

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

The Managers of Buffalo Creek Watershed District met on the 27th day of May, 2014, 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  
Corey Henke  
Larry Phillips  
Larry Kramer

Also attending the meeting were:

Pete Kasal, Attorney  
Charles Eberhard, Engineer

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 April 22, 2014. Upon motion of Manager Henke, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved the minutes of the regular meeting held on April 22, 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:

<u>SAVINGS:</u>		
C.B. #4206225	\$ 44,658.92	
Rec'd: Interest	<u>.90</u>	
		\$44,659.82
LESS: Transfer to checking		<u>19,163.95</u>
		\$25,495.87
 <u>CHECKING:</u>		
April balance	\$ 2,222.87	
Deposit from savings	<u>19,163.95</u>	
		\$21,386.92
LESS: Checks drawn		<u>19,728.09</u>
		\$ 1,658.73

<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 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 ó attorneys fees	\$ 708.10
Rinke Noonan ó consulting fees	282.50
Scharpe Accounting	1,800.00
Mid-Minnesota Development	1,425.00
League of Minnesota Cities	2,430.00
Houston Engineering	678.75
Eberhard Consulting ó engineering fees	1,349.78
Mary Henke - secretarial	150.00
Linda Phillips ó secretarial/accounting	117.19
Corey Henke ó per diem & mileage	245.16
Donald Belter ó per diem & mileage	82.91
Larry Phillips ó per diem & mileage	274.64
Larry Kramer ó per diem & mileage	<u>117.94</u>
TOTAL	\$ 9,661.97

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

President Belter next called upon Attorney John Kolb of the Rinke Noonan law firm to address the Marsh Water Project. He reported that the City of Glencoe has now signed the petition requesting the project but limiting their financial exposure to 16% of the project. Mr. Kolb then presented a memorandum to the Board outlining the procedures to be followed at this point going forward. He indicated that the project would proceed in 4 phases. Phase 1 requirements have basically been done through the engineering study already conducted by Houston Engineering. He indicated that these engineering plans need to be coordinated with the City of Glencoe. Mr. Kolb then detailed what further processes need to be undertaken in order to move toward development of the project. It was the general consensus of the Board of Managers that the project move forward, including development of timelines and priorities.

President Belter next called upon Paul Wiemann, Arlen Aas and Matt Hathaway, representatives of Seneca Corporation in Glencoe. They presented to the Board Seneca's need to address stormwater run-off at the Glencoe plant. They indicated Seneca plans on constructing a holding pond near the present location of a ditch running through the

property and stated that it would be most practical to use 400 ft. of the existing ditch to temporarily store run-off from the plant. They indicated Seneca will provide more detailed information and submit a permit application in the near future. It was noted that the portion of the ditch which they propose as a run-off storage area will ultimately be part of the construction of the Marsh Water Project.

President Belter next called upon Mike Kalenberg and Curt Kalenberg of Collins Township, McLeod County. They were present to inquire as to what would be required in a possible permit application for a project they envision involving County Ditch No. 33. The potential applicants are trying to decide whether to seek an improvement through McLeod County or to install a parallel system. After a discussion between Engineer Eberhard, the Board of Managers and the proposed applicants, no action was taken until the proposed applicants determine what type of system they intend to construct.

President Belter next called upon Glen Miller, Ken Teschendorf and Brian Wuerman, residents of a rural housing development near Glencoe. The parties expressed a concern for drainage being provided to the housing development. They felt that the drain tile draining the development was inadequate and not working properly. It was noted that the drainage tile is a county tile and as described by the landowners is apparently obstructed. The parties were advised by the Board and Engineer Eberhard that they need to contact McLeod County to repair this system.

President Belter next called upon Gary Schreifels, the Glencoe Public Works Director, who appeared with a concern about a wash-out near Highway #212. He noted that the area of the wash-out is not in the City limits but at its present rate of development could pose a threat to a City utility nearby. He noted that the cause of the wash-out is drainage off Highway #212. Engineer Eberhard indicated that he will contact MnDOT and express the concerns of the City of Glencoe and the Board of Managers.

President Belter next called for any new permit applications. The first application to be considered was submitted by the City of Glencoe. 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. 2014-11. The permit application seeks the construction of a concrete drainage structure near Buffalo Creek. After a general discussion, upon motion of Manager Henke, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved Permit No. 2014-11.

The next permit application to be considered was Application for Permit No. 2014-7 previously submitted by Miller Manufacturing of Glencoe. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, the Board of Managers unanimously approved removing the application from a previous motion to table it. The permit application seeks to install a new holding pond near the applicant's plant. Engineer Eberhard expressed approval of the plan as submitted. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved Permit No. 2014-7.

It was also noted during the course of the meeting that Charles Kubesh has been replaced by the Renville County Board of Commissioners as a representative on the Board

of Managers. It was further noted that Manager Kubesh was the Secretary for the Board and that a new Secretary needs to be appointed pending the attendance of the new Renville County representative to the Board of Managers. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved the appointment of Manager Larry Kramer as the Acting Secretary of the Board of Managers.

The next permit application to be considered was Application for Permit No. 2014-9. 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. 2014-9. Engineer Eberhard indicated he obtained further information with regard to the permit application and now recommended approval. Upon motion of Manager Phillips, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved Permit No. 2014-9.

Application for Permit No. 2014-10 was next considered. Engineer Eberhard recommended no action at the present time because he needs a more detailed plan of the proposed project.

President Belter next called for agenda item Eagle Lake Dam. Manager Henke reported that a public hearing has been held with regard to the dam and that comments were to be allowed with regard to the dam construction until May 26, 2014. He also noted that the project is awaiting formal designation by the DNR of Eagle Lake as a "shallow lake".

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 June 24, 2014 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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Larry Kramer, Acting Secretary