

# MINUTES OF MEETING OF MANAGERS OF BUFFALO CREEK WATERSHED DISTRICT

The Managers of Buffalo Creek Watershed District met on the 26th day of December 2017 at 1:00 p.m. at its regular meeting place in Suite 103, Glencoe City Center, 1107 - 11<sup>th</sup> 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:

- Lisa Odens - HEI
- Garrett Monson – HEI
- Dwight Kottke
- Paul Bleck
- Ken Schiroo
- Chad Stuewe
- Matt Johnson – MMDC
- Jack Ewert
- Terrance Picha
- Lyle Grenke
- Al Robeck

President Belter called the meeting to order and announced the first order of business was the consideration of minutes of the regular meeting of the Board of Managers held on November 28, 2017. A motion was made by Manager Phillips and seconded by Manager Melberg 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 November 28, 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: \$251,550.74**

**Income:**

Interest Earned – November 2017	\$11.00
Deposit – Renville County	\$22,691.12
Deposit – Sibley County	\$3,539.73

**Expenses:**

Funds Transferred to Checking	\$9,780.63
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JD 15 Br M – Houston Engineering	\$2,832.36
McLeod County Ditch 33 – Bolton & Menk	\$70.00
Marsh Creek Water Project – Houston Engineering	\$690.00
Marsh Creek Water Project – OMG Midwest Inc. Chard	\$101,204.04
<b>Ending Balance:</b>	<b>\$163,215.56</b>

Upon motion of Manager Henke which was seconded by Manager Melberg 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. Manager Phillips reported as follows:

Rinke Noonan	\$	1,547.30
Hub Publishing	\$	24.75
Bolton Menk - CD 33	\$	1,302.00
Eberhardt Consulting	\$	1,658.73
Don Belter	\$	161.77
Larry Kramer	\$	1,007.02
Larry Phillips	\$	1,673.36
Corey Henke	\$	1,020.95
Matt Melberg	\$	91.35
Mary Henke	\$	121.88
Linda Phillips	\$	171.04
Houston Engineering	\$	59,977.13
OMG Midwest Inc. DBA Chard	\$	154,181.14

Total \$ 222,938.42

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

President Belter called any new permits:

**2017-25 Permit:** Motion by Manager Kramer, seconded by Manager Melberg to consider permit number 2017-15 from the City of Glencoe. The city wants to repair some city sewer pipes on 11<sup>th</sup> street east. Pipe size will remain the same and will be completed in the spring of 2018. Motion by Manager Phillips, seconded by Manager Henke to approved permit 2017-25. The Motion passed unanimously.

President Belter next called for discussion old business:

**JD 15.** Garret Monson gave an update on the progress of the project. The project is about one-third complete. There is some exploration being made on some changes on two of the connections. Currently a “T” connection was engineered at two of the main connections but possibly can be changed to a “Wye” connection. Plowing of tile was also discussed. Litzau will be able to plow in tile that is 18” or under if they meet specs from Prinsco. Future monitoring from Houston will be monitored if they need to be on site everyday as the project moves forward. Inlets were also talked about and Houtson will work with landowners on installation and timeframe of finishing inlets.

**Ditch 33.** Getting close to completion

**Marsh Project.** Most of Phase 1 is complete. Some seeding needs to be completed. Roughly \$39,500 is left to be paid out when completed in spring. Phase 2 will be looked at later in the meeting.

**Glencoe East and Central Project (Basic Water Management Project).** Scope and Task order of Phase 2 was looked at. Lisa Odens of Houston Engineering reviewed potential project. There has been over \$25,000 invested in this project to date. The petitioners are liable for this project. Manager Phillips made a motion, seconded by Manager Kramer, to move forward with Phase 2 of the project. Motion carried unanimously.

**Bank Stabilization (Larry Witthus Property).** Larry Phillips toured site. Further investigation will be done.

**Collins Township Washout.** The centerline culvert is washed out and a large channel has washed into the ditch. Gary Bennett from the DNR and SWCD were out to look at options.

**Dwight Kottke Tile Project.** Dwight has petitioned for a tile improvement in JD 15. He was able to get 9 out of 10 signatures from landowners in favor of the project. John Kolb of Rinke Noonan is working with Dwight Kottke on the petition and the next steps.

President Belter next called new business.

Dwight Kottke was on hand to request a \$500 reimbursement for a new septic system. All information required was present.

Lyle Grinke asked some questions on farming wetlands. He was directed to the SWCD.

Lyle Grinke also questioned when Phase 2 of the Marsh Project would take place. This will be discussed in more detail later in the meeting.

Perry Collins from Castle Rock Contracting and Tree Service was on hand discussing when the cleaning of Buffalo Creek could start. The creek needs more time to freeze before work can started. The board will discuss and notify Perry in a week with locations and a budget. Landowners will be sent a letter discussing the work potentially to be completed.

Matt Johnson, Mid-Minnesota Development Commission, was on hand to discuss our draft of our rules and regulations. We will have a stakeholder meeting 1 hour meeting prior to

our next meeting. Revisions can still be made. The last time the rules and regulations were updated was 2011. **Manager Henke made a motion to have a stake holder meeting on January 23<sup>rd</sup> at 12:00 and to start a 45-day review period today.** The motion was seconded by Manager Melberg. Motion carried.

Jack Ewert and Paul Bleck were on hand to discuss a potential tile project. He would like to change a watershed line and bring water from High Island Watershed to Buffalo Creek. Jack was wondering how to proceed. Information has been sent to John Kolb of Rinke Noonan and will work with Jack and Paul on future possible steps.

Terrance Picha, landowner, wanted to know about cleaning the private ditch by Miller Manufacturing. This is where Phase 2 of the Marsh project would take place. We discussed Phase 2 of the Marsh project. There is enough money in funds to start. We will be in contact with John Kolb on the potential of starting Phase 2 of the Marsh project.

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 23, 2017, at 1:00 p.m. at its regular meeting place in Suite 103, Glencoe City Center, 1107 11<sup>th</sup> Street E., Glencoe, MN.

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Matt Melberg, Secretary