

**MINUTES OF MEETING OF MANAGERS
OF BUFFALO CREEK WATERSHED DISTRICT**

The Managers of Buffalo Creek Watershed District met on the 27th day of December, 2016, at 1:00 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 members were present: Donald Belter
 Larry Phillips
 Matt Melberg
 Larry Kramer
 Corey Henke

Also attending the meeting were: Pete Kasal, Attorney

President Belter called the meeting to order and announced the first order of business was the consideration of the minutes of the regular meeting of the Board of Managers held on November 22, 2016. 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 November 22, 2016.

President Belter 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	\$ 16,450.91
Rec’d: Interest	.51
Sibley County	1,914.97
Renville County	11,647.85
Carver County	501.06
Kandiyohi County	1,508.97
McLeod County	<u>35,981.78</u>
	\$ 68,006.05
LESS: Transfer to checking	10,498.15
Houston Eng. – Renville Co. JD 15 Branch “M”	3,353.14
Rinke Noonan – Renville Co. JD 15 Branch “M”	5,453.50
Rinke Noonan – McLeod County Ditch 33	1,620.00
Houston Eng. – Marsh Water Project	14,035.00
Rinke Noonan – Marsh Water Project	2,625.00
Rinke Noonan – Marsh Water Project	<u>2,873.00</u>
DECEMBER BALANCE	\$ 27,548.26
<u>CHECKING:</u>	
November balance	\$ 1,000.00
Moved from savings to cover other checks	10,498.15
Transferred from savings – Marsh Water Project	19,533.00
Transferred from savings - JD Branch “M”	8,806.64

Transferred from savings – Co. Ditch No. 33	<u>1,620.00</u>	
		\$ 41,457.79
Transfer from savings to cover checks issued		<u>40,457.79</u>
DECEMBER BALANCE		\$ 1,000.00
 <u>PROJECT 79-2:</u>		
McLeod Co. Auditor/79-2 Fund		\$22,310.57
Rickert Excavating – Washout on Wayne Renneke farm		<u>(995.69)</u>
		\$21,314.88

Upon motion of Manager Kramer, 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	\$ 763.18
Rinke Noonan	7,421.50
Gislason Law Office	5,298.12
Bolton & Menk	34,143.35
American Testing	420.00
Houston Engineering	9,891.88
Judicial Ditch #15 viewer	2,923.50
Judicial Ditch #15 viewer	1,557.00
Judicial Ditch #15 viewer	3,598.70
Keekly Underground	295,585.10
Eberhard Consulting	1,238.36
Linda Phillips – secretarial/accounting	149.91
Mary Henke – secretarial	117.00
Corey Henke – per diem & mileage	1,124.13
Donald Belter – per diem & mileage	922.01
Larry Phillips – per diem & mileage	1,289.90
Matt Melberg – per diem & mileage	<u>816.80</u>
	\$367,260.44

Upon motion of Manager Melberg, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved the above bills for payment.

President Belter next called for consideration of a permit request received from the Glencoe Hospital. Upon motion of Manager Kramer, which motion was seconded by Manager Henke, the Board of Managers accepted the application for a permit for consideration and designated it Application for Permit No. 2016-28. Lisa Odens of Houston Engineering explained the plan submitted by the hospital and stated that it satisfied all Watershed guidelines. After a brief discussion, upon motion of Manager Phillips, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved Permit No. 2016-28.

President Belter next called upon Jill Eberhart, a representative of BWSR, who advised the Board that she has been employed since July, 2016 in her present capacity with BWSR. She updated the Board on recent personnel changes within BWSR and advised the Board that she will be the contact person for the Board in this area.

President Belter next called upon John Kolb of Rinke Noonan, who reported that he has received a notice of potential appeal on behalf of Clifford Fischer regarding the Judicial Ditch #15 improvement project. Manager Melberg advised the Board that he was excusing himself from the discussion of this matter. Mr. Kolb advised that Attorney Bruce Sellers, who represents Mr. Fischer, had requested an extension of the time period for an appeal to facilitate further negotiations with regard to disputes among the parties. Mr. Kolb advised that he and Mr. Sellers had drafted a proposed agreement on tolling the appeals period. He further advised that he has no opinion either way with regard to the request, but did note that several issues raised by Mr. Fischer go to fundamental aspects of the project itself, rather than simply a dispute over the award of damages. After a short discussion, it was moved by Manager Henke, which motion was seconded by Manager Kramer, to deny an extension of the appeal deadline. The motion was approved unanimously, with Manager Melberg abstaining.

President Belter next again called on Lisa Odens of Houston Engineering to discuss the bid specs for the Marsh Water Project. Ms. Odens presented detailed construction plans for the project and proposed that bid awards be made at the February Board meeting. She requested that the Board pass a motion to advertise bids on the project and tentatively set the award date as February 23, 2017. Upon motion of Manager Phillips, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved advertisement of bids and a tentative bid award date of February 23, 2016.

President Belter next called for any other new permits. Manager Henke reported that two new permit applications had been received, one for a Tom Thallman project and the other for a Walker project. He noted no action would be needed to be taken until 2017.

President Belter next called for agenda item Permit No. 2016-27 submitted by the McLeod County Highway Dept. The Board was advised that although no final resolution has been made between McLeod County and neighboring landowners, negotiations had taken place and an agreement is anticipated.

President Belter called for agenda item – channeling clearing. It was noted that in conversations with the proposed contractor no action would be anticipated this winter because of recent high flows on Buffalo Creek.

Agenda item Shady Lane Hunt Club was next discussed. A brief discussion followed as to what, if any, amounts the Board should contribute for the recent upgrade of Shady Lane's septic system. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved a \$1,000.00 donation for the septic system update.

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, January 24, 2017 at 1:00 P.M. at its regular meeting place in Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN.

Matt Melberg, Secretary