

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

January 18, 2007 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE MINUTES
  - 1. December 21, 2006 Meeting
- D. FINANCE MATTERS
  - 1. Treasurer's Report
  - 2. Payment of Bills
  - 3. Consider Renewal of TimeSaver Agreement
  - 4. Monthly Accounting Fees for LRRWMO
  - 5. Budget Analysis
  - 6. Consider Resolution #2007-01 ~ Adopting Budget for Year 2007
- E. CONSIDER COMMUNICATIONS
  - 1. Anoka Conservation District – 2006 Draft Monitoring Results Review ~ Jamie Schurbon
  - 2. Anoka Conservation District – 2007 MOU ~ Jamie Schurbon
  - 3. DNR Request for Comment ~ Replace Third Avenue Outfall Structure ~ Anoka
  - 4. Comprehensive Plan Amendment ~ City of Ramsey
- F. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
  - 1. Year 2006 Fourth Quarter Report – Andover, Anoka, Coon Rapids & Ramsey
- G. OLD BUSINESS
  - 1. UPDATE ~ LRRWMO Permit #2003-07 ~ Ramsey Town Center ~ Ramsey
- H. NEW BUSINESS
  - 1. LRRWMO Permit #2005-27 ~ Shade Tree Cottages ~ Ramsey (consider Condition #3)
  - 2. LRRWMO Permit #2006-03 ~ Wild Oaks of Ramsey ~ Ramsey
  - 3. LRRWMO Permit #2006-27 ~ 2007 Street Renewal Project ~ City of Anoka
  - 4. LRRWMO Permit #2006-28 ~ Pine Prairie (formerly Gads Prairie #2006-10) ~ Ramsey
- I. OTHER BUSINESS
- J. ADJOURNMENT

*Next regular meeting date is February 15, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JANUARY 18, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Todd Haas, Andover; and Craig Gray, Anoka. Absent: None.

Also present were: Deputy Treasurer Lori Yager, Andover Alternate Bruce Perry, and Jamie Schurbon, Anoka Conservation District.

## APPROVE MINUTES

Hass requested a correction to the sixth paragraph of Page 2 to indicate: "...located west of Armstrong Boulevard, across from Coburn's Supermarket."

**Motion was made by Vierzba, seconded by Gray, to approve the December 21, 2006, regular meeting minutes as corrected. Vote: 4 ayes, 0 nays. Motion carried.**

## FINANCE MATTERS

### Treasurer's Report

Yager presented the Treasurer's Report for the period ending December 31, 2006. Account balances for the period were: Checking, \$55,143.00; less permit account balance of (\$14,919.79), for a total balance of \$40,223.21. She noted the funds are close to the projected budget.

**Motion was made by Gray, seconded by Vierzba, to accept the Treasurer's Report for the period ending December 31, 2006. Vote: 4 ayes, 0 nays. Motion carried.**

### Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$232.82 (services rendered in December of 2006), Barr Engineering in the amount of \$329, City of Anoka in the amount of \$200 (services rendered in September, 2006 to January, 2007) and AJE Companies in the amount of \$302.32 (permit refund).

**Motion was made by Gray, seconded by Vierzba, to authorize payment to TimeSaver in the amount of \$232.82, Barr Engineering in the amount of \$329, City of Anoka in the amount of \$200, and AJE Companies in the amount of \$302.32, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

Consider Renewal Of Timesaver Agreement

**Motion was made by Gray, seconded by Vierzba, to approve of the 2007 TimeSaver Off Site Secretarial, Inc. Recording Secretary Addendum and authorize its signature. Vote: 4 ayes, 0 nays. Motion carried.**

Monthly Accounting Fees for LRRWMO

Yager presented her recommendation that the City of Anoka increase its administration charge to \$100 per month (\$1,200 annually) to cover the cost for the City of Anoka. The current charge for accounting services is \$480 annually.

**Motion was made by Haas, seconded by Vierzba, to increase the administrative charge to \$100 per permit to cover the accounting costs for the City of Anoka. Vote: 4 ayes, 0 nays. Motion carried.**

Yager noted the substantial increase from Barr Engineering related to administration costs. She recommended the LRRWMO increase the application administrative charge from \$75 to \$100 per permit to cover the WMO's costs and also request that Barr Engineering reduce its charges for administration and overhead.

Gray noted the permit application fee is \$750 and of that, \$75 comes to the LRRWMO for administrative work. Yager stated that is correct but the Barr Engineering invoice includes other non-permit administrative work that is not directly charged back to the permit holder.

Haas noted a Barr Engineering cost for wetland administration and other administrative work for \$105. Yager stated she does not know what that charge is for. Gray noted that would only cover about one hour of an engineer's time.

Gray stated the engineering cost against permits should increase by about 3% each year to cover Barr Engineering's costs and that cost is being covered by permit fees.

Jankowski asked if the administrative fee to the LRRWMO should be increased. Yager recommended it be increased from \$75 to \$100 and that the permit application fee remain at \$750.

**Motion was made by Gray, seconded by Vierzba, to increase the administration charge from \$75 to \$100 per permit. Vote: 4 ayes, 0 nays. Motion carried.**

### Budget Analysis

Yager presented the budget analysis, noting it had been reviewed in July related to member city assessments. She then reviewed the projected line item budget amounts.

Haas asked if the permit review revenue line item of \$30,000 is reasonable. Yager noted in 2006 it is at \$36,000 and, for the most part, it will balance with the permit review expenditure line item.

**Informational; no action required.**

### Consider Resolution #2007-01 ~ Adopting Budget For Year 2007

Yager presented Resolution #2007-01, adopting the budget for the year 2007. She noted the total revenues are \$50,000 and expenditures are \$52,600, resulting in using \$2,600 of the fund balance.

**Motion was made by Gray, seconded by Vierzba, to adopt Resolution #2007-01, Resolution of the Lower Rum River Watershed Management Organization (LRRWMO) for Adopting the Budget for the Year 2007. Vote: 4 ayes, 0 nays. Motion carried.**

### Waiver of Tort Limits

Yager explained her recommendation for the LRRWMO to not waive the tort liability limits.

**Motion was made by Haas, seconded by Vierzba, to not waive the Tort Liability Limits. Vote: 4 ayes, 0 nays. Motion carried.**

### CONSIDERATION OF COMMUNICATIONS

#### Anoka Conservation District – 2006 Draft Monitoring Results Review ~ Jamie Schurbon

Jamie Schurbon, ACD, presented the draft results of the 2006 monitoring. He noted the finding in Rogers Lake that has been designated as impaired waters by the PCA. He stated this is a small lake in Ramsey with no public access so he had wondered about that finding. Schurbon stated he did spend more time reviewing this small body of water and learned that a lot of the lakeshore was treated with herbicides. Also, in May the lake smelled like sewage. He stated he plans to talk to local residents and lay the groundwork for more monitoring in 2008. Schurbon noted that Rogers Lake is also in the Upper Rum River WMO so, perhaps, they should be involved in this monitoring.

Gray noted Rogers Lake is a small land-locked basin and only effects 12 residents.

Schurbon presented the remainder of the report and advised that Anoka High School did no stream biomonitoring in 2006. The ACD is sending the LRRWMO a refund check for that

portion of the cost. Schurbon recommended no further monitoring of Trott Brook and Ford Brook.

Jankowski asked if this information will come out in an annual report. Schurbon stated it will be included in the annual report and copies provided to the LRRWMO.

Haas stated he is interested in further investigation of Rogers Lake. Jankowski noted that the enforcement action was a result of a resident complaint because this is a natural environmental lake and herbicides are not allowed.

**Informational; no action required.**

Anoka Conservation District – 2007 Memorandum of Understanding (MOU) ~ Jamie Schurbon

Schurbon explained that in the past the costs were paid 75% up front and 25% upon completion. However, that has led to some billing errors. He stated the ACD would like to bill 100% up front and then the LRRWMO can pay 75% up front and the rest later, but will be responsible for keeping track of the accounting. Schurbon noted that if any monitoring is not completed, the ACD would reimburse the LRRWMO for that cost. Schurbon reviewed the monitoring and website costs which totaled \$3,010.

**Motion was made by Gray, seconded by Vierzba, to approve the 2007 Memorandum of Understanding with the Anoka Conservation District. Vote: 4 ayes, 0 nays. Motion carried.**

DNR Request for Review and Comment ~ Replace Third Avenue Outfall Structure ~ Anoka

Gray stated this is related to LRRWMO Permit #2006-27. He explained that a new storm sewer system will be installed with a Contect Vortechnic Model 7000 plus an outlet.

Jankowski asked about the types of Contect units the City of Anoka has used. Gray described the units and stated his preference for their three-chamber unit.

Vierzba stated this will be a good improvement to that area because it will provide treatment. The Board agreed.

**Motion was made by Jankowski, seconded by Vierzba, that the LRRWMO supports authorization of this project. Vote: 4 ayes, 0 nays. Motion carried.**

Comprehensive Plan Amendment ~ City of Ramsey

Jankowski explained the proposed City of Ramsey Comprehensive Plan Text Amendment to change the permitted density in the Rural Developing Area from 1 unit per 2.5 acres to 1 unit per 10 acres, along with a Zoning Amendment that would increase the minimum lot size in this district to 10 acres. The City Council has indicated that the lot standards for the Rural

Developing Area will be revisited as part of the 2008 Comprehensive Plan Update. Staff expects that the request will be scheduled for City Council action in January or February.

**Consensus was reached to find that the amendment is not anticipated to impact the LRRWMO.**

Jankowski reviewed the correspondence and notices contained in the Chair's Folder, noting they do not require action.

**Informational; no action required.**

#### REPORT OF OFFICERS

##### Year 2006 – Fourth Quarter – Andover, Anoka, Coon Rapids & Ramsey

Haas presented the Year 2006 Fourth Quarter report for the City of Andover.

**Motion was made by Gray, seconded by Vierzba, to accept the Year 2006 Fourth Quarter Report from the City of Andover, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

Gray presented the Year 2006 Fourth Quarter report for the City of Anoka. He recommended return of permit funds for LRRWMO Permits #2006-07, River Villa Townhomes; #2005-04, Riverview Plaza; #2005-01, Central Power Distributors; #2004-37, North Street Trail; #2004-29, CSAH #116 at Thurston; #2003-24, Cutters Grove Third Addition; #2003-23, Eleventh Avenue Townhomes; and #2004-13, Cutters Grove Market.

**Motion was made by Vierzba, seconded by Haas, to approve the Year 2006 Fourth Quarter report for the City of Anoka, as presented, and authorize return of unspent escrow funds for LRRWMO Permits #2006-07, River Villa Townhomes; #2005-04, Riverview Plaza; #2005-01, Central Power Distributors; #2004-37, North Street Trail; #2004-29, CSAH #116 at Thurston; #2003-24, Cutters Grove Third Addition; #2003-23, Eleventh Avenue Townhomes; and #2004-13, Cutters Grove Market. Vote: 4 ayes, 0 nays. Motion carried.**

Vierzba presented the Year 2006 Fourth Quarter report for the City of Coon Rapids.

**Motion was made by Haas, seconded by Gray, to approve the Year 2006 Fourth Quarter report for the City of Coon Rapids, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

Jankowski presented the Year 2006 Fourth Quarter report for the City of Ramsey and recommended the release of unspent permit application fees for LRRWMO Permits #2005-11, Felco Office Building; #2006-04, Sweet Bay Ridge Lead Shot Cleanup; #2006-10, GADS Project; #2006-14, Ebony Street Addition.

**Motion was made by Haas, seconded by Vierzba, to approve the Year 2006 Fourth Quarter report for the City of Ramsey, as presented, and authorize return of unspent escrow funds for LRRWMO Permits #2005-11, Felco Office Building; #2006-04, Sweet Bay Ridge Lead**

**Shot Cleanup; #2006-10, GADS Project; #2006-14, Ebony Street Addition. Vote: 4 ayes, 0 nays. Motion carried.**

OLD BUSINESS

UPDATE ~ LRRWMO Permit 2003-07 ~ Ramsey Town Center ~ Ramsey

Jankowski stated there is nothing new to report.

**Informational; no action required.**

NEW BUSINESS

LRRWMO #2005-27 ~ Shade Tree Cottages ~ Ramsey (consider Condition #3)

Jankowski stated this permit has been approved but a question was raised regarding Condition #3 and the need to submit evidence that open boring was not an option through the wetland area.

Jankowski stated he contacted Midwest Engineering who is working for the developer. They want to start with tree removal but there will be no grading until all conditions are met. He stated he spoke with Dave Putnam and provided the rationale for meeting Condition #3. Mr. Putnam said he will address all the conditions as one.

**Tabled; to be considered at the February 15, 2007 meeting.**

LRRWMO #2006-03 ~ Wild Oaks of Ramsey ~ Ramsey

Jankowski read the January 17, 2007 letter from the City of Ramsey requesting termination of this project and return of remaining application fees.

**Motion was made by Vierzba, seconded by Haas, to accept the letter terminating LRRWMO Permit #2006-03, Wild Oaks of Ramsey, and authorize return of unspent escrow funds. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2006-27 ~ 2007 Street Renewal Project ~ City of Anoka

The Board reviewed the January 11, 2007 memorandum from Barr Engineering indicating they have received storm water documentation and a LRRWMO permit for the reconstruction of street and utilities along 3<sup>rd</sup> Avenue in Anoka. Storm water runoff from this area currently discharges to the Mississippi River untreated. The City of Anoka has part of the reconstruction of the storm sewer along 3<sup>rd</sup> Avenue is proposing to treat the storm water runoff from this area using a water quality treatment manhole. Since there is not the opportunity of constructing a ponding basin to provide water quality treatment, this is the best available option for the City. The design parameters of the water quality treatment manhole should be as close to the requirements of a water quality basin where the removal efficiency is 90% total suspended solids and 60% phosphorus from the runoff from a 2-inch rainstorm event.

Obermeyer advises that the documentation submitted indicates that the City of Anoka is proposing a Contech "Vortechnic" Model 7000 to provide water quality treatment. The performance specification submitted indicates that this treatment manhole will achieve 80% TSS removal, up to 67% Phosphorus removal and capture between 90%-100% oils and floatables. The removal efficiency of the water quality treatment manhole is similar to the LRRWMO design criteria.

Obermeyer recommends that the LRRWMO approve of the use of the Contech "Vortechnic" Model 7000 water quality treatment manhole for the reconstruction of the street and utilities within this area. The final construction documents should be submitted to the LRRWMO for review and approval once completed. The Minnesota Department of Natural Resources should be contacted to determine if an MDNR Work in Protected Waters permit is necessary for the construction of the storm sewer outfall to the Mississippi River.

**Motion was made by Haas, seconded by Vierzba, to approve Permit #2006-27, 2007 Street Renewal Project for the City of Anoka, for the use of the Contech "Vortechnic" Model 7000 water quality treatment manhole for the reconstruction of the street and utilities within this area, subject to the final construction documents being submitted to the LRRWMO for review and approval once completed and the City of Anoka contacting the Minnesota Department of Natural Resources to determine if an MDNR Work in Protected Waters permit is necessary for the construction of the storm sewer outfall to the Mississippi River, as detailed in the Barr Engineering memorandum dated January 11, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2006-28 ~ Pine Prairie (formerly Gads Prairie #2006-10) ~ Ramsey

The Board reviewed the January 16, 2006 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit for the Gads Prairie development to be located west of Nowthen Boulevard and north of 145<sup>th</sup> Avenue in Ramsey. The site is 1.65 acres in area and 9 single-family lots are proposed. This is the former Gads Prairie development, Permit #2006-10.

An on-site storm water management basin is to be constructed in the northwest corner of the site. This basin provides water quantity and quality control meeting the LRRWMO criteria. The low floor elevations of the proposed structure riparian to the basin are proposed slab on grade and are shown to be constructed at elevation 888.0 M.S.L., 3 feet above the 100-year frequency flood elevation of the basin, as calculated by Hakanson Anderson Associates. If in the future structures are to be constructed on Outlots B-C, the low floor elevation of these structures must be set at a minimum elevation of 887 M.S.L., two feet above the calculated flood elevation of the basin.

Obermeyer noted that a high point is to be constructed in the southwest corner of the site, at elevation 887.5 M.S.L., the separates the hydraulic connection between the pond and the proposed structures on Lots 1-3. It should be noted that the proposed storm sewer system that provides both inflow and outflow from the basin is lower than the normal water surface elevation of the proposed pond. This could result in a potential frozen pipe condition during the winter months/spring runoff period. The grading plan shows that a surface emergency overflow is to be provided should this condition result. It is recommended that at a minimum the overflow path to

be provided from the basin be place within a drainage and utility easement thereby minimizing the overflow elevation from being modified.

Obermeyer notes that at the limits of construction, erosion control measures are shown to minimize the potential of sediment leaving areas altered on the site. He recommends that the LRRWMO approve of the permit for this project subject to the seven conditions as detailed in his memorandum.

Jankowski stated one of the recommended conditions concerns him and he would like to talk to the applicant before the LRRWMO considers action on this permit. He presented the drainage plans and described the drainage to a pond that contains an outlet that spills into the County ditch. The elevation of the pipe is such that it will always be full and in the spring of the year, may be frozen shut. Barr Engineering is recommending that emergency overflow be provided. However, in the spring of the year it may be full of snow.

**Motion was made by Gray, seconded by Vierzba, to table consideration of Permit #2006-28, Pine Prairie (formerly Gads Prairie Permit #2006-10), at the request of Chair Jankowski. Vote: 4 ayes, 0 nays. Motion carried.**

#### OTHER BUSINESS

None.

#### ADJOURNMENT

A motion was made by Gray, seconded by Haas, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:38 a.m.

Respectfully submitted,

Carla Wirth  
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

February 15, 2007 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE MINUTES
  - 1. January 18, 2007 Meeting
- D. FINANCE MATTERS
  - 1. Treasurer's Report
  - 2. Payment of Bills
- E. CONSIDER COMMUNICATIONS
  - 1. PCA ~ Northern States Power ~ NPDES / SDS Permit
- F. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.
- G. OLD BUSINESS
  - 1. UPDATE ~ LRRWMO Permit #2003-07 ~ Ramsey Town Center ~ Ramsey
- H. NEW BUSINESS
  - 1. LRRWMO Permit #2005-27 ~ Shade Tree Cottages ~ Ramsey (consider Condition #3)
  - 2. LRRWMO Permit #2006-28 ~ Pine Prairie (formerly Gads Prairie #2006-10) ~ Ramsey
  - 3. LRRWMO Permit #2006-29 ~ Round Lake Commons ~ Anoka
- I. OTHER BUSINESS
- J. ADJOURNMENT

*Next regular meeting date is March 15, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

FEBRUARY 15, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Todd Haas, Andover; and Craig Gray, Anoka. Absent: None.

Also present were: Assistant Deputy Treasurer Pam Richer, Andover Alternate Bruce Perry, and John Enstrom of Ramsey Organic Dirt.

## APPROVE MINUTES

**Motion was made by Vierzba, seconded by Gray, to approve the January 18, 2007, regular meeting minutes as submitted. Vote: 4 ayes, 0 nays. Motion carried.**

## FINANCE MATTERS

### Treasurer's Report

Due to the absence of Yager, Richer presented the Treasurer's Report for the period ending January 31, 2007. Account balances for the period were: Checking, \$55,768.61; less permit account balance of (\$15,194.79), for a total balance of \$40,573.82. Richer advised this is the 2006 year end report.

**Motion was made by Haas, seconded by Vierzba, to accept the Treasurer's Report for the period ending January 31, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

### Payment of Bills

Due to the absence of Yager, Richer presented the payment of bills for TimeSaver in the amount of \$461.58 (services rendered in January of 2007), Barr Engineering in the amount of \$769 (engineering services rendered in January of 2007), T.C. Field & Company in the amount of \$125 (insurance), KCR Corporation in the amount of \$333.75 (Permit Refund), Central Power Distributors in the amount of \$335.25 (Permit Refund), Felco Properties in the amount of \$260.65 (Permit Refund), Oakwood Land Development in the amount of \$27 (Permit Refund), Rivervilla, LLC & K. Hertz & P. Fragale in the amount of \$555 (Permit Refund), City of

Ramsey in the amount of \$515 (Permit Refund), and GM Homes of Anoka in the amount of \$172.50 (Permit Refund).

Gray commented on the great job being done by Richer to notify deficit permit holders of the need to bring their account up to date. The Board concurred.

**Motion was made by Vierzba, seconded by Gray, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.**

#### CONSIDERATION OF COMMUNICATIONS

##### PCA ~ Northern States Power ~ NPDES / SDS Permit

The Board noted the PCA public notice for Northern States Power Company, DBA Excel Energy.

**Informational; no adverse comment.**

##### Bolton & Menk, Inc. Re: Ramsey Crossings EAW

Jankowski reviewed the February 8, 2007 letter from Bolton & Menk, Inc., indicating the City of Ramsey has prepared an Environmental Assessment Worksheet (EAW) to describe the potential environmental impacts of the proposed Ramsey Crossing development. He noted this is a significant project so they will be making application for a permit, even though there are no wetlands on the site.

**Informational; no adverse comment.**

Jankowski reviewed the correspondence and notices contained in the Chair's Folder, noting they do not require action.

**Informational; no action required.**

#### REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.

#### OLD BUSINESS

##### UPDATE ~ LRRWMO Permit #2003-07 ~ Ramsey Town Center

Jankowski stated there is nothing new to report.

**Informational, no action required.**

NEW BUSINESS

LRRWMO #2005-27 ~ Shade Tree Cottages ~ Ramsey (consider Condition #3)

Jankowski reviewed the February 15, 2007 memorandum from Barr Engineering regarding their receipt of a Combined Wetland Permit Application (CWPA) for the proposed Shade Tree Cottages residential development. It also indicates that on February 1, 2007, Barr Engineering received correspondence that appears to satisfactorily address the permit conditions. Bob Obermeyer notes a list of six additional conditions.

Jankowski stated this permit has remained on the agenda due to questions on Condition #3 in Barr's recommendation of October 19, 2006. Condition #3 required the applicant to provide additional documentation to justify the need for open-cutting vs. alternative methods of sanitation sewer installation and to receive LRRWMO approval on that additional documentation. Jankowski noted that a new submittal has been made to Barr Engineering including the requirement for a surety and timed release of the surety based on construction.

**Motion was made by Gray, seconded by Haas, to receive the February 15, 2007 Barr Engineering memorandum for Permit #2007-27, Shade Tree Cottages, for the construction of 26 single family townhouse units and 16 single family residential lots to be located 170 feet of 157<sup>th</sup> Lane NW east of CSAH 5, north of Old Nowthen Boulevard, and west of Potassium Street NW, in Ramsey, requiring that the five (5) additional conditions as detailed in the Barr Engineering memorandum must be addressed prior to commencement of this project.**

Jankowski stated the City of Ramsey will be responsible for assuring the conditions are met prior to construction. The Board agreed and noted the surety will need to be given to the Deputy Treasurer.

**Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2006-28 ~ Pine Prairie (formerly Gads Prairie #2006-10) ~ Ramsey

Jankowski explained this was tabled at the last meeting due to Ramsey's concern about the storm pipes that may be frozen and cause problems during times of spring snow melt. He explained the ponding system that will be used to route this project to a ponding area. Jankowski stated the LRRWMO has 60 days to consider the permit so he will write a letter to the applicant asking him for an extension to the review period. He suggested a motion for denial if the applicant does not grant that extension prior to expiration of the 60 days.

**Motion was made by Jankowski, seconded by Gray, to deny Permit #2007-28, Pine Prairie (formerly Gads Prairie #2006-10), for the construction of a residential development to be located on the west side of Nowthen Boulevard, north of 145<sup>th</sup> Avenue, in Ramsey, unless the permit applicant grants an extension of the 60 day time table. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2006-29 ~ Round Lake Commons ~ Anoka

The Board reviewed the February 13, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit for the Round Lake Commons development to be located west of Round Lake Boulevard and south of 135<sup>th</sup> Avenue N.W. in Anoka. The site is 1.3 acres in area and 2 commercial buildings, 9000 square feet and 4500 square feet, respectively. Two existing buildings are shown to be razed.

Barr Engineering notes that storm water runoff from the site is to be directed through a water quality treatment facility, ADS HDPE Water Quality Unit, to be constructed within the on-site storm sewer system. The technical specifications for this unit indicated that this facility is to remove 90% of the total suspended solids. At the limits of construction, erosion control measures are shown to minimize the potential of sediment leaving areas altered on the site.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to six conditions as detailed in his memorandum.

Gray explained this project used to be under a different developer so he suggested they make application for a permit. He presented the drainage plans and explained the modification made to create more parking lot area and a storm sewer with an HDPE water quality unit in the corner of the parking lot prior to the point of discharge.

Jankowski asked if there are any wetland impacts. Gray stated there are not.

Gray advised that the Anoka Planning Commission has recommended approval of the first building. He noted the point of access and explained the access location preferred by Anoka County and the City of Anoka.

**Motion was made by Haas, seconded by Vierzba, to approve Permit #2007-29, Round Lake Commons, for the construction of two commercial buildings, 9,000 square feet and 4,500 square feet, respectively, west of Round Lake Boulevard and south of 135<sup>th</sup> Avenue NW in Anoka, subject to the six (6) conditions as detailed in the Barr Engineering memorandum dated February 13, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

OTHER BUSINESS

Revision to ACD Memorandum of Understanding

Jankowski stated he received a telephone call and letter from Attorney LeFevere regarding the recently approved ACD Memorandum of Understanding for lake and stream monitoring. LeFevere has indicated concern about the limitation of liability clause and recommended a change in the language. Jankowski stated he will contact Jamie Schurbon, ACD, regarding this issue and request a corrected agreement.

2006 Annual Report

The Administrative Secretary noted it is time to prepare the 2006 annual report and requested member cities provide copies of published educational articles.

ADJOURNMENT

A motion was made by Gray, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 8:52 a.m.

Respectfully submitted,

Carla Wirth  
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

March 15, 2007 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE MINUTES
  - 1. February 15, 2007 Meeting
- D. FINANCE MATTERS
  - 1. Treasurer's Report
  - 2. Payment of Bills
- E. CONSIDER COMMUNICATIONS
  - 1. DNR Protected Waters Permit ~ Replace Third Avenue Storm Sewer ~ Anoka
  - 2. MPCA ~ SDS Permit ~ Turtle Run South – Oak Grove
  - 3. MPCA ~ SDS Permit ~ Village Green N. Mobile Home Park ~ Cedar
- F. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.
- G. OLD BUSINESS
  - 1. UPDATE ~ LRRWMO Permit #2003-07 ~ Ramsey Town Center ~ Ramsey
- H. NEW BUSINESS
  - 1. LRRWMO Permit #2005-27 ~ Shade Tree Cottages ~ Ramsey
  - 2. LRRWMO Permit #2006-28 ~ Pine Prairie (formerly Gads Prairie #2006-10) ~ Ramsey
  - 3. LRRWMO Permit #2007-01 ~ Coopers Landing ~ Anoka
  - 4. LRRWMO Permit #2007-02 ~ Holiday Stationstore ~ Ramsey
- I. OTHER BUSINESS
- J. ADJOURNMENT

*Next regular meeting date is April 19, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

MARCH 15, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the meeting to order at 8:32 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Todd Haas, Andover; and Craig Gray, Anoka. Absent: None.

Also present were: Deputy Treasurer Lori Yager, Andover Alternate Bruce Perry, and John Enstrom of Ramsey Organic Dirt.

## APPROVE MINUTES

**Motion was made by Vierzba, seconded by Gray, to approve the February 15, 2007, regular meeting minutes as submitted. Vote: 4 ayes, 0 nays. Motion carried.**

## FINANCE MATTERS

### Treasurer's Report

Yager presented the Treasurer's Report for the period ending February 28, 2007. Account balances for the period were: Checking, \$52,561.16; less permit account balance of (\$13,715.64), for a total balance of \$38,845.52.

**Motion was made by Haas, seconded by Vierzba, to accept the Treasurer's Report for the period ending February 28, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

### Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$415.17 (services rendered in February of 2007), Barr Engineering in the amount of \$1,076.50 (engineering services rendered in February of 2007), Kennedy & Graven in the amount of \$107.25 (legal services), and League of Minnesota Cities in the amount of \$2,288 (insurance).

**Motion was made by Vierzba, seconded by Gray, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.**

2006 Audit

Yager reported the 2006 audit should be available for review at the April 19, 2007 meeting.

CONSIDERATION OF COMMUNICATIONS

DNR Protected Waters Permit ~ Replace Third Avenue Storm Sewer ~ Anoka

It was noted this is Anoka's project to replace the Third Avenue storm sewer with a 24-inch RCP, invert elevation 829.5 (NGVD 1929) and abandon the eight-inch pipe.

**Informational; no adverse comment.**

MPCA ~ SDS Permit ~ Turtle Run South ~ Oak Grove

MPCA ~ SDS Permit ~ Village Green N. Mobile Home Park ~ Cedar

Jankowski reviewed the correspondence and notices contained in the Chair's Folder, noting they do not require action.

**Informational; no action required.**

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.

OLD BUSINESS

UPDATE ~ LRRWMO Permit #2003-07 ~ Ramsey Town Center

Jankowski stated there is nothing new to report.

**Informational; no action required.**

NEW BUSINESS

LRRWMO #2005-27 ~ Shade Tree Cottages ~ Ramsey

Jankowski reviewed the information submitted by Midwest Land Surveyors regarding Shade Tree Cottages and advised the conditions have been met and the only outstanding issue is submittal of the surety.

**Informational; no action required.**

LRRWMO #2006-28 ~ Pine Prairie (formerly Gads Prairie #2006-10) ~ Ramsey

Jankowski reviewed that this permit was considered at the last meeting but concern was raised regarding a below grade drainage pipe and potential it would be frozen during spring thaw

conditions. At that meeting, the permit was denied pending an extension request of the applicant. The applicant, Tim Boe of Tri-Cor Development LLC, submitted a 60-day letter of extension dated March 2, 2007.

Jankowski presented the drainage plans and noted the March 13, 2007 revised memorandum from Barr Engineering indicating they have received revised plans for the Gads Prairie development to be located west of Nowthen Boulevard and north of 145<sup>th</sup> Avenue in Ramsey. The site is 1.65 acres in area and 9 single-family lots are proposed. This is the former Gads Prairie development, Permit #2006-10 and review comments were sent to the LRRWMO dated January 16, 2007.

Obermeyer notes that an on-site storm water management basin is to be constructed in the northwest corner of the site. This basin provides water quantity and quality control meeting the LRRWMO criteria. The low floor elevations of the proposed structure riparian to the basin are proposed slab on grade and are shown to be constructed at elevation 888.0 M.S.L., 2.3 feet above the 100-year frequency flood elevation of the basin, as calculated by Hakanson Anderson Associates. If in the future structures are to be constructed on Outlots B-C, the low floor elevation of these structures must be set at a minimum elevation of 887.7 M.S.L., two feet above the calculated flood elevation of the basin.

A high point is to be constructed in the southwest corner of the site, at elevation 887.5 M.S.L., the separates the hydraulic connection between the pond and the proposed structures on Lots 1-3. The location of the proposed storm sewer system has been modified from the previous review, January, 2007. The system along the rear of Lots 4-9 provides both inflow and outflow from the basin however the outlet is now shown to connect to an existing system to the south of the site. This outlet configuration will enable the system to drain after storm events. The grading plan shows that a surface emergency overflow is to be provided from the basin and it is recommended that this overflow path be placed within a drainage and utility easement thereby minimizing the overflow elevation from being modified. At the limits of construction, erosion control measures are shown to minimize the potential of sediment leaving areas altered on the site.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to six conditions as detailed in his memorandum.

**Motion was made by Gray, seconded by Vierzba, to approve revised Permit #2006-28, Pine Prairie (formerly Gads Prairie #2006-10), for the construction of nine single-family lots on a 1.65 acre site located west of Nowthen Boulevard and north of 145<sup>th</sup> Avenue in Ramsey, subject to the six (6) conditions as detailed in the Barr Engineering memorandum dated March 13, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-01 ~ Coopers Landing ~ Anoka

The Board reviewed the March 13, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit for the Cooper Landing development located south and west of the intersection of 7<sup>th</sup> Avenue NW and 38<sup>th</sup> Lane NW in Anoka. The site is 84 acres in area and 100 single family lots are proposed.

The plans indicate that the flood fringe or possibly the flood way of the Rum River is located on a portion of the site. Apparently this site is between two sets of the FEMA mapping and it is unclear of the designation and limits of either a flood fringe or flood way that exist on this site. The developer's consultant is currently looking into this situation. Barr Engineering has suggested that the MDNR be contacted for a determination since the FEMA program is administered by the MDNR. The reach of the Rum River riparian to this site has been designated as Wild and Scenic. The MDNR should also be contacted regarding their issues and concerns regarding development tributary to this section of the river. The plans show that water quantity and quality management is to be provided within two NURP basins and two infiltration basins. Barr Engineering has requested additional information regarding the design and future maintenance of the proposed infiltration basins.

Obermeyer recommends that this permit be continued until these issues have been addressed

Gray advised that it will be several weeks before the drainage documentation is submitted.

**Motion was made by Haas, seconded by Vierzba, to find Permit #2007-01, Coopers Landing in Anoka, to be incomplete, as recommended in the Barr Engineering memorandum dated March 13, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-02 ~ Holiday StationStore ~ Ramsey

Jankowski presented the plans and reviewed the March 13, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit for the Holiday StationStore to be located south and east of U.S. Highway 10 and Ramsey Boulevard N.W. in Ramsey. The site is a 2-lot, 2.2 acre site with the Holiday Station to be constructed on the westerly lot.

Obermeyer advises that the plans indicate that both water quantity and quality management is to be provided within an underground storage system. Three-hundred and eighty-five feet of 96-inch corrugated metal pipe is to provide this treatment. The information submitted indicates that the on-site soils consist primarily of sand. It is recommended that the permit applicant consider a perforated pipe system that would promote infiltration. At the limits of grading operations, erosion control measures are shown to be installed to minimize the potential of material from leaving altered areas.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to seven conditions as detailed in his memorandum.

Perry asked about the depth. Gray estimated four to five feet.

Gray recommended revising Condition #6 to require that the corrugated metal pipe be changed to a perforated pipe system, as suggested by Obermeyer. The Board concurred.

**Motion was made by Gray, seconded by Vierzba, to approve Permit #2007-02, Holiday StationStore to be located south and east of U.S. Highway 10 and Ramsey Boulevard N.W. in Ramsey, subject to the seven (7) conditions as detailed in the Barr Engineering memorandum dated March 13, 2007, revising the language of Condition #6 to indicate: “Because of the on-site sandy soil conditions, the LRRWMO will require that the developer use a perforated underground system which will promote infiltration”. Vote: 4 ayes, 0 nays. Motion carried.**

OTHER BUSINESS

2006 Draft Annual Report

The Administrative Secretary requested newsletter articles from the cities of Anoka and Ramsey for inclusion in the annual report. It was noted this item will be on next month’s agenda.

ADJOURNMENT

A motion was made by Haas, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 8:53 a.m.

Respectfully submitted,

Carla Wirth  
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

**MEETING NOTICE**

April 19, 2007 - 8:30 a.m. - Committee Room - Anoka City Hall

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE MINUTES
  - 1. March 15, 2007 Meeting
- D. FINANCE MATTERS
  - 1. Treasurer's Report
  - 2. Payment of Bills
  - 3. 2006 Annual Audit
  - 4. 2006 Annual Report
  - 5. 2006 ACD Water Almanac & Invoice
- E. CONSIDER COMMUNICATIONS
  - 1. Mn/DOT ~ Northstar Corridor Rail Project ~ Anoka Station
  - 2. Notice of comprehensive Plan Amendment ~ City of Anoka
- F. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
  - 1. 2007 First Quarter Reports ~ Andover, Anoka, Coon Rapids & Ramsey
- G. OLD BUSINESS
  - 1. UPDATE ~ LRRWMO Permit #2003-07 ~ Ramsey Town Center ~ Ramsey
- H. NEW BUSINESS
  - 1. UPDATE ~ LRRWMO Permit #2005-27 ~ Shade Tree Cottages ~ Ramsey
  - 2. LRRWMO Permit #2007-01 ~ Coopers Landing ~ Anoka
- I. OTHER BUSINESS
  - 1. Stormwater Management Presentation ~ Rehbein Environmental Solutions
- J. ADJOURNMENT

*Next regular meeting date is May 17, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

APRIL 19, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Todd Haas, Andover; and Craig Gray, Anoka. Absent: None.

Also present were: Deputy Treasurer Lori Yager, Andover Alternate Bruce Perry, John Enstrom of Ramsey Organic Dirt, and Paul Cherne representing Ryland Homes.

## APPROVE MINUTES

**Motion was made by Vierzba, seconded by Gray, to approve the March 15, 2007, regular meeting minutes as submitted. Vote: 4 ayes, 0 nays. Motion carried.**

## FINANCE MATTERS

### Treasurer's Report

Yager presented the Treasurer's Report for the period ending March 31, 2007. Account balances for the period were: Checking, \$65,679.55; less permit account balance of (\$12,035.64), for a total balance of \$53,643.91.

Yager advised that Barr Engineering bills are being received on permits where the escrow has already been released. She suggested that the LRRWMO wait for a period of at least two months before release of escrow funds in case there is a pending engineering bill.

Gray suggested the members check with Barr Engineering prior to making the request for the Board to release remaining escrow. Haas agreed and noted some permits have been closed and escrow released prior to expiration of the five-year monitoring period.

**Motion was made by Gray, seconded by Haas, to accept the Treasurer's Report for the period ending March 31, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$478.81 (services rendered in March of 2007), Barr Engineering in the amount of \$2,582.07 (engineering services rendered in March of 2007), and Anoka Conservation District in the amount of \$3,010 (2007 services).

**Motion was made by Gray, seconded by Haas, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.**

2006 Annual Audit

Yager stated the auditor has indicated it is not yet completed but it will be available for the May 17, 2007 meeting.

**This item was tabled to the May 17, 2007 meeting.**

2006 Annual Report

**Motion was made by Gray, seconded by Vierzba, to approve the 2006 Annual Report and authorize its submission to BWSR once the audit is completed. Vote: 4 ayes, 0 nays. Motion carried.**

2006 ACD Water Almanac & Invoice

The Board discussed the work of the ACD and agreed to make full payment prior to the work being completed since the ACD has been a long-term partner with the LRRWMO. Should an issue arise, the Board will change this practice.

CONSIDERATION OF COMMUNICATIONS

Mn/DOT ~ Northstar Corridor Rail Project ~ Anoka Station

Haas stated at a county/city engineer meeting he had talked to Chris Roy, North Metro Manager with Mn/DOT, about his frustration that Mn/DOT does not obtain permits since it is not a requirement. Haas advised that Mr. Roy had indicated at that time that they would obtain a permit, if needed.

Jankowski stated it is his understanding that Mn/DOT is exempt from the requirement to obtain a LRRWMO permit. Gray agreed.

**Following discussion, Haas indicated he would call Chris Roy about the need for Mn/DOT to obtain a LRRWMO permit for the Northstar Corridor Rail Project.**

Notice of Comprehensive Plan Amendment ~ City of Anoka

Gray stated this amendment involves LRRWMO Permit #2007-01, Coopers Landing.

**Informational; no adverse comment.**

Jankowski reviewed the correspondence and notices contained in the Chair's Folder, noting they do not require action.

**Informational; no action required.**

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Year 2007 – First Quarter – Andover, Anoka, Coon Rapids & Ramsey

Vierzba advised that there are no active permits in Coon Rapids.

Haas presented the Year 2007 First Quarter report for the City of Andover.

**Motion was made by Jankowski, seconded by Vierzba, to accept the Year 2007 First Quarter Report from the City of Andover, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

Jankowski presented the Year 2007 First Quarter report for the City of Ramsey. He recommended release of unused permit escrow for Permits #2005-10, Azurite Street lot grading, and #2006-15, Rum River Prairie (since property sold and is under new application). Jankowski also recommended terminating Permit #2004-27, T & G Warehouse, since it has been two years and the project is not yet initiated.

**Motion was made by Gray, seconded by Haas, to approve the Year 2007 First Quarter report for the City of Ramsey, as presented, with the release of unused permit escrow for Permits #2005-10, Azurite Street lot grading, and #2006-15, Rum River Prairie, and terminating Permit #2004-27, T & G Warehouse. Vote: 4 ayes, 0 nays. Motion carried.**

Gray presented the Year 2007 First Quarter report for the City of Anoka.

**Motion was made by Vierzba, seconded by Haas, to approve the Year 2007 First Quarter report for the City of Anoka, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

OLD BUSINESS

UPDATE ~ LRRWMO Permit #2003-07 ~ Ramsey Town Center

Jankowski stated construction continues and there is nothing new to report.

NEW BUSINESS

UPDATE ~ LRRWMO Permit #2005-07 ~ Shade Tree Cottages ~ Ramsey

Jankowski stated he has reminded the applicant about the need to post the escrow and will follow that process to be sure it is submitted.

**Informational; no action required.**

LRRWMO #2007-01 ~ Coopers Landing ~ Anoka

The Board reviewed the April 17, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit for the Cooper Landing development located south and west of the intersection of 7<sup>th</sup> Avenue NW and 38<sup>th</sup> Lane NW in Anoka. The site is 84 acres in area and 100 single family lots are proposed.

Obermeyer advises that the plans have been revised to limit grading/filling adjacent to the Rum River to an elevation of 851.9 M.S.L., which is above the flood way of the river. The project adjacent has indicated that a Letter of Map Amendment, LOMA, will be submitted to the MDNR to revise the flood fringe that has been shown on the site. The MDNR, in correspondence dated April 2, 2007, has indicated that the floodplain issues are address adequately and are in agreement with the LOMA as proposed. The reach of the Rum River riparian to this site has been designated as Wild and Scenic. The MDNR has also indicated that their approval of this PUD is required.

Obermeyer indicates that the plans show that water quantity and quality management is to be provided within two NURP basins and two infiltration basins. The 100-year frequency flood elevations of these facilities, as calculated by Pioneer Engineering are: Wetland 1, 857.9 M.S.L, Wetland 2, 849.4 M.S.L, Pond 1, 858.0 M.S.L, Pond 2, 852.0 M.S.L., Infiltration Basin 1, 855.8 M.S.L., and Infiltration Basin 2, 855.8 M.S.L. Homes to be construction adjacent to these facilities are to have low floor elevations set a minimum of two feet above the calculated flood elevations of these facilities, respectively. Prior to the commencement of construction, additional information must be submitted to the LRRWMO regarding the post construction maintenance of the infiltration basins including documentation outlining the responsibilities, procedures, frequency and implementation of the on-going maintenance.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to eight conditions as detailed in his memorandum.

Paul Cherne, representing Ryland Homes, presented the project and described the grading and drainage.

Jankowski asked when Condition #6, submittal of a LOMA to revise the flood fringe of the Rum River, will be completed. Mr. Cherne stated that will not be completed until the applicant has

ownership of the property. Jankowski explained the process to be followed with a letter from the applicant to Anoka and Anoka then providing a community comment letter.

Gray asked if all building pads meet the requirement outlined in Condition #7. Mr. Cherne answered in the affirmative. Gray asked about Condition #4 related to further definition of the back yard infiltration basins. Mr. Cherne explained how the rear yard drainage will be collected and the basins maintained through the homeowners association. He noted an emergency overflow will be provided.

Haas asked whether infiltration is now being allowed. Jankowski noted it was allowed with the Weaver property. Gray advised that Obermeyer has indicated he is comfortable with infiltration subject to a maintenance plan being in place and submitted.

**Motion was made by Gray, seconded by Vierzba, to approve Permit #2007-01, Cooper Landing, an 84 acre site for construction of 100 single family lots located south and west of the intersection of 7<sup>th</sup> Avenue NW and 38<sup>th</sup> Lane NW in Anoka, subject to the eight (8) conditions as detailed in the Barr Engineering memorandum dated April 17, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

#### OTHER BUSINESS

##### Stormwater Management Presentation ~ Rehbein Environmental Solutions

Jankowski noted the Board will be attending a stormwater management presentation by Rehbein Environmental Solutions following adjournment.

#### ADJOURNMENT

A motion was made by Gray, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:20 a.m.

Respectfully submitted,

Carla Wirth  
Administrative Secretary

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

APRIL 19, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Todd Haas, Andover; and Craig Gray, Anoka. Absent: None.

Also present were: Deputy Treasurer Lori Yager, Andover Alternate Bruce Perry, John Enstrom of Ramsey Organic Dirt, and Paul Cherne representing Ryland Homes.

## APPROVE MINUTES

**Motion was made by Vierzba, seconded by Gray, to approve the March 15, 2007, regular meeting minutes as submitted. Vote: 4 ayes, 0 nays. Motion carried.**

## FINANCE MATTERS

### Treasurer's Report

Yager presented the Treasurer's Report for the period ending March 31, 2007. Account balances for the period were: Checking, \$65,679.55; less permit account balance of (\$12,035.64), for a total balance of \$53,643.91.

Yager advised that Barr Engineering bills are being received on permits where the escrow has already been released. She suggested that the LRRWMO wait for a period of at least two months before release of escrow funds in case there is a pending engineering bill.

Gray suggested the members check with Barr Engineering prior to making the request for the Board to release remaining escrow. Haas agreed and noted some permits have been closed and escrow released prior to expiration of the five-year monitoring period.

**Motion was made by Gray, seconded by Haas, to accept the Treasurer's Report for the period ending March 31, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$478.81 (services rendered in March of 2007), Barr Engineering in the amount of \$2,582.07 (engineering services rendered in March of 2007), and Anoka Conservation District in the amount of \$3,010 (2007 services).

**Motion was made by Gray, seconded by Haas, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.**

2006 Annual Audit

Yager stated the auditor has indicated it is not yet completed but it will be available for the May 17, 2007 meeting.

**This item was tabled to the May 17, 2007 meeting.**

2006 Annual Report

**Motion was made by Gray, seconded by Vierzba, to approve the 2006 Annual Report and authorize its submission to BWSR once the audit is completed. Vote: 4 ayes, 0 nays. Motion carried.**

2006 ACD Water Almanac & Invoice

The Board discussed the work of the ACD and agreed to make full payment prior to the work being completed since the ACD has been a long-term partner with the LRRWMO. Should an issue arise, the Board will change this practice.

CONSIDERATION OF COMMUNICATIONS

Mn/DOT ~ Northstar Corridor Rail Project ~ Anoka Station

Haas stated at a county/city engineer meeting he had talked to Chris Roy, North Metro Manager with Mn/DOT, about his frustration that Mn/DOT does not obtain permits since it is not a requirement. Haas advised that Mr. Roy had indicated at that time that they would obtain a permit, if needed.

Jankowski stated it is his understanding that Mn/DOT is exempt from the requirement to obtain a LRRWMO permit. Gray agreed.

**Following discussion, Haas indicated he would call Chris Roy about the need for Mn/DOT to obtain a LRRWMO permit for the Northstar Corridor Rail Project.**

Notice of Comprehensive Plan Amendment ~ City of Anoka

Gray stated this amendment involves LRRWMO Permit #2007-01, Coopers Landing.

**Informational; no adverse comment.**

Jankowski reviewed the correspondence and notices contained in the Chair's Folder, noting they do not require action.

**Informational; no action required.**

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Year 2007 – First Quarter – Andover, Anoka, Coon Rapids & Ramsey

Vierzba advised that there are no active permits in Coon Rapids.

Haas presented the Year 2007 First Quarter report for the City of Andover.

**Motion was made by Jankowski, seconded by Vierzba, to accept the Year 2007 First Quarter Report from the City of Andover, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

Jankowski presented the Year 2007 First Quarter report for the City of Ramsey. He recommended release of unused permit escrow for Permits #2005-10, Azurite Street lot grading, and #2006-15, Rum River Prairie (since property sold and is under new application). Jankowski also recommended terminating Permit #2004-27, T & G Warehouse, since it has been two years and the project is not yet initiated.

**Motion was made by Gray, seconded by Haas, to approve the Year 2007 First Quarter report for the City of Ramsey, as presented, with the release of unused permit escrow for Permits #2005-10, Azurite Street lot grading, and #2006-15, Rum River Prairie, and terminating Permit #2004-27, T & G Warehouse. Vote: 4 ayes, 0 nays. Motion carried.**

Gray presented the Year 2007 First Quarter report for the City of Anoka.

**Motion was made by Vierzba, seconded by Haas, to approve the Year 2007 First Quarter report for the City of Anoka, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

OLD BUSINESS

UPDATE ~ LRRWMO Permit #2003-07 ~ Ramsey Town Center

Jankowski stated construction continues and there is nothing new to report.

NEW BUSINESS

UPDATE ~ LRRWMO Permit #2005-07 ~ Shade Tree Cottages ~ Ramsey

Jankowski stated he has reminded the applicant about the need to post the escrow and will follow that process to be sure it is submitted.

**Informational; no action required.**

LRRWMO #2007-01 ~ Coopers Landing ~ Anoka

The Board reviewed the April 17, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit for the Cooper Landing development located south and west of the intersection of 7<sup>th</sup> Avenue NW and 38<sup>th</sup> Lane NW in Anoka. The site is 84 acres in area and 100 single family lots are proposed.

Obermeyer advises that the plans have been revised to limit grading/filling adjacent to the Rum River to an elevation of 851.9 M.S.L., which is above the flood way of the river. The project adjacent has indicated that a Letter of Map Amendment, LOMA, will be submitted to the MDNR to revise the flood fringe that has been shown on the site. The MDNR, in correspondence dated April 2, 2007, has indicated that the floodplain issues are address adequately and are in agreement with the LOMA as proposed. The reach of the Rum River riparian to this site has been designated as Wild and Scenic. The MDNR has also indicated that their approval of this PUD is required.

Obermeyer indicates that the plans show that water quantity and quality management is to be provided within two NURP basins and two infiltration basins. The 100-year frequency flood elevations of these facilities, as calculated by Pioneer Engineering are: Wetland 1, 857.9 M.S.L, Wetland 2, 849.4 M.S.L, Pond 1, 858.0 M.S.L, Pond 2, 852.0 M.S.L., Infiltration Basin 1, 855.8 M.S.L., and Infiltration Basin 2, 855.8 M.S.L. Homes to be construction adjacent to these facilities are to have low floor elevations set a minimum of two feet above the calculated flood elevations of these facilities, respectively. Prior to the commencement of construction, additional information must be submitted to the LRRWMO regarding the post construction maintenance of the infiltration basins including documentation outlining the responsibilities, procedures, frequency and implementation of the on-going maintenance.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to eight conditions as detailed in his memorandum.

Paul Cherne, representing Ryland Homes, presented the project and described the grading and drainage.

Jankowski asked when Condition #6, submittal of a LOMA to revise the flood fringe of the Rum River, will be completed. Mr. Cherne stated that will not be completed until the applicant has

ownership of the property. Jankowski explained the process to be followed with a letter from the applicant to Anoka and Anoka then providing a community comment letter.

Gray asked if all building pads meet the requirement outlined in Condition #7. Mr. Cherne answered in the affirmative. Gray asked about Condition #4 related to further definition of the back yard infiltration basins. Mr. Cherne explained how the rear yard drainage will be collected and the basins maintained through the homeowners association. He noted an emergency overflow will be provided.

Haas asked whether infiltration is now being allowed. Jankowski noted it was allowed with the Weaver property. Gray advised that Obermeyer has indicated he is comfortable with infiltration subject to a maintenance plan being in place and submitted.

**Motion was made by Gray, seconded by Vierzba, to approve Permit #2007-01, Cooper Landing, an 84 acre site for construction of 100 single family lots located south and west of the intersection of 7<sup>th</sup> Avenue NW and 38<sup>th</sup> Lane NW in Anoka, subject to the eight (8) conditions as detailed in the Barr Engineering memorandum dated April 17, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

#### OTHER BUSINESS

##### Stormwater Management Presentation ~ Rehbein Environmental Solutions

Jankowski noted the Board will be attending a stormwater management presentation by Rehbein Environmental Solutions following adjournment.

#### ADJOURNMENT

A motion was made by Gray, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:20 a.m.

Respectfully submitted,

Carla Wirth  
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

May 17, 2007 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE MINUTES
  - 1. April 19, 2007 Meeting
- D. FINANCE MATTERS
  - 1. Treasurer's Report
  - 2. Payment of Bills
  - 3. 2006 Annual Audit
- E. CONSIDER COMMUNICATIONS ~ None.
- F. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.
- G. OLD BUSINESS
  - 1. UPDATE ~ LRRWMO Permit #2003-07 ~ Ramsey Town Center ~ Ramsey
- H. NEW BUSINESS ~ None.
- I. OTHER BUSINESS
- J. ADJOURNMENT

*Next regular meeting date is June 21, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

**THE MEETING OF  
MAY 17, 2007  
HAS BEEN  
CANCELED**

*Next regular meeting date is June 21, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\***

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

**MEETING NOTICE**

June 21, 2007 - 8:30 a.m. - Committee Room - Anoka City Hall

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE MINUTES
  - 1. April 19, 2007 Meeting
- D. FINANCE MATTERS
  - 1. Treasurer's Report
  - 2. Payment of Bills
  - 3. 2006 Annual Audit
  - 4. Reduction of Escrow for LRRWMO #2005-15 ~ Sweetbay Ridge in Ramsey
- E. CONSIDER COMMUNICATIONS ~ None.
- F. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.
- G. OLD BUSINESS
  - 1. UPDATE ~ LRRWMO Permit #2003-07 ~ Ramsey Town Center ~ Ramsey
- H. NEW BUSINESS
  - 1. LRRWMO Permit #2007-03 ~ Symphony at Town Center 2<sup>nd</sup> Addition ~ Ramsey
  - 2. LRRWMO Permit #2007-04 ~ Timber Trails 2<sup>nd</sup> Addition ~ Andover
  - 3. LRRWMO Permit #2007-05 ~ Hack Center ~ Ramsey
  - 4. LRRWMO Permit #2007-06 ~ Terrace Hill Apartments ~ Ramsey
  - 5. LRRWMO Permit #2007-07 ~ Sunfish Development ~ Ramsey
  - 6. LRRWMO Permit #2007-08 ~ Woodland Hills ~ Andover
  - 7. LRRWMO Permit #2007-09 ~ Cullinan Rigging ~ Ramsey
- I. OTHER BUSINESS
- J. ADJOURNMENT

*Next regular meeting date is July 19, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JUNE 21, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the meeting to order at 8:33 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Bruce Perry, Andover Alternate; and Craig Gray, Anoka.

Voting member absent was Todd Haas, Andover.

Also present were: Deputy Treasurer Lori Yager and John Enstrom of Ramsey Organic Dirt.

## REVISE AGENDA

The Administrative Secretary requested the addition of: Reduction of Escrow for LRRWMO #2005-15 ~ Sweetbay Ridge in Ramsey to be considered under Finance Matters.

The Board concurred.

## APPROVE MINUTES

**Motion was made by Gray, seconded by Perry, to approve the April 19, 2007, regular meeting minutes as submitted. Vote: 4 ayes, 0 nays. Motion carried.**

## FINANCE MATTERS

### Treasurer's Report

Yager presented the Treasurer's Report for the period ending April 30, 2007 and May 31, 2007. Account balances for the May 31, 2007 period were: Checking, \$57,876.83; less permit account balance of (\$15,226.42), for a total balance of \$42,650.41.

Perry noted that next month's agenda will include the quarterly reports and urged the completion of projects dating back to 1997. Jankowski explained that some older permits involve wetland banking and remain active.

**Motion was made by Gray, seconded by Vierzba, to accept the Treasurer's Reports for the period ending April 30, 2007 and May 31, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

### Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of (\$435.12 (services rendered in April of 2007) and \$187.36 (services rendered in May of 2007), Barr Engineering in the amount of \$1,204.13 (engineering services rendered in April of 2007) and \$500.25 (engineering services rendered in May of 2007), Kennedy & Graven in the amount of \$412.50 (legal services rendered in April of 2007), Kalwat Construction in the amount of \$337.50 (permit refund), City of Ramsey in the amount of \$600 (permit refund), National Growth, LLC in the amount of \$154.84 (permit refund) and Allan A. Hanson in the amount of \$1,110 (2006 Audit).

**Motion was made by Vierzba, seconded by Perry, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.**

### 2006 Annual Audit

Yager presented the 2006 annual audit as prepared by Allan A. Hanson.

**Motion was made by Vierzba, seconded by Gray, to accept the 2006 Annual Audit, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

### Reduction of Escrow for LRRWMO #2005-15 ~ Sweetbay Ridge ~ Ramsey

Jankowski reviewed the June 21, 2007 memorandum from Barr Engineering providing a project update for Permit #2005-15, Sweetbay Ridge, and recommending that 30% of the cash surety amount be returned to the applicant based on a review of the recently submitted wetland replacement as-built and seeding information. Jankowski explained that when the surety was set, benchmarks were set to identify the percentage of surety that would be returned based on the completion of the project.

The Board discussed the need to identify whether a letter of credit or cash was submitted for the Sweetbay Ridge project. Jankowski asked Yager to notify him of the type of surety provided so he can contact the Oakwood Development.

**Motion was made by Jankowski, seconded by Perry, to direct the Deputy Treasurer to return 30% of the cash surety for Permit #2005-15, Sweetbay Ridge, based on Barr Engineering's review of the recently submitted wetland replacement as-built and seeding information, as detailed in the Barr Engineering memorandum dated June 21, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

### CONSIDERATION OF COMMUNICATIONS

Jankowski reviewed the correspondence and notices contained in the Chair's Folder, noting they do not require action.

**Informational; no action required.**

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.

OLD BUSINESS

UPDATE ~ LRRWMO Permit #2003-07 ~ Ramsey Town Center

Jankowski stated there is nothing new to report and asked that this agenda item be discontinued. From this point forward, the Board will be updated on this project through the Ramsey Quarterly Report.

NEW BUSINESS

LRRWMO #2007-03 ~ Symphony at Town Center 2<sup>nd</sup> Addition ~ Ramsey

Jankowski reviewed the June 18, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit application for the Symphony at Town Center 2<sup>nd</sup> Addition to be located in the northwest quadrant of East Ramsey Parkway and Rhinestone Street in Ramsey. The site is 14.4 acres in area within the Ramsey Town Center development. The site is planned as multi-family, townhouses and condominiums. A total of 28 building with 186 residential units is proposed.

Surface water runoff from the site drains to regional storm water management basin 54-56 constructed as part of the overall Town Center infrastructure. This basin provides water quantity and quality control meeting the LRRWMO criteria. In addition, water quality treatment manholes are to be constructed within this phase of the development to provide on-site pretreatment of storm water prior to discharging downstream. At the limits of construction, erosion control measures are shown to minimize the potential of sediment leaving areas altered on the site.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to five conditions as detailed in his memorandum.

Jankowski presented the drainage plans.

**Motion was made by Gray, seconded by Vierzba, to approve Permit #2007-03, Symphony at Town Center 2<sup>nd</sup> Addition, for the construction of multi-family, townhouses, and condominiums to be located in the northwest quadrant of East Ramsey Parkway and Rhinestone Street in Ramsey, subject to the five (5) conditions as detailed in the Barr Engineering memorandum dated June 18, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-04 ~ Timber Trails 2<sup>nd</sup> Addition ~ Andover

The Board reviewed the June 18, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit application for the Timber Trails 2<sup>nd</sup> Addition to be located south of Xenia Street N.W. and west of Tulip Street N.W. in Andover. The site is 18.2 acres in area with 6 single family lots proposed.

The plans indicate that both water quantity and quality management is to be provided within two proposed on-site storm water management basins. The 100-year frequency flood elevation of the basin on Lots 1 and 2 Block 2, as calculated by Plowe Engineering, is 900.4 M.S.L. The low floor elevation of the proposed structure on Lot 1, Block 2 is 903.8 M.S.L., 3.4 feet above the 100-year frequency flood elevation of the basin. The 100-year frequency flood elevation of the basin on Lot 2, Block 1, as calculated by Plowe Engineering, is 892.1 M.S.L. The low floor elevation of the proposed structure on Lot 2, Block 1 is 900.3 M.S.L., 8.2 feet above the 100-year frequency flood elevation of the basin. At the limits of construction, erosion control measures are shown to minimize the potential of sediment leaving areas altered on the site.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to five conditions as detailed in his memorandum.

**Motion was made by Vierzba, seconded by Jankowski, to approve Permit #2007-04, Timber Trails 2<sup>nd</sup> Addition, for the construction of six single family lots to be located south of Xenia Street NW and west of Tulip Street NW in Andover, subject to the five (5) conditions as detailed in the Barr Engineering memorandum dated June 18, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-05 ~ Hack Center ~ Ramsey

The Administrative Secretary advised that while a permit number has been requested, no paperwork for this permit has been submitted.

**Motion was made by Gray, seconded by Vierzba, to find Permit #2007-05, Hack Center in Ramsey to be incomplete. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-06 ~ Terrace Hill Apartments ~ Ramsey

Jankowski reviewed the June 18, 2007 memorandum from Barr Engineering regarding their receipt of received plans and a LRRWMO permit for the Terrace Hills Apartments development to be located south of Nowthen Boulevard and west of Dysprosium Street in Ramsey. The site is 4.8 acres in area and was included in the review of the storm water management plan for The Ponds of Ramsey development.

An on-site storm water management basin is to be constructed on the east side of the site. An existing basin on the west side of the will handle the runoff from the western portion of the site. These basins discharge into a downstream regional storm water management basin, constructed as part of The Ponds of Ramsey development that provides water quantity and quality control meeting the LRRWMO criteria. The low floor elevation of the proposed apartment building is to be constructed a minimum of two feet above the 100-year frequency flood elevation of both basins. At the limits of construction, erosion control measures are shown to minimize the potential of sediment leaving areas altered on the site.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to six conditions as detailed in his memorandum.

**Motion was made by Gray, seconded by Perry, to approve Permit #2007-06, Terrace Hill Apartments to be located south of Nowthen Boulevard and west of Dysprosium Street in Ramsey, subject to the six (6) conditions as detailed in the Barr Engineering memorandum dated June 18, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-07 ~ Sunfish Development ~ Ramsey

Jankowski reviewed the June 18, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit application for the Sunfish Development to be located in the northwest quadrant of Bunker Lake Boulevard and Sunfish Lake Boulevard in Ramsey. The site is 3.0 acres in area and two buildings are shown to be constructed. An existing 1-story building is shown to be razed.

An on-site storm water management basin is to be constructed on the west side of the site. This basin provides water quantity and quality control meeting the LRRWMO criteria. The low floor elevations of the proposed structures are proposed slab on grade and are shown to be constructed at elevation 886.8 M.S.L., 4.3 feet above the 100-year frequency flood elevation of the basin, as calculated by RLK. The overflow elevation from the basin is shown to be constructed at elevation 882.0 M.S.L. The 100-year frequency snow melt elevation, as calculated by RLK, is shown to be 882.2 M.S.L. The overflow elevation must be raised to a minimum elevation of 882.2 M.S.L. The eastern bank of the proposed basin is to be a hard wall and must be designed by a registered professional engineer. At the limits of construction, erosion control measures are shown to minimize the potential of sediment leaving areas altered on the site.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to seven conditions as detailed in his memorandum.

Gray pointed out the need to raise the elevation of the overflow by two-tenths feet and that the wall must be designed by a Professional Engineer.

**Motion was made by Gray, seconded by Perry, to approve Permit #2007-07, Sunfish Development, for the construction of two buildings to be located in the northwest quadrant of Bunker Lake Boulevard and Sunfish Lake Boulevard in Ramsey, subject to the seven (7) conditions as detailed in the Barr Engineering memorandum dated June 18, 2007, noting the overflow elevation must be raised to 882.2 and drawing attention to Condition #6 requiring the wall to be designed by a Professional Engineer. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-08 ~ Woodland Hills ~ Andover

Jankowski reviewed the June 21, 2007 memorandum from Barr Engineering regarding their receipt of a LRRWMO permit application, plan sheets, hydrology report, soil report, and a Wetland Delineation Report (WDR) for the proposed development.

With regard to the Wetland Delineation Review, On May 2, 2007, the Anoka Conservation District (ACD) reviewed the routine wetland delineation on the above-described site and found the wetland boundaries to be accurate and compliant with the routine methodology set forth on the *1987 U.S. Army Corps of Engineers Wetland Delineation Manual*.

The applicant is proposing to construct a residential development including 5 lots, roadways, and a stormwater pond. In addition, wetland impacts are proposed. However, to date, a Combined Wetland Permit Application, required for proposed wetland impacts has yet to be provided.

Obermeyer recommends that the LRRWMO approve of the Wetland Delineation, found to be acceptable by ACD. However, no decision can be made on the proposed wetland impacts until a complete Combined Wetland Permit Application is provided and the Technical Evaluation Panel (TEP) is given an opportunity to review and comment on the application.

Perry stated he spoke with Haas regarding this permit and he indicated this project will need to go through sequencing.

**Motion was made by Vierzba, seconded by Gray, to approve the Wetland Delineation only for Permit #2007-08, Woodland Hills, in Andover, as detailed in the Barr Engineering memorandum dated June 21, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-09 ~ Cullinan Rigging ~ Ramsey

Jankowski reviewed the June 18, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit application for the Cullinan Rigging Development to be located in the northwest quadrant of Ebony Street and McKinley Street in Ramsey. The site is 3.0 acres in area and a 39,000 square foot building is shown to be constructed.

An existing on-site storm water management basin is located in the southeast corner of the site. This basin provides water quantity and quality control meeting the LRRWMO criteria. The low floor elevation of the proposed structure is 886.8 M.S.L., 4.6 feet above the 100-year frequency flood elevation of the basin. At the limits of construction, erosion control measures are shown to minimize the potential of sediment leaving areas altered on the site.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to five conditions as detailed in his memorandum.

**Motion was made by Vierzba, seconded by Gray, to approve Permit #2007-09, Cullinan Rigging, for the construction of a 39,000 square foot building in the northwest quadrant of Ebony Street and McKinley Street in Ramsey, subject to the five (5) conditions as detailed in the Barr Engineering memorandum dated June 18, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

OTHER BUSINESS

None.

ADJOURNMENT

A motion was made by Gray, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:03 a.m.

Respectfully submitted,

Carla Wirth  
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

**MEETING NOTICE**

July 19, 2007 - 8:30 a.m. - Committee Room - Anoka City Hall

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE MINUTES
  - 1. June 21, 2007 Meeting
- D. FINANCE MATTERS
  - 1. Treasurer's Report
  - 2. Payment of Bills
  - 3. UPDATE ~ Reduction of Escrow for LRRWMO #2005-15 ~ Sweetbay Ridge in Ramsey
- E. CONSIDER COMMUNICATIONS
  - 1. Letter from the US Dept. of the Interior re: Water Resources of Minnesota and Red River
- F. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
  - 1. 2007 Second Quarter Reports ~ Andover, Anoka, Coon Rapids, Ramsey
- G. OLD BUSINESS
  - 1. LRRWMO Permit #2005-16 ~ Ahlberg Driveway Extension Request
- H. NEW BUSINESS
  - 1. LRRWMO Permit #2007-05 ~ Hack Center ~ Ramsey
  - 2. LRRWMO Permit #2007-08 ~ Woodland Hills ~ Andover
  - 3. LRRWMO Permit #2007-10 ~ Marystone Boulevard / Roanoke Street NW ~ Andover
- I. OTHER BUSINESS
- J. ADJOURNMENT

*Next regular meeting date is August 16, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

JULY 19, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the meeting to order at 8:39 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Todd Haas, Andover; and Russ Zastrow, Anoka Alternate (arrived at 8:50 a.m.). Absent: None.

Also present were: Deputy Treasurer Lori Yager, Ramsey Alternate Sarah Strommen, and John Enstrom of Ramsey Organic Dirt.

## APPROVE MINUTES

**Motion was made by Vierzba, seconded by Jankowski, to approve the June 21, 2007, regular meeting minutes as submitted. Vote: 2 ayes, 0 nays, 1 present (Haas). Motion carried.**

## FINANCE MATTERS

### Treasurer's Report

Yager presented the Treasurer's Report for the period ending June 30, 2007. Account balances for the period were: Checking, \$63,228.75; less permit account balance of (\$15,764.41), for a total balance of \$47,464.34. Yager advised that checks have been received for Permit #2000-19, Aztec Estates/Harstad Hills, in the amount of \$280.25 and Permit #2005-15, Sweetbay Ridge, in the amount of \$96.

Haas noted that Permit #2007-04 should be identified as Timber Trails Second Addition.

**Motion was made by Haas, seconded by Vierzba, to accept the Treasurer's Report for the period ending June 30, 2007. Vote: 3 ayes, 0 nays. Motion carried.**

### Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$532.32 (services rendered in June of 2007), Barr Engineering in the amount of \$907.01 (engineering services rendered in June of 2007), and City of Anoka in the amount of \$600 (services rendered February through July of 2007).

**Motion was made by Vierzba, seconded by Haas, to authorize payment as presented and indicated above. Vote: 3 ayes, 0 nays. Motion carried.**

UPDATE ~ Reduction of Escrow for LRRWMO Permit #2005-15 ~ Sweetbay Ridge in Ramsey

Jankowski noted that at the last meeting a request was received for the reduction of the Sweetbay Ridge escrow, which was recommended for reduction by Barr Engineering. Jankowski advised that the escrow is in the form of a letter of credit and he will be writing a letter of support for the reduction.

Yager stated the expiration date on the letter of credit is in September of 2007 so when it is renewed it can be reduced.

Jankowski stated the letter of credit was originally \$80,000 and the request was for a 30% reduction.

CONSIDERATION OF COMMUNICATIONS

Letter from the US Dept. of the Interior re: Water Resources of Minnesota and Red River

**Informational; no adverse comment.**

Jankowski reviewed the correspondence and notices contained in the Chair's Folder, noting they do not require action.

**Informational; no action required.**

Zastrow arrived at 8:50 a.m.

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Year 2007 - Second Quarter Report – Andover, Anoka, Coon Rapids & Ramsey

Haas presented the Year 2007 Second Quarter report for the City of Andover. He stated he will be submitting letters requesting the release of remaining escrow for Permit #2002-37, City View Farm, and Permit #2006-19, Serendipity Café.

**Motion was made by Vierzba, seconded by Jankowski, to accept the Year 2007 Second Quarter Report from the City of Andover, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

Vierzba advised there are no active permits for the City of Coon Rapids.

Jankowski presented the Year 2007 Second Quarter report for the City of Ramsey, noting the permits that involve wetland monitoring.

Jankowski noted that with Permit #2001-22, Ramsey Organic Dirt, the Technical Evaluation Panel (TEP) inspected the project and found it was not re-established as a wetland so that issue needs to be resolved. He asked Enstrom if he will be reseeded the area to comply with the permit requirements.

Enstrom stated he considers the project completed as per permit and TEP's recommendation was to change the permit. Enstrom stated if the TEP wants to change his permit, they would need to take some action to do that.

Jankowski stated he will research this matter because it needs to be further discussed.

With regard to Permit #2005-13, Shorewood RV parking lot paving, Jankowski noted that the project has not yet been initiated and the one-year time period has expired so he may be requesting return of remaining escrow.

Jankowski requested the release of remaining escrow for Permit #2006-09, Riverside Manufacturing.

**Motion was made by Haas, seconded by Vierzba, to approve the Year 2007 Second Quarter report for the City of Ramsey, as presented, and return of remaining escrow for Permit #2006-09, Riverside Manufacturing. Vote: 4 ayes, 0 nays. Motion carried.**

Zastrow presented the Year 2007 Second Quarter report for the City of Anoka.

**Motion was made by Vierzba, seconded by Haas, to approve the Year 2007 Second Quarter report for the City of Anoka, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

#### OLD BUSINESS

#### UPDATE ~ LRRWMO Permit #2005-16 ~ Ahlberg Driveway Extension Request

The Board noted the request of Donald Ahlberg for a one-year extension of Permit #2005-16, Ahlberg Driveway.

Haas advised that Ahlberg has a 3-year permit with the Corp of Engineers so if the project is not completed within the next year, the LRRWMO permit will probably have to be terminated. He recommended that the permit be extended for one year with the understanding this will be the last extension.

**Motion was made by Haas, seconded by Vierzba, to grant a final one-year extension to July 21, 2008, for LRRWMO Permit #2005-16, Ahlberg Driveway in Andover. Vote: 4 ayes, 0 nays. Motion carried.**

NEW BUSINESS

LRRWMO #2007-05 ~ Hack Center ~ Ramsey

Jankowski reviewed the July 16, 2007 memorandum from Barr Engineering indicating this permit received a permit number; however, Barr Engineering has not received plans or a LRRWMO permit for this project.

Obermeyer recommends, because of the 60-day review time period, that the LRRWMO deny the permit at this time with reconsideration when the project documentation has been received.

Jankowski explained that there has been a dispute between the property owner and developer and at this time, he would recommendation denial.

**Motion was made by Haas, seconded by Vierzba, to deny Permit #2007-05, Hack Center, Ramsey based on the rationale that a permit application form and documentation have not been submitted for consideration as detailed in the Barr Engineering memorandum dated July 16, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-08 ~ Woodland Hills ~ Andover

The Board reviewed the July 19, 2007 memorandum from Barr Engineering indicating they received a Wetland Replacement Plan (WRP) for the proposed Woodland Hills development. The applicant is proposing to construct a residential development comprised of 5 residential homes, roadways, and a stormwater pond. The construction of the development will involve filling 0.37 acres (16,077 sq. ft.) to help facilitate the creation of roads and home building pads. The Wetland Conservation Act (WCA) requires wetland mitigation at a 2.25:1 replacement ratio [0.37 acres (16,077 square feet) x 2.25 = 0.83 (36,173 square feet)], for the proposed “in-place” (on-site), same type as the impacted wetland, and “not in advance” (replacement will not have established hydrology and vegetation, prior to the completion of wetland impacts) replacement. Mitigation will be accomplished on-site through the creation of 0.84 acres (36,381 square feet) of new wetland credit.

Obermeyer recommends that no decision be made on the WRP, until the Technical Evaluation Panel (TEP) requested information has been submitted.

**Motion was made by Haas, seconded by Vierzba, to find Permit #2007-08, Woodland Hills Wetland Replacement Plan, to be incomplete and take no action until the requested information has been submitted to the Technical Evaluation Panel as detailed in the Barr Engineering memorandum dated July 19, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-10 ~ Marystone Boulevard / Roanoke Street NW ~ City of Andover

The Board reviewed the July 16, 2007 memorandum from Barr Engineering indicating a permit was submitted for the proposed Marystone Boulevard/Roanoke Street NW improvements in Andover. The permit number was obtained so Barr Engineering could meet with Andover City staff on June 11, 2007 to discuss the project. No action is required on this item at this time by the LRRWMO.

Haas explained a neighborhood is interested in having an existing gravel road to be paved. Andover made permit application and paid the permit fee so Barr Engineering could be involved to review the project.

**Motion was made by Vierzba, seconded by Zastrow, to find Permit #2007-10, for the construction of proposed Marystone Boulevard / Roanoke Street NW in Andover, to be incomplete as detailed in the Barr Engineering memorandum dated July 16, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

OTHER BUSINESS

LRRWMO Third Generation Plan

Jankowski reported that Ramsey is currently updating its comprehensive storm water management plan and he learned that it is now time to update the LRRWMO Plan (Third Generation Plan). He recommended this be discussed at the next meeting.

Reimbursement of Wetland Replacement Costs

Haas asked about submittal of wetland replacement costs to Anoka County for reimbursement. Jankowski stated did make application. Haas asked that this item be discussed at the next meeting.

Creation of Rum River History

Haas reported that a meeting will be held tonight at the Bunker Hills Activity Center for people interested in creating a history of the Rum River. He stated he will notify Andover Alternate Bruce Perry of this meeting in case he is interested in attending.

Expiration of LRRWMO Permits

Discussion occurred regarding the need for a process to assure permits beyond one year formally request an extension or be terminated. It was agreed this would be tracked through the quarterly reports process.

State Clean Water Committee

Strommen advised that she serves on the State Clean Water Committee that is charged with making funding recommendations to the Legislature to protect and clean up impaired waters. She stated that she will report on those issues to the LRRWMO, when appropriate.

ADJOURNMENT

A motion was made by Zastrow, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:25 a.m.

Respectfully submitted,

Carla Wirth  
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

August 16, 2007 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE MINUTES
  - 1. July 19, 2007 Meeting
- D. FINANCE MATTERS
  - 1. Treasurer's Report
  - 2. Payment of Bills
  - 3. 2008 Budget – Costs for Third Generation Plan
- E. CONSIDER COMMUNICATIONS
  - 1. Letter from SEH ~ Notifying of Approval of Andover's Wellhead Protection Plan
- F. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.
- G. OLD BUSINESS ~ None
- H. NEW BUSINESS
  - 1. LRRWMO Permit #2007-08 ~ Woodland Hills ~ Andover
  - 2. LRRWMO Permit #2007-10 ~ Marystone Boulevard/Roanoke Street NW ~ Andover
  - 3. LRRWMO Permit #2007-11 ~ Dick & Elaine Kuiken Pond ~ Andover
- I. OTHER BUSINESS
  - 1. RFP Process for Third Generation Plan – Les Lem, BWSR
  - 2. Submittal of Wetland Replacement Costs to Anoka County
- J. ADJOURNMENT

*Next regular meeting date is September 20, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

AUGUST 16, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the meeting to order at 8:34 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Todd Haas, Andover; and Russ Zastrow, Anoka Alternate. Absent: None.

Also present were: Deputy Treasurer Lori Yager, Andover Alternate Bruce Perry, Ramsey Alternate Sarah Strommen, Les Lem of BWSR, and John Enstrom of Ramsey Organic Dirt.

## APPROVE MINUTES

Haas requested the following corrections: Page 1, spelling of his last name in motion to approve minutes; Page 1, second paragraph under Treasurer's Report: "...should be identified as Timber Trails"; and Page 3, first paragraph: "...project and found it was not re-established as a wetland so that issue..."

**Motion was made by Haas, seconded by Vierzba, to approve the July 19, 2007, regular meeting minutes as corrected above. Vote: 4 ayes, 0 nays. Motion carried.**

## FINANCE MATTERS

### Treasurer's Report

Yager presented the Treasurer's Report for the period ending July 31, 2007. Account balances for the period were: Checking, \$62,035.19; less permit account balance of (\$14,604.06), for a total balance of \$47,431.13.

Haas noted that Permit #2007-04 should be called "Timber Trails 2<sup>nd</sup> Addition."

**Motion was made by Vierzba, seconded by Zastrow, to accept the Treasurer's Report for the period ending July 31, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

### Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$453.27 (services rendered in July of 2007), Barr Engineering in the amount of \$2,096.60 (engineering services rendered in

July of 2007), Kennedy & Graven in the amount of \$82.89 (legal services), and Stone Construction in the amount of \$555 (permit refund).

**Motion was made by Vierzba, seconded by Zastrow, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.**

Haas requested the refund of unspent permit fees for Permits #2002-37, City View Farm, and #2006-19, Serendipity Café.

**Motion was made by Vierzba, seconded by Zastrow, to authorize the return of unspent permit fees for Permits #2002-37, City View Farm, and #2006-19, Serendipity Café. Vote: 4 ayes, 0 nays. Motion carried.**

#### 2008 Budget – Cost of Third Generation Plan

Yager stated the Second Generation Plan cost \$38,000. Jankowski noted that more money will need to be budgeted for the Third Generation Plan. He stated he spoke with Bob Obermeyer who indicated there will be “sticker shock” over the cost, so it may cost double to triple that amount. Yager stated that will greatly impact city’s budgets so they will need to be notified.

Jankowski stated the Third Generation Plan is due to BWSR by May of 2008.

Les Lem, Board of Water and Soil Resources (BWSR), stated that accepting the cheapest bid sometimes ends up costing more because shortcuts are taken so more time is needed for the comment period. He suggested the LRRWMO assure the bid is “good” before awarding it.

The Board discussed anticipated costs to create the Third Generation Plan and need to modify the LRRWMO’s current budget. Yager noted there is a fund balance to cover some of the costs but if being levied at \$30,000 to \$40,000, it may require a levy by the cities.

Jankowski noted the Board received a grant to pay for most of the Second Generation Plan costs, which resulted in the Board’s large budget surplus.

Lem stated there was a one-time BWSR grant program when the Rules first came out but he is not aware of any grants currently being offered. He stated he had hoped to look at the LRRWMO’s plan in detail prior to the meeting today but was unable to do that. He stated he will work with the LRRWMO through the Third Generation Plan process.

Yager stated the \$47,000 fund balance at this time will allow costs to cash flow until January when the member cities can be asked to pay their member dues. She noted the preliminary levy is mid-September of 2007 to get the funds in 2008.

Vierzba asked if an extension can be requested. Lem explained it is a statutory requirement and the risk is that if you operate under and make expenditures under an expired Plan, there may be a risk of someone raising an issue by saying it is expired and not approved. The other risk is if a

person petitions BWSR to find the WMO non-implementing because they don't have an approved Plan in place.

Lem stated he does not believe BWSR will "go down that path" if it is known the WMO is working to update their Plan.

Haas noted the Second Generation Plan already contains great detail and may only need minor updating. He stated his preference to have BWSR clearly identify the deficiencies before he goes to his City Council to request funds to update the Plan.

#### OTHER BUSINESS

##### RFP Process for Third Generation Plan – Les Lem, BWSR

Lem provided information regarding Rule 8410 and Statutes 103B. He stated they view 8410 not as a prescriptive list because "one size does not fit all." He also provided a flow chart identifying the timeline for Plan review, approval, and key components of watershed plans. Lem advised that BWSR prefers focused plans so goals and results can be measured.

Haas noted the LRRWMO is one of the more active WMOs in the metro area. Lem stated that is correct.

Lem stated the Third Generation Plan can be built off the Second Generation Plan with new data included. He stated it is fine to use some of the Second Generation Plan data, such as the wetland resources inventory information. He advised that it is BWSR's preference to have the dollars focused on implementation.

Lem stated they will be looking for a self-assessment to identify successes and failures in the last Plan. They will ask what was and was not accomplished so the Third Generation Plan can address those failures. BWSR will look at the self-assessment component to assure it is on-going.

In response to Haas, Lem stated that BWSR does look at annual reports and uses the financial information when making presentations to the Legislature. In addition, they will become more involved with over-sight of WMOs and doing periodic reviews.

Lem stated the Plan development process is important and if a lot of things will stay the same as in the Second Generation Plan that is fine, but the record needs to show a process was followed, public input was received, and other stakeholders were involved in the creation of the Third Generation Plan. He stated the BWSR website contains methods to gain public input.

Lem stated that soliciting comments from a technical advisory committee or State review agencies will assure the Plan creation and review processes go more smoothly and also be more cost effective. He stated that he has worked with Barr Engineering in the past on Plan updates and found they have done a good job with the process and public input. Lem stated when he writes his recommendation to the BWSR subcommittee, he will include information on the

process. He stated that member city's Comprehensive Plans may contain a lot of this information and a "gap analysis" may be conducted to identify potential need for upgrades.

Lem reiterated that BWSR prefers an implementation-based Plan and noted the LRRWMO already has good regulatory controls. He stated there may be projects the LRRWMO wants to conduct or to implement new standards.

Jankowski asked if there are new standards to consider, noting the current Plan does not allow for infiltration. Lem stated watershed management is not a "one size fits all" and in this location there is good opportunity to allow infiltration and volume control. In addition, there is new technology that can result in a better job of storm water management while creating a great project.

Lem suggested the LRRWMO select several goals that are specific to the WMO and then clearly identify how to reach those goals. He stated some Plans become too big without focus or priorities listed. Lem stated he is not aware of impaired waters in the LRRWMO.

In response to Haas, Lem advised of actions recently taken by the Upper Rum River WMO to enact a Plan. They are currently going to develop new standards to address infiltration and stormwater controls that can be incorporated into their Plan as an amendment. Lem reported on action by BWSR to track issues outside of the Metro area.

Lem stated he can review the LRRWMO Second Generation Plan and identify some things but the Board will need to follow the process.

Yager recommended a meeting be scheduled for next week so the budget can be reviewed.

Haas stated his preference to assure the new Plan addresses the minimum requirements of Rule 8410 and the member cities will address their Stormwater Management Plans. Jankowski stated Ramsey's Stormwater Management Plan will be finished this fall.

Perry stated the cost has to be better identified and Barr Engineering should be asked what is needed to bring the current Plan up to current requirements. Lem concurred and stated he would rather see the LRRWMO take the time to get things right with the Third Generation Plan than to skip some steps.

Jankowski stated he will ask Obermeyer to review the current Plan and advise what is needed for the update. Yager advised that this is a professional service so RFPs are probably not required for the Plan update. Jankowski stated he will call Attorney LeFevere to find out if RFPs are required.

Zastrow asked if the LRRWMO is required to hold public meetings to gain input as a review of the existing Plan. Lem stated that is not required. Zastrow asked if the LRRWMO is required to gain input from stakeholders and other agencies. Lem stated that is correct and the importance of public input is to determine what is important to them that they believe needs to be addressed.

Yager stated she will prepare the budget with a preliminary dollar figure.

Zastrow suggested a dollar estimate be obtained from Barr Engineering with the understanding the current Plan will be updated, not rewritten. Yager stated a preliminary number is set in August and is then adopted at the start of the next fiscal year.

**Consensus was reached that Jankowski will contact the Barr Engineering and Charlie LeFevere regarding the Third Generation Plan process. A special meeting will be scheduled for next week.**

#### CONSIDERATION OF COMMUNICATIONS

##### Letter from SEH ~ Notifying of Approval of Andover's Wellhead Protection Plan

**Informational; no adverse comment.**

Jankowski reviewed the correspondence and notices contained in the Chair's Folder, noting they do not require action.

**Informational; no action required.**

##### REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None

OLD BUSINESS - None

##### NEW BUSINESS

##### LRRWMO #2007-08 ~ Woodland Hills ~ Andover

The Board reviewed the August 16, 2007 memorandum from Barr Engineering indicating that on July 2, 2007, they received a Wetland Replacement Plan (WRP) for the proposed Woodland Hills development. On August 8, 2007 they received an addendum to the WRP, which addressed previously submitted Technical Evaluation Panel (TEP) questions and suggested WRP changes.

The addendum indicates that the applicant is proposing to construct a residential development comprised of 5 residential homes, roadways, and a stormwater pond. The construction of the development will involve filling 0.39 acres (17,077 sq. ft.) of wetland to help facilitate the creation of roads and home building pads. The Wetland Conservation Act (WCA) requires a minimum wetland mitigation at a 2:1 replacement ratio [0.39 acres (17,077 square feet) x 2 = 0.78 acres (34,154 square feet)], for the proposed wetland impacts. Mitigation will be accomplished on-site through a combination of created wetland, 0.18 acres (7,933 sq. ft.), wetland hydrology and vegetation restoration, 0.24 acres (10,551 sq. ft) of credit, and upland buffer, 0.42 acres (18,484 sq. ft.). The proposed mitigation total, 0.85 acres (36,968 sq. ft.), is adequate to meet the WCA replacement requirements.

Based on the TEP's recommendation, Obermeyer recommends approval of the WRP Addendum, with the following wetland-related conditions:

1. Provide a revised Combined Wetland Permit Application, which includes the applicant's signature and date on page 2, line 11.
2. Proof of ownership or rights to the proposed wetland impact and wetland replacement areas.
3. A draft *Declaration of Restrictions and Covenants* (DOR) for the replacement wetland areas to be reviewed and approved by the LRRWMO attorney, which should include the following:
  - Exhibit A: a survey, metes and bounds legal description, of the replacement wetland areas.
  - Exhibit B: a map or figure of the replacement wetland areas.

The DOR shall be finalized, after approval by the LRRWMO attorney, in a timely manner and proof of recording must be submitted to the LRRWMO. Immediately upon completion of grading, a comparison of the as-built specifications versus the design specifications must be completed and a rationale for significant changes must be submitted to the VBWD.

The following additional Board of Water and Soil Resources legal documents must be submitted, prior to construction:

- *Affidavit of Land Owner*
- *Consent to Replacement Wetland*
- *Contractor Responsibility and Landowner Statement Form*

Templates of these legal documents can be found on the Board of Water and Soil Resource's web site (<http://www.bwsr.state.mn.us/wetlands/wcamanual/index.html>).

4. A cash surety in the amount of \$65,500 must be provided to the LRRWMO, prior to wetlands being impacted. Portions of the cash surety may be released after completion of construction or when the wetland obtains a certain functionality, as indicated below:
  - Once grading and seeding of the wetland replacement area has been completed and a comparison of the as-built specifications versus the design specifications has been completed, which shows that WCA wetland replacement area creation requirements are met, then 30% of the cash surety amount may be returned to the applicant.
  - Once any/all construction/erosion issues have been completely resolved and the wetland replacement have been documented to include at least 70% cover of native, non-invasive vegetation, with no bare areas greater than 9 square feet, then 35% of the cash surety amount could be returned to the applicant.
  - Once the wetland replacement area goal has been documented, including the presence of at least 70 % cover of native, non-invasive vegetation, with no bare areas greater than 4 square feet and the TEP has deemed the wetland to be fully functional, then the remainder, 35%, of the cash surety amount could be returned to the applicant.

5. Within one month of grading completion, a comparison of the as-built specifications versus the design specifications must be completed and a rationale for significant changes must be submitted to the LRRWMO.

**Motion was made by Vierzba, seconded by Zastrow, to approve the Wetland Replacement Plan Addendum for Permit #2007-08, Woodland Hills, for the construction of five residential homes, roadways, and a stormwater pond to be located in Andover, subject to the five (5) conditions as detailed in the Barr Engineering memorandum dated August 16, 2007.**

Zastrow noted the condition language indicating "...which shows that WCA wetland replacement area creation requirements are met, than 30% of cash surety amount may be returned to the applicant." Jankowski explained Barr Engineer provides a reduction in the surety as the project is completed.

Haas asked if the surety needs to be in the form of cash. Jankowski suggested it be in a form acceptable to the Deputy Treasurer.

**Vote: 4 ayes, 0 nays. Motion carried.**

The Board the reviewed the August 13, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit application for the Woodland Hills development to be located in the west of Ward Lake Road and south of County Ditch 71 in Andover. The site is 13.4 acres in area and 5 single family lots are proposed.

Obermeyer indicates that storm water runoff from the site is shown to be directed to a storm water management basin to be constructed on the east end of the site. This basin provides water quantity and quality control meeting the LRRWMO criteria. In addition to the storm water management basin, there are three wetland located on the site and the County Ditch along the northern limits of the site. The low floor elevations of the proposed structures range from 6.8 to 10.8 feet above the 100-year frequency flood elevation of the basin, wetlands or County Ditch. The project proposes wetland impacts that addressed in supplemental correspondence. At the limits of construction, erosion control measures are shown to minimize the potential of sediment leaving areas altered on the site.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to five conditions as detailed in his memorandum.

Haas stated this is a rural development and presented a drawing of this five-lot project. He advised of the possible realignment and extension of the cul-de-sac. He also noted an area of flood plain that may be impacted and require mapping.

**Motion was made by Zastrow, seconded by Vierzba, to approve Permit #2007-08, Woodland Hills, for the construction of five residential homes, roadways, and a stormwater pond to be located in Andover, subject to the five (5) conditions as detailed in the Barr Engineering memorandum dated August 13, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-10 ~ Marystone Boulevard / Roanoke Street NW ~ Andover

Haas reviewed the August 13, 2007 memorandum from Barr Engineering regarding their receipt of a permit was submitted for the proposed Marystone Boulevard/Roanoke Street NW improvements in Andover. The permit number was obtained so that Barr Engineering could meet with Andover City staff on June 11, 2007 to discuss the project.

**Motion was made by Zastrow, seconded by Vierzba, to find Permit #2007-10, for the construction of proposed Marystone Boulevard / Roanoke Street NW in Andover, to be incomplete as detailed in the Barr Engineering memorandum dated August 13, 2007 and postpone consideration until requested by the City of Andover. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-11 ~ Dick & Elaine Kuiken Pond ~ Andover

The Board reviewed the August 15, 2007 memorandum from Barr Engineering regarding their receipt of a revised permit for the continuation of excavation, mining, on the Kuiken property in Andover. In 2001, plans and a permit were submitted to the LRRWMO for proposed excavation and creation of a ponding basin on the site. On May 22, 2007, the Anoka Conservation District determined that non-compliance with the requirements of the Wetland Conservation Act, WCA, had been resolved and the project was now in compliance with the WCA.

Proposed further work on the site must be reviewed by the Technical Evaluation Panel (TEP) to determine if wetland impacts will results as a result of continued work. Therefore, it is Barr Engineering's recommendation that this item be continued until the TEP has reviewed and commented on the proposed project.

Haas explained that this project started without a permit and resulted in a violation. Barr Engineering is going to determine whether this is a mining project or for wildlife preservation, in which case it can be considered for an exemption. Haas stated dirt is being sold and the applicant did obtain permits from the City. However, the applicant did not obtain the LRRWMO permit to assure the requirements of the WCA are met. A cease and desist order has been issued on this project and been complied with.

**Motion was made by Vierzba, seconded by Zastrow, to find Permit #2007-11, Dick and Elaine Kuiken Pond in Andover, to be incomplete, as detailed in the Barr Engineering memorandum dated August 15, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

OTHER BUSINESS

RFP Process for Third Generation Plan – Les Lem, BWSR

This item was considered earlier in the meeting.

Submittal of Wetland Replacement Costs to Anoka County

Haas stated he will check with Yager to see if reimbursement has been received.

**This item will be considered at the next meeting.**

Campaign Reform

Zastrow stated former Anoka Engineer Craig Gray received the same letter on campaign reform and because LRRWMO Boardmembers are voting to spend public funds, they are a public official and subject to the campaign and election validation, which includes disclosure of all sources of income, nonhomestead property, values, and racehorses (if any). Zastrow stated he is still in discussion with the Anoka City Manager. However, he has concluded that from his standpoint, this is beyond his level of employment with Anoka so he will probably be resigning his position as Anoka's Alternate. He stated Anoka's intention is to have a consulting engineer take over as Anoka's voting member. Zastrow stated it is his personal feeling that this type of disclosure, while it may be proper and the State's right to request, becomes a resource for the newspapers and media to glean information and he would prefer to not become personally involved.

The Board discussed the nature of this request, which may be to avoid potential conflicts of interest. It was noted that alternate members did not receive this letter.

Zastrow stated he will research whether the Anoka City Council took formal action regarding Gray's voting membership on the LRRWMO.

ADJOURNMENT

A motion was made by Zastrow, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 10:12 a.m.

Respectfully submitted,

Carla Wirth  
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

**SPECIAL WORKSHOP MEETING NOTICE**

August 22, 2007 – 9:00 a.m. - Committee Room - Anoka City Hall

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL
- C. DISCUSS THE CONTENT AND BUDGET REQUIRED FOR AN UPDATE OF THE LRRWMO THIRD GENERATION WATERSHED PLAN
- D. ADJOURNMENT

*Next regular meeting date is September 20, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

AUGUST 22, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the special workshop meeting to order at 9:07 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Todd Haas, Andover; and Russ Zastrow, Anoka Alternate. Absent: None.

Also present were: Deputy Treasurer Lori Yager, Andover Alternate Bruce Perry, Carl Anderson, Anoka Councilmember; Mark Anderson, Anoka Public Works employee; Robert Obermeyer, Barr Engineering.

## DISCUSS THE CONTENT AND BUDGET REQUIRED FOR AN UPDATE OF THE LRRWMO THIRD GENERATION WATERSHED PLAN

Obermeyer explained that State statutes require revision of watershed plans every ten years. He stated the current LRRWMO Plan is still applicable so long as a revision process is in place. He stated the Plan is good; however, goals for the next ten years should be stated in the updated Plan. He briefly explained the on-going process and that the LRRWMO sets the standards that guide the cities in adopting individual plans.

Jankowski suggested that standards for water infiltration should be part of the new Plan. He discussed wetland typing and the changes in the latest Wetlands Conservation Act (WCA).

Obermeyer replied the LRRWMO is the overseer and sets the standards. He explained the requirement to assess all wetlands within the cities and to determine how to protect the wetlands. He stated the LRRWMO should give guidance on this and the implementation is the responsibility of the cities. He commented that the member cities' comprehensive plans come to the LRRWMO for review and approval. He discussed setting standards for infiltration and setting aside money for demonstration grants or pilot programs and monitoring.

Haas commented that Andover's position is to let the WCA take care of the inventory and set the standards.

Obermeyer replied that as the process evolves, BWSR would want the LRRWMO to look at wetlands conservation closer than just referring to the Water Conservation Act. He explained that the PCA requires the volumes of runoff and water quality to return to 1988 standards. He recommended cities look at what it was like in 1988, today, and then in 2020 to bring loading

back to 1988 standards. He pointed out that because of soil conditions, volume trading is also an option to consider.

Yager noticed that BWSR stressed involving the public in the Plan update. Obermeyer recommended the public be the governing organizations.

Haas pointed out that most cities have completed their 2008 budgets.

Obermeyer recommended staff make sure the regulatory agencies are on board with the updates.

Yager stated the BWSR representative stressed spending the money to do it right the first time.

Zastrow questioned what “right” is defined as relative to doing the Plan “right” the first time. He asked if an outline is available to guide them through the process.

Obermeyer replied the Plans need to meet Minnesota Rules, Chapter 8410. He stated changes to the Plan would entail what the LRRWMO wants to accomplish over the next 10 years and the guidance set for the member cities. He recommended the LRRWMO involve the regulatory agencies in this process and cautioned the group against working in a vacuum.

Jankowski stated the timeline is of the most concern and recommended taking time to decide on the direction. He brought up the budgeting side of the process.

Obermeyer stated the current Plan is valid until May 2008.

Haas question Mr. Obermeyer if he would be willing to look at the Plan against Minnesota Rules, Chapter 8410, and assist with areas that need improvement and setting a direction for the LRRWMO.

Obermeyer replied he could do that; however, he needs guidance from the LRRWMO.

Discussion on non-degradation ensued.

Jankowski stated he would like to discuss the Plan with his City’s policy makers. He questioned whether this could be updated by May 2008 if the money were available.

Obermeyer replied that it was possible.

**Consensus reached to discuss the Plan with individual City policy makers.**

Jankowski stated approximately \$47,000 is available at this time.

Yager commented she could budget an additional 10% but recommended a 20% increase. She stated permit fees could also be increased.

Perry recommended a timeline, direction, and milestones be established.

**Consensus reached that each member would find out what is budgeted by its City for 2008 and bring the information back to the next LRRWMO meeting.**

**Motion was made by Haas seconded by Zastrow, to hire Robert Obermeyer, Barr Engineering Company, to review the current LRRWMO Plan and make recommendations.  
Vote: 4 ayes, 0 nays. Motion carried.**

OTHER

Carl Anderson reported he would submit a resolution from the City of Anoka relative to his appointment to the LRRWMO.

ADJOURNMENT

A motion was made by Zastrow, seconded by Vierzba, to adjourn the meeting at 10:00 a.m.  
Vote: 4 ayes, 0 nays. Motion carried.

Respectfully submitted,

Dianna Wise  
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

September 20, 2007 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
  - 1. Introduction of Anoka Voting Member Carl Anderson
- C. APPROVE MINUTES
  - 1. August 16, 2007 Meeting
  - 2. August 22, 2007 Special Meeting
- D. FINANCE MATTERS
  - 1. Treasurer's Report
  - 2. Payment of Bills
  - 3. 2008 Budget – Costs for Third Generation Plan
  - 4. Submittal of Wetland Replacement Costs to Anoka County
- E. CONSIDER COMMUNICATIONS
  - 1. Notice of Wetland Conservation Act Application – Norlex Turf – Andover
  - 2. DNR – Temp. Appropriation Permit – Trott Brook Ditch – Anoka County
- F. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.
- G. OLD BUSINESS ~ None
- H. NEW BUSINESS
  - 1. LRRWMO Permit #2007-11 ~ Dick & Elaine Kuiken Pond ~ Andover
- I. OTHER BUSINESS
  - 1. RFP Process for Third Generation Plan
  - 2. JPA Update
  - 3. Presentation by Wenck Associates, Inc. – Draft of the City of Andover's Nondegradation Assessment
- J. ADJOURNMENT

*Next regular meeting date is October 18, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

SEPTEMBER 20, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

### Introduction of Anoka Voting Member Carl Anderson

It was noted that Carl Anderson has been appointed by the Anoka City Council as their voting member.

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Todd Haas, Andover; and Carl Anderson, Anoka. Absent: None.

Also present were: Andover Alternate Bruce Perry, Bob Obermeyer of Barr Engineering, John Enstrom of Ramsey Organic Dirt; Diane Spector of Wenck Associates, and John Row and Mark Hayes of Valley Greenhouse.

## APPROVE MINUTES

### August 16, 2007 Meeting

Haas requested an addition to the sixth paragraph of Page 8, to state: "A cease and desist order has been issued on this project, and been complied with."

**Motion was made by Haas, seconded by Vierzba, to approve the August 16, 2007, regular meeting minutes as amended. Vote: 4 ayes, 0 nays. Motion carried.**

**Consensus was reached to no longer include the TEP recommendation in the meeting minutes.**

### August 22, 2007 Special Meeting

**Motion was made by Vierzba, seconded by Haas, to approve the August 22, 2007, special meeting minutes as submitted. Vote: 4 ayes, 0 nays. Motion carried.**

## FINANCE MATTERS

### Treasurer's Report

Payment of Bills

2008 Budget – Costs of Third Generation Plan

**Not available; tabled to October 18, 2007 meeting.**

Submittal of Wetland Replacement Costs to Anoka County

Haas stated he will ask Yager if reimbursement was received from Anoka County.

CONSIDERATION OF COMMUNICATIONS

Notice of Wetland Conservation Act Application – Norlex Turf - Andover

Haas explained this relates to Permit #2007-10, Marystone Boulevard / Roanoke Street NW, and will be considered when that permit is back on the agenda.

**Informational; no adverse comment.**

DNR – Temp. Appropriation Permit – Trott Brook Ditch – Anoka County

Jankowski presented the project and stated this Permit authorizes the appropriation from Trott Brook ditch for a one time filling of a constructed pond.

**Informational; no adverse comment.**

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.

OLD BUSINESS ~ None.

NEW BUSINESS

LRRWMO #2007-11 ~ Dick & Elaine Kuiken Pond ~ Andover

The Board reviewed the September 20, 2007 memorandum from Barr Engineering regarding their receipt of a revised permit for the continuation of excavation, mining, on the Kuiken property in Andover. On September 7, 2007, the WPA was provided to the Technical Evaluation Panel (TEP). The TEP recommends approval of the WPA, contingent upon three conditions.

**Motion was made by Vierzba, seconded by Jankowski, to approve Permit #2007-11, Dick and Elaine Kuiken, Combined Wetland Permit Application (WPA) for the continuation of excavation and mining on the Kuiken property in Andover, subject to submittal of the three items recommended by TEP as detailed in the Barr Engineering memorandum dated September 20, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

## OTHER BUSINESS

### RFP Process for Third Generation Plan

Obermeyer stated he was asked at the last meeting to review the Second Generation Plan and provide recommendations on revisions needed to meet the requirements of the Third Generation Plan. He advised the Second Generation Plan provides a good foundation. Obermeyer stated each action included in the Second Generation Plan needs to be reviewed and the status identified. If the action has not been completed, a statement needs to be drafted to indicate why it was not completed, whether it will be completed, or if it is no longer applicable.

The next aspect is whether a step further should be taken as to management of the resources of the LRRWMO. He stated he has provided items to be considered for inclusion in the Plan, noting the stormwater management and water quality aspects would fall under those two specific items. In addition, impact statements related to low impact development, buffering of lakes, functions and values of wetlands, etc. can be considered. He stated he would recommend the LRRWMO not do a comprehensive wetland plan but, rather, to provide guidance to cities on what should be included in their individual wetland replacement plans. Obermeyer advised that education and outreach to the public is important and a consideration by BWSR in their review.

Jankowski advised that the LRRWMO currently has a website that is maintained by the Anoka Conservation District. Obermeyer suggested that be referenced in the Third Generation Plan.

Obermeyer presented the 11-step flow chart with anticipated dates showing the Third Generation Plan would be approved sometime towards the end of 2009. He stated the process can be accelerated but from a review standpoint, there is a 90-day review period, a 65-day period, and then a 45-day comment period, taking six months for review by the regulatory agencies.

Obermeyer suggested holding a workshop meeting to review of the flow chart and discuss it in detail. Haas agreed and noted each member city can determine what is important to them for inclusion in the Third Generation Plan.

Obermeyer advised there has been discussion about new regulations, about going away from curb and gutter and using more narrow streets to reduce volume, which improves water quality. Once the LRRWMO Third Generation Plan is completed, the member cities will be expected to review their Plan to assure it meets the same requirements. Member cities will have two years to submit a comprehensive stormwater plan. If a city is within several watershed districts, they have two years from adoption of the last management plan.

Obermeyer suggested review of the Tables 14-29 of the Second Generation Plan to determine if they are still applicable.

**Consensus was reached to schedule a special workshop meeting, tentatively October 4, 2007 at 8:30 a.m., to discuss the timeline, flow chart, and Tables 14-29 of the Second Generation Plan, with Bob Obermeyer in attendance.**

Enstrom asked if the items listed in the memorandum are federally mandated. Obermeyer explained that Statute 8410 is vague on what needs to be included but indicates the Plan must deal with water quality and quantity.

#### JPA Update

Jankowski reviewed that the JPA expired on January 1, 2005 so LRRWMO Attorney LeFevre prepared an amendment to the JPA extending the date in addition to resolutions for signature by the four member cities. He stated each representative will need to present the related resolution to their respective City Council.

The Administrative Secretary was directed to circulate five copies of the JPA for signature.

#### Presentation by Wenck Associates, Inc. – Draft of the City of Andover’s Nondegradation Assessment

Diane Spector, Wenck Associates, Inc., presented Andover’s Nondegradation Assessment, study findings, and graph identifying annual stormwater volumes.

Jankowski noted that Andover and Coon Rapids are already Nondegradation cities. However, Ramsey missed the date. Obermeyer advised that it will all tie together and the Third Generation Plan will encourage low-impact development. He noted the LRRWMO can also set percentages of imperviousness as a guideline.

Haas agreed that should be addressed as part of the member city’s comprehensive plan. Obermeyer explained how the funding would come from the member city to undertake and implement the regulations. Spector agreed it is sometimes difficult for cities to promote low impact development. However, low impact development will soon be considered the regular type of development, not a special situation development.

Vierzba commended Spector on this well-written Nondegradation Assessment.

Spector explained the process that will be followed to submit the Assessment to the LRRWMO for review and comment.

#### Valley Greenhouse – LRRWMO Permit #2006-21 ~ Ramsey

John Row, Valley Greenhouse, Ramsey, stated he has a LRRWMO permit and is now expanding the greenhouse. Last year they planned an expansion to a certain size and that permit was approved but they didn’t complete the project last year. This year they have now expanded the project to add more greenhouses. The City of Ramsey would like them to have ponding to handle the stormwater runoff. They hired an engineering firm to determine the size of pond that would be required. At that point, the project became massive so several months ago they hired Mark Hayes, a hydrologist, to evaluate the engineer’s plan and pond sizing. He explained the

designed pond is next to the wetland, which has created issues because it would be too deep and drain the wetland.

Jankowski asked if the concern is that if the project is constructed, as designed, it will cause problems.

Mark Hayes, representing Valley Greenhouse, stated that is correct because the pond would be two feet deeper than the wetland and within 50 feet of the wetland. He explained the wetland has migrated upslope from the original location. If they excavate for the pond, it will dry out and damage the wetland. Hayes stated he called the DNR who agreed that is not a good situation. He also called Todd Smith of the PCA who indicated they want the impervious surface plus one-half inch of rainfall. Smith agreed they should not dig that close to the wetland and indicated in writing what they would like done.

Hayes advised they have already dug a pond that measures 375 feet long, 25 feet wide, and 5 feet deep between the two outlet culverts. He suggested they use this existing excavation, which is three feet above mottled soil, and keep it three feet above the OHM.

Jankowski advised that a process needs to be followed to resolve these issues, which will not occur today. He stated if there is concern by the permit holder about the conditions of approval, they need to present their case to Barr Engineering so wetland impacts can be addressed.

Row reviewed the problems they have had with this project and Ramsey's involvement to advise that the wetland was being impacted and to require ponding. Jankowski agreed there have been issues with the City of Ramsey. However, Valley Greenhouse is increasing its operation and impervious surface, which impacts their approved LRRWMO permit.

Row stated he is happy to contact and work with Barr Engineering. Obermeyer asked Row to submit a revised plan to Jankowski so it will be forwarded to him. Haas noted that if the Permit is being revised then it will have to come back before the LRRWMO for reconsideration.

Row asked if there are different runoff classifications for an agricultural use. Obermeyer explained there are different rates of run-off coming from different agricultural applications.

#### ADJOURNMENT

A motion was made by Vierzba, seconded by Haas, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:53 a.m.

Respectfully submitted,

Carla Wirth  
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

October 18, 2007 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
  - 1. Election of Vice Chair
- C. APPROVE MINUTES
  - 1. September 20, 2007 Meeting
- D. FINANCE MATTERS
  - 1. Treasurer's Report ~ August & September
  - 2. Payment of Bills ~ August & September
  - 3. 2008 Budget – Costs for Third Generation Plan
  - 4. Submittal of Wetland Replacement Costs to Anoka County
- E. CONSIDER COMMUNICATIONS
  - 1. DNR ~ Cease & Desist Order ~ Christopher Dargay ~ Ramsey
  - 2. BWSR ~ Request for Member Demographics
- F. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT
  - 1. 2007 Third Quarter Reports ~ Andover, Anoka, Coon Rapids & Ramsey
- G. OLD BUSINESS
  - 1. Update on Approval of Joint Powers Agreement Resolutions
  - 2. Update on Third Generation Plan
- H. NEW BUSINESS
  - 1. WITHDRAWAL ~ LRRWMO Permit #2006-26 ~ Ramsey Crossings ~ Ramsey
  - 2. LRRWMO Permit #2007-12 ~ Regency Pond Fourth Addition ~ Ramsey
  - 3. LRRWMO Permit #2007-13 ~ Sunfish Lake Boulevard Drainage ~ City of Ramsey
  - 4. LRRWMO Permit #2007-14 ~ Diamond Graphics ~ Ramsey
- I. OTHER BUSINESS
- J. ADJOURNMENT

*Next regular meeting date is November 15, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

OCTOBER 18, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were Steve Jankowski, Ramsey; Steve Gatlin, Coon Rapids Alternate; Todd Haas, Andover; and Carl Anderson, Anoka. Absent: Voting member absent was Doug Vierzba, Coon Rapids.

Also present were: Deputy Treasurer Lori Yager, Andover Alternate Bruce Perry, and Ramsey Councilmember Matt Look

## Election of Officers Vice Chair and Treasurer

Jankowski called for nominations for Vice Chair. Nominations were offered for Todd Haas and Doug Vierzba.

**Motion was made by Gatlin, seconded by Haas, to close nomination. Vote: 4 ayes, 0 nays. Motion carried.**

**Motion was made by Haas, seconded by Gatlin, to approve the appointment of Doug Vierzba as Vice Chair. Vote: 4 ayes, 0 nays. Motion carried.**

**Motion was made by Haas, seconded by Gatlin, to approve the appointment of Carl Anderson as Treasurer. Vote: 4 ayes, 0 nays. Motion carried.**

**Motion was made by Gatlin, seconded by Haas, to approve officer changes. 4 ayes, 0 nays. Motion carried.**

## APPROVE MINUTES

**Motion was made by Haas, seconded by Gatlin, to approve the September 20, 2007, regular meeting minutes as submitted. Vote: 4 ayes, 0 nays. Motion carried.**

## FINANCE MATTERS

Treasurer's Report ~ August and September

Yager presented the Treasurer's Report for the period ending August 31, 2007. Account balances for the period were: Checking, \$59,862.73; less permit account balance of (\$13,956.06), for a total balance of \$45,906.67.

Perry questioned Permit #2006-03 stating that the Wild Oaks of Ramsey project is completed and has been billed five times. Yager replied the problem is staff cannot figure out who to send the bill to as it changes. She stated members must decide how to pursue collection of the funds. She mentioned she would research whether this could be assessed to the property and bring the information back to the next meeting.

Yager presented the Treasurer's Report for the period ending September 30, 2007. Account balances for the period were: Checking, \$61,157.17; less permit account balance of (\$14,235.32), for a total balance of \$46,921.85.

**Motion was made by Gatlin, seconded by Anderson, to accept the Treasurer's Reports for the period ending August 31, 2007 and September 30, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

Payment of Bills ~ August and September

Yager presented the payment of bills for TimeSaver in the amount of \$640.01 (services rendered in August of 2007), and Barr Engineering in the amount of \$1,204.48 (engineering services rendered in August of 2007).

Yager presented the payment of bills for TimeSaver in the amount of \$462.79 (services rendered in September of 2007), Barr Engineering in the amount of \$2,685.51 (engineering services rendered in September of 2007), and Mike Bahn in the amount of \$295.50 (permit refund).

**Motion was made by Perry, seconded by Anderson, to authorize payments as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.**

2008 Budget ~ Cost for Third Generation Plan

Yager commented this was discussed in August that Jankowski and Obermeyer would work up preliminary numbers. She stated she had not yet heard anything.

Discussion ensued.

Yager stated she is comfortable with the estimated costs. She indicated she would bring the 2008 Budget to the December 2007 meeting.

Submittal of Wetland Replacement Costs to Anoka County

Jankowski stated he would call Anoka Conservation District to check on reimbursement for related costs.

CONSIDERATION OF COMMUNICATIONS

DNR ~ Cease & Desist Order ~ Christopher Dargay ~ Ramsey

Jankowski presented the Cease and Desist Order issued by the DNR to Christopher Dargay, 8851 162<sup>nd</sup> Lane NW, Ramsey.

**Informational; no action required.**

BWSR ~ Request for Member Demographics

Jankowski noted that BWSR is requesting WMO Board Member information to satisfy a legislative request for a snapshot of the people serving on local watershed boards. Jankowski stated he would fill out the paperwork.

Jankowski reviewed the correspondence and notices contained in the Chair's Folder, noting they do not require action.

**Informational; no action required.**

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

Year 2007 - Third Quarter – Andover, Anoka, Coon Rapids & Ramsey

Haas presented the Year 2007 Third Quarter report for the City of Andover.

Jankowski asked if Meadow Creek School planned to start as it has been 12 months. Haas stated he was unsure.

**Motion was made by Anderson, seconded by Gatlin, to accept the Year 2007 Second Quarter Report from the City of Andover, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

Anderson stated he had no report for the 2007 Third Quarter report for the City of Anoka.

**Not available; tabled to the November 15, 2007 meeting.**

Gatlin stated he had no report for the Year 2007 Third Quarter report for the City of Coon Rapids.

**Not available; tabled to the November 15, 2007 meeting.**

Jankowski presented the Year 2007 Third Quarter report for the City of Ramsey.

**Motion was made by Gatlin, seconded by Anderson, to approve the Year 2007 Third Quarter report for the City of Ramsey, as presented. Vote: 4 ayes, 0 nays. Motion carried.**

**Motion was made by Hass, seconded by Anderson, to authorize the return of unspent permit funds for Permits #2003-08 Alpine Acres, #2005-13 Shorewood RV, #2006-05 Welcomes Road, and #2006-18 City of Ramsey Street Project. Vote: 4 ayes, 0 nays. Motion carried.**

#### OLD BUSINESS

##### Update on Approval of Joint Powers Agreement Resolutions

Hass reported the Andover Joint Powers Agreement Resolution is complete. He stated he would provide a copy of the Resolutions.

Anderson reported the Anoka Joint Powers Agreement Resolution is complete.

Gatlin reported the Coon Rapids Joint Powers Agreement Resolution is complete. He submitted a copy of the Joint Powers Resolution for the file.

Jankowski stated a work session would be held on the Ramsey Joint Powers Agreement. He explained the purpose of the LRRWMO organization to Ramsey Councilmember Look for the purpose of information prior to approval of the Joint Powers Agreement by the City Council.

A discussion ensued on how to ensure Joint Powers of Agreement are updated as required.

Ramsey Councilmember Look questioned if the decisions for 2005 to the present are never ending and whether tracking is virtually impossible. Jankowski replied permits were contingent upon approval of LRRWMO. He commented the results were never reported back to the LRRWMO.

Anderson commented that when his Council looked at projects for the City of Anoka, the City Engineer consistently gave a report that included requirements from the LRRWMO. He stated educating City Councils on who the LRRWMO is and what it does is needed.

Obermeyer provided information on water quality Federal and State legislative policies.

Update on Third Generation Plan

Jankowski opened discussion on the content of the Third Generation Plan memo outlining updates since the September 20, 2007 LRRWMO meeting. The items discussed included updates to Stormwater Management, Stormwater Quality, Open Space and Recreation Uses, Wetland Management, Groundwater Protection, Land Use Management and Education.

Discussion ensued.

Obermeyer noted changes and additions requested by members.

**Motion was made by Gatlin, seconded by Haas, to direct Bob Obermeyer to draft a proposal for the Third Generation Plan. Vote: 4 ayes, 0 nays. Motion carried.**

Haas recommended bringing the cities and the organizations involved with the Third Generation Plan and Baar together for an informational meeting.

**Consensus reached to place this meeting on the agenda for November 2007.**

NEW BUSINESS

WITHDRAWAL ~ LRRWMO #2006-26 ~ Ramsey Crossings ~ Ramsey

Jankowski reviewed the September 6, 2007 memorandum from the City of Ramsey advising that in December 2006, the City of Ramsey prepared an Environmental Assessment Worksheet related to a proposed commercial development called Ramsey Crossings. Since that time, the project has been withdrawn and the EAW is no longer necessary.

**Motion was made by Gatlin, seconded by Anderson, to accept the withdrawal request of the City of Ramsey for Permit #2006-26, Ramsey Crossings. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-12 ~ Regency Pond Fourth Addition ~ Ramsey

Jankowski reviewed the October 15, 2007 memorandum from Barr Engineering regarding their receipt of plans, a LRRWMO permit application and supplemental correspondence dated August 14, 2007 for the Regency Pond 4<sup>th</sup> Addition to be located in the northeast quadrant of Ramsey Boulevard N.W. and Industry Avenue N.W. in Ramsey. The site is 6.2 acres in area and six storage buildings are shown to be constructed.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to five conditions as detailed in his memorandum.

**Motion was made by Haas, seconded by Gatlin, to approve Permit #2007-12, Regency Pond 4<sup>th</sup> Addition, for the construction of six storage buildings to be located in the northeast quadrant of Ramsey Boulevard NW and Industry Avenue NW in Ramsey, subject to the five (5) conditions as detailed in the Barr Engineering memorandum dated October 15, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

LRRWMO #2007-13 ~ Sunfish Lake Boulevard Drainage ~ City of Ramsey

Jankowski reviewed the October 16, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit application for the Sunfish Lake Boulevard Drainage Improvements in Ramsey. The project includes the construction of storm sewer from Sunfish Lake Boulevard, CSAH 57, to existing and proposed storm water basins east of CSAH 57. An outlet will also be constructed from the basins to the existing storm sewer in CSAH 57 that drains to the Mississippi River.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to five conditions as detailed in his memorandum.

**Motion was made by Gatlin, seconded by Anderson, to approve Permit #2007-13, Sunfish Lake Boulevard Drainage Improvements, for the construction of storm sewer from Sunfish Lake Boulevard, CSAH 57, to existing and proposed storm water basins east of CSAH 57 in Ramsey, subject to the five (5) conditions as detailed in the Barr Engineering memorandum dated October 16, 2007. Vote: 5 ayes, 0 nays. Motion carried.**

LRRWMO #2007-14 ~ Diamond Graphics ~ Ramsey

Jankowski reviewed the October 15, 2007 memorandum from Barr Engineering regarding their receipt of plans and a LRRWMO permit application for the Diamond Graphics development to be located north of Azurite Street N.W. and east County Road 116 in Ramsey. The site is 4.8 acres in area with a 50,112 square foot building shown to be constructed. A future 30,008 square foot build addition is also shown on the plans.

Obermeyer recommends that the LRRWMO approve of the permit for this project subject to five conditions as detailed in his memorandum.

**Motion was made by Haas, seconded by Gatlin, to approve Permit #2007-14, Diamond Graphics development to be located north of Azurite Street N.W. and east County Road 116 in Ramsey, subject to the five (5) conditions as detailed in the Barr Engineering memorandum dated October 15, 2007. Vote: 4 ayes, 0 nays. Motion carried.**

OTHER BUSINESS

None.

ADJOURNMENT

**Motion was made by Anderson, seconded by Gatlin, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.**

Time of adjournment: 10:42 a.m.

Respectfully submitted,

Dianna Wise  
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

MEETING NOTICE

December 20, 2007 - 8:30 a.m. - Committee Room - Anoka City Hall

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE MINUTES
  - 1. November 15, 2007 Regular Meeting
  - 2. December 5, 2007 Special Meeting
- D. FINANCE MATTERS
  - 1. Treasurer's Report
  - 2. Payment of Bills
  - 3. Presentation of 2008 Budget
  - 3. Submittal of Wetland Replacement Costs to Anoka County
- E. CONSIDER COMMUNICATIONS
  - 1. Receipt of Signed Joint Resolution from Member Cities
  - 2. Memorandum from Barr Engineering ~ Re: Coon Rapids Nondegradation Report
  - 3. Updated LRRWMO Contact List
- F. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.
- G. OLD BUSINESS
  - 1. Update on Approval of Ramsey's Joint Powers Agreement
  - 2. Update on Third Generation Plan / Schedule Joint Workshop Date
- H. NEW BUSINESS
  - 1. REVISION to LRRWMO Permit #2006-23 ~ Twin Rivers Auto Sales ~ Andover
  - 2. LRRWMO Permit #2007-15 ~ Kuiken Property / Accent Homes Dev. ~ Andover
  - 3. LRRWMO Permit #2007-16 ~ 2008 Street Improvements / Kings Lane Trunk Stormwater Treatment System ~ City of Anoka
- I. OTHER BUSINESS
  - 1. Consider 2008 TimeSaver Addendum
- J. ADJOURNMENT

*Next regular meeting date is January 17, 2008 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION**  
**SPECIAL MEETING**

**DECEMBER 5, 2007**

---

**CALL TO ORDER**

Chairman Steve Jankowski called the meeting to order at 10:15 a.m. in the Committee Room of Anoka City Hall.

**ROLL CALL**

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Todd Haas, Andover; and Carl Anderson, Anoka. Absent: None.

Also present were: Andover Alternate Bruce Perry, Ramsey Bob Obermeyer of Barr Engineering, Ramsey City Council Member Matt Look, Bob Ramsey, Ramsey resident, and John Enstrom, Ramsey Organic Dirt.

**NEW BUSINESS**

**Discuss Third Generation Watershed Plan**

The LRRWMO members and Mr. Bob Obermeyer, Barr Engineering, discussed and recommended changes relative to the Third Generation Watershed Plan. Obermeyer made notations in the master document relative to these changes and stated he would bold the changes for later reference.

Obermeyer informed the LRRWMO members of the requirements for water quality standards and made recommendations.

Jankowski discussed standardizing the Plan relative to non-degradation and volume control to require compliance by developers. He mentioned that one of the reasons for a watershed is to assure similar treatment of developers within the watershed.

Jankowski stated if rain gardens are allowed, homeowner maintenance could become an issue.

*Consensus reached to address traditional and non-traditional methods of drainage and an associated maintenance plan to meet the 1988 volume control, nutrient absorption, and infiltration capacity conditions in the Third Generation Watershed Plan.*

A vegetative water body buffer strip discussion ensued.

*Consensus reached to address the permanent buffer strips in that they are the responsibilities of the cities with approval authority given to the LRRWMO to reflect BWSR guidelines.*

Obermeyer mentioned that a Wetlands Management Plan is required in the city's Stormwater Plan as part of a city's Comprehensive Plan. He stated he would provide the requirements to the individual members.

Look questioned who holds ownership of buffers and monument structures placed in these easements. Jankowski replied it is an easement with the homeowner retaining title of the property but certain rights granted to the city.

Discussion ensued on buffer requirements.

Obermeyer recommended referencing individual city plans relative to Wildlife Policy 3.8. He stated he would create the appropriate language to reflect this.

The Public Participation, Information, and Education section was discussed. Obermeyer commented education would be looked at by BWSR. He stated some WMO's have a Citizens Advisory Committee to concentrate on community education.

Jankowski mentioned applying for education grant opportunities.

Discussion ensued on educational opportunities to consider.

Obermeyer stated he would contact each city to see what they currently have in place.

Jankowski suggested the individual city's plans for the public ditch system be addressed.

Discussion on the public ditch system ensued.

Obermeyer commented the public ditch system is part of the infrastructure and suggested the Third Generation Watershed Plan indicate that cities would look at this system.

Obermeyer recommended a statement of responsibility relative to city involvement with the public ditch system be added to the Third Generation Watershed Plan. He cautioned the LRRWMO to give some thought to the ramifications relative to city infrastructures and the public ditch system.

The LRRWMO discussed ground water controls.

Obermeyer stated he would investigate this item.

The LRRWMO discussed the Wetlands section.

Jankowski recommended wording to reflect inclusion of wetland plans in individual city comprehensive plans. He stated this section indicates the LRRWMO be proactive relative to wetlands.

Obermeyer commented the LRRWMO currently addresses this on a case-by-case basis.

The LRRWMO discussed the Regulatory Responsibility section.

Obermeyer stated he would draft wording for consideration to clarify the Regulatory Responsibility section.

The LRRWMO discussed the Finance section.

Obermeyer commented he believed several of the policies in the Finance section required rework. He commented he would draft wording for the consideration by the LRRWMO.

The LRRWMO discussed the Funding to the ACD section.

Obermeyer commented he would review this section.

Obermeyer stated he would have the updates prepared for review at the next LRRWMO meeting.

#### OTHER BUSINESS

None

#### ADJOURNMENT

**A motion was made by Vierzba, seconded by Haas, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.**

Time of adjournment: 12:05 p.m.

Respectfully submitted,

Dianna Wise  
Administrative Secretary

**LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION  
ANDOVER - ANOKA - COON RAPIDS - RAMSEY  
2015 FIRST AVENUE, ANOKA, MN 55303**

**SPECIAL MEETING NOTICE**

December 5, 2007 - 10:00 a.m. - Committee Room - Anoka City Hall

**AGENDA**

- A. CALL TO ORDER
- B. DISCUSS THIRD GENERATION WATERSHED PLAN
- C. OTHER BUSINESS
- D. ADJOURNMENT

*Next regular meeting date is December 20, 2007 – at 8:30 a.m.*

**\*\* PLEASE POST \*\*  
PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

DECEMBER 20, 2007

---

## CALL TO ORDER

Chairman Steve Jankowski called the meeting to order at 8:30 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were Steve Jankowski, Ramsey; Doug Vierzba, Coon Rapids; Todd Haas, Andover; and Carl Anderson, Anoka. Absent: None.

Also present were: Deputy Treasurer Lori Yager, Andover Alternate Bruce Perry, Anoka City Engineer Russ Zastrow, John Enstrom of Ramsey Organic Dirt, and Joe Pelawa, Hakanson Anderson Associates.

## APPROVE MINUTES

November 15, 2007 & December 5, 2007

The Board reviewed the memorandum from the Administrative Secretary regarding a needed correction to the November 15, 2007 meeting minutes as follows:

### “Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$674.28 (services rendered in October of 2007), Barr Engineering in the amount of \$1,525.38 (engineering services rendered in October of 2007), Kennedy & Graven in the amount of \$874.50 (legal services), and City of Ramsey in the amount of \$647.52 (permit refunds).

Jankowski questioned why the Permit Fee Applications list permits that are complete or have a zero balance. Yager replied that all activity for the entire year is listed and completed permits will come off at fiscal year end. She stated that she would like those with small balances be cleared up before year's end so she can send out refund checks.

**Motion was made by Vierzba, seconded by Haas, to authorize payment as presented and indicated above. Vote: 4 ayes, 0 nays. Motion carried.”**

**Motion was made by Vierzba, seconded by Haas, to approve the November 15, 2007, regular meeting minutes as corrected and indicated above. Vote: 4 ayes, 0 nays. Motion carried.**

The following corrections were requested to the December 5, 2007 minutes:

Page 2, second paragraph, should indicate: "Look questioned who holds ownership of buffers and monument structures placed in these easements. Jankowski replied it is an easement with the homeowner retaining title of the property but certain rights granted to the city.

Page 2, fifth paragraph, correct "MWO" to indicate "WMO."

**Motion was made by Vierzba, seconded by Anderson, to approve the December 5, 2007, special meeting minutes as corrected and indicated above. Vote: 4 ayes, 0 nays. Motion carried.**

## FINANCE MATTERS

### Treasurer's Report

Yager presented the Treasurer's Report for the period ending November 30, 2007. Account balances for the period were: Checking, \$55,710.64; less permit account balance of (\$12,915.25), for a total balance of \$42,795.39. She noted City assessments have been received and additional expenditures will be experienced so it appears the 2007 expenditures will be close to on target.

Haas presented letters authorizing return of remaining escrow for LRRWMO #2006-16, Country Oaks South, and #2006-17, White Pine Wilderness.

Haas noted that the title of LRRWMO Permit #2007-04 should be Timber Trails Second Addition.

Zastrow advised that he contacted Mr. Weaver regarding LRRWMO Permit #2006-11, Rivertown Lofts, and Mr. Weaver indicated the permit should be canceled and unspent monies returned to appropriate parties. He explained the original permit check was issued by the developer, not by the Weaver Brothers Company. However, the Weaver Brothers Company signed off on the permit because they owned the property at that time.

**Motion was made by Haas, seconded by Vierzba, to accept the Treasurer's Report for the period ending November 30, 2007 and authorizing the return of remaining escrow for LRRWMO Permits #2006-11, #2006-16, and #2006-17. Vote: 4 ayes, 0 nays. Motion carried.**

Yager advised the LRRWMO received a dividend from the League of Minnesota Cities for \$466, which is the first time the LRRWMO has received such a dividend. It will be applied to expenditures. In addition, a check was received in the amount of \$174.55 for LRRWMO Permit #2005-15, Sweetbay Ridge in Ramsey.

Due to a work commitment, Anderson left the meeting.

Payment of Bills

Yager presented the payment of bills for TimeSaver in the amount of \$461.77 (services rendered in November of 2007), Barr Engineering in the amount of \$1,056.39 (engineering services rendered in November of 2007), City of Anoka in the amount of \$1,029.25 (permit refunds), and Pinewski Builders, Inc. in the amount of \$395 (permit refund).

**Motion was made by Vierzba, seconded by Haas, to authorize payment as presented and indicated above. Vote: 3 ayes, 0 nays. Motion carried.**

Consider 2008 TimeSaver Addendum

Yager presented the 2008 Addendum to the Recording Secretarial Agreement, noting an increase of one dollar per hour and forty cents per page plus a base rate.

The Administrative Secretary explained the base rate is being included at this time because of the LRRWMO's decision to use summary, rather than detailed meeting minutes.

**Motion was made by Jankowski, seconded by Vierzba, to approve the 2008 TimeSaver Recording Secretarial Service Addendum, as presented. Vote: 3 ayes, 0 nays. Motion carried.**

Presentation of 2008 Budget

Yager presented the 2008 budget and reviewed that it had been decided to spend down the budget balance. Because of the lower housing rate, the anticipated permit and permit expense line items have been reduced. She also presented the distribution of the \$15,000 assessment to member cities, which is based on a formula involving area and tax capacity. Yager advised the budget takes effect February 1, 2008.

Jankowski questioned interest income. Yager advised other revenue equals \$2,550 through November.

Perry asked if the LRRWMO budget will be in the hole after fiscal 2007. Yager stated it will not and noted the reserve balance is currently at \$39,000 and after two more months of expenses may be \$35,000 at the beginning of the 2008 budget.

Discussion ensued regarding the need to assure the fund balance is sufficient.

Haas noted the action to approve the 2008 budget is normally approved through a resolution. Yager indicated that resolutions will be presented at the January meeting.

Yager advised that a \$365 reimbursement was received from the Anoka Conservation District (ACD) for stream monitoring work that was not accomplished in 2007 but already paid.

Submittal of Wetland Replacement Costs to Anoka Conservation District

Jankowski explained the LRRWMO can submit for reimbursement from the ACD for work spent on wetland replacement. Haas had submitted a request for reimbursement in the amount of \$229.05. Jankowski stated he thought he had sent that request to the ACD via e-mail but could not find a confirmation on it.

Jankowski distributed the form provided by Anoka County that can be completed for submittal.

Discussion ensued regarding this reimbursement process and how it should be tracked.

**Jankowski stated he will forward Andover's reimbursement information to Yager for submittal to the ACD. The Administrative Secretary was tasked to contact and invite Chris Lord, ACD, to the January meeting for a discussion of the WAC reimbursement procedure.**

CONSIDERATION OF COMMUNICATIONS

Receipt of Signed Joint Resolution from Member Cities

Jankowski noted the LRRWMO has received the joint resolution approving the JPA and asked the Administrative Secretary to assure an original is received for the LRRWMO files.

Memorandum from Barr Engineering ~ Re: Coon Rapids Nondegradation Report

Jankowski presented the November 21, 2007 memorandum from Barr Engineering indicating Coon Rapids has submitted their draft Nondegradation Report to the LRRWMO for review and comment prior to submitting the report to the MnPCA. Barr Engineering has found the report to be thorough and in conformance with the current LRRWMO Water Management Plan.

**Motion was made by Vierzba, seconded by Haas, to accept the Coon Rapids Nondegradation Report and recommendation from Barr Engineering that it is in compliance. Vote: 3 ayes, 0 nays. Motion carried.**

Memorandum from City of Ramsey ~ Re: Ramsey Wellhead Protection Program

Jankowski presented the November 26, 2007 memorandum from the City of Ramsey regarding notification of their intent to develop a Wellhead Protection Program.

**Informational; no action required.**

Memorandum from City of Ramsey ~ Re: Comprehensive Plan Amendment ~ Sunfish Lake Development

Jankowski presented the December 17, 2007 memorandum from the City of Ramsey advising they are processing a Comprehensive Plan Amendment to change the land use designation of a 3.0 acre redeveloping site on the northwest corner of Sunfish Lake Boulevard and Bunker Lake Boulevard.

**Informational; no action required.**

Jankowski reviewed the correspondence and notices contained in the Chair's Folder, noting they do not require action.

**Informational; no action required.**

REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None.

OLD BUSINESS

Update on Approval of Ramsey's Joint Powers Agreement

The Administrative Secretary advised receipt of the signed individual resolutions from Andover, Anoka and Coon Rapids. However, the signed resolution from Ramsey has not yet been received.

Jankowski stated he needs to track that resolution to assure it is done correctly.

Update on Third Generation Plan / Schedule Joint Workshop Date

**Consensus was reached that discussion of the Third Generation Plan can be accommodated during the regular meeting schedule so a workshop date is not needed.**

The Board reviewed the December 17, 2007 letter from Barr Engineering regarding an agreement for the preparation of the LRRWMO Third Generation Water Management Plan.

Perry asked if the LRRWMO will receive an itemized billing for work done on the Third Generation Plan. Vierzba noted an itemized bill is received from Barr Engineering for permit work.

Jankowski advised that Mark Wilson of Barr Engineering has indicated he has an electronic copy of the Second Generation Plan. Haas stated he hopes that will reduce the cost to prepare the Third Generation Plan.

Jankowski stated he will ask Bob Obermeyer whether this will reduce the cost and whether an adjusted cost estimate should be received prior to approval of the Agreement.

Perry stated if an itemization is provided for work performed, then an updated Agreement is probably not needed.

**Motion was made by Haas, seconded by Vierzba, to approve the Agreement for the Preparation of LRRWMO Third Generation Water Management Plan, subject to Jankowski contacting Obermeyer regarding the cost not to exceed in light of having an electronic copy of the Second Generation Plan. Vote: 3 ayes, 0 nays. Motion carried.**

#### NEW BUSINESS

##### REVISION to LRRWMO #2006-23 ~ Twin Rivers Auto Sales ~ Andover

The Board reviewed the December 19, 2007 memorandum from Barr Engineering regarding their receipt of the as-built plans and revised computations for the Twin River Auto Sales development in Andover. The project proposed the construction of an on-site storm water management basin to provide water quantity and quality control to meet LRRWMO storm water management criteria. The as-built plans show that the bottom of the basin has been raised three feet from the original plan reviewed and approved. The normal elevation of the basin has also been raised 0.45 feet. This has resulted in a reduction of the "dead-storage" volume available for water quality management. The project must provide a minimum of 0.07 acre-feet, 3050 cubic-feet, of dead storage to meet LRRWMO criteria. The basin, as-built, provides 0.04 acre-feet, 1742 cubic feet, or 1307 cubic- feet of storage less than the volume necessary to meet the LRRWMO water quality criteria.

Haas explained that the project was constructed but is short of the dead storage requirements so they will have to dredge it out. He advised the applicant has not been very cooperative so he has asked Obermeyer to write a letter to the owner and John Oliver, engineer of the project. However, Obermeyer said it should come from the Board.

Haas suggested the applicant be told they must meet the requirements, given a time to respond, and a deadline date of May of 2008. Because the project is located next to a County road, road restrictions may not be a problem. It was agreed the applicant must respond within 14 days and acknowledge completion by May of 2008.

**Motion was made by Haas, seconded by Vierzba, to find LRRWMO Permit #2006-23, Twin River Auto Sales in Andover, to be incomplete as detailed in the Barr Engineering memorandum dated December 19, 2007, and to send a copy of the letter as outlined above to the applicant and Ross Able of John Oliver. Vote: 3 ayes, 0 nays. Motion carried.**

##### LRRWMO #2007-15 ~ Kuiken Property / Accent Homes Development ~ Andover

The Board reviewed the December 20, 2007 memorandum from Barr Engineering regarding their receipt on October 17, 2007, of a Wetland Delineation Report (WDR) for the proposed Accent Homes Development. On October 31, 2007 notice was received regarding the receipt of a permit application and escrow payment for the above-mentioned site. On November 7, 2007, a Technical Evaluation Panel (TEP) was held on-site, in an attempt to review the wetland delineation of the property, which included an active sod farm. This delineation review was

outside of the growing season. During the meeting, the TEP requested a wetland boundary change and a wetland boundary figure clarification. In addition, the TEP indicated that the delineation may be "tightened up" during the beginning of the 2008 growing season, at which time it may be more evident if portions of the current delineated wetland lack wetland hydrology.

Once the revised figure is received, its accuracy will be reviewed by the TEP. If the figure is found to be acceptable, a TEP Findings of Fact will be drafted and signed by the TEP members, recommending approval of the WDR, including the figure. Obermeyer advises that the WDR is incomplete until a figure representing the wetland boundary changes has been received. To date, the revised figure has yet to be received. Therefore, at this time, no decision is recommended.

**Motion was made by Vierzba, seconded by Haas, to find Permit #2007-15, Kuiken Property/Accent Homes Development, to be incomplete as detailed in the Barr Engineering memorandum dated December 20, 2007. Vote: 3 ayes, 0 nays. Motion carried.**

LRRWMO #2007-16 ~ 2008 Street Improvements / Kings Lane Truck Stormwater Treatment System ~ City of Anoka

Jankowski reviewed the December 17, 2007 memorandum from Barr Engineering indicating they have not received plans for the project. Therefore, Barr Engineering does not have a recommendation

Joe Pelawa, Hakanson Anderson Associates, Inc., representing the City of Anoka, stated he submitted the permit information to Barr Engineering; however, Bob Obermeyer has not yet received it. He explained this street improvement and trunk storm sewer treatment system project will occur next spring.

Zastrow stated Anoka will be holding the assessment hearing in early January and had hoped to be able to indicate the LRRWMO has already reviewed and approved the permit.

Haas stated he is not willing to consider this permit until Barr Engineering has had the opportunity to review and make a recommendation.

**Motion was made by Haas, seconded by Vierzba, to find Permit #2007-16, City of Anoka 2008 Street Improvement Project and Kings Lane Trunk Stormwater Treatment System, to be incomplete as detailed in the Barr Engineering memorandum dated December 20, 2007. Vote: 3 ayes, 0 nays. Motion carried.**

OTHER BUSINESS

Low Impact Development

Haas reported on the low impact development seminar hosted by Andover.

John Enstrom – Ramsey Organic Dirt Request for Lower Escrow

Enstrom submitted a copy of an email dated October 2, 2007 relating to his request that the escrow for Permit #2001-22, Ramsey Organic Dirt, be reduced.

Jankowski stated Enstrom is requesting a TEP meeting in the spring of 2008.

Enstrom advised the bond is due so he would like to know how much it will be reduced.

**The Board requested a letter from Enstrom to the LRRWMO with a copy to Barr Engineering requesting a TEP meeting in the spring and stating the reasons for the escrow reduction.**

Enstrom stated the bond has already expired so he would like it reduced and then he will place a bond in the new amount. Jankowski stated the bond should be reinstated for the existing amount.

ADJOURNMENT

A motion was made by Haas, seconded by Vierzba, to adjourn the meeting. Vote: 4 ayes, 0 nays. Motion carried.

Time of adjournment: 9:48 a.m.

Respectfully submitted,

Carla Wirth  
Administrative Secretary