

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

The Managers of Buffalo Creek Watershed District met on the 28th day of October, 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  
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 September 23, 2014. Manager Phillips noted that the minutes of that meeting contained an error on page 4, paragraph 2, which referred to Application for Permit No. 2011-15. He noted that the permit number was actually 2011-14. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved the corrected minutes of the meeting held on September 23, 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	\$ 76,598.10
Rec'd: Interest	2.04
Deposits from McLeod Co. Ditch 33:	
Loncorich Family Farms, LLC	2,000.00
Charles & Barbara Melberg	2,000.00
Daniel & Mary Benson	2,000.00
Kalenberg Farms, Inc.	2,000.00
Kalenberg Farms, Inc.	<u>2,000.00</u>
	\$86,600.14
LESS: Transfer to checking	<u>5,841.72</u>
OCTOBER BALANCE	\$80,758.42

CHECKING:

September balance	\$ 1,483.99
Deposit from savings	<u>5,841.72</u>
	\$ 7,325.71
LESS: Checks drawn	<u>5,764.74</u>
 OCTOBER BALANCE	 \$ 1,560.97

PROJECT 79-2:

CDø #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 Henke, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved the Treasurerø 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 ø attorneys fees	\$ 608.34
Rinke Noonan ø consulting fees	2,488.00
Hubin Publishing ø publication	136.15
Tax withholding	376.64
Eberhard Consulting ø engineering fees	4,088.60
Mary Henke - secretarial	164.06
Linda Phillips ø secretarial/accounting	136.37
Corey Henke ø per diem & mileage	415.35
Donald Belter ø per diem & mileage	82.91
Larry Phillips ø per diem & mileage	312.88
Larry Kramer ø per diem & mileage	117.56
Matt Melberg ø per diem & mileage	<u>108.16</u>
 TOTAL	 \$ 9,035.02

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

President Belter called upon Chris Otterness of Houston Engineering. Mr. Otterness presented an update on the Marsh Water Project design. He noted to the Board that grant funding is unlikely for the system as designed. His application to the PCA was successful but needs further completion. He stated that the City of Glencoe has petitioned to apply for an additional general fund levy in order to fund their portion of the project. This petition would include Buffalo Creek Watershed District. If approved, this petition would allow an additional levy to finance the project. Mr. Otterness noted that 10 culverts on the main trunk are proposed to be replaced. He noted that one of these crossings could

be eliminated and that 2 culverts on Highwayø #3 and #22 may be retained. He further noted that the project will not be designated as a system improvement, but rather a system restoration project, and not a 103E project. He recommended the initial construction phase include the main trunk and the east branch, with culvert replacement and the construction of stormwater retention wetland. He stated that the loan proceeds ultimately received from the PCA can only be used for the stormwater retention area. Mr. Otterness advised that to complete the loan application, the Board needed a resolution to accept the loan and to appoint Engineer Eberhard as its representative.

Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers agreed to accept the loan proceeds and to appoint Engineer Eberhard as the representative of the Board. Upon motion of Manager Henke, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved a resolution to appoint Manager Phillips as the Boardø representative to sign the appropriate loan documents.

Mr. Otterness went on to describe the funding options available to the Board to pay for the project. The funding options are (1) a district-wide levy, and (2) assessing adjoining landowners. There followed a general discussion between Board members and Mr. Otterness regarding how to allocate the costs of the project between those 2 options.

Mr. Otterness next presented to the Board a proposal for erosion sites in Brownton on Buffalo Creek and in Buffalo Creek Park east of Glencoe. He estimated approximately \$7,000.00 to prepare an engineering plan. Engineer Eberhard suggested that the Board approach the City of Brownton and McLeod County about cost-sharing on these projects. It was the consensus of the Board that the County and City be contacted in the next few months, and then decide whether to proceed with these projects and the engineering proposal. It was also the consensus of the Board that this issue become an agenda item for future meetings.

Engineer Eberhard next addressed the Board with regard to new permits. He introduced Application for Permit No. 2014-23. The applicant is actually the Board of Managers itself with regard to the Eagle Lake outlet project. Upon motion of Manager Phillips, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers accepted Application for Permit No. 2014-23 for consideration. Engineer Eberhard explained that the permit application is necessary to replace the existing sheet pile and clean out the existing ditch for the Eagle Lake outlet. Upon motion of Manager Phillips, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved Permit No. 2014-23.

Engineer Eberhard next introduced Application for Permit No. 2014-24 submitted by Martha Macek. Upon motion of Manager Henke, which motion was seconded by Manager Kramer, by unanimous vote the Board of Managers approved Application for Permit No. 2014-24 for consideration. Engineer Eberhard explained that the project is located in Section 33 of Brookfield Township and proposes to move an existing tile line. He noted that he needs additional information and requested that the matter be tabled. Upon motion of Manager Henke, which motion was seconded by Manager Melberg, by unanimous vote the Board of Managers moved to table Application for Permit No. 2014-24.

President Belter next called for items of old business. Manager Henke reported on the Eagle Lake dam project. He noted that a contractor had been hired and construction would begin shortly.

Engineer Eberhard next reported on the County Ditch No. 33 petition. He noted that the Board needed to sign an acknowledgement of receipt of the petition.

Engineer Eberhard next reported on a change he personally authorized for the Randy Thalmann project, which had previously been approved by the Board. He noted that it was a slight change in the project resulting in a reduction in grade on a portion of the line.

Upon motion of Manager Kramer, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers moved to continue the October 28 board meeting to November 18, 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 to consider a bond counsel issue with regard to the Marsh Water Project PCA loan application.

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Matt Melberg, Secretary