

Upper Rum River Watershed Management Organization  
Meeting Minutes for January 2, 2007

The meeting was called to order by Chairperson Randy Bettinger at 7:10pm with the following members present John Anderson, Ed Faherty, Verna Findorff, Melanie Kern, and Kathy Paavola. Absent were Bill Larson, Will Ridge, Mike Sullivan and Terry Sworsky. Also present was Todd Hubmer of WSB & Associates, Inc.

MINUTES

**John Anderson moved and Melanie Kern seconded to approve the August 1, 2006 meeting minutes as presented. All in favor, motion carried.**

OLD BUSINESS

2<sup>nd</sup> Generation Watershed Management Plan - Todd Hubmer informed the members that the URRWMO is being audited by the Legislative Auditor. He then distributed Minnesota Board of Water & Soil Resources' (BWSR) response to the Comprehensive Plan (Plan) which was received earlier in the day. BWSR believes the Plan is still lacking in several areas and the comments submitted by review agencies were not addressed. Also, much of the information lacking in the Plan relates to clearly documenting the WMO's intended actions and costs to the taxpayers supporting the WMO. A quicker time frame for implementing standards is needed in the Plan; it can no longer use an extended 10-year period.

Mr. Hubmer presented three options which he believes will satisfy BWSR's requirements for the Plan:

- 1) Adopt a generic plan provided by WSB & Associates, Inc. The drawbacks to adopting a generic plan are member communities are not taken into consideration, nor are their input; or
- 2) Form technical advisory committees (TACs) to tackle the unacceptable portions of the Plan by a set date. Members of the TACs would be technical representatives and/or staff members from the member communities. The tasks would be to develop and set acceptable standards based on member communities' input. Mr. Hubmer thought BWSR may be willing to work with the URRWMO to form TACs. Once the Plan is accepted by BWSR, the member communities would have two (2) years to adopt their individual plans and submit them back to the URRWMO. This was the suggested option; or
- 3) Change the URRWMO to a watershed district.

The URRWMO members unanimously agreed that option #2 was their first choice. Discussion followed that it would be necessary for the TACs to be administered. Anoka Conservation District (ACD) was suggested as an administrating body. If ACD is not willing or able to be the administrator, Mr. Hubmer could recommend some people for

the job. ACD would be considered the technical advisor to URRWMO and each URRWMO member would take turns attending the various TAC meetings. **John Anderson moved and Verna Findorff seconded that the URRWMO notify BWSR of its commitment to form technical advisory committees to develop and set acceptable standards based on member communities' input with those standards to be implemented into the Plan by a set date. The technical advisory committees would consist of URRWMO members and technical representatives and/or staff members from the member communities. Once the Plan is accepted by BWSR, the member communities would have two (2) years to adopt their individual comprehensive plans and submit them back to the URRWMO. This process is to begin in 2008, due to the budgeting cycle. All in favor, motion carried.**

Randy Bettinger will talk with Jamie Schurbon of ACD regarding administering the TACs and invite him to the February 6<sup>th</sup> meeting. Mr. Hubmer will change the Plan to go with the TACs role and add the water monitoring information. Drafts of the revised Plan will be sent to the URRWMO members.

#### NEW BUSINESS

John Anderson reported that City Planner Sam Lucast had two (2) Comprehensive Plan Amendment Applications for two separate sites within the City of Oak Grove - Gardas and Harrington. The applicant's request in each case was to change the guiding then rezone the subject sites from Agricultural zoning with 10-acre density minimum lot sizes to Single Family Residential zoning with 2.5-acre density minimum lot sizes. **John Anderson moved and Ed Faherty seconded the approval of the Comprehensive Plan Amendment Applications for both Gardas and Harrington. All in favor, motion carried.**

#### OTHER

Gail Gessner, Recording Secretary, reported she had received e-mail requests from Jan Sandberg, Office of the Legislative Auditor, Program Evaluation Division, for copies of past URRWMO minutes. Randy Bettinger advised Ms. Gessner to send a reply e-mail to Ms. Sandberg stating that all future e-mails regarding the URRWMO should be directed to him.

Once the URRWMO Plan is approved, both East Bethel and Ham Lake need to submit their comprehensive plans to the URRWMO.

The next meeting is scheduled for February 6, 2007.

ADJOURN

**Randy Bettinger moved and Kathy Paavola seconded to adjourn. All in favor, meeting adjourned at 8:17pm.**

Gail E. Gessner, Recording Secretary  
Submitted via e-mail on 1/5/07

## AGENDA

Upper Rum River Watershed Management Organization

Tuesday, February 6, 2007 at 7:00pm

Call to Order

Roll Call

Approval of Minutes

Old Business

2<sup>nd</sup> Generation Watershed Management Plan

New Business

Jamie Schurbon of Anoka Conservation District

1. Draft 2006 Results (informational item)
2. Finalize 2007 MOU (action item)
3. Discuss ACD as a facilitator for the Watershed Planning Technical Advisory Committee (TAC)

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for February 6, 2007

The meeting was called to order by Chairperson Randy Bettinger at 7:03pm with the following members present John Anderson, Ray Jones, Melanie Kern, Bill Larson, Kathy Paavola and Terry Sworsky. Absent were Ed Faherty, Verna Findorff, Will Ridge and Mike Sullivan. Also present were Todd Hubmer of WSB & Associates, Inc. and Jamie Schurbon of Anoka Conservation District (ACD).

MINUTES

**John Anderson moved and Randy Bettinger seconded to approve the January 2, 2007 meeting minutes as presented. All in favor, motion carried.**

OLD BUSINESS

2<sup>nd</sup> Generation Watershed Management Plan (Plan) - Todd Hubmer distributed the latest version of the Plan and reviewed Section V. Implementation Program/Priorities, Item 1. 'The URRWMO will convene a Technical Advisory Committee which is anticipated to consist of member community staff, elected officials, and state and local review agency representatives in 2007 and 2008 to develop the following: a. Water quality goals for URRWMO waters, b. Requirements for the development of Wetland Management Plans, c. Runoff volume and/or infiltration requirements, d. Wetland buffer standards. These standards will be completed with local input by the end of 2008, which will allow local communities to incorporate into their 2009 local water management plans.' Mr. Hubmer reiterated that these items must be completed by the end of 2008. Mr. Hubmer noted he will be adjusting the financial numbers to reflect the slight increases and will be sending out the final version of the Plan within the next seven (7) days, along with the comment responses. It is his hope to have the Plan finalized sometime in April.

Technical Advisory Committee (TAC) – Mr. Hubmer's idea for this committee is to develop recommendations regarding water quality goals, runoff volume and infiltration standards, wetland buffer standards and wetland management plan requirements to present to the URRWMO Board for adoption. Possible members to include URRWMO board members, city or township staff, city or township elected officials, MN DNR, MPCA, ACD, BWSR, builder or developer representation, agricultural representation, and others to be determined. He suggested a letter be sent to member communities asking who will be the contact/representative to the TAC. It should be clear that the task force is not a voting body; consensus would determine the final recommendations to the URRWMO Board. It was suggested that Jamie Schurbon of ACD be the coordinator for the TAC. Mr. Schurbon asked specifically what the URRWMO was asking him to do. The URRWMO would like the coordinator to be the recorder for the meetings, gather data to be presented at the meetings, write proposals and perform the administrative duties required. Mr. Schurbon stated that ACD needs it laid out specifically what is expected of them. The earliest Mr. Schurbon would be available for logistical work

would be in June and to be coordinator at meetings would be in July. Mr. Schurbon could do an invitational letter to the various cities and townships, as ACD is willing to do work before it is paid, as long as a written agreement is formalized. ACD's fee for services is \$50.00 per hour to cover staff and overhead expenses. Again, if the URRWMO Board decides to go with ACD as the coordinator to the TAC, a written agreement stating specifically what the URRWMO Board wants and what ACD is expected to do needs to be drawn up. Discussion was held on who should be on the TAC. Some members thought that city or township elected officials should be optional; while others thought they should definitely be included. It was decided to include all those recommended by Mr. Hubmer. **For the March meeting, Mr. Schurbon will bring a draft invitational letter summarizing the four (4) issues to be addressed by the TAC, a draft agreement between the URRWMO and ACD, and it will be discussed how often TAC meetings will be held and at what location. Then at the April meeting, the details of the agreement with ACD will be finalized.**

Mr. Hubmer did a rough guesstimate of hours that may be required of ACD and shared what he thought would be discussed specifically on each topic and how long each meeting may take. Randy Bettinger thought it would be possible to complete two (2) topics by the end of 2007, with the understanding that the remaining two (2) topics be completed around July, 2008. With that timeframe in place, the completion of meetings and recommendations meets the required deadline of December 2008.

## NEW BUSINESS

2006 Draft Results for the Upper Rum River Watershed - Jamie Schurbon of ACD distributed copies of and reviewed the draft results. On page 26 – Water Quality Improvement Projects, the URRWMO members requested that they be notified either by mail or electronically whenever monies are spent on improvements projects. Currently, there is a likely 2007 expenditure of \$650 for Lake George, Grabow lakeshore restoration. On page 29 – Recommendations, Mr. Schurbon stressed the recommendation to diagnose and improve Rogers Lake water quality problems through a joint effort of the LRRWMO and URRWMO. Actions might include fish surveys, septic surveys, and landowner best-practices education, as this lake is on the state list of impaired waters.

2007 Memorandum of Understanding (MOU) – Jamie Schurbon of ACD distributed and reviewed the 2007 MOU. There is one change under Article 4 – Disbursement of Funds. ACD will invoice the URRWMO for 100% of the total amount of the agreement immediately following the execution of the agreement. The URRWMO may pay 100% immediately or may pay a minimum of 75% immediately and the remaining 25% following satisfactory completion of all work tasks. Under the 2007 URRWMO Plan of Work, it was noted that East Twin Lake is currently being monitored by ACD for \$345.00. Mr. Schurbon will talk with the Burns Township staff regarding them doing the

lake monitoring which would bring the cost down to \$100.00. **Bill Larson moved and John Anderson seconded to approve the 2007 Memorandum of Understanding. All in favor, motion carried.** Randy Bettinger signed two (2) copies of same.

MAIL

Minnesota Association of Watershed Districts, Inc. – 2007 MAWD Legislative Breakfast and Day at the Capitol, Thursday, March 15 at the Kelly Inn in St. Paul.

ADJOURN

**Bill Larson moved and Kathy Paavola seconded to adjourn. All in favor, meeting adjourned at 8:34pm.**

Gail E. Gessner, Recording Secretary  
Submitted via e-mail on 2/26/07

The next meeting is scheduled for March 6, 2007.

## AGENDA

Upper Rum River Watershed Management Organization

Tuesday, March 6, 2007 at 7:00pm

Call to Order

Roll Call

Approval of Minutes

Old Business

2<sup>nd</sup> Generation Watershed Management Plan

Technical Advisory Committee (TAC)

1. Draft of TAC Invitational Letter to Cities and Townships – Jamie Schurbon of ACD
2. Draft Agreement between URRWMO and ACD regarding TAC Coordinator – Jamie Schurbon of ACD
3. Discuss frequency and location of TAC meetings

New Business

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for March 6, 2007

The meeting was called to order by Chairperson Randy Bettinger at 7:04pm with the following members present Ed Faherty, Ray Jones, Melanie Kern, Bill Larson, Kathy Paavola and Terry Sworsky. Absent were John Anderson, Will Ridge and Mike Sullivan.

MINUTES

**Bill Larson moved and Terry Sworsky seconded to approve the February 6, 2007 meeting minutes as presented. All in favor, motion carried.**

OLD BUSINESS

2<sup>nd</sup> Generation Watershed Management Plan (Plan) - Randy Bettinger reported that he and Todd Hubmer of WSB & Associates, Inc. met with Les Lemm and Steve Woods of Minnesota Board of Water and Soil Resources (BWSR) to review the Plan. There are some minor changes that need to be made to the Plan. Mr. Hubmer will make the necessary changes and submit the Plan to BWSR in the first or second week of April for review by the BWSR Staff Committee, with the final review by the BWSR Board to be the last Wednesday in April.

Technical Advisory Committee (TAC) – A draft invitational letter and proposed mailing list submitted by Jamie Schurbon of Anoka Conservation District (ACD) were reviewed. The following changes were noted: The letterhead address should be ‘Oak Grove’ rather than Cedar, MN, second sentence to read, ‘These standards will be aimed *at* protecting...’, third paragraph, second sentence, ‘...of three, two-hour meetings to...’; for the mailing list, City of Oak Grove should be *Oak Grove*, MN, and the City of St. Francis’ new address is 23340 Cree Street, P.O. Box 730. **Bill Larson moved and Ed Faherty seconded to approve the draft invitational letter and proposed mailing list with the noted changes. All in favor, motion carried.**

OTHER

It was discussed if an April meeting was necessary. **Melanie Kern moved and Kathy Paavola seconded to cancel the April meeting. All in favor, motion carried.** The next meeting will be May 1, 2007.

Randy Bettinger requested that the Oak Grove City staff mail a copy of the 2/26/07 revised URRWMO Board Member List to each of the members.

On behalf of the URRWMO, Kathy Paavola will send a sympathy card to Verna Findorff’s family.

URRWMO Meeting Minutes for March 6, 2007  
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ADJOURN

**Bill Larson moved and Randy Bettinger seconded to adjourn. All in favor, meeting adjourned at 7:30pm.**

Gail E. Gessner, Recording Secretary  
Submitted via e-mail on 3/7/07

The next meeting is scheduled for May 1, 2007.

## AGENDA

Upper Rum River Watershed Management Organization

Tuesday, May 1, 2007 at 7:00pm

Call to Order

Roll Call

Approval of Minutes

Old Business

2<sup>nd</sup> Generation Watershed Management Plan

Technical Advisory Committee (TAC)

1. Draft Agreement between URRWMO and ACD regarding TAC Coordinator – Jamie Schurbon of ACD
2. Discuss frequency and location of TAC meetings`

New Business

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for May 1, 2007

No meeting was held, due to the lack of a quorum.

Present were Chairperson Randy Bettinger, Melanie Kern, Ray Jones and Will Ridge. Absent were John Anderson, Ed Faherty, Bill Larson, Kathy Paavola, Mike Sullivan and Terry Sworsky. Also present was audience member, LeRoy Schaffer.

Chairperson Bettinger informed the attendees that the 2<sup>nd</sup> Generation Watershed Management Plan has been approved.

Technical Advisory Committee (TAC) – Chairperson Bettinger will contact Jamie Schurbon of Anoka Conservation District to find out if letters have been sent and to get a general update.

Mail

A copy of the Public Water Supply, DNR Permit No. 2007-0020 City of Oak Grove, Anoka County was received; no action taken.

A bill from Anoka Conservation District for 2007 Monitoring in the amount of \$4,175.00 was received and submitted for payment.

The City of East Bethel is working on its 2008 Comprehensive Plan Update. The URRWMO has never received East Bethel's Comp Plan; it received East Bethel's Watershed Plan.

Next meeting will be **June 5, 2007.**

Gail E. Gessner, Recording Secretary  
Submitted via email on May 12, 2007

## AGENDA

Upper Rum River Watershed Management Organization

Tuesday, June 5, 2007 at 7:00pm

Call to Order

Roll Call

Approval of Minutes

Old Business

Technical Advisory Committee (TAC)

1. Draft Agreement between URRWMO and ACD regarding TAC Coordinator – Jamie Schurbon of ACD
2. Discuss frequency and location of TAC meetings

New Business

Revisit URRWMO meeting dates; reschedule July meeting

Adoption of Water Plans by Member Communities – Missing City of Bethel's Plan

Mail

Other

FYI – The following items will be on the July agenda:

1. Recommendations for 2008 Budget Work Plan – Jamie Schurbon
2. Election of Officers
3. Discuss updates to Joint Powers Agreement

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for June 5, 2007

The meeting was called to order by Chairperson Randy Bettinger at 7:15pm with the following members present Ed Faherty, Ed Johnson, Ray Jones, Melanie Kern, Will Ridge, and Terry Sworsky. Absent were Bill Larson and Kathy Paavola. Also present were Jamie Schurbon of Anoka Conservation District (ACD) and audience member LeRoy Schaffer.

Member Update: John Anderson resigned his position as a City of Oak Grove board member, Ed Faherty will fill the open position as a City of Oak Grove board member, and Mayor Ed Johnson will be the City of Bethel board member.

MINUTES

**Ed Faherty moved and Melanie Kern seconded to approve the March 6, 2007 meeting minutes as presented. All in favor, motion carried.**

OLD BUSINESS

Technical Advisory Committee (TAC) – Jamie Schurbon reported that the 2<sup>nd</sup> Generation Watershed Management Plan had been approved by the Minnesota Board of Water and Soil Resources (BWSR). He then gave a brief description of what he thought the function of the TAC should be. Most agencies that were on the member contact list have responded positively to the URRWMO's request to be a part of the TAC; a status of contacts list was distributed. Three items are to be provided by the URRWMO 1) a contractual agreement having ACD as the facilitator, 2) written logistics of what the URRWMO wants from the TAC, and 3) set meeting dates and approve voting members.

Mr. Schurbon reviewed the Memorandum of Understanding (MOU) for assistance implementing the URRWO TAC work plan. One item under Article 4 – Fee for Services, Billable Work (bullet six) was amended, to read "...to advertise *mandated* public hearings..." **Melanie Kern moved and Ed Faherty seconded to approve the Memorandum of Understanding as amended.** Ed Johnson voiced concern that the "checkbook is being left open" based on an hourly billing rate with no time limit or set final amount. Discussion followed on the costs involved and the open-ended costs. **All in favor, motion carried.** Mr. Schurbon reviewed the URRWMO TAC work plan. Two additional items were added to the work plan - under TASK 3 add ACD will post TAC public meeting times and locations, and under TASK 5 add URRWMO Board will have one of its members attend the final BWSR meeting. It was decided that the first TAC meeting will be held at the St. Francis Community center on Thursday, July 19<sup>th</sup> at 1:30pm. Chairperson Bettinger will attend this meeting. Future meeting dates, times and sites will be discussed at this meeting. **Melanie Kern moved and Ed Faherty seconded to approve the work plan as amended. All in favor, motion carried.**

NEW BUSINESS

**Ray Jones moved and Randy Bettinger seconded to reschedule the July meeting to Monday, July 9<sup>th</sup> at 7:00pm. All in favor, motion carried.**

Adoption of Water Plan – A checklist needs to be developed to make sure member community plans are in compliance with the URRWMO Management Plan. Should this be done by members or should outside personnel be hired to review the plans? Mr. Schurbon suggested that someone with technical knowledge review the plans. If a checklist is developed, it could be given to each member community for its consultant to check off when the plan is written. This item will be decided after the TAC meetings are completed.

League of Minnesota Cities Insurance Trust Liability Coverage – Waiver Form was received. **Terry Sworsky moved and Ed Johnson seconded to continue liability coverage with the League of Minnesota Cities Insurance Trust and directed Randy Bettinger to complete and submit the required paperwork for same. All in favor, motion carried.**

WSB & Associates, Inc. submitted a final invoice which put the total work cost over the contracted amount for services provided. Discussion followed. **Ed Faherty moved and Terry Sworsky seconded to pay the WSB & Associates, Inc. final invoice for \$1,453.25. All in favor, motion carried.**

Randy Bettinger requested that the Oak Grove staff mail a copy of the June, 2007 revised URRWMO Board Member List to each of the members.

MAIL

DNR – Extended and amended General Permit #1997-6024 Bridge and Culvert Construction/Replacement.

Pettipiece Assoc. Inc. – City of St. Francis application to the MN Public Facilities Authority for financial assistance for improvement to the City's public water supply system.

City of St. Francis – Project description for improvements to Rum River Boulevard.

OTHER

City of East Bethel has submitted its Comprehensive Plan; it will be kept in the URRWMO mail tray.

URRWMO Meeting Minutes for June 5, 2007  
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ADJOURN

**Will Ridge moved and Ray Jones seconded to adjourn. All in favor, meeting adjourned at 8:54pm.**

Gail E. Gessner, Recording Secretary  
Submitted via e-mail on 6/19/07

The next meeting is scheduled for **Monday, July 9<sup>th</sup> at 7:00pm.**

## AGENDA

Upper Rum River Watershed Management Organization

**Monday, July 9, 2007 at 7:00pm**

Call to Order

Roll Call

Approval of Minutes

Old Business

Technical Advisory Committee (TAC)

1. Update on first meeting
2. Discuss dates, times and locations of meetings
3. Decide who/what constitutes a voting member
4. Approve TAC Board members
5. URRWMO Input Survey Results

New Business

Recommendations for 2008 Budget Work Plan – Jamie Schurbon

Election of Officers

Discuss updates to Joint Powers Agreement

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for July 9, 2007

Present were Chairperson Randy Bettinger, Melanie Kern, Ed Johnson, Ray Jones and Terry Sworsky. Absent were Ed Faherty, Bill Larson, Kathy Paavola and Will Ridge. Also present was Jamie Schurbon, Anoka Conservation District (ACD).

Due to the lack of a quorum, no motions were made at this meeting.

OLD BUSINESS

Technical Advisory Committee (TAC) – Jamie Schurbon of ACD noted that the first TAC meeting is rescheduled for July 17<sup>th</sup> at 1:30pm at the St. Francis Community Center. Mr. Schurbon distributed a finalized list of TAC members and submitted a summary of his billable hours. For voting purposes at TAC meetings, each entity will get one vote. Mr. Schurbon then reviewed the responses received on the survey of URRWMO Board members and what he believed the ‘conclusions’ were.

NEW

2008 Work Recommendations – Mr. Schurbon reviewed the 2008 Work Recommendations to help with the 2008 URRWMO budget. One additional item to be added: Review member communities’ annual reports for compliance with the Watershed Management Plan at a cost of \$1,500; bringing the total Work Recommendation to \$22,505.00.

2008 Budget

After reviewing the budget it was discussed to increase the Recording Secretary Fee to \$750, for a total budget of \$26,205.00. Budget approval will be on the August agenda.

Next meeting will be **August 7, 2007.**

Gail E. Gessner, Recording Secretary  
Submitted via email on July 26, 2007

## AGENDA

Upper Rum River Watershed Management Organization

Tuesday, August 7, 2007 at 7:00pm

Call to Order

Roll Call

Approval of Minutes

Old Business

Technical Advisory Committee (TAC) Update – Jamie Schurbon of ACD

Approve 2008 URRWMO Work Recommendations from ACD

New Business

Election of Officers

Approve 2008 Budget

Approve URRWMO 2<sup>nd</sup> Generation Watershed Management Plan

Discuss updates to Joint Powers Agreement

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for August 7, 2007

The meeting was called to order by Chairperson Randy Bettinger at 7:00pm with the following members present Ed Faherty, Ed Johnson, Melanie Kern, Bill Larson, Kathy Paavola, Will Ridge and Terry Sworsky. Absent was Ray Jones.

Also present was Jamie Schurbon, Anoka Conservation District (ACD) and Jared Voge, Engineer for City of St. Francis.

APPROVAL OF MINUTES

**Ed Johnson moved and Randy Bettinger seconded to approve the June 5, 2007 meeting minutes as presented. All in favor, motion carried.**

OLD BUSINESS

Technical Advisory Committee (TAC) – Jamie Schurbon gave an update of the first meeting and presented the Recommendations for Water Quality Standards for East Twin Lake, Lake George, and the Rum River for approval by this Board. Changes to Table 3. Action Triggered by Water Quality Standard Exceedances were discussed. Mr. Schurbon will bring the revised Recommendation to the next meeting for approval.

The next TAC meeting is scheduled for August 16<sup>th</sup> at 1:30pm at the St. Francis Community Center; main topic will be storm water infiltration.

2008 URRWMO Work Recommendations from ACD – Jamie Schurbon reviewed this item.

NEW

Election of Officers – **Bill Larson moved and Ed Faherty seconded to nominate and appoint Randy Bettinger as Chairperson. All in favor, motion carried. Will Ridge moved and Bill Larson seconded to nominate and appoint Ed Faherty as Vice Chairperson. All in favor, motion carried.** It was unanimously agreed that there was no need to elect a secretary or treasurer at this time.

2008 Budget - **Bill Larson moved and Terry Sworsky seconded to approve the 2008 budget in the amount of \$26,205.00. All in favor, motion carried.**

Adoption of 2<sup>nd</sup> Generation Watershed Management Plan – **Bill Larson moved and Melanie Kern seconded to adopt the 2<sup>nd</sup> Generation Watershed Management Plan. All in favor, motion carried.**

Updates to Joint Powers Agreement – Members were asked to review the Joint Powers Agreement for necessary updates and be prepared to discuss same at the September meeting.

Statement of Economic Interest - Jamie Schurbon notified the members that they will be receiving this in the mail and that it is necessary for each member to fill out the form.

MAIL

WSB newsletter

Walter Osbourne request to dig out ditch #28 in City of East Bethel - No action taken.

Next meeting will be September 4, 2007.

Gail E. Gessner, Recording Secretary  
Submitted via email on August 9, 2007

## AGENDA

Upper Rum River Watershed Management Organization

Tuesday, September 4, 2007 at 7:00pm

Call to Order

Roll Call

Approval of Minutes

Old Business

Revised Recommendations for Water Quality Standards – Jamie Schurbon of ACD

Technical Advisory Committee (TAC) Update – Jamie Schurbon of ACD

New Business

Discuss updates to Joint Powers Agreement

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for September 4, 2007

The meeting was called to order by Chairperson Randy Bettinger at 7:07pm with the following members present Ed Faherty, Ed Johnson, Bill Larson, Kathy Paavola, Will Ridge and Terry Sworsky. Absent were Melanie Kern and Ray Jones.

APPROVAL OF MINUTES

**Bill Larson moved and Will Ridge seconded to approve the August 7, 2007 meeting minutes as presented. All in favor, motion carried.**

OLD BUSINESS

Technical Advisory Committee (TAC) – The next TAC meeting is scheduled for September 13<sup>th</sup> from 1:30 to 4:00pm at the St. Francis Community Center.

2008 Budget – Bill Larson asked how the budget costs are being billed. He stated costs should be billed using two different methods; the work plan should be billed based on each member community's percentage and the operating costs split equally six (6) ways. Per the 2008 approved budget, the following are the itemized items:

2008 Work Recommendations - Anoka Conservation District	\$22,505.00
Copies	\$ 75.00
Postage	\$ 75.00
Recording secretary fee	\$ 750.00
Insurance	\$ 2,500.00
Administrative fee charged to each member community	<u>\$ 300.00</u>
Total	\$26,205.00

NEW

Updates to Joint Powers Agreement (JPA) – The following changes to the JPA were discussed:

Page 5 – 2.12 Meetings: A. – should read: Meetings of the Organization board will be scheduled as needed, with the annual meeting normally held on the third Tuesday of July at 7:00pm at Oak Grove City Hall. At the annual meeting the board, at a minimum, shall: (1, 2, 3, 4, 6 – remain the same), change 5 to read: Decide on monthly meeting dates; and

Page 7 – Bill Larson will check to see how the SRWMO JPA is written in regard to the use of 'Watershed District'.

Page 10 – 3.8 Financial Matters: Subdivision 1 – last two sentences to read: Orders, checks and drafts shall be signed by the chair or vice-chair and the treasurer, or the Organization Office upon Board approval. Other legal instruments shall be executed on behalf of the Organization by the chair or vice-chair and an appointed Board member.

Page 11 – Section 3.14 – change the last word of the first paragraph from formulas to *methods*. Add this sentence between the work plan calculation and second paragraph: Operating costs amount to be divided equally between each community member of the JPA. In the second paragraph, first sentence, third line, change the word form to *from*.

**Bill Larson moved and Terry Sworsky seconded to amend the JPA agreement to include two (2) methods for billing – 1) the work plan to be billed based on each member community's percentage and 2) the operating costs to be split equally six (6) ways between each community member of the Joint Powers Agreement. A roll call vote was taken. Bettinger – yea, Sworsky – yea, Paavola – yea, Larson – yea, Ridge – yea, Faherty – nay, Johnson – nay. Motion carried.**

**Next year's budget billings are to be broken out using the two different methods as approved in the above motion.**

MAIL

**Kathy Paavola moved and Terry Sworsky seconded to approve payment of the League of Minnesota Cities Insurance Trust (LMCIT) insurance bill in the amount of \$2,288.00. All in favor, motion carried.**

DNR - Riprap Application for Donald Walburn

DNR - Region 3 Dry Hydrants General Permit Project Notification and Authorization for Burns Township

ADJOURN

**Ed Faherty moved and Bill Larson seconded to adjourn. All in favor, meeting adjourned at 8:57pm.**

Gail E. Gessner, Recording Secretary

Submitted via email on September 10, 2007

## AGENDA

Upper Rum River Watershed Management Organization

Tuesday, October 2, 2007 at 7:00pm

Call to Order

Roll Call

Approval of Minutes

Old Business

Approve Revised Recommendations for Water Quality Standards

Technical Advisory Committee (TAC) Update

New Business

Review updates to Joint Powers Agreement (JPA)

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for October 2, 2007

Chairperson Randy Bettinger called the meeting to order at 7:08pm with the following members present Ed Faherty, Ed Johnson, Melanie Kern, Kathy Paavola, Will Ridge and Terry Sworsky. Absent were Bill Larson and Ray Jones. Other attendees were Jared Voge, St. Francis Representative, Jamie Schurbon, Anoka Conservation District and Nate Zwonitzer, Anoka Conservation District.

APPROVAL OF MINUTES

**Will Ridge moved and Kathy Paavola seconded to approve the September 4, 2007 meeting minutes as presented. All in favor, motion carried.**

OLD BUSINESS

Technical Advisory Committee (TAC) – Jamie Schurbon reported that the TAC is making good headway and that it is ahead of schedule.

**Kathy Paavola moved and Terry Sworsky seconded to approve the Stormwater Infiltration Standards created by the Technical Advisory Committee. All in favor, motion carried.**

**Ed Faherty moved and Melanie Kern seconded to approve the Water Quality Standards created by the Technical Advisory Committee. All in favor, motion carried.**

Jamie Schurbon briefly reviewed an itemization of charges to date for ACD facilitation of the TAC.

Joint Powers Agreement (JPA) Updates – Members were asked to review the revised minutes and bring any changes/corrections to the December meeting.

OTHER

**Melanie Kern moved and Ed Faherty seconded to cancel the November 6, 2007 meeting. All in favor, motion carried.** The next meeting date will be December 4, 2007.

ADJOURN

**Kathy Paavola moved and Ed Faherty seconded to adjourn. All in favor, meeting adjourned at 8:05pm.**

Gail E. Gessner, Recording Secretary  
Submitted via email on October 22, 2007

## AGENDA

Upper Rum River Watershed Management Organization

Tuesday, December 4, 2007 at 7:00pm

Call to Order

Roll Call

Approval of Minutes

Old Business

Technical Advisory Committee (TAC) - Update

New Business

Joint Powers Agreement (JPA) - Update

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for December 4, 2007

Chairperson Randy Bettinger called the meeting to order at 7:07pm with the following members present Ed Faherty, Ed Johnson, Ray Jones, Melanie Kern, Will Ridge and Terry Sworsky. Absent were Bill Larson and Kathy Paavola. Other attendees were Tim Kelly and Dawn Doering of Coon Creek Watershed District.

APPROVAL OF MINUTES

**Ed Faherty moved and Will Ridge seconded to approve the October 2, 2007 meeting minutes as presented. All in favor, motion carried.**

OLD BUSINESS

Technical Advisory Committee (TAC) – No report.

Joint Powers Agreement (JPA) Updates – **Terry Sworsky moved and Ed Faherty seconded to direct Board members to forward a copy of the revised Joint Powers Agreement to their respective member communities for review and approval. All in favor, motion carried.**

NEW BUSINESS

Proposed Boundary Change Between Coon Creek Watershed District and Upper Rum River Watershed Management Organization – Tim Kelly presented the proposed boundary change. **Ed Faherty moved and Ray Jones seconded that a Letter of Concurrence be written and mailed to the Coon Creek Watershed District. All in favor, motion carried.** Randy Bettinger will write and mail a Letter of Concurrence.

MAIL

A reimbursement check for \$95.00 was received from Anoka Conservation District for the monitoring of East Twin Lakes.

OTHER

**Melanie Kern moved and Ray Jones seconded to cancel the January 1, 2008 meeting. All in favor, motion carried.** The next meeting date will be February 5, 2008.

ADJOURN

**Terry Sworsky moved and Ed Faherty seconded to adjourn. All in favor, meeting adjourned at 7:30pm.**

Gail E. Gessner, Recording Secretary  
Submitted via email on 12/30/07