Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

APPROVED MINUTES

Sunrise River Water Management Organization Meeting
Thursday June 5, 2025
Meeting was held in person at the East Bethel City Hall

1. Call to Order
   Mr. Mundle called the meeting to order at 6:33 pm.

2. Roll Call

Present	Absent		Present	Absent	
☒	☐	Janet Hegland, Treasurer (Columbus)	☒	☐	John Olson (Linwood)
☒	☐	Tim Melchior, Secretary (Columbus)	☒	☐	Kevin Kelly (Linwood) Arrived 6:47
☒	☐	Brian Mundle, Chair (E Bethel)	☒	☐	Ben Harker (Linwood Alternate)
☐	☒	Leon Mager (E Bethel)	☒	☐	Jamie Schurbon (Admin)
☐	☒	Troy Wolens (Ham Lake)	☒	☐	Other: Cameron Blake (via Zoom)
☒	☐	Andrew Hallberg (Ham Lake)	☐	☐	Other:

3. Approval of Agenda.
   Ms. Hegland moved to approve the agenda as amended and Mr. Kelly seconded this motion. The motion carried with all in favor.

4. Approval of Minutes for April 3, 2025
   Ms. Hegland stated she had some minor edits which will be incorporated into the minutes.
   Ms. Hegland moved to approve the minutes with those minor edits and Mr. Hallberg seconded this motion. The motion carried with all in favor.

5. Financial Reports
   A. Treasurer's report
   Ms. Hegland stated the balance after invoices are approved this evening will be $4,671.45 in the general fund balance with $15,848.16 in the undesignated reserve. Mr. Schurbon explained anticipated 2025 expenditures are $2,353.79 more than the budget, but this was an intentional spend-down of reserves by the board.
   Mr. Melchoir moved to accept the treasurer's report as presented and Mr. Harker seconded this motion. The motion carried with all in favor.

   B. Grants financial report
   Mr. Schurbon said there were new expenditures of staff time. The Phase II Shoreline project is out for bid for construction. The bids will be received by next week with construction in late summer or early fall. The Coon Lake raingarden will be planted this year as part of the Watershed Based Implementation Funds grant and there was some expenditure for staff time

on this. The Ditch 20 Wetland Restoration project is in the design process and getting permits. Mr. Schurbon expects it will be out to bid late summer for winter construction.
Mr. Olsen arrived at 6:47pm.

7. Unfinished Business

A. Audit

Mr. Schurbon explained that the SRWMO is required to have an audit or an agreed upon procedure (AUP) engagement every five years. It is required this year and will examine the 2024 finances. The SRWMO previously selected Smith Schafer Associates to do an AUP for $3,200. It must be completed and submitted to the State by June 30 and they are on track to do so. There are over two months between anticipated completion of the AUP and the September SRWMO board meeting. To avoid a need for a special meeting, Mr. Schurbon recommends the board approve payment contingent upon completion of work to the satisfaction of the Chair, He also recommends the board consider approving up to a larger amount than selected as a contingency.
Mr. Hallberg moved to approve up to $3,600 payment to Smith Schafer Associations for the agreed upon procedures engagement, contingent upon completion of work to the Chair's satisfaction and Mr. Melchoir seconded this motion. The motion carried with all in favor.

B. Lake association sponsorship

Mr. Schurbon did some addition research and recommends that the SRWMO not pay for lake group sponsorships. Each association already includes SRWMO materials in their newsletters and new resident packets. The Coon Lake Improvement Association (CLIA) is considering a no-fee partner status for the SRWMO. To sponsor CLIA could mean equal contribution to the other lake groups which is not budgeted and would not produce new services. Ms. Hegland noted that her city's attorney advised her city that they cannot legally donate to a non-profit as a government entity. Mr. Schurbon does not know the lake associations' current status but said many do try and have status as a 501c3. The board did not take any action to approve any lake association sponsorships.

C. 19255 East Front Blvd rain garden project

Mr. Schurbon said the Anoka Conservation District is seeking a motion to approve the final payment for the raingarden construction project that should be completed in June or July.
Ms. Hegland moved to authorize the final payment of $5,667.10 to Dunaway Construction for the 19255 East Front Blvd rain garden project, plus or minus any change orders acceptable to the Chair as previously authorized in September 2024 and Mr. Kelly seconded this motion. The motion carried with all in favor.

8. New Business

A. Community Events

Mr. Schurbon explained the board budgeted extra funds for the community event booth so they are able to have some repeat items to give away plus some new items. He asked for volunteer availability. Board members volunteered to fill shifts for booths at East Bethel Booster Day, Linwood Family Fun Day, and Columbus Fall Fest.

8. Mail
No mail was received.

9. Other

10. Invoice(s) approval
A. Anoka Conservation District – Water Management and monitoring 2 of 3 $14,397.33
B. Recording Secretary ($200)
Mr. Melchoir moved to and Mr. Hallberg seconded to pay all invoices. The motion carried with all in favor.

11. Adjourn
Ms. Hegland moved to adjourn the meeting and Mr. Kelly seconded this. The motion carried and Mr. Mundle adjourned the meeting at 6:55PM.

Upcoming Meeting Dates: Sept 4, Nov 6, Jan 8 (2026), Feb 5 (2026)

Submitted by:
Cameron Blake