

AGENDA

Upper Rum River Watershed Management Organization
Tuesday, January 3, 2012 at 7:00pm

Call to Order

Roll Call

Approval of Agenda

Approval of Minutes for October 27, 2011

New Business

- A. Purchase computer for URRWMO use
- B. Collection of 2011 budget invoices update

Old Business

- A. Checking account update

Mail

Other

- A. Approval of recording secretary invoice

Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for January 3, 2012

Chair Todd Miller called the meeting to order at 7:05 pm with the following members present Mary Ann Empson, Ed Faherty, Orval Leistico, Lan Tornes, Jared Trost, Steve Voss, Richard Walstrom, and John Wangenstein. Absent was Jeff Sandoval.

APPROVAL OF AGENDA

Steve Voss moved and Lan Tornes seconded to approve the agenda as presented. All in favor, motion carried.

APPROVAL OF MINUTES

Mary Ann Empson moved and Ed Faherty seconded to approve the October 27, 2011 meeting minutes as presented. All in favor, motion carried.

NEW BUSINESS

A. Purchase computer for URRWMO use – As follow-up to the brief discussion at the October meeting, the board discussed the purchase of a computer for the recording secretary to use, in order to protect her personal computer. The idea is that the computer will be used for both the URRWMO and the SRWMO, with each WMO paying for half the cost of the computer. Ms. Gessner brought in an ACER One notebook for review. The cost for the computer is \$200. Both Steve Voss and Mary Ann Empson, who are members of the SRWMO board, thought it a good idea to present this joint purchase request to the SRWMO board. Steve asked Ms. Gessner to add “joint purchase of a computer” to the February SRWMO agenda. Chair Miller will contact Dan Babineau, SRWMO Chair, to discuss the joint purchase. **Steve Voss moved and Ed Faherty seconded to approve \$100 toward the cost of the Acer One computer, and that the SRWMO be contacted regarding sharing the cost of this computer. All in favor, motion carried.** It was discussed that if the SRWMO does not contribute to the cost of the computer, that the remaining \$100 will be invoiced to the URRWMO.

B. Receipt of 2012 budget invoices update – Checks have been received from Nowthen, East Bethel, and Ham Lake. Bethel has approved the invoice, and Oak Grove will be reviewing its invoice request the end of January. Lan Tornes will contact St. Francis to find out its invoice status and email board members with an update.

OLD BUSINESS

A. Checking Account – Chair Miller reported that he will be meeting with People’s Bank regarding opening a non-profit checking account. It is his understanding that those persons authorized to sign on the account will need to provide a copy of their respective city’s resolution appointing them to the URRWMO. Mary Ann Empson and Richard Walstrom will provide the needed papers. When the account is ready to be opened, both Mary Ann and Richard will need to go to People’s Bank to sign on to the account. Mary Ann Empson informed the board that she will be resigning from both the URRWMO and the SRWMO, in

order to avoid a possible conflict of interest between her and her husband's business and the WMO's. She is expecting to submit her resignation around April. Until her resignation, Mary Ann will be an authorized signer on the account.

MAIL

A. Received the following three items from LMCIT Insurance:

1. Hard copy of the insurance policy, which will be filed at Oak Grove City Hall.
2. Dividend check for \$450.00.
3. Letter regarding 2011-2012 coverage changes, rates and dividends.

OTHER

A. Approval of recording secretary invoice – **Ed Faherty moved and Lan Tornes seconded to approve an invoice of \$310 for recording services, ½ of the cost of the computer, the cost of a USB drive, and for the first half of the 2012 budget billing services. All in favor, motion carried.**

ADJOURN

Ed Faherty moved and Mary Ann Empson seconded to adjourn. All in favor, meeting adjourned at 7:36 pm.

Gail E. Gessner, Recording Secretary
Submitted via email on 1/4/12

AGENDA

Upper Rum River Watershed Management Organization
Tuesday, March 6, 2012 at 7:00pm

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for January 3, 2012
5. Unfinished Business
 - A. Receipt of 2012 budget payments update – Bethel, Oak Grove, St. Francis – Todd Miller
 - B. Checking account update – Todd Miller
 - C. Refund of 2011 budget balance from Oak Grove
 - D. 2011 work results – Jamie Schurbon
6. New Business
 - A. SRWMO's decision to contribute toward recording secretary computer
 - B. Change meeting location to Sandhill Center
 - C. 2012 URRWMO-ACD work contract
 - D. 2013 ACD work proposal for budgeting purposes
 - E. City annual reports to the URRWMO
 - F. MN Pollution Control Agency Rum River study
7. Mail
8. Other
 - A. Approval of invoice(s)
 1. Recording secretary
9. Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for March 6, 2012

Chair Miller called the meeting to order at 7:00 pm.

Present: Mary Ann Empson
Ed Faherty
Orval Leistico
Lan Tornes
Richard Walstrom
John Wangenstein

Absent: Kevin Armstrong
Richard Lawrence
Jared Trost
Jerry Tveit

Also present: Jamie Schurbon, Anoka Conservation District

APPROVAL OF AGENDA

Mary Ann Empson moved and Richard Walstrom seconded to approve the agenda as presented. All in favor, motion carried.

APPROVAL OF MINUTES

Lan Tornes moved and Orval Leistico seconded to approve the January 3, 2012 meeting minutes as presented. All in favor, motion carried.

UNFINISHED BUSINESS

- A. Receipt of 2012 budget payments – All payments have been received.
- B. Checking account update - Chair Miller reported that an account has been opened at People's Bank with himself, Mary Ann Empson, and Richard Walstrom as signers. \$9,115.52 was deposited into the account.
- C. Refund of 2011 budget balance from Oak Grove – The check submitted was less than the amount expected. Ed Faherty will follow-up with Oak Grove personnel to clarify the discrepancy.
- D. 2011 work results – Jamie Schurbon distributed copies of and reviewed the work results.

NEW BUSINESS

- A. SRWMO's decision to contribute toward recording secretary computer – Gail Gessner reported that the SRWMO approved payment of \$100 toward the computer.

B. Change meeting location to Sandhill Center – Chair Miller asked if members would be willing to move the URRWMO meeting location to Sandhill Center. The check book could be kept in the Bethel City office safe, so there would be no need to pick up a key or the checkbook prior to a meeting. Also, the Bethel City office is open until 6:00 pm and the Sandhill Center until 9:00 pm. It was asked what room would be used for the meetings and would someone have to set the building alarm if the meeting were to go past 9:00 pm? Chair Miller will check into these questions and report back at the next meeting.

C. 2012 URRWMO-ACD work contract – Jamie Schurbon reviewed the contract and recommended changes that would lower the initial proposal submitted in early 2011 by \$350. The recommended changes were to delete the Rum River water quality monitoring, since the MPCA will be doing intensive river monitoring in 2012-13, fund the high school biomonitoring program, and fund two of five reference wetland monitoring sites. The Board discussed having URRWMO information and the high school biomonitoring program included in the web video. **Lan Tornes moved and Ed Faherty seconded to approve the 2012 Contract for Services between the URRWMO and Anoka Conservation District. All in favor, motion carried.**

D. 2013 ACD work proposal for budgeting purposes – Jamie Schurbon presented and reviewed the proposal. Members need to bring this draft proposal to the May meeting.

E. City annual reports to the URRWMO – East Bethel needs to submit a report. The City of Bethel has deficiencies compared to what is required by the watershed plan. Chair Miller reported that he has submitted what is needed to Bethel’s new city engineer. Jamie Schurbon will follow-up with East Bethel.

F. MN Pollution Control Agency Rum River study – Jamie Schurbon reported that he attended the meeting and it is clear that work needs to be done further upstream in 2013.

MAIL

- A. Thank you card from People’s Bank.
- B. Invoice for \$170 from People’s Bank to cover check and stamp costs.
- C. WSB & Associates – Construction plan for section of Hwy 22 in Nowthen submitted for comments. Jamie Schurbon will review it for the URRWMO.

OTHER

- A. Approval of invoice(s)
 - 1. Gail Gessner - \$150 recording secretary fee
 - 2. Todd Miller - \$40 reimbursement for MN EIN# application fee

Richard Walstrom moved and Lan Tornes seconded to approve the recording secretary invoice for \$150.00, and Todd Miller's invoice for \$40.00. All in favor, motion carried.

Members were reminded that the May meeting is the annual meeting. Elections will be for chair, vice chair, and secretary (with the possible added duties of treasurer).

Discussed if the checkbook should be left in the meeting room cabinet overnight or if Chair Miller should take the checkbook home with him. **Lan Tornes moved and Richard Walstrom seconded to direct Chair Miller to take the checkbook home and lock it in his safe, then put it in the Bethel City safe the following day. Motion carried 6-0, with Chair Miller abstaining.**

ADJOURN

Ed Faherty moved and Richard Walstrom seconded to adjourn. All in favor, meeting adjourned at 9:22 pm.

Gail E. Gessner, Recording Secretary
Submitted via email on 3/9/12

AGENDA

Upper Rum River Watershed Management Organization
Tuesday, May 1, 2012 at 7:00pm

1. Call to Order
 2. Roll Call
 3. Approval of Agenda
 4. Approval of Minutes for March 1, 2012
 5. Treasurer's Report
 6. Special Orders
 - A. Election of officers
 - B. Hear recommendations on amendments to JPA and/or the Watershed Management Plan
 - C. Set meeting dates through May 2013 – July 3?, September 4, November 6?, January 1?, March 5, and May 7
 - D. Finalize and approve 2013 budget
 7. Unfinished Business
 - A. Update to changing meeting location to Sandhill Center
 8. New Business
 - A. Reed-Boniface lakeshore restoration grant request
 - B. Resignation of Mary Ann Empson
- Mail
- Other
- A. Approval of Anoka Conservation District invoice #2012018 – 2012 Monitoring and Management Work Plan payment 1 of 3
 - B. Approval of recording secretary invoice
- Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for May 1, 2012

Chair Miller called the meeting to order at 7:05 pm.

Present: Ed Faherty
Jared Trost
Orval Leistico
John Wangenstein
Lan Tornes
Richard Walstrom
Jerry Tveit
Kevin Armstrong
Scott Heaton

Absent: Richard Lawrence

APPROVAL OF AGENDA

Lan Tornes moved and Richard Walstrom seconded to approve the agenda as presented. All in favor, motion carried.

APPROVAL OF MINUTES

Jared Trost moved and Richard Walstrom seconded to amend the March 6, 2012 meeting minutes under New Business E. City annual reports to the URRWMO to read, "East Bethel needs to submit a report." Motion carried with Scott Heaton abstaining.

TREASURER'S REPORT – This item will be discussed after election of officers.

SPECIAL ORDERS

A. Election of Officers – Discussed the officer positions specified in the Joint Powers Agreement (JPA) and whether or not the Secretary position could be responsible for checking account reporting. Ed Faherty said it would be best to have a board member handle the financial spreadsheet for the checking account, in lieu of the recording secretary. **Ed Faherty moved and Lan Tornes seconded to nominate Todd Miller as Chair. All in favor, motion carried. Todd Miller moved and Ed Faherty seconded to nominate Lan Tornes as Vice Chair. All in favor, motion carried. Ed Faherty moved and Todd Miller seconded to nominate Richard Walstrom as Secretary. All in favor, motion carried.**

Discussion regarding checking account – Anoka Conservation District recommended keeping a ledger of every expense and revenue to use for 2012 financial reporting. It was the consensus of the Board to have the Secretary be in charge of the checking account financial records. Discussed the need to add another signee on the checking account, since Mary Ann Empson is resigning. **Chair Miller moved and Jared Trost seconded to appoint Lan Tornes as the third signee on the checking account. All in favor, motion carried.**

B. Hear recommendations on amendments to Joint Powers Agreement and/or the Watershed Management Plan – No recommendations were presented.

C. Set meeting dates through May 2013 – **Lan Tornes moved and Jerry Tveit seconded to set the following meeting dates: July 11, September 4, November 7, Jan 9, Mar 5, and May 7. All in favor, motion carried.**

D. Finalize and approve 2013 budget - Reviewed the 2013 work recommendations provided by ACD. **Richard Walstrom moved and Scott Heaton seconded to remove Lake Water Quality Monitoring.** Ed Faherty shared information he received regarding poor water conditions for Lake George and said that he would not support removing or moving Lake George monitoring, but would agree to moving East Twin Lake monitoring to 2014. Jared Trost preferred keeping the monitoring on schedule, rather than pushing it out for a year. **Richard Walstrom withdrew his motion and Scott Heaton his second.** Discussed cuts to the five proposed Reference Wetland Hydrology sites. Jared Trost noted that when there are no lakes in an area, wetlands are often used for monitoring purposes and, with the new water tower being built in East Bethel, he urged members to keep the Viking site. Scott Heaton agreed with keeping the Viking site, but would like to remove the other sites. Discussed removing web video, since a video was made in 2012 and members did not think another video is needed. **Richard Walstrom moved and Scott Heaton seconded to remove web video for \$1,050 from the ACD portion of the budget. Motion carried 10-1 with Ed Faherty opposed.** Before making a final decision on the ACD portion of the budget, the administration portion was reviewed. **Lan Tornes moved and Ed Faherty seconded to approve the administrative portion of the budget for \$3,825, with the following changes made: Combine copies and postage into one line item for \$25, remove Oak Grove administration fee, budget \$0 for public outreach for 2013, and budget \$0 for URRWMO matching participation on future grants for 2013, since it appears this is a duplicate effort with the ACD portion. All in favor, motion carried. Jerry Tveit moved and Lan Tornes seconded to approve the ACD portion of the budget for \$8,165, with web video for \$1,050 removed. Motion carried 10-1 with Scott Heaton opposed. Lan Tornes moved and Jerry Tveit seconded to approve the 2013 final budget for \$11,990. All in favor, motion carried.**

Richard Walstrom moved and Jared Trost seconded to direct Gail Gessner to create a 2013 budget spreadsheet and to email a copy to all board members, cities, and Jamie Schurbon at ACD at a cost not to exceed \$25. All in favor, motion carried.

UNFINISHED BUSINESS

A. Update to changing meeting location to Sandhill Center – Discussed the benefits of Sandhill being open until 9:00 pm, not having to pick up a key, and having the checkbook kept at Bethel City Hall which is located in the same building. Chair Miller reported there would be no charge from ISD 15 to meet at Sandhill. Drawback would be the need to pick up URRWMO mail from Oak Grove City Hall to have at the meetings. Someone would need to

know the security code for the building should the meeting go past 9:00pm. For open meeting law purposes, Jerry Tveit asked about the doors being unlocked past 9:00 pm, The doors could remain unlocked until the meeting is done. **Ed Faherty moved and Lan Tornes seconded to move the URRWMO meeting location to Sandhill Center in Bethel starting with the July 11 meeting and to continue to meet at Sandhill Center until such time that a new meeting location is discussed and agreed upon. All in favor, motion carried.**

NEW BUSINESS

A. Reed-Boniface lakeshore restoration grant request – Reviewed the materials provided by ACD. Ed Faherty shared his knowledge of the ice damage to the previous restoration projects. **Scott Heaton moved and Jerry Tveit seconded to deny a cost share grant request for the Reed-Boniface site, based on previous damage resulting from physical factors that are beyond human control, and the belief that the same damage will most likely occur again. All in favor, motion carried.**

B. Resignation of Mary Ann Empson was accepted. Scott Heaton suggested sending a thank you to Mary Ann; Ed Faherty will provide a card at the next meeting for everyone to sign.

MAIL

- A. Bank statement from People's Bank
- B. East Bethel Annual Report

OTHER

- A. Approval of invoice(s)

Richard Walstrom moved and Kevin Armstrong seconded to approve the ACD invoice #2012018 – 2012 Monitoring and management Work Plan payment 1 of 3 for \$2,118.33. All in favor, motion carried.

Ed Faherty moved and Lan Tornes seconded to approve the recording secretary invoice for \$125.00. All in favor, motion carried.

ADJOURN

Lan Tornes moved and Jared Trost seconded to adjourn. All in favor, meeting adjourned at 9:23 pm.

AGENDA

Upper Rum River Watershed Management Organization
Tuesday, July 11, 2012 at 7:00pm

Meeting will be held at Sandhill Center for the Arts in Bethel

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for May 1, 2012
5. Treasurer's Report
6. Unfinished Business
 - A. City report update
7. New Business
 - A. Insurance Coverage
 - B. Work progress update
 - C. Student biomonitoring newsletter article
8. Mail
9. Other
 - A. Approval of Anoka Conservation District invoice #2012018 – 2012 Monitoring and Management Work Plan payment 2 of 3 for \$2,118.33
 - B. Approval of recording secretary invoice
10. Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for July 11, 2012

Vice Chair Tornes called the meeting to order at 7:14 pm.

Present: Kevin Armstrong
Scott Heaton
Lan Tornes
Richard Walstrom
John Wangenstein

Absent: Ed Faherty
Orval Leistico
Richard Lawrence
Todd Miller
Jared Trost
Jerry Tveit

Also present: Jamie Schurbon, Anoka Conservation District

APPROVAL OF AGENDA

Scott Heaton moved and Richard Walstrom seconded to add item C. Meeting location under 9. Other. All in favor, motion carried.

APPROVAL OF MINUTES

Richard Walstrom moved and Kevin Armstrong seconded to approve the May 1, 2012 meeting minutes as presented. All in favor, motion carried.

TREASURER'S REPORT

Richard Walstrom reported a balance of \$12,407.68 in the checking account. He is working on a spreadsheet for the account.

Lan Tornes presented new signature papers from People's Bank requiring Richard Walstrom's and Todd Miller's signatures. Richard signed the papers, which will be left in the Bethel City office for Todd Miller to sign.

UNFINISHED BUSINESS

A. City report update – Jamie Schurbon reported that 2011 annual reports have been received from all six communities. At a previous meeting it had been noted that Bethel is not compliant with some URRMWO requirements, including having certain ordinances, stormwater inspections, and guidelines for developers. Schurbon suggested that some of these URRWMO requirements may not be appropriate for Bethel which is one square mile in size and nearly fully developed. Todd Miller had communicated to Schurbon that the City Engineer would review these issues and provide feedback. Miller was not present to provide

an update. **Richard Walstrom moved and John Wangenstein seconded to table this item to the next meeting. All in favor, motion carried.** Tabling this item should allow time for the City of Bethel to reply back to the URRWMO.

NEW BUSINESS

A. Insurance Coverage – For cost savings, discussed talking with and possibly applying to the same insurance provider that the SRWMO is now using. Gail Gessner will provide Richard Walstrom with the contact information.

B. Work progress update - Jamie Schurbon provided a work progress report.

C. Student bio-monitoring newsletter article and video – Jamie Schurbon presented this year's newsletter. A suggestion was that more information regarding the good water quality of the Rum River be included, along with one other small edit. Bio-monitoring video – Members viewed the video; it was unanimous that it is a very good video. ACD will make the suggested edits to the newsletter and will distribute it to the Courier and member cities, and will post the video to the URRWMO website.

MAIL

A. Bank statements from People's Bank.

OTHER

A. Richard Walstrom moved and John Wangenstein seconded to pay the Anoka Conservation District invoice #2012018 – 2012 Monitoring and Management Work Plan payment 2 of 3 for \$2,118.33. All in favor, motion carried.

B. Richard Walstrom moved and Kevin Armstrong seconded to approve the recording secretary invoice for \$175.00. All in favor, motion carried.

C. Meeting Location – Scott Heaton noted that according to the JPA, the annual meeting must be held at Oak Grove City Hall, and that the official mailing address is Oak Grove City Hall. If meetings are held at Bethel City Hall, the JPA may need to be amended. This item will be added to the September agenda.

ADJOURN

Scott Heaton moved and John Wangenstein seconded to adjourn. All in favor, meeting adjourned at 8:08 pm.

Gail E. Gessner, Recording Secretary
Submitted via email on 7/15/12

AGENDA

Upper Rum River Watershed Management Organization
Tuesday, September 4, 2012 at 7:00pm

Meeting will be held at Sandhill Center for the Arts in Bethel

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for July 11, 2012
5. Treasurer's Report
6. Unfinished Business
 - A. Insurance Coverage
7. New Business
 - A. Joint Powers Agreement changes re: meeting location
8. Mail
9. Other
10. Invoice approval(s)
 - A. Anoka Conservation District invoice #2012018 – 2012 Monitoring and Management Work Plan payment 3 of 3 for \$2,118.34
 - B. Recording secretary invoice
11. Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for September 4, 2012

Chair Miller called the meeting to order at 7:00 pm.

Present: Kevin Armstrong
Scott Heaton
Richard Lawrence
Todd Miller
Lan Tornes
Richard Walstrom
John Wangenstein

Absent: Ed Faherty
Orval Leistico
Jared Trost
Jerry Tveit

APPROVAL OF AGENDA

Scott Heaton moved and Lan Tornes seconded to add item A. Jared Trost resignation under 9. Other. All in favor, motion carried.

APPROVAL OF MINUTES

Lan Tornes moved and Kevin Armstrong seconded to approve the July 11, 2012 meeting minutes as presented. All in favor, motion carried.

TREASURER'S REPORT

Richard Walstrom reported a balance of \$10,113.85 in the checking account as of 7/31/12.

UNFINISHED BUSINESS

Insurance Coverage – Richard Walstrom checked into the insurance carrier MN Counties Intergovernmental Trust (MCIT). He will be getting a list of items needed to fill out the application. Richard W. shared a concern with changing to this insurance carrier, since it is not an insurance company, by rather a cooperative insurance carrier; he was directed to proceed with the application process. Todd Miller will fill out and submit the required paperwork for Gallagher Insurance to ensure coverage.

NEW BUSINESS

Joint Powers Agreement (JPA) changes re: meeting location – Discussed whether an amendment was needed to change the meeting location to Bethel. The annual meeting is the only meeting that needs to be held at Oak Grove City Hall. It was decided to leave the JPA as is, and to schedule the annual meeting at Oak Grove. Oak Grove City Hall will remain the official mailing address.

MAIL

OTHER

Jared Trost resignation – On 9/4/12, Jared submitted his letter of resignation via email to Todd Miller.

INVOICE APPROVAL

Lan Tornes moved and Richard Walstrom seconded to pay the Anoka Conservation District invoice #2012018 – 2012 Monitoring and Management Work Plan payment 3 of 3 for \$2,118.34. All in favor, motion carried.

Scott Heaton moved and Lan Tornes seconded to approve the recording secretary invoice for \$100.00. All in favor, motion carried.

ADJOURN

Scott Heaton moved and Richard Walstrom seconded to adjourn. All in favor, meeting adjourned at 7:45 pm.

Gail E. Gessner, Recording Secretary
Submitted via email on 9/11/12

AGENDA

Upper Rum River Watershed Management Organization
WEDNESDAY, November 7, 2012 at 7:00pm
Meeting will be held at Sandhill Center for the Arts in Bethel

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for September 4, 2012
5. Treasurer's Report
6. Unfinished Business
 - A. Insurance Coverage
 - B. Bethel City report update (see 7/11/12 minutes)
7. New Business
 - A. 2013-2017 Water Monitoring Plan
 - B. URRWMO website
8. Mail
9. Other
10. Invoice approval(s)
 - A. Recording secretary invoice
11. Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for November 7, 2012

Chair Miller called the meeting to order at 7:09 pm.

Present: Kevin Armstrong
Scott Heaton
Ed Faherty
Todd Miller
Lan Tornes

Absent: Richard Walstrom
John Wangenstein
Richard Lawrence
Orval Leistico
Jerry Tveit

Also present: Jamie Schurbon, Anoka Conservation District (ACD)

APPROVAL OF AGENDA

Schurbon asked that Rum River Projects be added under 9. Other. **Lan Tornes moved and Kevin Armstrong seconded to approve the amended agenda by adding Rum River Projects under 9. Other. All in favor, motion carried.**

APPROVAL OF MINUTES

Lan Tornes moved and Ed Faherty seconded to approve the September 4, 2012 meeting minutes as presented. All in favor, motion carried.

TREASURER'S REPORT

Letter was received from Peoples Bank providing information on how to access online banking.

UNFINISHED BUSINESS

A. Insurance Coverage – Chair Miller asked that Walstrom send him the list of information needed to fill out the application for MN Counties Intergovernmental Trust (MCIT), so that Miller knows what is needed. The URRWMO is now covered by LMCIT.

B. Bethel City report – Bethel's city engineer has not yet reported back to Chair Miller. Bethel's maintenance tech was directed to talk with ACD regarding the procedure St. Francis uses, so that Bethel can do the same.

NEW BUSINESS

A. 2013-2017 Water Monitoring Plan – The URRWMO 3rd Generation Plan reads that the water monitoring plan is to be updated; Schurbon presented a proposed draft. Discussed the

possibility of more evenly spreading stream water quality expenses across years by monitoring every three years, reducing the stream water quality monitoring to only four times (3 scheduled and 1 event) per year every year, versus eight times per year every other year, and reducing reference wetlands from five sites to three (East Twin, George, and Cedar). **The Board consensus was to direct ACD to revise the plan with lake water quality monitoring to remain as is, change the stream water quality monitoring to only four times (3 scheduled and 1 event) per year every year, and to reduce reference wetlands from five sites to three (East Twin, George, and Cedar).**

B. Website - ACD is revamping its website and the WMO websites that are directly connected to it (including the SRWMO). Reasons for revamping the existing 12-year-old structure were presented. All fees for updating the website will be incorporated into ACD's and the URRWMO 2013 work contract. This is not work that was budgeted by the URRWMO for 2013. Possible sources to pull dollars from, including the water quality cost share grant fund, bank account, or others can be discussed. The website migration needs to be done in early 2013. In mid-2013 the old websites will disappear. During the migration process the URRWMO Board will have the opportunity to review and comment upon the new website. Total estimated costs for the new website would be \$715. Other maintenance and updating fees remain the same as previously discussed. Heaton and Armstrong reported that the SRWMO would like to cost share with the URRWMO. URRWMO likes the idea of collaboration for the websites. Heaton reported that Dan Babineau, SRWMO Chair, is also going to explore the possibility of presenting a bid for a revised website. Heaton will ask Babineau to provide his bid to the URRWMO prior to the January 9, 2013 meeting. Schurbon was asked to prepare cost estimates for an independent URRWMO website and a shared URRWMO/SRWMO website. The Babineau and ACD cost estimates will be considered at the next meeting.

MAIL

- A. Peoples Bank - Two bank statements and a letter regarding online banking.
- B. MAWD Annual meeting and trade show information.

OTHER

- A. Rum River Projects (FYI) – 1) ACD will be the lead in a Rum River Watershed Restoration and Protection Plan, and 2) ACD developing a “Think Big” project to improve the Rum River water quality, habitats, and easements, etc. with possible use of legacy funds.

INVOICE APPROVAL

Scott Heaton moved and Lan Tornes seconded to approve the recording secretary invoice for \$100.00. All in favor, motion carried.

ADJOURN

Scott Heaton moved and Lan Tornes seconded to adjourn. All in favor, meeting adjourned at 8:24 pm.

Gail E. Gessner, Recording Secretary
Submitted via email on 11/10/12