

# 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 26th day of February, 2019, at 1:00 p.m., and following was the preliminary hearing at 3:00 p.m. at its regular meeting place in Suite 103, Glencoe City Center, 1107 - 11<sup>th</sup> Street E., Glencoe, MN.

The following managers were present:

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

Also attending the meeting were:

- John Kolb, Attorney
- Chuck Eberhard, Consultant
- Ken Shiroo
- Doug Krueger, McLeod County
- Al Roback
- Nicole Erickson, CROW
- Perry Collins

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 22, 2019. 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 minutes at the meeting held on January 22, 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: \$234,522.71**

**Income:**

Interest Earned – January 2019	\$13.01
Deposit – Renville Co.	\$3,614.22
Deposit – Carver Co.	\$4.41
Deposit – Sibley Co.	\$238.66
Deposit – McLeod Co.	\$2,148.80

**Expenses:**

Funds transferred to checking for other checks paid	\$13,351.27
JD 15 Br. S – Kottke – Rinke Noonan	\$563.00
McLeod Co. Ditch 33 – Rinke Noonan	\$1,507.50
McLeod Co. Ditch 33 – Kuechle Underground	\$24,682.50

McLeod Co. Ditch 33 – Kuechle Underground \$64,483.81

**Ending Balance: \$135,953.73**

Upon motion of Manager Kramer which was seconded by Manager Henke 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 -	\$5,996.50
Castle Rock Contracting -	\$73,140.00
McLeod Publishing -	\$198.00
Houston Engineering -	\$17,457.25
P.O. Box Glencoe -	\$92.00
I & S Group -	\$16,816.00
Glencoe -	\$1,500.00
Eberhard Consulting -	\$1,093.55
Corey Henke -	\$90.14
Don Belter -	\$76.38
Larry Phillips -	\$383.69
Larry Kramer -	\$363.80
Matt Melberg -	\$86.66
Mary Henke -	\$199.13
Linda Phillips -	\$192.49
Medicare & Social Security -	\$88.98
<b>Total -</b>	<b>\$117,774.57</b>

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

President Belter called any new permits:

**Permit 2019-2 Renville Co. Public Works:** Brookfield Twp., T116N, R32W, Sec. 31/32. Consideration for replacing the existing bridge with double row of 16 ft. span x 11 ft. rise RC box culvert. The double box culvert meets BCWD stage increase for 50 yr., 89 yr. and 100 yr. frequency. Motion by Manager Kramer seconded by Manager Melberg to consider. Motion passed. Eberhard presented the proposed action.

	<b>50 yr.</b>	<b>89 yr.</b>	<b>100 yr.</b>
Stage increase	0.3 ft.	0.5 ft.	0.7 ft.
Stage increase over in place condition	0.1 ft.	0.1 ft.	0.2 ft.

The only concern the Watershed District should have is possible erosion that may happen downstream of the box culvert due to the increase flows/velocities through the box culverts. Additionally, the ditch bottom will go from 35 ft. to approximately 12 ft. within 40 ft.

Eberhard recommends the following: approve the permit with the conditions that Class III Rip Rap be placed on the side slopes of the ditch from the toe of the ditch to the top of the ditch. Rip Rap should start at the roadway and extend 70 ft. downstream. Secondly, Renville County Public Works shall make any repair to any erosion (if any develops) within the construction limits of the project for a period of two years, starting after the construction warranty ends. Motion by Manager <Henke> seconded by Manager <Phillips> to approve the permit with the conditions as recommended. Motion passed.

President Belter next called for discussion of old business:

**JD 15 – Branch M.** Kolb presented the engineer's request to hold the public hearing in March. Motion by Manager Kramer, seconded by Manager Henke to set the close out hearing for 3:00 p.m. on March 26 following the Board's regular meeting. Motion carried.

**JD 15 – Branch P.** Eberhard provided an update on the status of the preliminary engineer's report.

**JD 15 – Branch S.** Kolb provided an update on the revised petition and timing of the engineer's report.

**JD 15 – Branch A.** Kolb reported that the preliminary hearing for the improvement of JD15 of Branch A will be held at 3:00 p.m. on February 26 following the Board's regular meeting.

**Ditch 33.** Kolb provided an update on the final financial close out of the project.

**Marsh Project.** Kolb provided an update on the preparation of easements for Phase 2. Rinke Noonan will provide a process recommendation at the March meeting.

**Glencoe East and Central.** Manager Phillips provided an update on the Morningside component and a recent article in the Glencoe paper. Commissioner Krueger sought clarification regarding the costs and the need for a larger culvert as part of the project. The Managers had a discussion regarding the various project components between the Morningside (combined County/City project) and the City-petitioned basic water management project. There is a meeting scheduled to discuss the project and cost allocations.

**JD 79-2 Violation.** Kolb reported that he is still waiting on the opinion of petitioner's lawyer.

**Collins Township.** Eberhard reported on the tabled permit.

President Belter next called new business.

Perry Collins appeared and provided a report on the removal of trees, snags and jams on Buffalo Creek. The Board held a brief discussion on the status of creek cleanup efforts. Work will end for the remainder of this winter with an expectation that additional work will occur next winter in accordance with the Board's budget.

Nicole Erickson appeared on behalf of the Crow Organization of Waters (CROW). The CROW is requesting financial assistance for a grant the CROW is pursuing. The request is for \$12,000.00 and would cover cost share for landowner best management practices. The Board held a discussion on whether it is appropriate to provide its limited funding to an organization that it is not a part of. The Managers asked several questions regarding the grant which Ms. Erickson was unable to answer. Manager Henke commented that the best management practice activities referenced by Ms. Erickson are the traditional role of county Soil and Water Conservation Districts. Manager Henke, seconded by Manager Melberg moved to decline participation. Motion carried.

Eberhard initiated discussion on work with Houston Engineering on plan implementation strategies. He discussed initiating work with county SWCDs to determine a work plan for the project and best management plan implementation. The goal is to work with the county SWCDs to leverage applications for implementation grants.

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, 26, 2019, at 1:00 p.m., and following will be the public hearing at 3:00 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