



# UPPER RUM RIVER

Watershed Management Organization

Regular Meeting for **TUESDAY, January 4, 2022 6:30 pm**

**Meeting location:** Oak Grove City Hall, Council Chambers. 19900 Nightingale St NW Oak Grove, MN

**URRWMO Board members and city affiliation:**

Present	Absent		Present	Absent	
<input type="checkbox"/>	<input type="checkbox"/>	John West, Chair (Oak Grove)	<input type="checkbox"/>	<input type="checkbox"/>	Ryan Seguin (Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Dan Denno (Oak Grove)	<input type="checkbox"/>	<input type="checkbox"/>	Patrick Sullivan (Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Dan Breyen, V. Chair (Nowthen)	<input type="checkbox"/>	<input type="checkbox"/>	Tim Harrington (East Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Joel Greenberg (Nowthen)	<input type="checkbox"/>	<input type="checkbox"/>	Radja Loshe (East Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Andrew Wood (St. Francis)	<input type="checkbox"/>	<input type="checkbox"/>	Matt Downing (Ham Lake)

**AGENDA** *Agenda to be finalized at meeting*

1. Call to Order & Roll Call
2. Adopt Agenda
3. Approval of Minutes for November 9, 2021
4. Treasurer’s Report
  - a. Financial report
  - b. Member community invoicing update
5. Unfinished Business
  - a. Bethel reviews of URRWMO-required ordinances
  - b. URRWMO joint powers agreement
  - c. Rum Riverbank stabilizations update
  - d. Lake George shoreline stabilizations update
  - e. Rum River 1W1P update
  - f. Watershed Based Implementation Funding (WBIF) grants
6. New Business
  - a. 2023 draft budget
7. Mail
8. Other
9. Invoice(s)
  - a. Recording Secretary services for 11-9-2021 meeting \$175
10. Adjourn

Upcoming meetings: March 1; May 3



# UPPER RUM RIVER

Watershed Management Organization

Regular Meeting for **TUESDAY, January 4, 2022 6:30 pm**

**Meeting location:** Oak Grove City Hall, 19900 Nightingale St NW Oak Grove, MN

1. Call to Order & Roll Call

Mr. West called the meeting to order at 6:30 p.m.

2. Roll Call

Present: John West, Dan Denno, Patrick Sullivan, Joel Greenberg, Andrew Wood, Dan Breyen, Tim Harrington, Radja Lohse, Todd Miller

Absent: Ryan Sequin

Audience: Jamie Schurbon (ACD), Katie Kalland (recording secretary), Collen Werdien (ACD)

3. Adopt Agenda

**Mr. Harrington made a motion to approve the agenda. Seconded by Mr. Breyen. Motion passed unanimously.**

4. Approval of Minutes for November 9, 2021

**Mr. Sullivan made a motion to approve the minutes from November 9, 2021. Seconded by Mr. Lohse. Motion passed unanimously.**

5. Treasurer's Report

a. Financial report

Mr. Sullivan reported checks were written for insurance, the recording secretary, and ACD. Mr. Sullivan stated he will have a more thorough report next meeting.

**Mr. Breyen made a motion to approve the treasurer's report. Mr. Lohse seconded. Motion passed unanimously.**

b. Member community invoicing update

Mr. Schurbon sent an invoice to each city administrators in early December for the first payment of 2022. Mr. Schurbon stated Nowthen, East Bethel, and Bethel have paid their first payments.

6. Unfinished Business

a. Bethel reviews of URRWMO-required ordinances

Mr. Miller reported this isn't completed. Mr. Schurbon stated this will be a recurring item until completed.

b. URRWMO joint powers agreement

Mr. Schurbon reported that he met with all of the city administrators in December. Mr. Schurbon stated they would present the JPA to their councils for review. Mr. Greenberg asked if this JPA would need approval from council before next URRWMO meeting. Mr. Schurbon stated no at this time.

c. Rum Riverbank stabilizations update

Mr. Schurbon discussed the project off Viking Blvd. Mr. Schurbon mentioned a new project in Dellwood park in St. Francis.

d. Lake George shoreline stabilizations update

No updates at this time.

e. Rum River 1W1P update

Mr. Schurbon stated that Matt Downing was the previous representative and the URRWMO needs a new representative. The next meeting is on Monday, January 10<sup>th</sup> and can be attended virtually. Mr. Breyen volunteered to be the representative for Monday's meeting only and cannot commit to this role permanently. Mr. Greenberg asked if the URRWMO didn't want to participate in the 1W1P. Mr. Schurbon stated that the URRWMO would then not have access to the all State Watershed Based Funding and would not be part of the larger collaborative watershed management process. Mr. West suggested we add finding a representative for the 1W1P to the March meeting agenda.

f. Watershed Based Implementation Funding (WBIF) grants

Mr. Schurbon discussed the WBIF grants that allocates \$371,000 (or so) to the Rum metro watershed area every two years which will be available July 1<sup>st</sup>. Mr. Schurbon stated that the URRWMO would need a representative for the convene group. Mr. Denno volunteered to be the representative for WBIF convene group.

**Mr. West made a motion to approve Mr. Denno as the WBIF convene group representative. Mr. Breyen seconded. Motion approved unanimously.**

7. New Business

a. 2023 draft budget

Mr. Schurbon reviewed the 2023 draft budget and summarized previous budgets. Mr. Schurbon explained that there is an opportunity to secure funds with grants. Mr. West stated he is in favor of securing grants. Mr. Greenberg also expressed his interest in securing grants. Mr. Harrington inquired about the insurance charges compared to the Sunrise watershed. Mr. Schurbon stated they have different insurers. Mr. West explained that last year a second insurance quote was pursued but did not result in significant savings. Mr. Schurbon explained that the outreach program budgeted amounts and amounts contributed by other organizations. Mr. Schurbon stated the outreach coordinator put together 8-10 community events along with a newsletter every year. Mr. Sullivan stated that there is a value to the outreach program. Mr. Breyen stated he thinks the outreach charge is a bit high. Mr. Denno thanked Mr. Breyen and Mr. Greenberg for researching the budget numbers. Mr. Denno suggested the outreach program would be most cost effective if it targeted audiences rather than doing messaging to the entire public. The members present agreed to budget \$1250 for the outreach program.

The board discussed the budget line item for subwatershed assessment studies. The watershed plan has \$16,153 for this task and represents the full cost of a study. The board prefers to budget \$2,000 for this line item to be used as match for a grant, and together the grant and match would fund the full cost.

b. Resignation of Matt Downing

Mr. West thanked Mr. Downing for his service with the URRWMO and stated he will be missed.

8. Mail

None at this time.

9. Other

Mr. Denno pointed out that the May 3<sup>rd</sup> meeting is when URRWMO officers are designated and to start thinking about if you'd like to accept a leadership role.

10. Invoice(s)

a. Recording Secretary services for 11-9-2021 meeting \$175

**Mr. Harrington made a motion to approve the 11-9-21 recording secretary invoice. Mr. Breyen seconded. Motion passed unanimously.**

11. Adjournment

**Mr. Breyen made a motion for adjournment at 7:35 p.m. Seconded by Mr. Lohse. Nays: Mr. West. Ayes: All other members present. Motion passed.**

Submitted by: Katie Kalland, recording secretary

Upcoming meetings: March 1, May 3



# UPPER RUM RIVER

Watershed Management Organization

Regular Meeting for **TUESDAY, MARCH 1, 2022 6:30 pm**

**Meeting location:** Oak Grove City Hall. 19900 Nightingale St NW Oak Grove, MN

**URRWMO Board members and city affiliation:**

Present	Absent		Present	Absent	
<input type="checkbox"/>	<input type="checkbox"/>	John West, Chair (Oak Grove)	<input type="checkbox"/>	<input type="checkbox"/>	Ryan Seguin (Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Dan Denno (Oak Grove)	<input type="checkbox"/>	<input type="checkbox"/>	Patrick Sullivan (Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Dan Breyen, V. Chair (Nowthen)	<input type="checkbox"/>	<input type="checkbox"/>	Tim Harrington (East Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Joel Greenberg (Nowthen)	<input type="checkbox"/>	<input type="checkbox"/>	Radja Lohse (East Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Andrew Wood (St. Francis)	<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

**AGENDA** *Agenda to be finalized at meeting*

1. Call to Order & Roll Call
2. Adopt Agenda
3. Approval of Minutes for January 4, 2022
4. Treasurer’s Report
  - a. Financial report
  - b. Member community invoicing update
5. Unfinished Business
  - a. Bethel reviews of URRWMO-required ordinances
  - b. URRWMO joint powers agreement
  - c. 2023 draft budget
  - d. Rum Riverbank stabilizations update
  - e. Lake George shoreline stabilizations update
  - f. Rum River 1W1P update
  - g. Watershed Based Implementation Funding (WBIF) grants update
6. New Business
  - a. 2021 ACD water monitoring and management report
  - b. 2022 ACD water monitoring and management contract
  - c. Ramsey comp plan amendment
7. Mail
8. Other
9. Invoice(s)
  - a. Recording Secretary services for 1-4-2022 meeting \$175
10. Adjourn

Upcoming meetings: May 3 (annual meeting)



## APPROVED MINUTES

Regular Meeting for **TUESDAY, MARCH 1, 2022 6:30 pm**

**Meeting location:** Oak Grove City Hall. 19900 Nightingale St NW Oak Grove, MN

1. Call to Order

Mr. West called the meeting to order at 6:30 p.m.

2. Roll Call

Present: John West, Dan Denno, Patrick Sullivan, Joel Greenberg, Andrew Wood, Dan Breyen, Tim Harrington.

Absent: Ryan Sequin, Radja Lohse

Audience: Jamie Schurbon (ACD), Katie Kalland (recording secretary), Colleen Werdien (ACD)

3. Adopt Agenda

**Mr. Breyen made a motion to approve the agenda. Mr. Harrington seconded. Motion carried unanimously.**

4. Approval of Minutes for January 4, 2022

**Mr. Harrington made a motion to approve the minutes from January 4, 2022. Mr. Breyen seconded. Motion carried unanimously.**

5. Treasurer's Report

a. Financial report

Mr. Sullivan discussed the financial report and gave the board an update on the bank statements. Balance of \$32,913.57 on February 18, 2022. Mr. Sullivan stated he now has access to the online banking account. The board agreed that Mr. West, Mr. Breyen and Mr. Sullivan (all signers) should all have access to the online banking account. Mr. Sullivan inquired about getting the mail. Ms. Kalland will email Mr. West and Mr. Sullivan when mail comes through at the Oak Grove City Hall.

**Mr. Denno made a motion to accept the financial report. Seconded by Mr. Wood. Motion carried unanimously.**

b. Member community invoicing update

Mr. Schurbon stated all communities have paid their first half.

6. Unfinished Business

a. Bethel reviews of URRWMO-required ordinances

Unknown at this time.

b. URRWMO joint powers agreement

Mr. Schurbon discussed the JPA. Ham Lake would be in favor of the changes if they made modifications like the City of Columbus. They would also like a separate line item on the property tax forms that go out to residents stating the charge and watershed organization.

c. 2023 draft budget

Mr. Schurbon discussed the 2023 budget and stated the changes from the previous meeting have been made. Mr. Schurbon will send to cities for ratification. He noted that he will prepare a 2021 mini-report of URRWMO activities to accompany the budget to the cities. Mr. West asked that that report compare work done in 2021 and planned work in 2022. **Mr. Breyen made a motion to approve the 2023 budget to be sent to the member cities for ratification. Mr. Sullivan seconded. Motion approved unanimously.**

d. Rum Riverbank stabilizations update

Mr. Schurbon discussed the progress of Dellwood Community Park in St. Francis. Two homeowners in Oak Grove around 221<sup>st</sup> and the Rum River are matching funds for a project as well. Mr. Schurbon stated that six different funding sources are coming together for this project, including URRWMO funds.

e. Lake George shoreline stabilizations update

Mr. Schurbon stated they are working on designs for seven projects and hoping to bid this summer.

f. Rum River 1W1P update

Mr. Schurbon stated the 1W1P has been sent to BWSR for the ninety day review/approval.

The board discussed the joint powers entity to be formed to implement the Rum One Watershed One Plan (1W1P). Discussion ensued about the pros and cons. Mr. Schurbon stated he could send a fact sheet to each URRWMO board member to get to their city councils, as they may want to direct their representatives' votes on whether the URRWMO should join. Mr. Schurbon reminded the board that the cities will not be members of the 1W1P, the URRWMO has the option to join. Mr. Schurbon asked the board to come prepared to vote on it at the May meeting. Mr. Schurbon stated the next meeting for 1W1P is April 25<sup>th</sup>.

Mr. Sullivan and Mr. Breyen volunteered to be representatives for the URRWMO at the 1W1P joint powers entity if the URRWMO chose to join. Mr. Sullivan stated he would be open to this taking on this role if the URRWMO were willing to provide reimbursement for mileage and a small per diem payment to cover expenses.

g. Watershed Based Implementation Funding (WBIF) grants update

Mr. Denno gave an update on WBIF. The grant requires a ten percent match. ACD was recommended to take the fiscal agent role and receive the grant funds for projects determined by the Rum metro WBIF convene partnership.

The board also discussed whole watershed WBIF, which is separate from the Rum metro WBIF. Use of that funding is decided by the joint powers entity to-be-formed to implement the Rum One Watershed One Plan (1W1P). The metro funds can be pooled with this whole watershed pot, but the metro group decided not to do so. Projects to be funded will be selected at an upcoming April meeting of the metro Rum WBIF partnership.

7. New Business

a. 2021 ACD water monitoring and management report

Mr. Schurbon gave an update on the report for 2021. This report detailed the ongoing projects, water monitoring and water quality.

b. 2022 ACD water monitoring and management contract

Mr. Schurbon discussed the 2022 contract with ACD. Mr. Schurbon stated that there is a 2021

credit of \$3,500 that will get applied to the 2022 contract. The credit is for grant application work that did not cost the anticipated amount in 2021. Mr. Schurbon stated that Rum River water monitoring includes a shared site with the Lower Rum River WMO where each pay half the costs because it is at the boundary between the two organizations. Mr. West inquired about the lake monitoring and water quality rates. Mr. Schurbon stated those rates are up due to inflation, especially lab fees.

**Mr. Harrington made a motion to approve the 2022 ACD contract totaling \$34,726. Mr. Sullivan seconded. Nays: Mr. Breyen. Ayes: All other members present. Motion passed.**

- c. Ramsey comp plan amendment

Mr. Schurbon recommended that the board take no action.

- 8. Mail

None

- 9. Other

None

- 10. Invoice(s)

- a. Recording Secretary services for 1-4-2022 meeting \$175

**Mr. Harrington made a motion to approve the \$175 invoice for the recording secretary. Mr. Sullivan seconded. Motion approved unanimously.**

- 11. Adjourn

**Mr. Breyen made a motion for adjournment at 7:38 p.m. Mr. Wood seconded. Nays: Mr. Denno. Ayes: All other members present. Motion passed.**

Respectfully submitted by: Katie Kalland, Recording Secretary.

Upcoming meetings: May 3 (annual meeting)





# UPPER RUM RIVER

Watershed Management Organization

Regular Meeting for **TUESDAY, MAY 3, 2022 6:30 pm**

**Meeting location:** Oak Grove City Hall. 19900 Nightingale St NW Oak Grove, MN

**URRWMO Board members and city affiliation:**

Present	Absent		Present	Absent	
<input type="checkbox"/>	<input type="checkbox"/>	John West, Chair (Oak Grove)	<input type="checkbox"/>	<input type="checkbox"/>	Patrick Sullivan (Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Dan Denno (Oak Grove)	<input type="checkbox"/>	<input type="checkbox"/>	Tim Harrington (East Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Dan Breyen, V. Chair (Nowthen)	<input type="checkbox"/>	<input type="checkbox"/>	Radja Lohse (East Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Joel Greenberg (Nowthen)	<input type="checkbox"/>	<input type="checkbox"/>	Troy Wolens (Ham Lake)
<input type="checkbox"/>	<input type="checkbox"/>	Andrew Wood (St. Francis)	<input type="checkbox"/>	<input type="checkbox"/>	Jeff Entsminger (Ham Lake)
<input type="checkbox"/>	<input type="checkbox"/>	Ryan Seguin (Bethel)	<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

**AGENDA** *Agenda to be finalized at meeting*

1. Call to Order & Roll Call
2. Adopt Agenda
3. Approval of Minutes for March 1, 2022
4. Annual meeting items
  - a. Election of officers
  - b. Set meeting dates
  - c. Hear any recommended changes to the JPA or watershed plan
  - d. Select newspaper of record
5. Treasurer’s Report
  - a. Financial report
  - b. Member community invoicing update
6. Unfinished Business
  - a. Bethel reviews of URRWMO-required ordinances
  - b. URRWMO joint powers agreement
  - c. 2023 budget approval
  - d. Rum Riverbank stabilizations update
  - e. Lake George shoreline stabilizations update
  - f. Rum River 1W1P update
  - g. Watershed Based Implementation Funding (WBIF) grants update
7. New Business
  - a. Invitation to join MN Association of Watershed Districts
  - b. Lake George pontoon tour
8. Mail
9. Other
10. Invoice(s)
  - a. Recording Secretary services for 1-4-2022 meeting      \$175
  - b. Anoka Conservation District 2022 services invoice 1 of 3      \$11,575.33
11. Adjourn Upcoming meetings:    TBD



## APPROVED MINUTES

Regular Meeting for TUESDAY, MAY 3, 2022 6:30 pm

**Meeting location:** Oak Grove City Hall, 19900 Nightingale St NW Oak Grove, MN

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1. Call to Order & Roll Call

Mr. West called the meeting to order at 6:30 p.m.

Present: Tim Harrington, John West, Patrick Sullivan (joined at 6:34 p.m.), Ryan Sequin, Dan Denno, Dan Breyen, Joel Greenberg, Radja Lohse, Troy Wolens (joined at 6:40 p.m.), Jeff Entsminger, Andrew Wood.

Audience: Jamie Schurbon (ACD), Katie Kalland (Recording Secretary)

2. Adopt Agenda

**Mr. Breyen made a motion to adopt the agenda. Mr. Harrington seconded. Motion carried unanimously.**

3. Approval of Minutes for March 1, 2022

**Mr. Breyen made a motion to approve the minutes for March 1, 2022. Seconded by Mr. Harrington. Motion passed unanimously.**

4. Annual meeting items

a. Election of officers

**Mr. Breyen nominated Mr. West as Chair. Mr. Harrington made a motion to approve Mr. West as Chair. Mr. Breyen seconded. Motion passed unanimously.**

**Mr. Greenberg nominated Mr. Breyen as Vice Chair. Mr. Lohse made a motion to approve Mr. Breyen as Vice Chair. Mr. Harrington seconded. Motion passed unanimously.**

**Mr. Breyen nominated Mr. Sullivan as Treasurer. Mr. Harrington made a motion to approve Mr. Sullivan as Treasurer. Mr. Breyen seconded. Motion passed unanimously.**

b. Set meeting dates

July 13 (if needed), September 6, November 1, January 3, March 7, and May 2.

**Mr. Harrington made a motion to set the meeting dates. Mr. Lohse seconded. Motion passed unanimously.**

- c. Hear any recommended changes to the JPA or watershed plan  
Mr. Schurbon explained that this item is required to be on the annual meeting to be discussed if needed.  
No comments were expressed.
- d. Select newspaper of record  
**Mr. Lohse made a motion to use the Star Tribune as the newspaper of record. Mr. Harrington seconded. Motion passed unanimously.**

5. Treasurer's Report

- a. Financial report  
Mr. Sullivan presented the financial report as stated in the packet. **Mr. Harrington made a motion to approve the treasurer's report. Mr. Breyen seconded. Motion passed unanimously.**
- b. Member community invoicing update  
Mr. Schurbon explained all cities are paid up to as of today.

6. Unfinished Business

- a. Bethel reviews of URRWMO-required ordinances  
Mr. Sequin stated that he thinks this is completed. Mr. West suggested Mr. Sequin and Mr. Sullivan get together and find out the status.
- b. URRWMO joint powers agreement  
No action taken.
- c. 2023 budget approval  
Mr. Schurbon suggested approving the 2023 budget contingent on Bethel and Nowthen ratifying. **Mr. Harrington made a motion to approve the 2023 budget contingent on Bethel and Nowthen ratifying. Mr. Lohse seconded. Motion passed unanimously.**
- d. Rum River 1W1P update  
Mr. Schurbon explained the goal of the 1W1P. This state funded plan can award up to 1 million dollars every two years. Mr. Schurbon stated you can join at any time however to be eligible to the funds this year you must join within 60 days. Mr. Greenberg explained Nowthen is not in favor of joining the 1W1P.
- e. Watershed Based Implementation Funding (WBIF) grants update  
Mr. Schurbon explained that the URRWMO had committed matching funds. Of those funds, there is \$3,801 remaining. It could be used as match toward the whole-watershed WBIF grant if it would result in bringing those funds to the URRWMO area. Or, it could be used to reduce the bottom line in future years. The funds will sit as is for now.

7. New Business

- a. Invitation to join MN Association of Watershed Districts  
Mr. Schurbon stated that the URRWMO has declined in the past as it gets expensive fast. Mr. Breyen inquired on the benefits of joining.
- b. Lake George pontoon tour  
Mr. Schurbon to coordinate a meet up and send out an email to the URRWMO.

8. Mail

None

9. Other

None

10. Invoice(s)

- a. Recording Secretary services for 3-1-2022 meeting      \$175.00

**Mr. Harrington made a motion to approve the Recording Secretary services for the March 1, 2022 meeting. Mr. Lohse seconded. Motion passed unanimously.**

- b. Anoka Conservation District 2022 services invoice 1 of 3                      \$11,575.33

**Mr. Breyen made a motion for Anoka Conversation District invoice. Mr. Lohse seconded. Motion carried unanimously.**

11. Adjourn

**Mr. Breyen made a motion for adjournment at 7:34 p.m. Mr. Harrington seconded. Motion carried unanimously.**

Upcoming meetings: July 13, September 6, November 1

Submitted by: Katie Kalland (Recording Secretary)



# UPPER RUM RIVER

Watershed Management Organization

Regular Meeting for **Tuesday, July 13, 2022 6:30 pm**

**Meeting location:** Oak Grove City Hall. 19900 Nightingale St NW Oak Grove, MN

**URRWMO Board members and city affiliation:**

Present	Absent		Present	Absent	
<input type="checkbox"/>	<input type="checkbox"/>	John West, Chair (Oak Grove)	<input type="checkbox"/>	<input type="checkbox"/>	Patrick Sullivan (Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Dan Denno (Oak Grove)	<input type="checkbox"/>	<input type="checkbox"/>	Tim Harrington (East Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Dan Breyen, V. Chair (Nowthen)	<input type="checkbox"/>	<input type="checkbox"/>	Radja Lohse (East Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Joel Greenberg (Nowthen)	<input type="checkbox"/>	<input type="checkbox"/>	Troy Wolens (Ham Lake)
<input type="checkbox"/>	<input type="checkbox"/>	Andrew Wood (St. Francis)	<input type="checkbox"/>	<input type="checkbox"/>	Jeff Entsminger (Ham Lake)
<input type="checkbox"/>	<input type="checkbox"/>	Ryan Seguin (Bethel)	<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

**AGENDA** *Agenda to be finalized at meeting*

1. Call to Order & Roll Call
2. Adopt Agenda
3. Approval of Minutes for May 3, 2022
4. Treasurer’s Report
  - a. Financial report
  - b. Member community invoicing update
5. Unfinished Business
  - a. Bethel reviews of URRWMO-required ordinances
  - b. 2023 budget ratifications
  - c. URRWMO joint powers agreement
  - d. Rum Riverbank stabilizations update
  - e. Lake George shoreline stabilizations update
6. New Business
  - a. Consider joining Rum River Partnership
  - b. Insurance renewal and not waiving statutory tort limits
  - c. Aerial photos funding request from Anoka Co
7. Mail
8. Other
9. Invoice(s)
  - a. Recording Secretary services for 5-3-2022 meeting \$175
  - b. Anoka Conservation District 2022 services invoice 1 of 3 \$11,575.33
10. Adjourn

Upcoming meetings: 2022 - September 6, November 1  
 2023 – January 3, March 7, May 2



# UPPER RUM RIVER

Watershed Management Organization

Regular Meeting for **Tuesday, July 13, 2022 6:30 pm**

**Meeting location:** Oak Grove City Hall. 19900 Nightingale St NW Oak Grove, MN

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1. Call to Order & Roll Call

Mr. West called the meeting to order at 6:30 p.m.

Present: John West, Dan Denno, Patrick Sullivan, Joel Greenberg, Dan Breyen, Tim Harrington, Radja Lohse, Troy Wolens.

Absent: Ryan Sequin, Andrew Wood, Jeff Enstminger.

Audience: Jamie Schurbon (ACD), Katie Kalland (recording secretary), Jim Lindahl (ACD).

2. Adopt Agenda

**Mr. Harrington made a motion to adopt the agenda. Seconded by Mr. Lohse. Motion carried unanimously.**

3. Approval of Minutes for May 3, 2022

**Mr. Breyen made a motion to approve the minutes for May 3, 2022. Mr. Harrington seconded. Motion carried unanimously.**

Treasurer's Report

a. Financial report

**Mr. Sullivan presented an updated financial report to the board. Mr. Breyen made a motion to approve the financial report. Mr. Lohse seconded. Motion passed unanimously.**

b. Member community invoicing update

Mr. Sullivan explained that Oak Grove, Bethel, Ham Lake, Nowthen have paid second half contribution. All member cities are current.

4. Unfinished Business

a. Bethel reviews of URRWMO-required ordinances

Bethel is still following up. No definitive answer. Mr. Sullivan to follow up with Bethel and give an update at the next URRWMO meeting.

b. 2023 budget ratifications

Mr. Schurbon stated that at the May URRWMO board meeting the 2023 budget was approved contingent upon receipt of ratifications from Bethel and Nowthen. Bethel's and Nowthen's ratifications have been received. No further action is needed.

c. URRWMO joint powers agreement

Mr. Schurbon stated housekeeping edits to the JPA have not been progressing as we are waiting on additional discussions about the funding formula. As of now only 2 cities (Bethel and Ham Lake) are in favor of changing the funding formula. Mr. Schurbon reported that the administrators from Ham Lake and Bethel have recommended that JPE amendments continue to be paused until after the Sunrise

River WMO holds facilitated meetings regarding its funding formula. That process may result in solutions applicable to the URRWMO as well. The URRWMO board did not object to this approach.

d. Rum Riverbank stabilizations update

Mr. Schurbon gave an update to the board, with projects proceeding at Dellwood Community Park in St. Francis and Rum Central Regional Park. He stated there is difficulty finding sufficient funding for an area of severe erosion on private properties in Oak Grove.

e. Lake George shoreline stabilizations update

Mr. Schurbon stated that 6 homeowners are getting shoreline stabilizations and sites were selected for likelihood of success and benefit to the lake. Construction should be completed by September 30, 2022.

5. New Business

a. Consider joining Rum Watershed Partnership

Mr. Schurbon stated that the Rum Watershed Partnership is the joint powers entity that will implement the plan developed during the One Watershed One Plan process (1W1P). Mr. Denno asked for clarification of the funding operations. Mr. Schurbon explained that the parties should only be responsible for financial contributions they each voluntarily agree to. Mr. Greenberg asked if the URRWMO would be dissolved if we joined Rum River Partnership. Mr. Schurbon answered no. The URRWMO is an eligible party to the Rum Watershed Partnership JPE. Cities do not vote on whether to join; the URRWMO board does. Mr. Denno indicated his concern with the Rum River Partnership, questioned who the governing board is. Mr. Schurbon explained that the governing board is made of one representative from each party that joins the JPE and eligible parties include counties, SWCDs, watershed organizations, and the Mille Lacs Band of Ojibew. The board will have a Chair, Vice Chair, and perhaps other officers, but all representatives will vote.

Mr. Schurbon stated the deadline to be an initial party to the Partnership is July 28. The advantages of being an initial party include voting on the first bylaws, grant fund decisions, etc. Parties can join later too.

Mr. West asked about Mr. Schurbon fees for staff to represent the URRWMO at the Partnership and if this would be included in administrative charges already being paid. Mr. Schurbon stated this not specifically included now but he thinks it can be accomplished within the amounts currently planned.

Mr. Denno discussed reimbursing the URRWMO's primary and alternate representatives to the Partnership for expenses like mileage to attend meetings. **Mr. Denno made motion to join the Rum River Partnership. Mr. Sullivan seconded. Mr. West requested a roll call vote:**

**Yay: Mr. Denno, Mr. Sullivan, Mr. Harrington.**

**Nay: Mr. West, Mr. Breyen, Mr. Greenberg, Mr. Wolens, Mr. Lohse.**

**3 yay, 5 nay; motion not passed.**

b. Insurance renewal and not waiving statutory tort limits

Mr. Schurbon discussed authorizing the Chair to sign 2022-23 insurance documents to bind coverages with the League of Minnesota Cities Insurance Trust. **Mr. Breyen made motion for the insurance renewal and to not waive monetary limits on municipal tort liability. Seconded by Mr. Wolens. Motion passed unanimously.**

c. Aerial photos funding request from Anoka County

Mr. Schurbon explained how helpful these aerial photos can be. The cost is \$1,000.00. Mr. Lindahl stated that the board can ask the cities to fund this. Mr. Breyen stated we should bring this up at budget time next year. **Mr. Denno made a motion to not provide funds to Anoka County for aerial photos. Mr. Greenberg seconded. Motion passed unanimously.**

6. Mail

Mr. Sullivan stated that he received checks from Oak Grove, Bethel, Ham Lake, and Nowthen.

7. Other

None

8. Invoice(s)

- a. Recording Secretary services for 5-3-2022 meeting \$175.00

**Mr. Harrington made a motion to approve the invoice for recording secretary services from 5-3-22. Mr. Breyen seconded. Motion approved unanimously.**

- b. Anoka Conservation District 2022 services invoice 1 of 3 \$11,575.33

**Mr. Harrington made a motion to approve the first invoice of Anoka Conservation District 2022 for \$11,575.33. Mr. Breyen seconded. Motion approved unanimously.**

9. Adjourn

**Mr. Lohse made a motion to for adjournment at 7:24 p.m. Mr. Wolens seconded. Motion approved unanimously.**

Submitted by: Katie Kalland, Recording Secretary

Upcoming meetings: 2022 - September 6, November 1  
2023 – January 3, March 7, May 2





# UPPER RUM RIVER

Watershed Management Organization

Regular Meeting for **Tuesday, November 1, 2022 6:30 pm**

**Meeting location:** Oak Grove City Hall. 19900 Nightingale St NW Oak Grove, MN

**URRWMO Board members and city affiliation:**

Present	Absent		Present	Absent	
<input type="checkbox"/>	<input type="checkbox"/>	John West, Chair (Oak Grove)	<input type="checkbox"/>	<input type="checkbox"/>	Ryan Seguin (Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Dan Denno (Oak Grove)	<input type="checkbox"/>	<input type="checkbox"/>	Patrick Sullivan (Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Dan Breyen, V. Chair (Nowthen)	<input type="checkbox"/>	<input type="checkbox"/>	Tim Harrington (East Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Joel Greenberg (Nowthen)	<input type="checkbox"/>	<input type="checkbox"/>	Radja Lohse (East Bethel)
<input type="checkbox"/>	<input type="checkbox"/>	Andrew Wood (St. Francis)	<input type="checkbox"/>	<input type="checkbox"/>	Troy Wolens (Ham Lake)
<input type="checkbox"/>	<input type="checkbox"/>	Chris Beyett (St. Francis)	<input type="checkbox"/>	<input type="checkbox"/>	Jeff Entsminger (Ham Lake)
			<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

**AGENDA** *Agenda to be finalized at meeting*

1. Call to Order & Roll Call
2. Adopt Agenda
3. Approval of Minutes for July 13, 2022
4. Treasurer’s Report
  - a. Financial report
  - b. Member community invoicing update
5. Unfinished Business
  - a. Bethel reviews of URRWMO-required ordinances
  - b. URRWMO joint powers agreement
  - c. Rum Riverbank stabilizations update
  - d. Lake George shoreline stabilizations update
  - e. Stormwater treatment projects update
  - f. Final Client Authorization to bind insurance coverage
6. New Business
  - a. Market valuations update for URRWMO funding formula
  - b. URRWMO Watershed Plan Review
7. Mail
8. Other
9. Invoice(s)
  - a. League of MN Cities Insurance \$ 2,279.00
  - b. Recording Secretary services for 5-3-2022 meeting \$ 175.00
  - c. Anoka Conservation District 2022 services invoice 3 of 3 \$11,575.34
10. Adjourn

Upcoming meetings: 2023 – January 3, March 7, May 2



# UPPER RUM RIVER

Watershed Management Organization

Regular Meeting for **Tuesday, November 1, 2022 6:30 pm**

**Meeting location:** Oak Grove City Hall. 19900 Nightingale St NW Oak Grove, MN

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## APPROVED MINUTES

1. Call to Order & Roll Call

Mr. West called the meeting to order at 6:30 p.m.

Present: John West, Dan Breyen, Joel Greenberg, Andrew Wood, Chris Beyett, Patrick Sullivan, Tim Harrington, Radja Lohse, Troy Wolens, Jeff Entsminger.

Absent: Ryan Seguin, Dan Denno

Audience: Jamie Schurbon (ACD), Katie Kalland (Recording Secretary), Jim Lindahl (ACD)

2. Adopt Agenda

**Mr. Breyen made a motion to adopt the agenda. Mr. Harrington seconded. Motion approved unanimously.**

3. Approval of Minutes for July 13, 2022

**Mr. Breyen made a motion to approve the minutes for July 13, 2022. Mr. Lohse seconded. Motion approved unanimously.**

4. Treasurer's Report

a. Financial report

Mr. Sullivan updated the board on the financial report with a balance of \$13,335.87. **Mr. Lohse made a motion to approve the financial report. Mr. Wood seconded. Motion approved unanimously.**

b. Member community invoicing update

Mr. Schurbon stated St. Francis second invoice is outstanding. Mr. West suggested that Mr. Wood and Mr. Beyett reach out to the city officials.

5. Unfinished Business

a. Bethel reviews of URRWMO-required ordinances

Mr. Sullivan hasn't heard any updates from Bethel. Mr. Schurbon stated he has reached out as well and has heard no response. Mr. West suggested Mr. Sullivan to go to a city council meeting or reach out to the city administrator to get this resolved.

b. URRWMO joint powers agreement

Mr. Schurbon gave an update to the new board members. Edits to the URRWMO JPA have been paused until the Sunrise River WMO completes a process of amending its JPA, which is nearly identical to the URRWMO JPA. Mr. Harrington stated the SRWMO is still discussing the funding formula. The SRWMO process may be completed by the end of 2022.

c. Rum Riverbank stabilizations update

Mr. Schurbon gave an update on the projects. Rum River Central Regional Park riverbank stabilization was completed today. Riverbank stabilizations at private properties in Oak Grove are still looking for funding solutions. Dellwood Community Park riverbanks stabilization is being constructed in 2023.

d. Lake George shoreline stabilizations update

Mr. Schurbon stated all six projects (almost 500 linear feet) have been completed around Lake George.

e. Storm water treatment projects update

Mr. Schurbon stated the URRWMO recently committed \$11,958 in match to the Rum Metro Watershed Based Implementation Funding Grant from the State. This grant includes \$125,000 for storm water treatment projects and \$43,700 for design/engineering. Mr. Schurbon explained ACD is pursuing installation of the most cost effective projects. Those include two projects at St. Francis High School and a network of residential rain gardens. The City and School District are interested in working on these projects together.

f. Final Client Authorization to bind insurance coverage

Mr. Schurbon stated that a preliminary authorization was already done but this is the final authorization. **Mr. Breyen made a motion to approve the final authorization to bind insurance. Mr. Sullivan seconded. Motion approved unanimously.**

6. New Business

a. Market valuations update for URRWMO funding formula

Mr. Schurbon explained every five years the percent of the financial contributions of the six Upper Rum communities is recalculated as the market valuations of each city change over the years. Updated percentages using 2022 market valuations were presented to the Board, and Mr. Schurbon was directed to inform each city's administrator. The new percentages will be used starting with 2024 budgeting. Mr. Schurbon stated the operating expense is split equally between member cities.

b. URRWMO Watershed Plan Review

Mr. Schurbon stated that the URRWMO's Technical Advisory Committee (TAC) has been asked to review URRWMO water quality goals and progress toward goals. This was a planned review for 2022. It is his opinion that the URRWMO is on track toward water quality goals and project installation goals. TAC comments are coming in. Mr. West asked Mr. Schurbon to copy the board members on the emails to the TAC.

Mr. Schurbon informed the board that he was contacted by the MN Board of Water and Soil Resources (BWSR) regarding an amendment to the URRWMO plan. BWSR's 2019 approval order of the URRWMO plan included a required amendment in the fifth year. The current review process with the TAC may help inform whether an amendment is needed. Discussion is ongoing with BWSR is ongoing regarding their expectations, and what to do if the TAC and/or board feel things are going well and no amendment is needed.

7. Mail

None

8. Other

Mr. Greenberg stated that this will be his last meeting with the Upper Rum. Mr. West asked Mr. Greenberg to send a letter of resignation and thanked him for his service over the years.

9. Invoice(s)

a. League of MN Cities Insurance	\$ 2,279.00
b. Recording Secretary services for 7-13-2022 meeting	\$ 175.00
c. Anoka Conservation District 2022 services invoice 3 of 3	\$11,575.34

**Mr. Wolens made a motion to approve invoice items a, b, and c. Mr. Harrington seconded. Motion**

**approved unanimously.**

10. Adjourn

**Mr. Harrington made a motion to for adjournment at 7:00 p.m. Mr. Wood seconded. Motion approved unanimously.**

Respectfully submitted: Katie Kalland (Recording Secretary)