

MINUTES OF MEETING OF MANAGERS OF BUFFALO CREEK WATERSHED DISTRICT

The managers of Buffalo Creek Watershed District met on the 28th day of March, 2017 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 managers were present: Donald Belter
Larry Phillips
Matt Melberg
Larry Kramer
Corey Henke

Also attending the meeting was: John Kolb, Attorney
Marie and Francis Thurn
Doug Krueger, County Commissioner
Ralph Picha
Lyle Grenke
Chris Otterness, Houston Engineering
Lisa Odens, Houston Engineering

President Belter called the meeting to order and announced the first order of business was the consideration of minutes of the regular meeting of the Board of Managers held on February 28th, 2017. A motion was made by Manager Phillips and seconded by Manager Kramer to correct the minutes from the previous meeting. The engineering cost on the bank stabilization work to be performed by Houston Engineering will not exceed \$14,800. Upon a motion from Manager Larry Kramer, which motion was seconded by Manager Corey Henke, by unanimous vote the Board of Managers approved the corrected minutes of the meeting held on February 28th, 2017.

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

Beginning Balance: \$187,359.47

Income:

Interest Earned – January 2017	\$7.19
Funds transferred from McLeod County	\$125,4440.80

Expenses:

Funds Transferred to Checking	\$18,418.19
JD 15 Br M – Rinke Noonan	\$2,671.50
JD 15 Br M – Gisalsen Hunter	\$1,443.00
JD 15 Br M – Houston Engineering	\$1,655.00
McLeod Ditch 33 – Bolton Mink	\$9,082.00
McLeod Ditch 33 – Rinke Noonan	\$409.50
McLeod Ditch 33 – Kuechle Underground	\$116,362.80
Marsh Creek Watershed – Houston Engineering	\$63.50
Marsh Creek Watershed – Rinke Noonan	\$1,417.00

Ending Balance: \$161288.97

Upon motion of Manger Kramer, which 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. Treasurer reported as follows:

Easements (Marsh Water) -	\$65,199.39
Rinke Noonan -	\$8,657.00
Kuechle Underground -	\$31,082.40
Houston Eng. -	\$17,645.18
Bolton & Menk -	\$9,183.50
Montgomery Farms -	\$7,537.62
BUMPS Restaurant -	\$76.95
MBWSR -	\$245.22
Eberhard Consulting -	\$1047.84
Mary Henke -	\$150
Linda Phillips -	\$159.38
Corey Henke -	\$176.75
Don Belter -	\$157.49
Larry Phillips -	\$462.84
Larry Kramer -	\$115.66
Matt Melberg -	\$189.96

Total \$142,093.55

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

President Belter called any new permits. No new permits were received.

President Belter next called for discussion on JD-15. This project is currently on appeal. John Kolb from Rinke Noonan was on hand to talk about the current situation. The appealing party has asked to let their engineer confer with our engineer to verify some of the concerns they have and to verify our engineer's analysis to alleviate concerns. Also, the petitioner's attorney has brought a motion to dismiss the appeal on a procedural ground. John recommended to stay neutral as a board on this motion. A motion was made by Manager Henke to allow Houston Engineering to consult with the appellant's engineering firm. Manager Kramer seconded. Motion carried with Manager Melberg abstaining.

President Belter next called the McLeod Ditch 33 project. John Kolb has said the project is almost done. Some camera work needs to be done on the section that was installed incorrectly. John will touch base with Bill Helget, the engineer of the project. An acceptance hearing will need to be done when project is completed.

The Marsh project was the next topic. Houston Engineering was on hand to discuss the project. Houston has received submittals from Chard on the materials they will be using. They have also received their certificate of insurance, a performance bond, and the contract is signed. Larry Phillips has been working on land acquisitions and is almost finished. We have a license agreement to do the work in the Seneca plant. The permits from the Army Corp are finally in hand after lots of phone calls. There will be a preconstruction meeting put on by Houston soon. Construction will start in May. There are some discussions with the railroad on cost sharing for culvert under the railroad. Houston Engineering will work with the railroad and McLeod County to come to a compromise. The city of Glencoe had some questions on the allocation of costs. They thought they were paying only 16% of the costs. In the charge analysis memo that was included in the findings in order, the street culvert work was extra. Chris and Lisa handed out changes that were made by the city that increased costs. The city has asked to go with a 10-year allocation charge, which would be consistent to the rest of the charge allocations for the project. Lyle Grenke, local farmer, had some questions on the costs and maintenance fund from this project. There is a substantial amount left that will be used for the remaining portion of the project. A motion was made by Manager Henke and seconded by Manager Kramer to send a charge letter to the city of Glencoe. Motion carried unanimously.

Ralph Picha has a private ditch northwest of Glencoe. He is trying to clean out a ditch and have adjacent farmers help pay for the costs. He wanted some assistance on the boundaries of the watersheds to help account for the amounts each landowner should pay. He was wondering if he could get the assessments for each parcel of land draining into the ditch. Doug Krueger, McLeod County Commissioner agreed to help Ralph.

The McLeod County Highway Departments proposed a culvert in instead of a cattle pass on their previous permit 2016-7. The culvert will be a 36" culvert. Manager Henke made a

motion to approve the permit. Motion was seconded by Manager Kramer. Motion passed unanimously.

Lisa Odens, Houston Engineering, gave a summary of the project. She will set up a meeting with Ryan Fritag from SWCD in McLeod county to work on the two bank stabilization projects. A survey crew will be sent out at the end of the week.

John Kolb, Rinke Noonan, talked about buffer election. This election will only apply to public drainage systems in the watershed district that we are the authority for. John Kolb recommends we do elect so we have a secondary mechanism for enforcement. The counties can decline elections, then we have a chance to elect those. Doug Krueger expressed some questions on the buffer rules and wants an advisory committee for buffers so we are all on the same page. A motion was made by Manager Henke to elect jurisdiction on the systems we already have authority on. Manager Kramer seconded. Motion carried unanimously.

Houston Engineering and the City of Glencoe have discussed of the road extension south of Seneca. The cost was higher than anticipated and the project was dropped.

John Kolb will work with Chuck Eberhard on the tile project violation of Pat Waller. They will initiate the formal process of beginning to enforce the permit violation.

This might be the last year our auditor will do our audit. The license fee to keep his license has increased and no longer wants to keep it up. We will consider alternatives of either keeping the current auditor in the same position or looking for a new auditor.

Corey and Larry Phillips have been looking at updating our rules for the watershed. Manager Kramer questioned how restrictive our 3/8 drainage coefficient is. There is some flexibility with this rule.

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 25, 2017 at 8:00 P.M. at its regular meeting place in Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN.

Matt Melberg, Secretary