

MINUTES OF MEETING OF MANAGERS OF BUFFALO CREEK WATERSHED DISTRICT

The managers of Buffalo Creek Watershed District met on the 28th day of February, 2017 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 managers were present:

Donald Belter
Larry Phillips
Matt Melberg
Larry Kramer
Corey Henke

Also attending the meeting was: Charles Eberhard, Consultant

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 January 24th, 2017. A correction will be made on a motion from last month's meetings as the minutes stated a motion was made by Manager Kramer and seconded by Manager Kramer. The motion was seconded by Manager Phillips. Upon a motion from Manager Larry Kramer, which motion was seconded by Manager Larry Phillips, by unanimous vote the Board of Managers approved the correct minutes of the meeting held on January 24th, 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: \$156,258.41

Income:

Interest Earned – January 2017	\$6.89
Funds from McLeod County – BOND	\$132,203.85
McLeod County – Deposit	\$745.37
Sibley County – Deposit	\$17.41
Renville County – Deposit	\$4,686.34
Kandiyohi County – Deposit	\$.73
Carver County – Deposit	\$37.97

Expenses:

Funds Transferred to Checking	\$5,537.65
JD 15 Br M – Rinke Noonan	\$944

JD 15 Br M – Gisalsen Hunter	\$156
McLeod Ditch 33 – William Moldestad	\$981.60
McLeod Ditch 33 – Bolton Mink	\$10,322.50
McLeod Ditch 33 – Rinke Noonan	\$91.50
McLeod Ditch 33 – Kuechle Underground	\$87525.00
Marsh Creek Watershed – Houston	\$327.25
Marsh Creek Watershed – Rinke Noonan	\$712.50
Ending Balance:	\$187,359.47

Upon motion of Manger Kramer, which 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 reported as follows:

- P.O. Box rent - \$88.00
- MN Viewers Ass. - \$150.00
- Rinke Noonan - \$4,792.50
- Kuechle Underground - \$116,362.80
- Houston Eng. - \$13,157.64
- Bolton & Menk - \$9,082.00
- Gislason & Hunter \$1,443.00
- MAWD - \$3,539.66
- McLeod Pub. - \$96.00
- Eberhard Consulting - \$1,338.71
- Mary Henke - \$150
- Linda Phillips - \$131.25
- Corey Henke - \$169.26
- Don Belter \$164.98
- Larry Phillips - \$390.21
- Larry Kramer - \$360.21
- Matt Melberg - \$171.40

Total	\$151,618.62
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Upon motion from Manager Kramer, which was seconded by Manager Henke, by unanimous vote the Board of Managers approved the above bills for payment.

President Belter next called for discussion on a permit approved from the Glencoe Hospital permit number 2016-30. They would like to make some changes to their approved permit. Huston Engineering was on hand to discuss their amendments. Chuck Eberhard recommended to approve the changes with a written request of their changes. A motion was made by Manager Henke to amend the previous approved permit to reflect new data from Huston Engineering with written amendments to permit. Manager Phillips seconded. Motion carried unanimously.

President Belter next called the city of Glencoe to talk about the Central Storm Sewer project. John Roterberg was on hand to discuss the project. Permit 2017-07 was issued for the city. A motion was made by Manager Kramer and seconded by Manager Phillips to consider the permit. Motion passed unanimously. The city has been working with Houston Engineering on the project. Flooding issues have been occurring in the city. Storage basins have been looked at for this project. This project should have a great impact on flooding in the city. Chris Otterness was on hand from Houston Engineering and gave their recommendations to the project and to insure the district rules will be met. A motion to approve study and project was made by Manager Henke with the following recommendations:

- The City shall provide a minimum of 7.9 ac-feet of live storage volume
- The City shall provide sumps in new catch basins to enhance capture of large suspended solids
- The City shall provide an operations plan for the existing north central pond
- The city shall provide BCWD a set of final plans prior to construction for final approval

Manager Kramer seconded. Motion carried unanimously.

The Marsh project was the next topic. Houston Engineering was on hand to discuss the bids received. There were 14 bids received with a low bid of \$411,742.15 from Chard Tiling and Excavating. Houston found no issues with bid and would recommend going with Chard Tiling and Excavating for the project. We have received an easement from Seneca, Cemetery Association, and Westside Salvage in hand but are waiting for one but is not necessary to start construction. They are also waiting from the Army Corp of Engineer's for a permit. Houston has reached out to them several times and are still waiting for permit but should have shortly. Houston recommends awarding the project to Chard Tiling and Excavating and authorizing Larry Phillips to make change orders to project up to 15% without coming back to the board for approval. A motion was made by Manager Henke, seconded by Manager Melberg. Motion carried unanimously.

Reinke Noonan was on hand to go over the easements signed for the Marsh Project. They want the board to approve the signed easements and license agreement from Seneca for access to their property. We are still waiting for easement for the Exsted property. A motion

was made Manager Phillips and seconded by Manager Henke to accept the resolution 2017-1 to the easements. Motion carried, unanimously.

Houston Engineering talked to Mark Larson of the City of Glencoe about an idea extending the roadway on 9th street up till County Road 3. This would give the ability to eliminate a culvert in the Marsh project that would save a substantial amount of money. The city is working with Seneca on this project. It is in the infant stages of planning but is being looked at as an option. This will need to be acted on quickly so contractor can be notified on the Marsh Project.

Under the new buffer law, districts need to elect jurisdiction on ditches that you want to control and have an enforcement mechanism to maintain buffers. We have not been in contact with the counties to do so. We will have our attorney address the mechanism to maintain buffers on the system we have control. We have first option of public waters and ditches we have authority on. Election needs to be done by March 31st. We will discuss further at our next meeting. An effort will be made to work with SWCD and the Counties to make a discussion. Chris Otterness of Houston Engineering provided a map of the proposed buffer strips.

Reinke Noonan talked on the progress on JD 15. There is some ongoing dialog with the appeal and no new information was provided.

Houston Engineering talked about a proposal with SWCD on some bank stabilization ideas on Buffalo Creek. There are two bad areas that need to be addressed. The SWCD needs engineering help to move the project forward. Funds will be available with the SWCD to help fund the project. A motion was made by Manager Phillips and seconded by Manager to engage with Houston Engineering and the SWCD on the bank stabilization projects. Motion carried unanimously.

The Central and East project was discussed by Houston Engineering. A stake holder will be held at the end of March.

TMDL Wraps maps were send to the board from Houston Engineering. These maps identified areas that they believe are stress areas to the ditch system. These areas could be potential future project areas. These maps will also help with federal funding with projects to eliminate loadings to watersheds. We can use these to apply for 319 funding in the future.

Talks have been started with the railroad with culvert replacement in the Marsh project, east ditch project and central ditch project. The railroad has told Buffalo Creek Watershed they will work with us. Houston Engineering will also help on this project.

Jill Sackett-Eberhart is no longer our contact person for BWSR.

A motion was made by Manager Phillips, and seconded Manager Kramer to extend the contract with Houston Engineering for the remaining work to be done on the Marsh Project. Motion carried by unanimous vote.

Next President Belter called for new permits. CenterPoint Energy wants to replace a gas main in the Baxter project. A motion was made by Manager Phillips and seconded by Manager Henke to approve permit number 2017-08. Motion carried unanimously.

A permit submitted by Jeff Kosek to replace a tile underneath a township road. The tile consists of a 6" line currently and wants an 8" line. The contractor was concerned on the grade of running a new 6" line and thought an 8" gave him a little wiggle room. After deliberation, a motion was made by Manager Phillips and seconded by Manager Henke to approve the permit number 2017-9. Motion carried unanimously.

A motion was made by Manager Phillips and seconded by Manager Kramer to keep our tort liability insurance the same as last year. Motion carried unanimously.

An old permit, numbered 2016-27, was reviewed. This permit was submitted by the highway department. More information on the specs of the design are need to make a decision.

There was a request by a Charles Melberg to leave an existing tile line in place in the Ditch 33 project. He would like to leave the remaining old tile intact and hook it into the new main. A motion was made by Manager Henke and seconded by Manager Phillips to deny request and continue to build project as designed. Motion carried with Manager Melberg abstaining.

Charles Eberhard will be absent at our next meeting scheduled for March 28th, 2017.

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, March 28, 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