Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

APPROVED MINUTES

Sunrise River Water Management Organization Meeting
Thursday September 4, 2025
Meeting was held in person at the East Bethel City Hall

1. Call to Order
   Mr. Mundle called the meeting to order at 6:31 pm.

2. Roll Call

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

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

4. Approval of Minutes for June 5, 2025
   Ms. Hegland identified some typographical edits for the minutes.
   Ms. Hegland moved to approve the minutes with those minor edits and Mr. Kelly seconded this motion. The motion carried with all in favor.

5. Financial Reports
   A. Treasurer's report
   Ms. Hegland stated there was a balance of $10,368.54 in the general fund, $15,848.16 in reserve and $7,000 set aside for the plan update. The total balance would be $33,216.70 after invoices are approved this evening. Ms. Hegland noted that all communities in the JPA have paid their full 2025 contributions.
   Mr. Melchoir arrived at 6:36pm.
   Mr. Kelly moved to accept the treasurer's report as presented and Mr. Melchior seconded this motion. The motion carried with all in favor.

   B. Grants financial report
   Mr. Schurbon said there was no activity to the cost share grant fund for landowners. There has been staff time expenditures for the Phase II Shoreline project and this is currently under construction with no payment made to the contractor yet. Staff time has been spent under the

Watershed Based Implementation Funds grant, and Mr. Schurbon noted this and the Phase II shorelines grant are both paying for the lakeshore projects underway. Funds have been spent under the carp management maintenance fund and the nets will remain this fall to catch as many more carp as possible this year. Mr. Mager clarified if there will not be unspent funds for this carp management and Mr. Schurbon reminded the board that the netting is only being done at Martin Lake this year.

6. Unfinished Business

A. Community events

Mr. Schurbon thanked Mr. Mager and Ms. Hegland for the successful East Bethel Booster Day booth. Mr. Hallberg, Mr. Harker and Mr. Kelly will all be helping for the Linwood Fun Fest event coming up. Mr. Melchoir and Mr. Mundle will be helping at Columbus Fall Fest. Ms. Hegland noted that the time in the board packet may be wrong for this event, and that she believes the event will start at 11am and finish at 6pm. Mr. Schurbon will clarify the timing.

B. Project update – Sunrise Chain of Lakes Shoreline Stabilizations

Mr. Schurbon explained there are nine projects being constructed this year using a combination of SRWMO WBIF grant funds, ACD CWF grant funds, other ACD funds, and landowner contributions. The ACD funds only are covering two of the nine projects. He explained that the second lowest bidder is doing construction because the lowest bidder was unresponsive. The cost for construction is still coming in lower than the estimated amount of $117,000; although the $112,000 is only for the construction of the projects and not the establishment vegetation work (was not bid on). Mr. Schurbon explained that the shoreline projects were occurring on three lakes and the designs are varied with some including a small amount of rip rap and others with brush bundles, coconut fiber logs, and planting. Construction is underway.

7. New Business

A. WBIF FY25 grant work plan revision

Mr. Schurbon is recommending a revision to the SRWMO FY25 WBIF grant to move $24,086.25 from shoreline construction to technical/engineering staff time. The SRWMO WBIF FY25 will disproportionately be paying for staff time after the work plan revision. The CWF grant to ACD will be disproportionately paying construction. After this work plan revision and installation of the 2025 projects, he anticipates that the ACD Clean Water Fund grant will be fully expended, and that approximately $14,000 of the SRWMO WBIF grant will still be remaining for additional projects (expiring at the end of 2017). The purpose of the work plan is administrative simplicity.

He explained the deliverables of both grants will be met, and in fact the amount of linear feet of shoreline exceeds the deliverables. The two grants are linked within the State reporting system, Elink, such that both grants will get credit for the accomplishments.

The representative from the Board of Water and Soil Resources is supportive of this work plan revision, and just needs to see board approval to move forward with the change.

Mr. Kelly moved and Ms. Hegland seconded to direct staff to submit a work plan revision request to BWSR moving funds from construction to technical staffing for the FY25 SRWMO WBIF grant. The motion carried with all in favor.

B. Ditch 13 Ditch Management Report

Mr. Schurbon explained the findings of the study which identified and ranked many options for projects to address water quality and quantity. He highlighted a wetland restoration at the downstream end of Ditch 13, just before the confluence with Ditch 20. That project would be similar to the planned project at Ditch 20, and together these two projects would provide treatment to both drainage systems that go to priority lakes. There is an interested landowner for the project. Other projects in the report were also discussed.

If the board approves an amendment to the SRWMO Watershed Plan to include this report as a guidance document, the projects would then be eligible for State grant funds. To pursue grant funds,Mr. Schurbon recommends the identified project(s) be designed to a concept level in order for the SRWMO for FY27 Watershed Based Implementations Funds. That funding process takes place in 2026. Mr. Schurbon explained the highlighted project would likely cost between $100,000 and $200,000 so although they could apply for additional projects too, financial resources will likely only be able to support one project of this size per grant cycle. The board clarified that the phosphorus reduction per dollar spent for the highlighted project is favorable, and the project is attractive because it treats a large upstream area.

Mr. Melchior moved and Ms. Hegland seconded to direct staff to begin the process of amending the SRWMO Watershed Plan to include the Multi-Purpose Drainage Management Pan for County Ditch No. 13 in the list of guidance documents. The motion carried with all in favor.

8. Mail

A notice from the insurer was received which estimated the 2026 insurance premium to be $1,930. Mr. Schurbon said this was similar to previous years.

9. Other

Mr. Schurbon gave a brief progress update on carp removals at Martin Lake.

Mr. Schurbon explained that there is more flexibility for remote meeting attendance under current law, but the board has previously expressed a preference for in-person whenever possible.

10. Invoice(s) approval

A. Recording Secretary ($200)

Ms. Hegland moved to and Mr. Wolens seconded to pay this invoice. The motion carried with all in favor.

11. Adjourn

Ms. Hegland asked if the November 6 meeting could be moved a week earlier as she has a scheduling conflict. The board suggested Mr. Schurbon send an email out to the board to gauge availability for that new date and the Chair can decide on any date change.

Mr. Wolens moved to adjourn the meeting and Mr. Kelly seconded this. The motion carried and Mr. Mundle adjourned the meeting at 7:21PM.

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

Submitted by:
Cameron Blake