

MINUTES OF MEETING OF MANAGERS
OF BUFFALO CREEK WATERSHED DISTRICT

The Managers of Buffalo Creek Watershed District met on the 27th day of August, 2013 at 7:30 P.M. at its regular meeting place at Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN, for a public hearing on the proposed Budget for the Watershed District for the year 2014 and for its regular meeting thereafter at 8:00 P.M.

The following members were present:

Donald Belter
Larry Phillips
Corey Henke
Charles Kubesh
Larry Kramer

Also attending the meeting were:

Pete Kasal, Attorney
Charles Eberhard, Engineer

The public hearing on the 2014 Budget was called to order by President Belter at 7:30 P.M. Manager Phillips read the Notice of Hearing and recited the proposed Budget for the year 2014. It was noted that the Notice of Hearing had been published as required by law in the legal newspapers within the Watershed District for the various counties involved.

Renville County Commissioner Randy Kramer, who was in attendance, inquired as to the \$30,000.00 budgeted for “special projects” in the proposed budget. The Board responded that this line item was used to fund various projects that arise during the year and cannot be anticipated in advance. It was also indicated that this is occasionally used to fund extended channel clearing of Buffalo Creek. Commissioner Kramer also inquired about how the fee is set for MidMinnesota work on the Watershed Overall Plan. The Board responded that the Board was quoted a set fee for revision of its Overall Plan.

After determining that there were no further comments from those in attendance, the budget hearing having been open for comments for approximately one-half hour, upon motion of Manager Kramer, which motion was seconded by Manager Henke and unanimously carried, the hearing on the Budget for the year 2014 was adjourned.

President Belter next called the regular meeting of the Board of Managers to order.

President Belter announced the first order of business was the consideration of the minutes of the regular meeting of the Board of Managers held on July 23, 2013. President Belter noted that a correction should be noted in the last paragraph of the minutes to reflect the budget hearing date as August 27, 2013. With that correction, upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by

unanimous vote the Board of Managers approved the minutes of the meeting held on July 23, 2013..

President Belter next called upon Manager Phillips for the Treasurer’s report. Manager Phillips presented a written report which outlined income and expenses as follows:

<u>SAVINGS:</u>	
C.B. # 4206225.	\$ 120,029.84
Rec’d: Interest	5.38
Carver County	<u>525.81</u>
	\$120,561.03
LESS: Transfer to checking	<u>6,469.17</u>
AUGUST BALANCE	\$114,091.86

<u>CHECKING:</u>	
July balance	\$ 1,305.21
Deposit from savings	<u>6,469.17</u>
	\$ 7,774.38
LESS: Checks drawn	<u>6,980.48</u>
AUGUST BALANCE	\$ 793.90

<u>PROJECT 79-2:</u>	
CD #87051	\$ 7,530.29
Interest	<u>19.16</u>
	\$ 7,549.45
McLeod Co. Auditor/79-2 Fund	<u>21,271.63</u>
TOTAL 79-2 Funds	\$28,821.08

Upon motion of Manager Kubesh, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved the Treasurer’s Report.

President Belter next called for the bills that had been presented to the Board since the last meeting. Treasurer Phillips reported as follows:

	Kasal Law Office - attorneys fees	\$ 974.18
	Rinke-Noonan – consulting fees	
200.00		
	Houston Engineering	166.25
	Hubin Publishing – budget notice	142.11
	McLeod Publishing – budget notice	176.80
	Sun Patriot – budget notice	152.74
	Hawk Publishing – budget notice	175.50

	League of Minnesota Cities	1,155.00
	Eberhard Consulting – engineering fees	
2,435.33		
	Mary Henke – secretarial services	126.56
	Linda Phillips – secretarial/accounting	135.94
	Charles Kubesh – per diem & mileage	111.16
	Corey Henke – per diem & mileage	170.34
	Donald Belter – per diem & mileage	82.71
	Larry Phillips – per diem & mileage	97.82
	Larry Kramer – per diem & mileage	<u>117.94</u>
	TOTAL	\$ 6,420.38

Upon motion of Manager Kramer, which motion was seconded by Manager Phillips, by unanimous roll call vote the Board of Managers approved the above bills for payment.

President Belter noted that in attendance was Robert Kramer of Osceola Township, Renville County, who appeared in reference to a previous permit application he had submitted to the Board. Engineer Eberhard stated that there had been some changes to the original application. The Board was advised that a neighbor of Mr. Kramer's, a Mr. Frank, wants to extend the drainage pipe to more of the open ditch presently in existence. After a general discussion and the comment by Engineer Eberhard that all of the drain tile specifications meet the Board's guidelines, upon motion of Manager Phillips, which motion was seconded by Manager Kubesh, by unanimous vote the Board of Managers accepted the application for consideration and designated it Application for Permit No. 2013-11. Engineer Eberhard recommended approval of the permit application as submitted, noting that the project would not be completely approved until considered by the Renville County Board of Commissioners and the Renville County Ditch Authority. Upon motion of Manager Phillips, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved Permit No. 2013-11.

Engineer Eberhard next presented to the Board an application for a permit submitted by Jim Ludowese. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers accepted the application for consideration and designated it Application for Permit No. 2013-12. Engineer Eberhard advised the Board that the permit application calls for approximately 2,800 ft. of 15-in. tile line and 1,200 ft. of 12-in. tile line. This improvement will be done to replace an existing system. Engineer Eberhard recommended that the matter be tabled until the necessary easements are submitted to the Board. Upon motion of Manager Henke, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers tabled Application for Permit No. 2013-12.

Engineer Eberhard next submitted an application for a permit by Shaw Construction on behalf of Miller Manufacturing. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers accepted the application for consideration and designated it Application for Permit No. 2013-13. A representative of Shaw Construction was in attendance and

explained to the Board that his client, Miller Manufacturing, intends to construct an addition to the northwest side of an existing building and to create a holding pond for run-off. He provided a set of plans to the Board for their consideration. Engineer Eberhard indicated he had all the information required and believes that it complies with the Watershed's requirements. He also noted that the project also does need an MPCA permit, and that when it is received, it needs to be attached to the permit. Upon motion of Manager Phillips, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved Permit No. 2013-13.

President Belter next called upon Renville County Commissioner Randy Kramer to provide an update on a drainage issue near Hodson Lake in Renville County. Commissioner Kramer reported that the lengthy dispute regarding a blocked culvert near Hodson Lake appears to have some resolution. He indicated Renville County is awarding Legacy funds to complete a project intended to build a control structure for Hodson Lake.

Engineer Eberhard next submitted an application for a permit from Charles Melberg of Renville County. Upon motion of Manager Henke, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers accepted the application for consideration and designated it Application for Permit No. 2013-14. Engineer Eberhard indicated that the applicant wants to add a 14-in. tile line to supplement an existing 26-in. tile line on property he owns in Renville County. He requested that the Board table the matter until he receives additional information. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers tabled Application for Permit No. 2013-14.

Engineer Eberhard next introduced a permit application submitted by Rick Kramer. Upon motion of Manager Phillips, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers accepted the application for consideration and designated it Application for Permit No. 2013-15. Engineer Eberhard explained that the proposed project planned for 1,500 ft. of 24-in. tile and 1,000 ft. of 12-in. tile to replace an existing county tile line in the area. The project would include abandoning the existing county tile line. He noted that additional easements were needed to complete the project and recommended approval of the permit application contingent on obtaining the necessary easements. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved Permit No. 2013-15 subject to obtaining the necessary easements.

Engineer Eberhard next presented a permit application submitted by Hans Knutson of McLeod County. Upon motion of Manager Kramer, which motion was seconded by Manager Kubesh, by unanimous vote the Board of Managers accepted the application for consideration and designated it Application for Permit No. 2013-16. Engineer Eberhard explained that the application for a permit asks to replace an open ditch with a 15-in. tile line. He noted that the project does meet the Watershed guidelines but cautioned that it may need DNR approval. Upon motion of Manager Kramer, which motion was seconded by Manager Kubesh, by unanimous vote the Board of Managers approved Permit No. 2013-16.

The resolution was declared carried.

Manager Phillips informed the Board that it was necessary to consider the District's tax levy for the year 2014 voted on at the July meeting. After discussion, Manager Phillips offered the following new resolution and moved its adoption:

RESOLVED, that Buffalo Creek Watershed District levy \$160,000.00 upon all taxable property in Buffalo Creek Watershed District located in the Counties of McLeod, Renville, Kandiyohi, Sibley and Carver, State of Minnesota, for the purpose of paying the administrative expenses of the District as provided by Minnesota Statutes §103D.905,. Subd. 3.

Manager Kubesh seconded the motion. Upon vote there were five "Yea's" and no "Nay's" as follows:

Donald Belter	Yea
Larry Phillips	
Charles Kubesh	Yea
Corey Henke	Yea
Larry Kramer	Yea

The resolution was declared carried.

Manager Henke next reported to the Board on a water quality testing request from CROW. He reported that he had prepared a reply to CROW, basically indicating that Buffalo Creek Watershed District was not willing to contribute to testing costs as proposed by CROW. Manager Henke indicated that testing did not seem to be necessary and the testing results as proposed would not be accepted by the MPCA. Upon motion of Manager Kramer, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved sending the response to CROW.

There being no further business to come before the Board, upon motion duly made, seconded and unanimously carried, the Board of Managers adjourned the meeting until the next regular meeting of the Board of Managers on Tuesday, September 24, 2013 at **8:00** P.M. at its meeting place in the Glencoe City Center, 1107 11th Street E., Suite 103, Glencoe, MN 55336.

Charles Kubesh, Secretary

