

MINUTES OF MEETING OF MANAGERS OF BUFFALO CREEK WATERSHED DISTRICT

The Managers of Buffalo Creek Watershed District met on the 22nd day of August, 2017 at 8:00 p.m. at its regular meeting place in Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN, for its regular monthly business meeting.

The following managers were present:

- Donald Belter
- Larry Phillips
- Matt Melberg
- Larry Kramer
- Corey Henke

Also attending the meeting was:

- Kale Van Bruggen, Attorney
- Chuck Eberhard, Consultant
- Chris Otterness, Houston Engineering
- Doug Krueger
- Al Robeck
- Ken Schiroo
- Lyle Grenke

President Belter called the meeting to order and announced the first order of business was the public hearing on the proposed budget for 2018. Manager Kramer noted that a notice of the hearing with a summary of the proposed budget was published once each week for two successive weeks before the hearing in the required newspapers. Manager Kramer also reviewed the summary of the budget as published. President Belter opened the floor for public comments on the proposed budget. Clarification was requested as to whether money was allocated for the stream maintenance program. President Belter pointed to the \$30,000 allocated in the proposed budget for the stream maintenance program. President Belter called for additional public comments. Hearing no other public comments on the proposed budget, President Belter declared the public comment portion of the hearing on the proposed budget closed.

President Belter called for consideration of minutes of the regular meeting of the Board of Managers held on July 25, 2017. A motion was made by Manager Kramer and seconded by Manager Henke to approve the minutes from the previous meeting. After discussion, and by unanimous vote, the Board of Managers approved the corrected minutes of the meeting held on July 25, 2017.

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

Beginning Balance: \$300,523.07

Income:

Interest Earned – July 2017	\$13.18
Deposit from Carver County - Settlement	\$1,460.06

Deposit from McLeod County – Bond for Marsh Creek Project \$84,391.55

Expenses:

Funds Transferred to Checking \$10,386.81
JD 15 Br M – Houston Engineering \$1,039.25
McLeod County Ditch 33 – Bolton & Menk \$3,824.50
Grant Funds from PCA for Marsh Project CWP \$95.25
Marsh Creek Project – Houston Engineering \$4,391.50
Marsh Creek Project – OMG Midwest DBA Chard \$62,081.55

Marsh Creek Project – Rinke Noonan \$528.00

Ending Balance: \$304,041.00

Upon motion of Manager Henke which was seconded by Manager Kramer by unanimous vote, the Board of Managers approved the Treasurer’s report subject to audit.

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

Rinke Noonan -	\$772.00
Eberhard Consulting -	\$1,433.46
Gislason & Hunter LLP -	\$6,169.39
Houston Engineering -	\$4,229.04
Chard -	\$10,364.50
Mid-Minnesota Development Com. -	\$859.12
Rick Barrick -	\$175.00
Corey Henke -	\$165.27
Don Belter -	\$169.55
Larry Phillips -	\$315.03
Larry Kramer -	\$109.92
Matt Melberg -	\$109.59
Linda Phillips -	\$115.84
Medicare & Social Security -	\$66.72
Total	\$25,054.43

Upon motion from Manager Kramer, seconded by Manager Henke by unanimous vote, the Board of Managers approved the above bills for payment.

President Belter called any new permits:

Chuck presented on the following permit applications:

Permit 2017-15 by ETCAP NES MN 12 LLC in Section 21, Hector Township. Moved by Manager Phillips, seconded by Manager Melberg, to consider permit application. Motion carried. Project proposes to install a solar panel farm. The NPDS permit from MPCA requires retention ponds. Consultant Eberhard sent the permit to Engineer Chris Otterness to review to ensure the

ponds would not affect the drainage tile lines beneath the retention ponds and structures. Manager Melberg moved to approve, seconded by Manager Henke. After discussion, the motion carried with an abstention noted by Manager Kramer.

Permit 2017-16 permit to replace culvert in Section 21, Glencoe Township. Moved by Manager Henke to consider permit application, seconded by Manager Melberg. Motion carried. Consultant Eberhard reviewed the application which includes replacement of the culvert with the same size and elevation; Eberhard recommended the Board approve the permit application. Motion was made by Manager Henke, seconded by Manager Kramer, to approve permit. After discussion and by unanimous vote, the motion carried.

President Belter next called for discussion old business:

JD 15: Engineer Chris Otterness noted the Board had received the plans and specifications for the project. Otterness proposed the following contract schedule: September 14 pre-bid meeting; September 21 bid opening; September 26 consideration of awarding contract. The proposed contract start time is November 1 with a contract running through March 31, 2018. Otterness reviewed the specifications with the Board and recommended the following specification changes from the presented report: Branch M19 depicted on Sheet 5 of 11 will be specified as perforated tile; French drains will be revised to use sand instead of rock cover; stand pipes will be changed from non-perforated to perforated; connections to existing tile must be made with a “Y” connection rather than a “T” connection; type of inlet will be denoted in the plan view as denoted in the profile view;

Motion made by Manager Henke, seconded by Manager Phillips, to accept the plans and specifications with modifications as noted. After discussion, the motion carried with abstention noted by Manager Melberg.

Motion made by Manager Henke, seconded by Manager Phillips, to direct the solicitation of bids on the timeline as proposed by Otterness. After discussion, the motion carried with abstention noted by Manager Melberg.

Ditch 33: No news to report.

Marsh Project: Intending to commence after Labor Day. No additional news to report.

Glencoe East and Central Project: Otterness reported that he gave a presentation to the Glencoe City Council. Mayor indicated the Council would consider presentation again at later date not yet disclosed.

Bank Stabilization: No news to report.

Revisions to Rules: Attorney Van Bruggen presented the BCWD Buffer Enforcement Rule Pursuant to Statutes Section 103F.48 drafted created by Attorney Kolb. Motion made by Manager Henke, seconded by Manager Kramer, to authorize the transmission of the draft rule to BWSR and to the transportation authority and set a public hearing date on October 24, 2017, at 8:00 p.m. After discussion and by unanimous vote, motion carried.

Trees in Buffalo Creek: No news to report.

Budget Proposal: Manager Henke moved to adopt the budget as presented, seconded by Manager Kramer. After discussion, President Belter called the roll: Manager Kramer – Aye; Manager Melberg – Aye; Manager Belter – Aye; Manager Phillips – Aye; Manager Henke – Aye. Motion carried.

Manager Henke moved to set the ad valorem tax levy at \$210,000 with \$194,500 for the watershed district, seconded by Manager Melberg. After discussion, President Belter called the roll: Manager Kramer – Aye; Manager Melberg – Aye; Manager Belter – Aye; Manager Phillips – Aye; Manager Henke – Aye. Motion carried.

Manager Oaths: All managers executed manager's oath of office and bond.

President Belter next called new business.

JD 8 Redetermination of Benefits: Commenter reported that the viewers are complete and watershed is closer to 7,000 or 8,000 acres rather than 700 acres when established. The drainage authority is looking at repair, but landowners are looking at petitioning for an improvement of JD 8.

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 26, 2017, at 8:00 p.m. at its regular meeting place in Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN.

Matt Melberg, Secretary