

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

The Managers of Buffalo Creek Watershed District met on the 24th day of March, 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:                    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 February 24, 2015. Manager Kramer noted that a correction should be made to the February minutes to indicate that the public information hearing for the Marsh Water Project should read 5-7 p.m. on March 31 rather than 6-8 p.m. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved the minutes of the meeting held on February 24, 2015 as amended.

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:

<u>SAVINGS:</u>		
C.B. #4206225	\$ 100,400.64	
Rec'd: Interest	3.86	
Adjustment (Bolton & Menk)	<u>9,555.00</u>	
		\$109,959.50
LESS: Transfer to checking		(2,381.88)
Net funds held for McLeod Co. Ditch No. 33		(5,642.50)
Net grant funds for Marsh Project		<u>(245.75)</u>
		\$101,689.37
 <u>CHECKING:</u>		
February balance		\$ 14,573.24
Deposit from savings		<u>9,774.38</u>
		\$ 23,347.62
LESS: Checks drawn		<u>23,347.62</u>
		\$ 1,000.00

PROJECT 79-2:

CDs #87812 starting balance	\$ 6,507.56
Interest to 12/28/2014 CD #87051	26.07
McLeod Co. Auditor/79-2 Fund	<u>22,130.66</u>

TOTAL 79-2 Funds \$28,664.29

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

Kasal Law Office ó attorneys fees	\$1,288.26
Rinke Noonan ó consulting fees	2,688.00
Houston Engineering	2,291.25
League of Minnesota Cities	94.00
Minnesota Assn. of Watershed Districts ó dues	2,744.86
Beaver trapping	70.00
McLeod Publishing ó Ditch 33 publication	331.50
Eberhard Consulting ó engineering fees	2,454.01
Mary Henke ó secretarial	243.75
Linda Phillips ó secretarial/accounting	164.28
Corey Henke ó per diem & mileage	362.71
Donald Belter ó per diem & mileage	165.82
Larry Phillips ó per diem & mileage	347.95
Larry Kramer ó per diem & mileage	237.40
Matt Melberg ó per diem & mileage	<u>182.20</u>

\$13,665.99

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.

President Belter called upon Engineer Eberhard to report on Application for Permit No. 2015-5, which was previously submitted by Zebra Ditch Association and had been tabled at the last meeting. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved taking Application for Permit No. 2015-5 off the table. Engineer Eberhard explained to the Board that the application proposed deepening a section of existing ditch by approximately 3 ft.. He had received comments from the Carver County Engineer's office and also Christine Larson, who is the Water Specialist for Carver County. Engineer Eberhard advised that the applicant needs a permit from Carver County for the proposed work. He had been informed that Carver County will require that any work done on the county road be done by a registered engineer. He indicated that he has notified the applicant of the permit requirements submitted by Carver County. Carver County also indicated that they require a hydrologic report. The permit applicant in attendance advised the Board that it had been requested and they were awaiting the report. Engineer Eberhard recommended that the Board table the permit application until the requirements of Carver County have been met. Upon motion of Manager Henke, which motion was

seconded by Manager Melberg, by unanimous vote the Board of Managers tabled Application for Permit No. 2015-5 pending results of the hydrologic report and the application for Carver County permits.

President Belter next called for consideration of Application for Permit No. 2015-6, which had previously been submitted by Kurt Knutson of Collins Township and tabled at the last meeting. Upon motion of Manager Kramer, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved reconsideration of Application for Permit No. 2015-6. Engineer Eberhard reported to the Board that the application seeks to install a tile system and recommended approval of the following: 2,292 ft. of 12-in. tile, 575 ft. of 10-in. tile, and 400 ft. of 8-in. tile. Installation would be at .1% grade with dual wall pipe. Upon motion of Manager Henke, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved Permit No. 2015-6 pursuant to the provisions provided by Engineer Eberhard.

President Belter next called for consideration of Application for Permit No. 2015-7, which had previously been submitted by Renville County and tabled at the last meeting. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved reconsideration of Application for Permit No. 2015-7. Engineer Eberhard explained to the Board that the permit seeks to replace 2 culverts. He has talked to the County Engineer, has received all the necessary information, and recommended approval. Upon motion of Manager Melberg, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved Permit No. 2015-7.

President Belter next called for consideration of Application for Permit No. 2015-8, which had previously been submitted by Darwin Planning and tabled at the last meeting. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved reconsideration of Application for Permit No. 2015-8. Engineer Eberhard reported to the Board that the permit application seeks to install approximately 1,200 ft. of 12-in. tile in single wall construction at .25% grade. He noted that the proposal falls within the guidelines of the Watershed District and recommended approval. Upon motion of Manager Henke, which motion was seconded by Manager Melberg, by unanimous vote the Board of Managers approved Permit No. 2015-8.

President Belter next called for any new permits. An application for a permit was submitted by the City of Hector. 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. 2015-9. Engineer Eberhard explained to the Board that the permit sought by the City involves replacing stormwater lines within the City of Hector. He noted he has reviewed the plans for the installation and recommended approval. Upon motion of Manager Phillips, which motion was seconded by Manager Melberg, by unanimous vote the Board of Managers approved Permit No. 2015-9.

Engineer Eberhard next discussed a permit application which has been submitted by Paul Bleck of Preston Lake Township, Renville County. Mr. Bleck was also in attendance. Engineer Eberhard noted that the pending application pertains to 365 acres

presently assessed into High Island Watershed District. The applicant wants to drain into Buffalo Creek Watershed District and Ditch 75-2. Since the proposed application would involve a change of Watershed Districts for the drainage project, the Board requested Attorney Kasal report to the Board and to the landowner the process required to change watershed districts. It was the general consensus of the Board that once the landowner is advised of the lengthy process involved to change watershed districts, he may want to consider alternative methods for pursuing his drainage project.

President Belter next called for items of old business. Manager Henke reported on the Eagle Lake dam project and stated that the lake is presently being drawn down.

Manager Phillips reported on the Marsh Water Project. He had met with City of Glencoe officials and has sent out 65 cards notifying individual landowners of the informational meeting scheduled for March 31 from 5-7 p.m.

With regard to the County Ditch 33 project, it was noted that viewers are in the process of conducting the viewing of the watershed. The Board then generally discussed the necessity of passing resolutions regarding the Ditch 33 project. In particular, two resolutions are required for the project. One is for the interim funding of the project pending the receipt of bond proceeds and temporary assessment deficiencies which may occur during the assessment period. The Board was provided with two written resolutions, one addressing the reimbursement and the second addressing bonding term interest rate and deficiencies. After reviewing the resolutions and discussion by the Board, upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved the Reimbursement Resolution as written and authorized the President and Secretary to execute it and to incorporate the same into the minutes. Upon motion of Manager Melberg, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved the Bonding Term, Interest Rate and Deficiency Resolution as written and authorized the President and Secretary to execute it and to incorporate the same into the minutes.

Manager Phillips next reported on the current program of the Board authorizing a \$500.00 credit by the Watershed District for the replacement of septic systems within the watershed. He noted that the \$500.00 credit is limited to voluntary upgrades of septic systems which are not occasioned by sale or ownership transfer.

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, April 28, 2015 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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Matt Melberg, Secretary