracted for two big nettings this year but because the catch was so low the nettings went quickly which is why there is more money remaining. The SRWMO can decide whether to ask them to continue netting or to stop.

Mr. Mager wondered if the SRWMO should consider different options for carp removal given the low numbers netted this year. Ms. Flaherty asked what other options there were. Mr. Schurbon said they had used commercial fisherman in Linwood Lake in the past, which caught many carp but then they escaped the nets. The fishermen use seines to fish rather than baiting nets, which also has variable success. Mr. Schurbon said that there is new technology used to identify carp migrations with sensor chips which can make netting more effective but is also more expensive to set up. This fall there was also an option to contract with WSB to use sound herding to push the carp with underwater speakers into the commercial fisherman's seine. He cancelled the contract after the technology was unable to be used beforehand because he did not want the SRWMO be the guinea pig for the new technology for \$18,000. Ms. Hegland asked if electroshocking was an option as it's something that RCWD uses. Mr. Schurbon explained that in order to use that technique the waterways have to have clearly defined areas in which the carp can be seen moving. He explained that Riley Purgatory Bluff Creek Watershed District had success with this as well using a stream and backpack shockers. Mr. Downing recalled a video of this process in which they used boats to chase the carp up and down the channel. Mr. Mager asked if the streams and carp barriers near Martin Lake could be used for this purpose and Mr. Schurbon explained that the area was too mucky to wade in. Mr. Mager said he thought this could be an opportunity to take advantage of the migration since they are struggling with cleaning the basins out. He wondered if they would temporarily open up the connection and restore the barriers afterwards. Mr. Schurbon said in the spring they did notice the carp congregating at the barriers and thought maybe an electro fishing boat could be used.

Ms. Flaherty asked if there was information on releasing something into the water that could affect the carp. Mr. Schurbon said there was research involving a the potential to use a virus that affects carp as a management tool, but that this had not been which was not intentionally released. Mr. Mager said he wanted to avoid options that could result in dead carp on residents shorelines as this would likely make them unhappy. He stated again that he thinks the board should consider alternative solutions but also to

remember that this could just be a bad year. Mr. Peterson asked if there were water quality improvements in Martin Lake with the first half of the carp removal complete. Mr. Schurbon said there was improvement in the trends and the lake was close to state standards.

D. Martin and Coon Lake stormwater retrofits project update

The board accepted the contractor's contract at the last meeting. Mr. Schurbon said there was a pre-construction meeting, and the work was scheduled to begin on September 14th with planting to be completed this fall before October 1st. He expected the work to be done, and to receive an invoice by the November board meeting.

F. Scheiderich Coon Lakeshore restoration project update

Mr. Schurbon reported that this project was complete and shared photos of the work with the board. Ms. Flaherty asked about how information on shoreline restorations would be mailed out to homeowners around the lake. Would the information include before and after photos, or an estimated cost? Mr. Schurbon explained that the brochure included before and after photos with an offer to talk more about specific issues; in person meetings would be the next step. Mr. Mager confirmed that this information had been presented to Lake Associations.

G. East Bethel and Ham Lake Local Water Plan approvals

Mr. Schurbon reported that he received East Bethel's revised draft earlier this evening with their response to comments. He explained that he was waiting on more correspondence from the consultant on Ham Lake's plan which still had issues and missing information. Mr. Downing confirmed that Mr. Schurbon was continuing to work with Ham Lake. Neither plan is ready for action by the board.

7. New Business

A. Review of communities ordinances for compliance with SRWMO minimums

Mr. Schurbon presented the review completed by the ACD showing the comparison between community ordinances and SRWMO minimum requirements. He included notes of actions for follow-up and the progress of communications. The next step he identified was to send the table to key city staff to ask how they planned on meeting the minimum standards. He noted that some communities were closer than others such as Columbus; and noticed those communities tended to state in their plans to follow WMO guidelines. Ms. Hegland said she was having similar discussions with a major developer across RCWD and SRWMO boundaries and she directed the engineering firm to follow RCWD rules within the SRWMO portions. She said the city's engineering firm had a stormwater specialist and the previous consultant did not, so Columbus anticipates making progress on this topic. Mr. Schurbon asked for the board to direct him to continue communication with city staff. Ms. Hegland asked if there was an issue with lack of staff in the communities that did not meet SRWMO minimum requirements. Mr. Schurbon said this could be part of the reason but believes the bigger reason is that even though the cities may be meeting minimum requirements, they aren't stated in their rules. Ms. Hegland agreed and said that in her community they found the rules built into the building code. She said the RCWD has this in their rules so that permittees have to follow them, but that without that oversight there could be gaps that have been overlooked by building officials. She is grateful to have someone involved with this process. Some cities have pieces of these rules in many different places if they can find them at all. Mr. Downing asked if Ham Lake's local plan had taken a step back. Mr. Schurbon said he is reviewing it; they removed some old language without replacing it with new language. Mr. Mager asked if the issue was technical or financial; did the cities not have the funding to go through the information or were they actually opposed

to the rules? Mr. Downing noted that it would save the community money to meet the minimum rules. Mr. Schurbon said he did not believe the cities opposed the rules, and thought perhaps it was simply a daunting task as city staff have many responsibilities. Mr. Schurbon will continue to inform city staff of work needed in order for cities to meet SRWMO minimum standards in their ordinances. Ms. Hegland offered to bring it to Columbus to help.

8. Mail

Mr. Harrington reported insurance information regarding the estimate of dividends and upcoming premium was received.

9. Other

A. November meeting

Mr. Mager asked the board if they wanted to have the November Board meeting in person, explaining that the size of the venue would allow for distancing. Mr. Harrington agreed that distancing could be done. Mr. Downing said he would prefer to meet remotely until the mask mandate expires. Ms. Hegland asked to do one more meeting remotely and check back in at that point. Mr. Mager agreed that the board would continue to meet remotely.

10. Invoice(s) approval

A. None

B. Recording Secretary Invoice

Mr. Schurbon suggested the invoice for this meeting be approved at the next board meeting.

11. Adjourn

Mr. Peterson clarified the start date for the West Martin Lake project with Mr. Schurbon.

Ms. Flaherty moved and Mr. Petersen seconded to adjourn at 7:45 pm. Logren yes, Hegland yes, Harrington yes, Mager yes, Flaherty yes, Kantor yes, Peterson yes, Downing yes. Motion carried.

Submitted by:
Cameron Blake