

MINUTES OF MEETING OF MANAGERS
OF BUFFALO CREEK WATERSHED DISTRICT

The Managers of Buffalo Creek Watershed District met on the 28th day of January, 2014, 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
Charles Kubesh
Corey Henke
Larry Phillips

Also attending the meeting were:

Charles Eberhard, Engineer

President Belter called the meeting to order. The first order of business was the consideration of the minutes of the regular meeting of the Board of Managers held on December 23, 2013. Upon motion of Manager Phillips, which motion was seconded by Manager Kubesh by unanimous vote the Board of Managers approved the minutes of the regular meeting held on December 23, 2013.

President Belter next called upon Manager Phillips for the Treasurer's report. Manager Phillips presented a written report which outlined income and expenses as follows:

SAVINGS:

C.B. #4206225	\$ 88,367.40	
Rec'd: Interest	4.92	
MN State MMB ó ACH	1,125.61	
Renville County	20,162.07	
Carver County	485.73	
Kandiyohi County	960.72	
McLeod County	31,691.25	
Sibley County	<u>1,512.85</u>	
		\$144,310.55
LESS: Transfer to checking		<u>15,496.05</u>
JANUARY BALANCE		\$128,814.50

CHECKING:

December balance	\$ 2,964.22	
Deposit from savings	15,496.05	
Deposit from 79-2 to cover Rickert Exc. Check	<u>1,061.20</u>	
		\$ 19,521.47
LESS: Checks drawn		<u>17,611.09</u>
		\$ 1,910.38

PROJECT 79-2:

CDs #87051	\$7,530.29	
Interest	<u>38.47</u>	
		\$ 7,568.76
Withdrew for pmt. to Rickert Exc.	<u>(1,061.20)</u>	
		\$ 6,507.56
McLeod Co. Auditor/79-2 Fund		<u>21,271.63</u>
		\$ 27,779.19

Upon motion of Manager Henke, which motion was seconded by Manager Kubesh, 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 bills that had been presented to the Board as follows:

Kasal Law Office ó attorneys fees	\$ 661.06
Rinke Noonan ó consulting fees	200.00
MidMinnesota Development	600.00
McLeod Publishing ó meeting notice	19.20
Hub Publishing ó meeting notice	15.00
Hawk Publishing ó meeting notice	17.06
Castle Rock Contracting ó channel clearing	32,040.00
Houston Engineering	4,952.96
Eberhard Consulting ó engineering fees	965.62
Mary Henke - secretarial	131.25
Linda Phillips ó secretarial/accounting	228.28
Corey Henke ó per diem & mileage	253.00
Donald Belter ó per diem & mileage	82.84
Larry Phillips ó per diem & mileage	422.40
Charles Kubesh ó per diem & mileage	<u>110.84</u>
TOTAL	\$40,699.51

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

Manager Phillips asked if there would be any objection to checks being computer generated rather than by him writing the checks during the meeting, which took his attention away from the meeting. Linda Phillips would issue the checks using the Quick Book system and they would be sent by mail. There were no objections to this suggestion.

Adam Beilke from BWSR was in attendance at the meeting to talk about the status of the Watershed Management Plan. He has discussed it with Matt Johnson from MidMinnesota, and they are still waiting for comments from the DNR, which are due by February 9. Once those are received, a public hearing needs to be scheduled within 45 days. Locations were discussed and it was the general consensus it should be in Glencoe. Mr. Beilke suggested March 6 as a proposed date for the public hearing.

The Managers next posed some questions to Mr. Beilke regarding the project proposed for the west side of Glencoe and asked for recommendations on how to get grant money for a project of that kind. He stated he has also discussed this with Matt from MidMinnesota. Mr. Beilke recommended splitting into two grant applications. There was discussion about the nature of the project and the different designations for it – stormwater retention, flood control or water quality. Mr. Beilke stated that one factor is this was not in the bi-annual BWSR 2014-2015 budget request and BWSR was not aware of it. He asked that more information be sent to BWSR. He also noted that BWSR would also like to see future plans for up-stream issues.

Engineer Eberhard next addressed a letter received from BWSR and questioned a paragraph which referred to “a more targeted approach” being necessary. Mr. Beilke explained and stressed that prioritization is very important. The TMDL and denial by BWSR and its impact on our Watershed plan were also discussed.

Chris Otterness of Houston Engineering was in attendance at the meeting to discuss a JD 15 Branch M improvement. One landowner along Renville/Sibley JD 15 Branch M has expressed interest in petitioning for an improvement of this public drainage system to a drainage coefficient of 1/2-inch. Potential problems with the increased size were discussed. The area contains approximately 4 tile lines, which areas were pointed out on the web map, and 1/4-inch or less coefficients were utilized in those areas. Two possible improvement scenarios are (1) 3/8-inch coefficient, or (2) going to a 1/2-inch coefficient. The Board needs to determine the impact on drainage and the implications downstream. Mr. Otterness explained the required storage to offset additional flows, and stated that more analysis would be required to determine downstream implications. Engineer Eberhard questioned how ditch law affects this proposed improvement and Mr. Otterness provided a definition of “benefits”. It was determined that the Board possibly may need to meet with the Renville County Board before a public hearing on the Management Plan is held. Mr. Otterness will look into the ditch capacity of Branch M and possibly revise his memo for further discussion by the Board. Storage and/or retention ponds in the area were discussed. It was stressed that any time an improvement project is considered, downstream ramifications need to be looked at.

Mr. Otterness next stated that he had met with the City of Glencoe regarding the Marsh Water Project. A petition was presented to the City for signature to petition the District for the project, which would make the City a partner in the project and would open up a larger set of revenue to fund it. The petition will be presented to the City Council at its meeting on February 3.

President Belter next called for new permit applications. Engineer Eberhard presented to the Board an application for a permit by Willard Exsted for land in New Auburn Township. The application is requesting 1,000 ft. of 14-inch tile to drain 105 acres. Upon motion of Manager Kubesh, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers accepted the application for a permit and designated it Application for Permit No. 2014-1. Engineer Eberhard stated that he needed more time to look at this application. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers tabled Application for Permit No. 2014 pending further research by Engineer Eberhard.

Engineer Eberhard next presented an application for a permit submitted by the City of Glencoe for a parking lot project within the City of Glencoe. Upon motion of Manager Phillips, which motion was seconded by Manager Kubesh, by unanimous vote the Board of Managers accepted the application for a permit and designated it Application for Permit No. 2014-2. The City is asking to replace existing catch basins and storm sewers in the area of Greeley & 10th Avenues. Engineer Eberhard recommended approval of the project. Upon motion of Manager Kubesh, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved Application for Permit No. 2014-2.

Engineer Eberhard presented a third application for a permit submitted by the Renville County Highway Dept. for a bridge replacement in Preston Lake Township. Upon motion of Manager Henke, which motion was seconded by Manager Kubesh, by unanimous vote the Board of Managers accepted the application for a permit and designated it Application for Permit No. 2014-3. Engineer Eberhard had talked to the engineer who did the design plans, and Engineer Eberhard recommended approval using a 1/2-foot swellhead. Upon motion of Manager Henke, which motion was seconded by Manager Kubesh, by unanimous vote the Board of Managers approved Application for Permit No. 2014-3 with Engineer Eberhard's recommendations.

The first item of old business was the Eagle Lake Dam project. Attorney Kasal has contacted Mr. Hillman's attorney and had received a copy of a letter Mr. Schauer addressed to Mr. Hillman. Mr. Hillman has not responded yet.

Revision of the overall plan had already been discussed. Engineer Eberhard will have Matt Johnson of MidMinnesota set up a meeting with Renville County to discuss it.

Engineer Eberhard stated he has received no response regarding the Prellwitz drainage project. He will follow up on this.

The last item of old business was the Jeff Stamer permit and conditions imposed by Renville County. Larry Zupke has advised Engineer Eberhard that Stamer has started the process of abandoning part of JD 15, the purpose of which is to improve a drain tile. This matter was left on the table for the next meeting.

President Belter called for items of new business. The contract with Houston Engineering for web hosting the GIS site is up for renewal. 2 options were explained. Manager Henke made a motion to renew the contract at a yearly fee of \$1,200.00. The motion was seconded by Manager Kubesh and unanimously passed. President Belter was directed to sign the contract. Engineer Eberhard cited there were some inaccuracies on the GIS site. Chris Otterness stated the changes will be made. Old permits will be pulled and the system updated.

It was noted that a couple of the Managers would be attending a meeting with Matt Johnson of MidMinnesota the following day. Manager Henke also noted that he is willing to be the official contact for the Eagle Lake Dam project.

Chris Otterness advised that the PCA has a Clean Water Partnership Grant coming up in March that may work for the Marsh Water Project. A motion was made by Manager Henke to look into this, which motion was seconded by Manager Phillips and unanimously passed.

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 February 25, 2014 at 1:00 P.M. at its regular meeting place in Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN.

Charles Kubesh, Secretary