

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

The Managers of Buffalo Creek Watershed District met on the 25th day of November, 2014, 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

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 October 28, 2014. 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 October 28, 2014.

President Belter next called for consideration of the minutes of the continued meeting of the Board of Managers held on November 18, 2014. Upon motion of Manager Kramer, which motion was seconded by Manager Melberg, by unanimous vote the Board of Managers approved the minutes of the meeting held on November 18, 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:

SAVINGS:

C.B. #4206225	\$ 70,758.42	
Rec'd: Interest	2.05	
MN State – MMB ACH	2,500.00	
MN State – MMD ACH	<u>1,218.33</u>	
		\$74,478.80
LESS: Transfer to checking		<u>9,030.05</u>
NOVEMBER BALANCE		\$65,448.75

CHECKING:

October balance	\$ 1,560.97
Deposit from savings	<u>9,030.05</u>
	\$ 10,591.02
LESS: Checks drawn	<u>8,945.41</u>

NOVEMBER BALANCE \$ 1,645.61

PROJECT 79-2:

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 Melberg, by unanimous vote the Board of Managers approved the Treasurer's report.

President Belter next called upon Jim Huser and Bruce Bargmann, both Glencoe Township officials. Mr. Huser and Mr. Bargmann inquired about channel clearing of Buffalo Creek, in particular whether any channel clearing was anticipated in their area of Glencoe Township. They noted that there is a bridge which currently needs tree clearing. They were advised by the Board that no channel clearing had been scheduled for this year and that the Board is restricted in the type and location of trees that are to be removed from the channel. Both men asked to be contacted if clearing was planned in their area. Their request was noted.

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	\$ 850.34
Rinke Noonan – consulting fees	2,563.50
Houston Engineering	2,491.96
Eberhard Consulting – engineering fees	2,146.84
Mary Henke - secretarial	121.88
Linda Phillips – secretarial/accounting	117.19
Corey Henke – per diem & mileage	580.52
Donald Belter – per diem & mileage	435.82
Larry Phillips – per diem & mileage	707.13
Larry Kramer – per diem & mileage	505.12
Matt Melberg – per diem & mileage	<u>238.40</u>
TOTAL	\$10,758.70

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

President Belter next called for any new permits. There were no new permit applications. It was noted that previously tabled Application for Permit No. 2014-24 was ready for further action. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers moved Application for Permit No. 2014-24 off the table. After a brief discussion, upon motion of Manager Melberg, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved Permit No. 2014-24.

President Belter next called for items of old business. Manager Henke reported that the contractor has started construction on the Eagle Lake Dam but it is anticipated that the lake would not be drained this winter due to an adverse effect on hibernating turtles.

Manager Phillips next reported on the Marsh Water Project. He noted that he has contacted an adjacent landowner to the ditch on the north end of Glencoe concerning a cleanout of the ditch which provides drainage to the nearby mobile home park and the City's retention pond. He stated that the landowner has voiced some objections to the project. No further action is planned at this time.

Manager Henke reported that an accumulation of debris is causing damage to a bank restoration project on Buffalo Creek previously performed by the Watershed District. He has contacted the contractor, Olson & Sons, who did the project initially, and was provided a preliminary cost estimate of approximately \$3,000.00 to make repairs to the area. After brief discussion, upon motion of Manager Phillips, which motion was seconded by Manager Melberg, by unanimous vote the Board of Managers approved engaging Olson & Sons to perform the corrective work at a preliminary cost of \$3,000.00.

President Belter next noted that the minutes should reflect the appointment of delegates to the annual conference of watersheds. Larry Kramer and Donald Belter were designated as delegates and Corey Henke as the alternate.

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, December 23, 2014 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.

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Matt Melberg, Secretary