

MINUTES OF THE REGULAR MEETING OF THE BOARD OF MANAGERS OF THE BUFFALO CREEK WATERSHED DISTRICT

The Managers of Buffalo Creek Watershed District met on the 17th day of December, 2019, at 1:00 p.m. at its regular meeting place in Suite 103, Glencoe City Center, 1107 - 11th Street East, Glencoe, MN, for its regular monthly business meeting.

The following managers were present:

- Don Belter
- Larry Phillips
- Larry Kramer
- Chad Stuewe
- Matt Melberg

Also attending the meeting were:

- John Kolb, Attorney
- Chuck Eberhard, Consultant
- Charles Grimm
- Brad Dobberstern
- John Mathwit
- Lisa Odens, HEI

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 26, 2019. A motion was made by Manager Melberg and seconded by Manager Kramer to approve the minutes from the previous meeting. After discussion, and by unanimous vote, the Board of Managers approved the minutes at the meeting held on November 26, 2019.

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: \$323,124.66

Income:

Interest Earned – November 2019	\$14.60
Deposit – Carver County	\$825.70
Deposit – Renville County	\$13,474.49
Deposit – McLeod County	\$56,573.71
Deposit – Sibley County	\$2,460.44
Deposit – Kandiyohi County	\$2,311.84

Expenses:

Funds transferred to checking for other checks paid	\$22,890.45
Marsh Water Project – Rinke Noonan	\$203.00
Marsh Water Project – Houston Engineering	\$1,942.25
JD 15 Br. M20 – Houston Engineering	\$2,216.19

JD 15 Br. P – I & S Group	\$7,146.25
JD 15 Br. P – Rinke Noonan	\$85.50

Ending Balance: \$364,301.80

Upon motion of Manager Kramer, which was seconded by Manager Melberg 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 - various	\$4,809.50
Rickert Excavating – 79-2 (dig out beaver dams)	\$618.75
Houston Engineering – various	\$13,212.28
Eberhard Consulting – November pay	\$546.14
Don Belter	\$77.38
Larry Kramer	\$1,081.80
Matt Melberg	\$99.42
Larry Phillips	\$1,502.35
Chad Stuewe	\$143.16
Mary Henke	\$462.50
Linda Phillips	\$325.00
Total	\$22,878.28

Upon motion from Manager Kramer seconded by Manager Melberg to approve all bills but the most recent from ISG, the detail of which will be reviewed prior to payment. By unanimous vote, the Board of Managers approved the remaining bills for payment.

President Belter called any new permits:

Permit 2019-29, Kramer Farms: Boon Lake Township, T116N, R31W, Sec. 29. Motion by Manager Melberg seconded by Manager Phillips to consider, carried. Kolb presented the proposed action. This is an extension to Permit 2019-22 which was installing a 15” tile. Kramer Farms intends to connect to this existing 15” tile; extend the 15” tile approximately 350’ north; then go easterly about 850’ with a 12” tile; then continue 400’ with a 10” tile; and continue 800’ with an 8” tile. All tile will be S.W.P. at a 0.15% grade. Eberhard checked all sub watershed areas and agrees with what was provided. The 15” tile will carry 80 AC. The 12” tile will carry 62.9 AC. The 10” tile will carry 34.5 AC. The 8” tile will carry 18.9 AC. No easements are required since all work being done is on Kramer Farm property. Eberhard recommends the permit to be approved. Motion by Manager Phillips seconded by Manager Stuewe to approve the permit as recommended. Motion passed. Manager Kramer abstained from discussion and vote.

Permit 2019-30, BCWD. Phase 2 of Marsh Project. Motion by Manager Melberg seconded by Manager Phillips to consider, carried. Kolb presented the proposed action. Eberhard noted that the application meets BCWD rules and regulations and recommends the permit to be

approved. Motion by Manager Melberg seconded by Manager Kramer to approve the permit as recommended. Motion passed.

President Belter next called for discussion of old business:

2019-25 – Jeff Stamer: The permit was approved at the August 2019 meeting with the following conditions:

1. That the permit applicant work with Eberhard to provide documentation showing all four landowners acknowledge and approve of the project;
2. That the permit applicant provide copies of the old easements; and
3. That Managers Melberg and Kramer review the documentation and approve it.

To date, Eberhard has not received any necessary documentation as listed in the conditions for approval at the August 2019 meeting. Therefore, Eberhard recommends that the Board rescind the approval and deny the permit. The Board took no action on Eberhard's recommendation.

JD 15 – Branch M. Waiting on viewers' reports.

JD 15 – Branch P. Waiting on viewers' reports. Charlie Grimm and Brad Dobberstern appeared and provided information to the Board on portions of Branch P that are in need of work, but not currently included in the petitioned project. Kolb provided information to the Board on the process for modifying the petitioned improvement. The Board discussed options for the landowners. The landowners indicated that Renville County will be holding an informational meeting on January 8, 2020, to discuss options for the improvement.

JD 15 – Branch S. Waiting on viewers' reports.

JD 15 – Branch A. Waiting on viewers' reports.

Marsh Project, Phase 2. Kolb updated the Board on the finalization of easements for the Phase 2 project. Odens updated the Board on bid opening for the Phase 2 project. Based on the bids, Rickert was the apparent lowest, responsible bidder. Odens recommends that the Board award a contract for the Phase 2 project to Rickert Excavating, Inc. Motion by Manager Melberg seconded by Manager Phillips to award the contract to Rickert Excavating, Inc., to authorize the President to execute a contract upon verification of bonds and insurance, and to authorize Manager Phillips to approve change orders within 15% of the contract amount. After discussion and upon a vote, the motion passed.

Related to the Marsh Water Project Phase 2, John Mathwit appeared and asked about culvert sizing near his house upstream of the Marsh Ditch. Odens provided information regarding a prior culvert evaluation and sizing on the culvert. Manager Phillips provided an update on project funding.

Glencoe East and Central. No update.

JD 79-2 Violation, Boundary Change with HIWD. Kolb presented a resolution authorizing filing of a petition with BWSR upon receipt of resolutions of support from HIWD and McLeod County. Motion by Manager Kramer seconded by Manager Phillips to adopt the resolution as presented. After discussion and upon a vote, the motion passed.

Helen Baker Elementary School and Regional Drainage/County Social Services Building. Manager Phillips provided an update on attempts to repair and inspect the tile. Manager Phillips also discussed the City's discovery of the tile alignment and likely replacement options.

CD 33, Kallenberg Tile Issue. No update.

President Belter next called new business.

Manager Phillips asked Odens about possible changeover of GIS viewer. The recommendation is to change over to an ESRI viewer at a small cost savings.

The managers discussed Eberhard's recommendations on a revised permit form.

Manager Phillips updated the Board on likely tree removal work on the channel of Buffalo Creek to be performed by Collins. The managers discussed developing a game plan to address authorizing work on an opportunity basis as conditions allow. The Board, by consensus, authorized Manager Phillips to work with Collins to allow work within the limits of the budget.

Manager Phillips raised the issue of the old septic incentive provided by the BCWD. The program has not been used for several years. The Board has effectively pulled the program. The Board confirmed that the program is no longer in effect.

Kolb updated the Board on the 1W1P meeting in Hutchinson and the development of a MOA for the planning partnership.

Managers Kramer and Phillips updated the Board on the MAWD conference.

Manager Stuewe reminded the Board that the local banks (Security Bank of Glencoe and Core Trust) are interested in proposing services. The managers agreed to solicit proposals from both banks and to make a decision at its organizational meeting in 2020.

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 28, 2019, at 1:00 p.m. at its regular meeting place in Suite 103, Glencoe City Center, 1107 - 11th Street East, Glencoe, MN.

Matt Melberg, Secretary