

MINUTES OF THE REGULAR MEETING OF THE BOARD OF MANAGERS OF THE BUFFALO CREEK WATERSHED DISTRICT

The preliminary hearing was held at 12:00 p.m., and following the Managers of Buffalo Creek Watershed District met on the 26th day of November, 2019, 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: Don Belter (arriving late)
Larry Phillips
Larry Kramer
Chad Stuewe
Matt Melberg

Also attending the meeting were: John Kolb, Attorney
Chuck Eberhard, Consultant
Garrett Monson, HEI
Chris Otterness, HEI
Doug Krueger, McLeod County
Coleton Draeger, McLeod County
John Brinkman
Allen Robeck
Ryan Freitag, McLeod County

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 October 22, 2019. A motion was made by Manager Melberg and seconded by Manager Stuewe to approve the minutes from the previous meeting. After discussion, and by unanimous vote, the Board of Managers approved the minutes at the meeting held on October 22, 2019.

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: \$364,832.01

Income:

Interest Earned – October 2019	\$45.72
Credited back to savings – 2 checks – Hub & Hubin	\$297.61
Deposit from MN State MMB ACH	\$2,942.07

Expenses:

Withdrawal from savings for 3 rd Qtr W/H	\$329.90
Funds transferred to checking for other checks paid	\$9,940.85

Marsh Water Project – Ken Polifka	\$798.00
Marsh Water Project – Rinke Noonan	\$1,754.50
Marsh Water Project – Houston Engineering	\$414.00
JD 15 Br. M20 – Houston Engineering	\$9,805.50
JD 15 Br. M20 – Rinke Noonan	\$258.50
JD 15 Br. P – I & S Group	\$1,606.00
JD 15 Br. P – Rinke Noonan	\$85.50
4 checks issued #33 – Per John Kolb	\$20,000.00
Ending Balance:	\$323,124.66

Upon motion of Manager Stuewe, which was seconded by Manager Melberg by unanimous vote, the Board of Managers approved the Treasurer’s report subject to audit.

President Belter next called for the bills that had been presented to the Board since the last meeting. Manager Phillips reported as follows:

Rinke Noonan – various -	\$1,389.50
MPCA – payment due 12/15/2019 -	\$12,313.83
Houston Engineering – various -	\$10,367.04
Eberhard Consulting – Chuck – November pay -	\$1,784.18
I & S Group – JD 15 Br. P	\$7,146.25
Chad Stuewe -	\$71.58
Don Belter -	\$77.38
Larry Phillips -	\$220.86
Larry Kramer -	\$113.34
Matt Melberg -	\$112.18
Mary Henke -	\$562.50
Linda Phillips -	\$325.00
Total -	\$34,483.64

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

President Belter called any new permits:

Permit 2019-28, Glencoe Country Club: Motion by Manager Melberg, seconded by Manager Phillips to consider, carried. Eberhard reviewed the proposed action. Applicant proposes to reconstruct an existing detention pond and install related improvements. Motion by Manager Melberg, seconded by Manager Phillips to approve the permit as requested. Motion passed. Mr. John Brinkman thanked the Board for approving the permit and inquired regarding installation of flood protection on the golf course and flood plain encroachments. The Board indicated that it does not have a rule addressing floodplain and does not have jurisdiction to

authorize encroachments in the floodplain. Staff recommended that Mr. Brinkman check with City or County zoning offices to determine what the permit requirements are.

President Belter next called for discussion of old business:

2019-1 – Collins Township. The permit was denied last meeting pending receipt of more detailed plans for a project. Eberhard updated the Board that the Township has been notified, but no new information has been received.

JD 15 – Branch M. The Board held the preliminary hearing. Staff will take necessary next steps in the engineering and viewing processes.

JD 15 – Branch P. Still waiting on engineer's report

JD 15 – Branch S. Waiting on viewers.

JD 15 – Branch A. Waiting on viewers.

Marsh Project. Kolb updated the Board on easement acquisitions. Remaining easements are not required for construction of Phase 2. Otterness updated the Board on bidding for the Phase 2 project.

Glencoe East and Central. No update.

JD 79-2 Violation. Kolb updated the Board that he is still working on the petition for the boundary change.

Helen Baker Elementary School and Regional Drainage/County Social Services Building. Kolb and Otterness updated the Board regarding the phone conference with the McLeod SWCD. No action is recommended at this time. The SWCD will gather some additional information in order to develop a solution. Allen Robeck asked whether the tile line at issue could be considered a municipal line.

One Watershed One Plan. Manager Phillips updated the Board on a meeting with adjacent LGUs on the preparation of a grant application for the development of a one watershed plan for the South Fork of the Crow River. It is anticipated that McLeod SWCD and the BCWD would take a lead roll in the development of the plan and coordinating cooperative activities between the affected government units. Ryan Freitag from McLeod SWCD introduced Coleton Draeger who will likely be the point of contact for the 1W1P development efforts. Mr. Draeger provided information to the Board on his experience and thoughts on the 1W1P development. There will be a meeting at the County Offices in Hutchinson at 10:00 a.m. on December 17. Manager Phillips and attorney Kolb will attend.

Stamer Permit. Manager Melberg inquired regarding the status of receipt of conditioned information for the permit. Eberhard indicated that he is still waiting on the required easement.

Collins Township Project. Otterness provided the Board with an update on the engineering and survey performed to support the Township's project. Otterness discussed ongoing expectation management with the Township related to timing of completion. There is still no return correspondence from FEMA regarding approval of final funding.

President Belter next called new business.

Eberhard received a call from a landowner regarding financial assistance to repair or reconstruct a private flood control measure. The Managers discussed providing of public funding for private flood protection and the precedent it will set.

Manager Phillips provided information regarding cleaning of a de-silting basin on the former Kermit Henke property. Eberhard updated the Board on the timing and coordination of the contractor.

Manager Phillips updated the Board on a beaver dam on ditch 79-2 and other conditions requiring repair (failed culvert, bank sloughing, etc.). Repair costs will be paid from the fund and it is likely that a repair fund assessment will be necessary in 2020-21.

The Board discussed appointing delegates to the Minnesota Association of Watershed Districts annual meeting. Larry Phillips and Larry Kramer were appointed.

Ryan Freitag requested Board guidance on permitting for FEMA disaster repairs. Kolb recommended to the Board that all FEMA disaster repairs be permitted under a single permit with standard conditions. The Board concurred and recommended to Ryan Freitag to get the permit application materials to Eberhard.

CD 33 Kallenberg tile issue. Eberhard updated to the Board on inspection and identification of possible tile connection issues.

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 17, 2019, at 1:00 p.m. at its regular meeting place in Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN.

Matt Melberg, Secretary