

## AGENDA

Upper Rum River Watershed Management Organization  
Tuesday, January 5, 2010 at 7:00pm

Call to Order

Roll Call

Approval of Minutes for 11/10/09

New Business

Old Business

- A. Draft work specs for solicited bid requests for professional services
- B. East Bethel water management plan – status update
- C. Ham Lake water management plan – status update
- D. Joint Powers Agreement (JPA)

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for January 5, 2010

Chair Todd Miller called the meeting to order at 7:08pm with the following members present Mary Ann Empson, Ed Faherty, Melanie Kern and Will Ridge. Absent were Greg Hunter, Steve Kane, Orval Leistico, Terry Sworsky and Jared Trost.

APPROVAL OF MINUTES

Ed Faherty moved and Mary Ann Empson seconded to approve the November 10, 2009 meeting minutes as presented. All in favor, motion carried.

NEW BUSINESS

A. League of Minnesota Cities (LMC) Insurance – On 11/23/09 Ann Stanton of Arthur J. Gallagher Risk Management Services, Inc. contacted Ed Faherty informing him that this insurance bill was past due and that the policy was going to be canceled if payment of \$2,880 plus a 10% penalty was not received by 12/1/09. Upon investigation it was found that previous payment due notifications were being mailed to a former board member's address. The URRWMO Board approved payment of the invoice, along with the 10% penalty, which Oak Grove City staff mailed on 11/23/09. Ed Faherty then sent an email to LMC explaining their mailing address error and requested that the 10% penalty be reimbursed back to the URRWMO. To date, no penalty reimbursement check has been received. Ed Faherty will follow up with another email asking that the contested penalty be reimbursed.

OLD BUSINESS

A. Work specs for solicited bid requests for professional services were published in the official newspaper in December. No bids have been received.

B. City of East Bethel Water Management Plan – Ed Faherty will follow up with East Bethel.

C. City of Ham Lake Water Management Plan – Ed Faherty will review and upon approval send a letter stating that the Plan is approved by the URRWMO.

D. Joint Powers Agreement (JPA) – Reviewed and discussed revisions. Melanie Kern moved and Ed Faherty seconded to approve the revised Joint Powers Agreement and to forward it to Melissa Lewis of BWSR for comment. All in favor, motion carried.

MAIL

Received a LMC insurance dividend check for \$317.00.

OTHER

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ADJOURN

Ed Faherty moved and Mary Ann Empson seconded to adjourn. All in favor, meeting adjourned at 8:13pm.

Gail E. Gessner, Recording Secretary  
Submitted via email on 1/7/10

## AGENDA

Upper Rum River Watershed Management Organization  
Tuesday, March 2, 2010 at 7:00pm

Call to Order

Roll Call

Approval of Minutes for 1/5/10

New Business

- A. 2009 draft work results from ACD
- B. 2010 work contract with ACD
- C. 2011 proposal from ACD
- D. Status update on member municipalities' annual report to the URRWMO
- E. Draft budget for 2011

Old Business

- A. League of Minnesota Invoice Penalty Reimbursement – Ed Faherty
- B. East Bethel water management plan – status update
- C. Ham Lake water management plan – status update
- D. Joint Powers Agreement (JPA) – review BWSR comments for final approval

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for March 2, 2010

Vice Chair Melanie Kern called the meeting to order at 7:03pm with the following members present Mary Ann Empson, Ed Faherty, Orval Leistico, Terry Sworsky and Jared Trost. Absent were Greg Hunter, Steve Kane, Todd Miller and Will Ridge. Also present Chris Lord, Anoka Conservation District (ACD).

APPROVAL OF MINUTES

Ed Faherty moved and Mary Ann Empson seconded to approve the January 5, 2010 meeting minutes as presented. All in favor, motion carried.

NEW BUSINESS

A. 2009 draft work results from ACD - Chris Lord presented the results. Rogers Lake located partially within the jurisdictional areas of both the Lower and Upper Rum River WMOs has had an explosion in aquatic plant growth resulting in dramatically reduced fish population. Would this board be interested in attending a meeting scheduled and facilitated by ACD with LRRWMO members and DNR staff to discuss possible actions toward aquatic plant control? Residents on Rogers Lake would be financially responsible for any treatment costs incurred. Ed Faherty said he would be interested, but unable to attend in June. **Ed Faherty moved and Orval Leistico seconded to request ACD schedule and facilitate a joint meeting with the URRWMO, LRRWMO and DNR, with at least one URRWMO board member to attend. All in favor, motion carried.** The Rum River is showing an increase in dissolved pollutants (mostly road deicing salts) in the URRWMO area. This should be a focal area for public works; workshops for winter road crews are offered for best practices road management. Wetland hydrology monitoring, the installation of wells and how measurements are taken and results monitored were explained. Recommendations: Investigate the condition of Ditch 19, the only inlet to Lake George; facilitate resident efforts to control aquatic plant growth on Rogers Lake; encourage public works departments to implement measures to minimize road deicing salt applications; promote groundwater conservation; coordinate monitoring of the Rum River; promote water quality improvement projects; and monitor water quality of Lake George and East Twin Lake every three years.

B. 2010 Work Contract with ACD – This contract is the same as the proposal used for budgeting. Some minor cost adjustments bring the budgeted amount down \$75. New item is Run River monitoring partnership with LRRWMO, ACD and Met Council. Costs for this project are lower due to partnering. Second payment of the geologic atlas is included. The Anoka Union had a news article on the geologic atlas project in the Feb. 26 issue. Discussed Article 4 Disbursement of Funds and a different payment schedule. Chris Lord approved a payment plan for 1/3 of the total amount to be billed three times in 2010. **Ed Faherty moved and Mary Ann Empson seconded to approve the 2010 Work Contract with ACD with a change to Article 4 Disbursement of Funds. ACD will invoice the URRWMO in March, June and September for 1/3 of the total amount of the 2010 Work Contract with the**

**URRWMO to pay those invoices in April, July and October 2010. All in favor, motion carried.** Vice Chair Kern signed two copies of the 2010 Work Contract.

C. 2011 proposal from ACD – In accordance with the Watershed Management Plan, stream water quality monitoring is to be done by 2012. It was suggested that this be done in 2011 at the same time Rum River monitoring is done in order to allow direct data comparisons. Due to the addition of two tests required by state guidelines, the cost of stream monitoring has gone up dramatically.

D. Status update on member municipalities' annual report to the URRWMO – ACD has received Ham Lake's report and St. Francis' report was given to Chris Lord tonight. An annual report must be submitted to BWSR by April 30. In order for ACD to have time to work on the report, Jamie needs cities to submit the reports now.

E. Draft budget for 2011 – Budget amounts and line items proposed by ACD were discussed, along with amounts for administrative costs. It was unknown what the actual costs for postage and copies have been in previous years and what the cost for soliciting bids was this year. Recording Secretary Gessner will contact Oak Grove City Hall for these amounts and provide a draft 2011 budget spreadsheet to board members for review and to use when presenting the draft budget to their respective cities. Finalization for the 2011 budget is set for the May meeting.

#### OLD BUSINESS

A. League of Minnesota Cities (LMC) Insurance – A reimbursement check for \$228 was received from a 10% penalty charge. [See January 5, 2010 minutes.]

B. City of East Bethel Water Management Plan – Jared Trost reported East Bethel is working to include a new conservation design ordinance into its finalized plan. **Jared Trost moved and Ed Faherty seconded to grant an extension to May 1 to the City of East Bethel in order to allow time to incorporate a new conservation design ordinance into its water management plan. All in favor, motion carried.**

C. City of Ham Lake Water Management Plan – Ed Faherty will check to see if he sent a letter stating that the plan is approved by the URRWMO; if not, he will send out a letter.

D. Joint Powers Agreement (JPA) – Reviewed and discussed comments received from Melissa Lewis of BWSR. Changes were made to 2.9 Duties of Officers, 2.11 Meetings, 2.12 Conduct of Meetings and 3.9 Annual Audit. A revised JPA will be emailed to board members and cities for review. Final approval of the JPA is scheduled for the May meeting.

MAIL

Received a reimbursement check from the League of Minnesota Cities (LMC) insurance for \$228 from a 10% penalty charge.

Received St. Francis' annual report to the URRWMO.

OTHER

Due to recent health problems, Will Ridge turned in his resignation. A letter of recognition will be written and available for signatures at the next meeting. The City of Oak Grove will post for the open position on this board.

Board Directory - Members were asked to notify Gail Gessner of any assignment changes to this board or the directory.

ADJOURN

**Jared Trost moved and Mary Ann Empson seconded to adjourn. All in favor, meeting adjourned at 9:55pm.**

Gail E. Gessner, Recording Secretary  
Submitted via email on 3/7/10

## AGENDA

Upper Rum River Watershed Management Organization  
Tuesday, May 4, 2010 at 7:00pm

Call to Order

Roll Call

Approval of Minutes for 3/2/10

New Business

Old Business

- A. Ham Lake water management plan – status update
- B. East Bethel water management plan – status update
- C. Status update on member municipalities' annual report to the URRWMO – Ham Lake and St. Francis were submitted
- D. Joint Powers Agreement (JPA) – Review and approve to be sent to member cities for approval and signatures
- E. Finalize 2011 budget

Mail

Other

- A. Thank you card for Will Ridge

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for May 4, 2010

Chair Todd Miller called the meeting to order at 7:04pm with the following members present Mary Ann Empson, Ed Faherty and Orval Leistico. Absent were Greg Hunter, Steve Kane, Melanie Kern and Jared Trost.

APPROVAL OF MINUTES

**Ed Faherty moved and Orval Leistico seconded to approve the March 2, 2010 meeting minutes as presented. All in favor, motion carried.**

NEW BUSINESS

OLD BUSINESS

A. City of Ham Lake Water Management Plan – Ed Faherty sent an email of approval to the City of Ham Lake.

B. City of East Bethel Water Management Plan – **Mary Ann Empson moved and Ed Faherty seconded to approve the revised East Bethel Water Management Plan, based on Anoka Conservation District’s recommendation of same.** Discussion followed regarding the changes and ACD’s recommendation to approve those changes. **All in favor, motion carried.** Ed Faherty will send an email of approval to the City of East Bethel.

C. Status update on member municipalities’ annual report to the URRWMO – All reports were received by Anoka Conservation District.

D. Joint Powers Agreement (JPA) – **Ed Faherty moved and Mary Ann Empson seconded to approve the final Joint Powers Agreement (JPA) and to direct the recording secretary to email a copy of the final JPA to each member community for approval and signature. Original signature pages are to be sent to Jamie Schurbon at Anoka Conservation District. All in favor, motion carried.**

E. Finalize 2011 Budget – **Orval Leistico moved and Mary Ann Empson seconded to approve the 2011 budget for \$16,617.00.** Discussion followed concerning Ham Lake’s email question on which items should be equally split and which should be by percentages. Without a copy of the email to refer to, it was decided to approve the budget and to amend this motion at the July meeting if necessary. **All in favor, motion carried.**

MAIL

Copies of East Bethel’s annual report and Oak Grove’s annual report were received.

OTHER

Terry Sworsky resigned as a member of this board. Both the City of Oak Grove and City of St. Francis are posting for the open positions on this board.

Thank you cards for Will Ridge and Terry Sworsky were signed.

ADJOURN

**Ed Faherty moved and Mary Ann Empson seconded to adjourn. All in favor, meeting adjourned at 7:58pm.**

Gail E. Gessner, Recording Secretary  
Submitted via email on 5/6/10

## AGENDA

Upper Rum River Watershed Management Organization  
Tuesday, July 6, 2010 at 7:00pm

Call to Order

Roll Call

Approval of Minutes for 5/4/10

New Business

- A. ACD invoice #2010013 – Need approval to pay the May and July amounts totaling \$8,973.33 (see attached invoice)

Old Business

- A. Joint Powers Agreement (JPA) – Approval and signatures status update

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for July 6, 2010

Chair Todd Miller called the meeting to order at 7:07pm with the following members present Mary Ann Empson, Ed Faherty and Orval Leistico. Jared Trost joined the meeting at 7:27pm. Absent were Greg Hunter, Melanie Kern and Greg Zutz. Also present was James Roth, Principal Engineer – Project Manager, Metropolitan Council.

APPROVAL OF MINUTES

**Ed Faherty moved and Orval Leistico seconded to approve the May 4, 2010 meeting minutes as presented. All in favor, motion carried.**

NEW BUSINESS

A. Anoka Conservation District invoice #2010013 – **Ed Faherty moved and Mary Ann Empson seconded to approve payment of the May and June installments of the 2010 Memorandum of Understanding totaling \$8,973.33. All in favor, motion carried.**

OTHER

James Roth, Principal Engineer – Project Manager, Metropolitan Council presented information on the East Bethel water reclamation plant and reclaimed water reuse project. At this time there were no URRWMO concerns.

OLD BUSINESS

A. City of East Bethel Water Management Plan – Ed Faherty sent an email of approval to the City of East Bethel.

B. Joint Powers Agreement (JPA) – Discussed the email received from Douglas Sell, City of East Bethel City Administrator, requesting that the final approved JPA be changed. Discussed the time and commitment spent working on the JPA. **It was the unanimous consensus of the members present that each city representative follow-up with their respective city to sign the final JPA.** Original signature pages are to be sent to Jamie Schurbon at Anoka Conservation District. Ed Faherty will follow-up with the City of St. Francis.

MAIL

Renewal information for LMCIT Insurance was received. **Ed Faherty moved and Mary Ann Empson seconded to direct Chair Miller to contact Ann Stanton at Arthur J. Gallagher Risk Management Services, Inc. with insurance renewal information and to sign and mail the Client Authorization to Bind Coverage.** Based on the insurance rating information contained in the cover letter from Ms. Stanton, it was asked if other insurance coverage needed to be looked into. The consensus was to continue with LMCIT since it is a League of Minnesota Cities insurance. **All in favor, motion carried.**

OTHER (continued)

Ed Faherty will follow up with the City of St. Francis regarding its newly appointed URRWMO member, Greg Zutz.

ADJOURN

**Ed Faherty moved and Jared Trost seconded to adjourn. All in favor, meeting adjourned at 8:43pm.**

Gail E. Gessner, Recording Secretary  
Submitted via email on 7/13/10

## AGENDA

Upper Rum River Watershed Management Organization  
Tuesday, September 7, 2010 at 7:00pm

Call to Order

Roll Call

Approval of Minutes for 7/6/10

New Business

- A. County Water Resources Web Page and Upper Rum River WMO Information PDF Sheet – Email was forwarded to board members on 8/18

Old Business

- A. Joint Powers Agreement (JPA) – Approval and signatures status update  
Approved to date – Bethel, Oak Grove

Mail

Other

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for September 7, 2010

Acting Chair Ed Faherty called the meeting to order at 7:10pm with the following members present Mary Ann Empson, Jared Trost and Orval Leistico. Absent were Greg Hunter, Melanie Kern and Todd Miller.

APPROVAL OF MINUTES

**Mary Ann Empson moved and Orval Leistico seconded to approve the July 6, 2010 meeting minutes as presented. All in favor, motion carried.**

NEW BUSINESS

A. County Water Resources Web Page and Upper Rum River WMO Information PDF Sheet - An email was forwarded to board members on 8/18. **Mary Ann Empson moved and Orval Leistico seconded to ask Jamie Schurbon of ACD to submit the requested information to Anoka County Environmental Services. All in favor, motion carried.**

OLD BUSINESS

A. Joint Powers Agreement (JPA) – To date Bethel and Oak Grove have approved the JPA. Orval Leistico reported Nowthen has also approved the JPA and will instruct staff to send the original signature page to Jamie Schurbon at ACD. It is unknown whether St. Francis has approved it and Ham Lake is voting on approval tonight. Ed Faherty will follow up with St. Francis. Mary Ann Empson distributed copies of comments from Doris Nivala, Ham Lake Administrator. Upon review of the comments it was discovered an unapproved JPA was viewed by Ms. Nivala. **This item was tabled to the November agenda.** Recording Secretary Gessner will resend a previous email containing the final approved JPA to all board members.

OTHER

Ed Faherty reported St. Francis is looking for a new representative to the URRWMO.

MAIL

A. Request from BWSR for URRWMO's annual audit information for 2009 – Ed Faherty will talk with Sherry Fiskewald and ask her to send the information to BWSR.

B. Two items received from MPCA – East Bethel Wastewater Collection System and MCES East Bethel Regional Reclamation/Reuse Center.

ADJOURN

**Jared Trost moved and Mary Ann Empson seconded to adjourn. All in favor, meeting adjourned at 8:00pm.**

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Gail E. Gessner, Recording Secretary  
Submitted via email on 9/13/10

**REMINDER: NOVEMBER'S MEETING WILL BE THE SECOND  
TUESDAY OF THE MONTH.**

## AGENDA

Upper Rum River Watershed Management Organization  
Tuesday, November 9, 2010 at 7:00pm

Call to Order

Roll Call

Approval of Minutes for 9/7/10

New Business

- A. Draft work specs for and solicit bid requests for professional services
- B. Set meeting dates for January 4, March 1 and May 3, 2011
- C. ACD work progress update
- D. ACD final invoice for 2010 Monitoring – approval needed

Old Business

- A. Joint Powers Agreement (JPA) – Approved by Bethel, Oak Grove, St. Francis, and Nowthen. Ham Lake has signed the JPA, but not submitted the signature page; questioning the wording for 3.12 B.
- B. Audit information sent to BWSR – Status update

Mail

Other

- A. Board members need to be **reappointed by their respective communities** and/or if a new appointment is made, please notify the recording secretary with the new appointee's information.

Adjourn

Upper Rum River Watershed Management Organization  
Meeting Minutes for November 9, 2010

Chair Todd Miller called the meeting to order at 7:10pm with the following members present Mary Ann Empson, Ed Faherty, Greg Hunter and John Wangenstein. Absent were Melanie Kern, Orval Leistico and Jared Trost. Also present was Jamie Schurbon of Anoka Conservation District (ACD).

APPROVAL OF MINUTES

**Mary Ann Empson moved and Ed Faherty seconded to approve the September 7, 2010 meeting minutes as presented. All in favor, motion carried.**

NEW BUSINESS

A. Draft work specs for and solicit bid requests for professional services – Jamie Schurbon will provide information to Todd Miller to be published twice in the Anoka Union newspaper.

**B. Ed Faherty moved and Greg Hunter seconded to set the following meeting dates January 4, March 1 and May 3, 2011. All in favor, motion carried.**

C. ACD work progress update – Jamie Schurbon presented a handout showing the tasks, accomplishments and % completion. Jamie was asked to send the three potential scenic river law violations referenced in the update to the URRWMO board members.

D. ACD final invoice for 2010 Monitoring – **Mary Ann Empson moved and Ed Faherty seconded to approve the Anoka Conservation District invoice #2010013 in the amount of \$4,486.67. All in favor, motion carried.**

E. LMCIT Insurance Coverage bill – **Ed Faherty moved and Greg Hunter seconded to pay the LMCIT Insurance Coverage bill in the amount of \$2,277.00. All in favor, motion carried.**

OLD BUSINESS

A. 2010 Amended Joint Powers Agreement (JPA) – To date the following cities have approved and signed the 2010 Amended JPA: Bethel, Oak Grove, Nowthen and St. Francis. Ham Lake has approved the 2010 Amended JPA with the condition one grammatical change be made; Mary Ann Empson distributed copies of the grammatical change requested by Ham Lake. The requested change does not change the content or meaning of section 3.12B. It was discussed if the one page could be amended and signed by those cities that have already approved the 2010 Amended JPA. It was asked what happens if all of the member cities do not sign the newest amended JPA? Jamie Schurbon stated all parts of the seven county metro have to be a member of a WMO or watershed district. Until all cities have signed the 2010 Amended JPA, the 1997 Amended JPA is still in effect. **Ed Faherty moved and Todd Miller seconded to table this item to the January 4<sup>th</sup> meeting, rather than approve one change and negate the 2010 Amended JPA that has already been approved by four cities.**

Discussed how/why two different JPA's are being viewed. The final JPA as approved by the URRWMO board was again emailed to all board members in September. Greg Hunter said he will talk with Doug Sell to find out what specific items/wording East Bethel is not in agreement with in the 2010 Amended JPA and submit those requested changes to all board members and the recording secretary prior to the January 4<sup>th</sup> meeting. It was the consensus of the board to not make any changes at this time, but to wait until it has reviewed East Bethel's specific requested changes to the 2010 Amended JPA. **All in favor, motion carried.**

B. Audit information sent to BWSR – Ed Faherty will verify with Sherry Fiskewald that the information has been sent.

#### MAIL

A. Insurance binder was received with pages needing signatures. Todd Miller will sign and fax those pages to the insurance company.

#### OTHER

A. Reappointments/New Appointments to the URRWMO – Reminder to board members to be reappointed if required by their cities and/or if a new appointment is made, please send that information to the recording secretary.

B. Ed Faherty will contact St. Francis regarding representatives on the URRWMO.

C. Melanie Kern has indicated that she plans to submit her resignation to the URRWMO.

#### ADJOURN

**Mary Ann Empson moved and Ed Faherty seconded to adjourn. All in favor, meeting adjourned at 8:09 pm.**

Gail E. Gessner, Recording Secretary  
Submitted via email on 11/10/10