

**MINUTES OF MEETING OF MANAGERS**  
**OF BUFFALO CREEK WATERSHED DISTRICT**

The Managers of Buffalo Creek Watershed District met on the 27th day of January, 2015, 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 members were present:

Donald Belter  
Corey Henke  
Larry Phillips  
Larry Kramer  
Matt Melberg

Also attending the meeting were:

Charles Eberhard, Enginner

President Belter called the meeting to order and announced the first order of business was the consideration of the minutes of the regular meeting of the Board of Managers held on December 23, 2014. Upon motion of Manager Kramer, which motion was seconded by Manager Melberg, by unanimous vote the Board of Managers approved the minutes of the meeting held on December 23, 2014.

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	\$ 63,492.16
Rec'd: Interest	5.22
Carver County	557.71
McLeod County	31,827.15
Kandiyohi County	1,295.10
Sibley County	1,592.08
Renville County	25,704.59
Renville County	62.93
League of Minnesota Cities	220.00
MMB ACH ó MN State	<u>1,239.35</u>
	\$125,996.29

LESS: Transfer to checking (11,977.26)

Funds held for McLeod Co. Ditch No. 33	\$ 10,000.00
LESS: Rinke Noonan payment	<u>1,428.50</u>
	<u>8,571.50</u>

JANUARY BALANCE \$122,590.53

<u>CHECKING:</u>	
December balance	\$ 3,178.45
Deposit from savings	<u>11,977.26</u>
	\$ 15,155.71
LESS: Checks drawn	<u>12,501.57</u>
JANUARY BALANCE	\$ 2,654.14
<u>PROJECT 79-2:</u>	
CD& #87051	\$ 6,507.56
McLeod Co. Auditor/79-2 Fund	<u>22,130.66</u>
TOTAL 79-2 Funds	\$28,638.22

Manager Phillips also reported that another \$10,000.00 had been received for the County Ditch 33 project. Out of that amount, \$9,555.00 was paid to Bolton & Menk for engineering on the project, which gets approximately three-fourths of the project engineering paid. He also noted that we had received additional money for late payments by some counties. It was also noted that the correct mileage rate for 2015 is \$.575 per mile.

Upon motion of Manager Kramer, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved the Treasurer&s report.

President Belter next called on Bill Helget, Project Engineer, of Bolton & Menk, to discuss the County Ditch 33 project. Mr. Helget distributed copies of the Ditch Engineering Report and stated we are ready to set a date for a preliminary hearing. The DNR will need 30 days to review the project. Both the Hutchinson and St. Paul offices of the DNR will receive copies of the report, and copies will be sent to the NRCS and McLeod County Soil & Water. All landowners in the project area will be notified and notice of the hearing will need to be published. After discussion, a motion was made by Manager Henke to hold the preliminary hearing on March 11, 2015 at 1:00 P.M., which motion was seconded by Manager Kramer and passed unanimously.

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	\$ 593.30
Rinke Noonan ó consulting fees	200.00
Houston Engineering	3,569.25
Ducks Unlimited ó Eagle Lake dam	5,000.00
Bolton & Menk ó County Ditch 33 engineering	9,555.00
Eberhard Consulting ó engineering fees	1,491.59
Mary Henke ó secretarial	400.00
Linda Phillips ó secretarial/accounting	178.78
Corey Henke ó per diem & mileage	252.18
Donald Belter ó per diem & mileage	83.05

Larry Phillips ó per diem & mileage	254.33
Larry Kramer ó per diem & mileage	722.89
Matt Melberg ó per diem & mileage	<u>92.25</u>
	\$22,392.62

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

Engineer Eberhard discussed a project brought to him by Manager Melberg regarding Branch M of Judicial Ditch No. 15 which proposes a new tile project. No permit application was submitted at this time. An engineering plan would be required for the project and it was suggested Houston Engineering do the work. A possible conflict of interest between Houston Engineering and Manager Melberg was discussed and it was the consensus that no one opposed using Houston Engineering on this project. A motion was made by Manager Henke and seconded by Manager Kramer to accept Houston Engineering doing the engineering work on this project. Upon vote, with Manager Melberg abstaining, the remaining Board members unanimously approved the motion.

Chris Otterness, an engineer with Houston Engineering, presented an update on the Marsh Water Project. The PCA paperwork has been completed and we should be able to get reimbursed some funds now through the grant. Mr. Otterness has been working with John Kolb on some issues with the project. It will be necessary to have a stakeholder meeting with the City of Glencoe and invite all landowners in the drainage area. There was some discussion from the floor as to how we notify, with suggestions being several newspapers and radio stations. The Board will look at informational meeting dates at our next meeting and will contact John Kolb. A 2-week notice was suggested, along with keeping a log of all persons notified.

Mr. Otterness also spoke about several grants available through BWSR. He requested the Board create a list of projects and keep in touch with BWSR in this regard. He stated not all projects would qualify but was confident some would.

President Belter next called for any new permits. An application for a permit submitted by MNDOT was presented to the Board. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers accepted the application for a permit for consideration and designated it Application for Permit No. 2015-1. The permit application proposes replacing 2 culverts south of Brownton on Highway 15. Engineer Eberhard stated he had reviewed the plans and recommended approval. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved Permit No. 2015-1.

An application for a permit submitted by the City of Glencoe was presented to the Board. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers accepted the application for a permit for consideration and designated it Application for Permit No. 2015-2. The permit application is in regard to the City's Armstrong Project to be completed in 2016. Engineer Eberhard recommended approval. Upon motion of Manager Phillips, which

motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved Permit No. 2015-2.

An application for a permit submitted by Robert Kloth for a project in Hale Township, McLeod County, was presented to the Board. Upon motion of Manager Phillips, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers accepted the application for a permit for consideration and designated it Application for Permit No. 2015-3. The permit application proposes 18-inch tile, but Engineer Eberhard recommended a 15-inch tile and downsizing to 12-inch at a point in the field. After discussion, upon motion of Manager Phillips, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved Permit No. 2015-3 with the dimensions specified by Engineer Eberhard.

An application for a permit submitted by Matt Melberg was presented to the Board. Upon motion of Manager Kramer, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers accepted the application for a permit for consideration and designated it Application for Permit No. 2015-4. The permit application proposes a clean-out of a private drainage ditch in Sections 30, 31 and 32 of Lynn Township, McLeod County. After discussion and approval by Engineer Eberhard, upon vote, with Manager Melberg abstaining, the remaining Board members unanimously approved the motion.

Engineer Eberhard next reported that he was advised of a project by the Buffalo Lake Rod & Gun Club regarding a rip rap project on the east side of Lake Allie. The club is working with the DNR on this project. He wanted the Board to be aware of this project.

Manager Phillips reported that he had talked to Terry Jones of the Minnesota League of Cities regarding our tort liability insurance. After discussion, a motion was made by Manager Phillips that the Watershed District carry \$2,000,000.00 of liability insurance. The motion was seconded by Manager Kramer and unanimously carried.

Manager Henke reported on the Eagle Lake dam project. Work has been going on this week on box culverts and sheet piles at the back of the lake and should be completed in about a week.

President Belter next called for items of new business. Manager Phillips reported that he had received a complaint of a water issue south of Glencoe on the Tim Proehl property, which may be City discharge in the area. The design of the previous project is being looked into.

President Belter reported that Manager Kramer had been appointed to the Water Management Task Force in Renville County.

There was next some discussion about lawsuits in Iowa and labeling county ditches as a point source of pollution, which would stop discharge until the pollution issue is stopped. It was the consensus of the Board that we should keep an eye on this matter.

President Belter announced the new contact at the Minnesota Dept. of Agriculture who deals with impaired waters is Spencer Herbert.

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, February 23, 2015 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