

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

The Managers of Buffalo Creek Watershed District met on the 25th day of June, 2013, at 8:00 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  
Charles Kubesh  
Larry Phillips  
Corey Henke  
Larry Kramer

Also attending the meeting were:

Charles Eberhard, Engineer  
Pete Kasal, Attorney

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 May 28, 2013. Upon motion of Manager Kubesh, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved the corrected minutes of the regular meeting held on May 28, 2013.

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

<u>SAVINGS:</u>		
C.B. #4206225	\$	70,762.14
Rec'd: Interest		<u>1.78</u>
		\$ 70,763.92
LESS: Transfer to checking		<u>9,520.07</u>
JUNE BALANCE		\$ 61,243.85

<u>CHECKING:</u>		
May balance	\$	1,119.82
Deposit from savings		<u>9,520.07</u>
		\$ 10,639.89
LESS: Checks drawn		<u>9,454.09</u>
JUNE BALANCE		\$ 1,185.80

<u>PROJECT 79-2:</u>		
CD's #87051	\$7,530.29	
Interest	<u>9.47</u>	\$ 7,539.76
McLeod Co. Auditor/79-2 Fund		<u>21,271.63</u>
TOTAL 79-2 Funds		\$ 28,811.39

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 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 – attorneys fees	\$ 650.82
Rinke Noonan – consulting fees	437.50
Houston Engineering	232.75
Mid-Minnesota Development Commission	3,375.00
Karg – beaver trapping	385.00
League of Minnesota Cities	2,430.00
Website updates	254.40
Eberhard Consulting – engineering fees	1,139.78
Mary Henke - secretarial	168.75
Linda Phillips – secretarial/accounting	117.19
Corey Henke – per diem & mileage	611.18
Donald Belter – per diem & mileage	256.55
Larry Phillips – per diem & mileage	763.44
Larry Kramer – per diem & mileage	561.04
Charles Kubesh – per diem & mileage	<u>111.16</u>
TOTAL	\$11,494.56

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

President Belter next called for any new permit applications. Engineer Eberhard introduced an application for a permit submitted by Tom Ranzau of New Auburn Township. Mr. Ranzau was also present. 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. 2013-9. The project outlined is a drain tile project draining approximately 68 acres and proposing to increase a present 8-inch line to a 10-inch line with additional 5-inch branch lines. Engineer Eberhard noted that the permit application was submitted by Mr. Ranzau, who is a tenant of the property, and Mr. Ranzau was advised to obtain the landowner's signature on the application. Engineer Eberhard recommended approval subject to the signature requirement. Upon motion of Manager Phillips, which motion was seconded by Manager Kubesh, by unanimous vote the Board of Managers approved Permit No. 2013-9, subject to the owner's signature being affixed thereon.

President Belter next called upon Ken Schiroo of Glencoe who was in attendance. Mr. Schiroo again registered a number of complaints about the operation of the retention pond located near his residence in Glencoe. Thereafter followed an extensive discussion between the Managers and Mr. Schiroo about the procedural operations followed by the City of Glencoe regarding stormwater retention ponds.

Engineer Eberhard reported on an application for a permit submitted by Renville County. Upon motion of Manager Henke, 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. 2013-10. Engineer Eberhard explained that the permit application was to alter County Ditch No. 132 in Renville County from an open ditch to a tile project. The project is already completed so the permit should be reviewed as an after-the-fact application. Engineer Eberhard stated that he has reviewed the permit application and the actual site and recommended approval. Upon motion of Manager Phillips, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved Permit No. 2013-10. Engineer Eberhard also suggested that an extra billing be submitted to Renville County in addition to the permit fee because of the after-the-fact application.

Engineer Eberhard next reported on Application for Permit No. 2013-1. The application for a permit was originally submitted by Charles Melberg of Renville County. Engineer Eberhard reported that no new information has been received as previously requested, and based on the lack of information he requested that the Board deny Application for Permit No. 2013-1. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers denied Application for Permit No. 2013-1.

Manager Henke next reported to the Board that a phone conference was held with representatives of the City of Glencoe regarding the Marsh Water Project. The purpose of the conference call was to suggest that the City of Glencoe submit a petition for the project as recommended by the Board of Manager's consulting attorneys, Rinke Noonan. Manager Henke indicated that they are now waiting for the signing of the petition by the City.

President Belter next called for discussion of Advisory Board appointments. Engineer Eberhard suggested that Larry Zupke of Renville County be added to the Advisory Board. Manager Henke suggested Merlin Klabunde, who lives on Lake Marion in McLeod County. Several other names were discussed among the Board members, including Ken Schiroo of Glencoe, Dale Schauer of Sibley County, and Lea Doberstein, Lloyd Picha and Rich Wehking of Renville County.

Engineer Eberhard reported on a letter he received from Houston Engineering regarding web posting and GIS tech support and requested authorization by the Board to proceed with the work required. Upon motion of Manager Kubesh, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers authorized proceeding with the web posting and GIS tech support to be performed by Houston Engineering.

Manager Henke next reported on the proposed Eagle Lake Dam project. He indicated that the work is proceeding and provided a photo of the proposed structure to the Board.

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 July 23 2013 at **8:00** 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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Charles Kubesh, Secretary