

MINUTES OF MEETING OF MANAGERS
OF BUFFALO CREEK WATERSHED DISTRICT

The Managers of Buffalo Creek Watershed District met on the 22nd day of July, 2014, at 8:00 P.M. at its regular meeting place at Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN, for its regular monthly business meeting.

The following members were present:

Donald Belter
Larry Phillips
Corey Henke
Larry Kramer

Also attending the meeting were:

Pete Kasal, Attorney
Charles Eberhard, Engineer

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 June 24, 2014. It was noted that a correction on page 3 of the minutes in the fourth full paragraph should be made to read "Chris Otterness of Houston Engineering". Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved the minutes of the regular meeting held on June 24, 2014 as corrected.

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.	\$ 15,834.49	
Rec'd: Interest	1.28	
Renville County	42,945.65	
Sibley County	1,934.77	
Kandiyohi County	1,483.88	
McLeod County	<u>38,174.66</u>	
		\$100,374.73
LESS: Transfer to checking		<u>8,408.82</u>
JULY BALANCE		\$ 91,965.91

CHECKING:

June balance	\$ 1,726.99	
Deposit from savings	<u>8,408.82</u>	
		\$10,135.81
LESS: Checks drawn		<u>8,305.15</u>
JULY BALANCE		\$ 1,830.66

<u>PROJECT 79-2:</u>	
CD#s #87051	\$ 6,507.56
McLeod Co. Auditor/79-2 Fund	<u>22,130.66</u>

TOTAL 79-2 Funds \$28,638.22

Upon motion of Manager Kramer, which motion was seconded by Manager Phillips, 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	\$ 706.04
Rinke Noonan ó consulting fees	200.00
Mr. Mac Computer	45.00
Mike Karg ó beaver trapping	420.00
Houston Engineering	215.16
City of Glencoe	1,365.00
Eberhard Constulting ó engineering fees	2,233.42
Mary Henke ó secretarial	117.19
Linda Phillips ó secretarial/accounting	125.66
Corey Henke ó per diem & mileage	245.34
Donald Belter ó per diem & mileage	82.91
Larry Phillips ó per diem & mileage	255.24
Larry Kramer ó per diem & mileage	<u>117.56</u>
TOTAL	\$ 6,128.52

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

President Belter next called on Randall Thalmann of Plato, who was in attendance with his son, Bruce Thalmann. The parties addressed the Board with regard to a proposed project in Helen Township, McLeod County. Mr. Thalmann indicated that the present drainage system is undersized because of run-off from neighboring land and that he needs a larger tile or to create an open ditch to provide additional drainage to his acreage. He was directed to provide Engineer Eberhard with further details of the proposed project and the acreage involved and advised that the matter would be reviewed by the Board at its next monthly meeting.

President Belter next called for any new permits. Engineer Eberhard reported on an application for a permit submitted by Renville County for the replacement of a bridge in Brookfield Township. 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. 2014-14.

Engineer Eberhard explained that the project involved the installation of two box culverts to replace an old bridge. He recommended approval of the permit. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved Permit No. 2014-14.

Engineer Eberhard next introduced an application for a permit submitted by Roger Engelmann. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers accepted the application for a permit for consideration and designated it Application for Permit No. 2014-15. The permit application outlined the installation of tile and a pump system for the proposed drainage project. Engineer Eberhard has contacted the contractor to request further details and anticipates receiving further information. Engineer Eberhard recommended approval subject to getting the additional information. Upon motion of Manager Kramer, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved Permit No. 2014-15 subject to Engineer Eberhard receiving the required information.

Manager Phillips presented an application for a permit on behalf of Todd Sprengeler. Mr. Sprengeler wants to replace an existing tile line. Manager Phillips indicated that there was a need to wait for additional information regarding this project.

The Board next reviewed an application for a permit submitted by Gary Henke of McLeod County. 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. 2014-16. The permit application proposes a 15-inch pipe and .3-grade to provide an outlet for run-off from a neighboring property which is causing a significant erosion problem on the Henke property. Engineer Eberhard recommended approval of the permit. Upon motion of Manager Kramer, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved Permit No. 2014-16.

Engineer Eberhard next addressed the Board on a proposed agreement form for cost-share intake construction. A copy of the proposed form was presented to the Board for review. Engineer Eberhard requested approval of the application form. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved the form as submitted.

President Belter next called for items of old business. Engineer Eberhard addressed Application for Permit No. 2014-10. He indicated that he still needs further information on this permit application.

Manager Henke next reported on the Eagle Lake dam project. He stated that soil borings had been taken on the site in preparation for the construction.

Manager Phillips reported on the Marsh Water Project. He indicated that Seneca is constructing its own holding ponds in the area rather than wait for future construction on the Marsh Water Project.

President Belter announced the next order of business was the consideration of the proposed Budget for the year 2015. A general discussion was held by the Managers concerning the budget categories and any changes that might need to be made from the 2014 Budget. Following discussion, Manager Henke offered the following resolution and moved its adoption:

RESOLVED, that the Board of Managers of Buffalo Creek Watershed District adopt the following proposed Budget for the year 2015:

Audit expense	\$ 2,000.00
Dues to Minnesota Watershed Assn.	2,500.00
Salaries of Managers, per diem & mileage	20,000.00
Bond premiums & insurance, including workers compensation	5,000.00
Legal expenses	25,000.00
Engineering expenses	35,000.00
Newspaper notices & office expenses	3,000.00
Routine stream maintenance	30,000.00
Special projects & non-recurring expenses	40,000.00
BWRS matching grant money	12,000.00
Marsh Water Project legal & engineering expenses	<u>20,000.00</u>
TOTAL	\$194,500.00

BE IT FURTHER RESOLVED, that Buffalo Creek Watershed District hold a public hearing on the proposed Budget as required by Minnesota Statutes §103D.911 on the 26th day of August, 2014 at 7:30 P.M. at its offices at Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN; and

BE IT FURTHER RESOLVED, that Attorney Pete Kasal prepare the proper notice and arrange for publication of said notice in one newspaper of general circulation in each county in which Buffalo Creek Watershed District extends, once each week for 2 consecutive weeks, the last publication which will be at least 2 days before the hearing.

Manager Kramer seconded the motion. The question was on the adoption of the proposed Budget for the year 2015 and for a public hearing to be held thereon, and there being four "Yea"s and no "Nay"s as follows:

Donald Belter	Yea
Larry Phillips	Yea
Corey Henke	Yea
Larry Kramer	Yea

The resolution was declared carried.

President Belter informed the Board that it would be appropriate to determine the District's tax levy for 2015. The Board of Managers then discussed the question of how much the Board should levy for the year 2015. After discussion, Manager Henke offered the following resolution and moved its adoption:

RESOLVED, that Buffalo Creek Watershed District levy \$194,500.00 upon all taxable property in Buffalo Creek Watershed District located in the Counties of McLeod, Renville, Kandiyohi, Sibley and Carver, State of Minnesota, for the purpose of paying the administrative expenses of the District as provided by Minnesota Statutes §103D.905,. Subd. 3.

Manager Kramer seconded the motion. Upon vote there were four "Yeas" and no "Nays" as follows:

Donald Belter	Yea
Larry Phillips	Yea
Corey Henke	Yea
Larry Kramer	Yea

The resolution was declared carried.

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 annual budget hearing on August 26, 2014 at 7:30 P.M. and the next regular meeting of the Board of Managers on August 26, 2014 at 8:00 P.M. at its regular meeting place at Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN.

Charles Kubesh, Secretary