



UPPER RUM RIVER

Watershed Management Organization

Regular Meeting for **Thursday, January 29, 2026, 6:30 pm**

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

APPROVED MINUTES

1. Call to Order & Roll Call

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

Present: John West, Paul Tradewell, Dan Beyen, Ken Glaser, Andrew Wood, Ryan Seguin, Patrick Sullivan, Tim Miller, and Brian Kirkham.

Absent: Sarah Udvig, Radja Lohse, and Jeff Entsminger.

Audience: Jamie Schurbon (ACD) and Jim Lindahl (ACD).

2. Adopt Agenda

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

3. Approval of Minutes for September 2, 2025

Mr. Tradewell made a motion to approve the minutes for September 2, 2025. Mr. Breyen seconded. Motion approved unanimously.

4. Treasurer's Report

a. Financial report

Mr. Tradewell stated the balance is \$30,251.30 as of December 31, 2025.

Mr. Breyen made a motion to approve the treasurer's report. Mr. Kirkham seconded. Motion approved unanimously.

5. Unfinished Business

a. Biomonitoring Funding

Mr. Schurbon noted the previous discussion in September related to grant funding requests to support biomonitoring. He stated that two grants were received for \$200 (Anoka American Legion) and \$250 (St. Francis American Legion). A \$200 check has been provided to the URRWMO. The other grant was directly applied by ACD to program expenses.

b. Project Updates

Mr. Schurbon provided information on a septic system fix that was completed with the assistance of grant funds in St. Francis. He noted that there was increased marketing of the grant program, which led to this additional project. It was suggested that information be included in city newsletters to further advertise the program. He provided additional information on other projects within his report. He stated that they are still trying to find property owners interested in wetland restoration within Ford

Brook, primarily in Nowthen, noting that there are available funding sources.

6. New Business

a. Recording Secretary Contract Renewal

Mr. Schurbon reviewed the proposed increase for the contract, which is about three percent.

Mr. Kirkham moved to approve the TimeSaver Secretarial 2026 Addendum. Mr. Wood seconded. Motion approved unanimously.

b. Designate Representative to Rum Metro WBIF Grant Process

Mr. Schurbon asked for two members who would be interested in attending a few meetings to assist in deciding how the next allocation of WBIF grant funds would be used. He estimated that there would be two or three meetings, during the business day, held between February and April. He noted that those involved should be comfortable making decisions on the spot on behalf of the Board. He stated that Mr. West and Mr. Tradewell served as the representatives during the last WBIF process and believed that there were two meetings held.

Mr. West and Mr. Glaser volunteered to serve as an URRWMO and a city representative during the FY27 Rum Metro WBIF grant convening process. By consensus the board agreed to them serving, with no objections heard.

c. 2027 Budget

Mr. Schurbon presented the draft 2027 budget of \$62,896.00. He recommended a \$6,756 reduction to line item #4 – projects detailed in the watershed plan. He stated the reduction is possible because of additional partners brought in to support upcoming projects. The funds in this line item, along with funds in the 2026 budget, will primarily be matching funds for the FY27 WBIF grant. The board supported this move.

The board noted that the draft budget had \$17,830 for the required watershed plan update in 2027 and 2028. The low-end expected cost is \$55,000. Mr. Schurbon shared a summary of funds set aside or planned for that effort: \$1,976 in 2025 and \$10,000 budgeted in 2026. Discussion ensued regarding whether to move some of the reduction in project funding to the plan update. There was support for doing so, but with differing opinions on whether the amount should be \$3,500 or the full \$6,756. The \$3,500 amount would result in similar 2027 and 2028 budget amounts for the plan update provided the actual cost was the \$55,000 that is a low-end projection. Mr. Tradewell favored using the full \$6,756 for the plan update to protect against a budget increase in 2028. It was the consensus of the Board to increase the plan update item by \$3,500.

Mr. West commented that he prefers a consistent budget that allows for future planning rather than having peaks and valleys from year to year. He is pleased that the budget for all items except the plan update has been mostly level across years. Mr. Tradewell noted that after the next plan update, he would favor budgeting a small amount every year for the next plan update so that no year has a large increase for that item.

Mr. Breyen moved to forward the draft budget of \$59,640 to the member cities for ratification. Mr. Sullivan seconded. Motion approved 8 - 1 (Tradewell opposed).

7. Mail

a. None.

8. Other

- a. Mr. Schurbon commented that FEMA is updating flood risk maps and wanted the Board to be aware, noting that it will be a years-long process.

9. Invoice(s)

- a. None.

10. Adjourn

Mr. Sullivan made a motion for adjournment at 6:58 p.m. Mr. Kirkham seconded. Motion approved unanimously.