

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

The Managers of Buffalo Creek Watershed District met on the 23rd day of October, 2018, at 8:00 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
Larry Kramer
Corey Henke
Matt Melberg

Also attending the meeting were: Kale Van Bruggen, Attorney
Chuck Eberhard, Consultant
Chris Otterness, Engineer
Lisa Odens, Engineer
Brian Ryberg

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 September 25, 2018. Manager Henke noted that the last paragraph of the meeting minutes incorrectly stated that the October 23, 2018 meeting would take place at 1:00 p.m. instead of 8:00 p.m. A motion was made by Manager Phillips and seconded by Manager Henke to approve the minutes from the previous meeting as corrected. After discussion, and by unanimous vote, the Board of Managers approved the minutes as corrected of the meeting held on September 25, 2018.

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: \$180,285.04

Income:

Interest Earned – September 2018	\$9.64
Deposit JD 15 Br. A – etc.	\$10,000.00

Expenses:

Funds transferred to checking for other checks paid	\$11,015.33
JD 15 Br. S (Kottke) – Bolton & Menk	\$5,827.00
JD 15 Br. P 1	\$1,417.00
McLeod Co. Ditch 33 – Rinke Noonan	\$1,237.50
McLeod Co. Ditch 33 – Bolton & Menk	\$1,077.50

Marsh Creek Water Project – Korson Farms - Spraying	\$992.50
Marsh Water Project – Rinke Noonan	\$165.00
Ending Balance:	\$168,562.85

Upon motion of Manager Henke which was seconded by Manager Kramer and 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	\$6,636.00
Bolton & Menk	\$2,688.00
Houston Engineering	\$25,075.52
I&S Group	\$9,689.00
Eberhard Consulting	\$1,770.02
Corey Henke	\$88.88
Don Belter	\$76.89
Larry Phillips	\$145.06
Larry Kramer	\$110.68
Matt Melberg	\$109.59
Mary Henke	\$151.51
Linda Phillips	\$140.19
Medicare & Social Security	\$58.11
Total	\$46,739.45

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

President Belter called any new permits:

Permit 2018-25 Rudeen Brothers: Osceola Twp., T116N, R33W, Sec. 7. The Rudeens’ intent is to run a 15” DWP along the north side of 880th Avenue, starting at Co. Ditch 67 and ending at the end of Co. Ditch 67/Br. 368. Approximately 950’ of pipe. Motion by Manager Phillips, seconded by Manager Melberg to consider. Motion passed.

Rudeen Brothers plan on leaving Br. 368 in to drain the field north of 880th Avenue. This field is pattern tiled. The land south of 880th Avenue is connected to Br. 368 by two 6” tile lines. These two 6” tile lines will be connected to the new 15” line. Surface water from the south side of 880th Avenue drains through an existing culvert under 880th Avenue. About the end of the culvert (north side of the road) is an existing 6” inlet that is connected to Br. 368.

In reviewing the BCWD RIS mapping and contours for the area south of 880th Avenue, there is about 86 acres that drain through the culvert and the two existing 6" tile.

Using the Prinsco Drainage Calculator by acreage, the proposed grade of the pipe will be 0.1%, with 86 acres and a drainage coefficient of 3/8", a 15" DWP would be required. The Rudeens want to replace the existing 6" inlet with a 12" inlet.

Eberhard recommends the following:

- 1.) Recommend the 15" DWP at 0.1% be allowed (it meets BCWD requirements);
- 2.) Allow the 12" intake;
- 3.) Br. 368 that goes under the 880th Avenue be connected to the new 15" DWP. That portion of Br. 368, north of 880th Avenue to be capped.

Motion by Manager Kramer seconded by Manager Phillips to approve as recommended. Motion passed.

Permit 2018-26 Rudeen Brothers: Osceola Twp., T116N, R33W, Sec. 8. Motion by Manager Henke seconded by Manager Melberg to consider. Motion passed. Eberhard is still in the process of reviewing. Additional information on the size of tile lines, grade, and drainage area is needed from the county drainage authority. Eberhard recommended that the permit be tabled until additional information is obtained. Motion by Manager Henke, seconded by Manager Kramer to table the permit as recommended. Motion passed.

President Belter next called for discussion from the public.

Brian Ryberg presented a map of a potential private tile project in Section 33, Collins Township. Ryberg is the tenant. Proposal is to install a new line to separate farm from east to west. Existing tile would be left to handle the west side and approximately 1,000 feet of tile would be installed to handle the east side. Based on watershed acreage, the project proposes installing 10" or 12" tile. The existing outlet is believed to be CD 64. Eberhard noted that the landowner will need to apply for the permit and recommended the application be received at least 10 days prior to the meeting.

President Belter next called for discussion of old business:

Glencoe East and Central. Odens stated that HEI has been working on modeling with SEH. Odens reported that the County's Morningside project outlet timeline is sooner than the existing timeline for the Glencoe East and Central project. Otterness reported that the County is looking to the District for funding to incorporate part of the Glencoe East and Central project into the County's project. Odens reported the County is recommending a 24" pipe which modeling shows would accommodate both the County and City projects; however, the pipe would need to be extended by approximately 680 feet with an estimated added cost for the pipe of

approximately \$30,000 to \$40,000. Odens reported the County is hoping to bid in March with summer of 2019 construction.

Van Bruggen recommended that to consider coordinating the projects for a cost savings on the Glencoe East and Central project, the County would need to join the City's project as a petitioner and ratify all previous actions; the City (existing petitioner) would need to confirm that the County's request is consistent with the City's project objectives and timeline; and finally, a public hearing would need to be noticed and held to order the coordination and funding with the County's project.

Motion by Manager Phillips seconded by Manager Henke to direct legal counsel to send a letter to the County and the City outlining steps for the County to join the Glencoe East and West project as a petitioner and to ratify prior proceedings, subject to written confirmation by the City that the County's objectives align with the City's project objectives and timeline. After discussion and by unanimous vote, the motion passed.

Otterness reported that HEI is continuing to study cost allocation models for the District to consider.

Marsh Project. Odens reported that Phase I is complete, that the contractor has turned in submittals, and HEI has submitted as-builts. Otterness reported MPCA is now requesting a final report on the project; however, the grant has been closed out. HEI is going to discuss the final report with MPCA. HEI and the Board discussed locations for the Marsh Project sign.

Otterness and Odens presented and reviewed preliminary construction plans for Phase II with the Board, including the right-of-way, general course, and side slopes. Otterness and Odens discussed with the Board whether the project should include tree clearing and one-rod buffer easements on both sides of the project as part of the project right-of-way. Otterness noted the current estimate is approximately \$430,000. The Board recommends tree clearing and one-rod buffer easements be negotiated on the project. HEI will provide a full report on cost and prioritization at the next month's meeting.

JD 15 - Branch M. Otterness noted that the last submittals came in from the contractor and a draft final report has been transmitted to Rinke Noonan to review. Final report will be prepared for the next meeting to set a hearing date for the final contract acceptance hearing.

JD 15 – Branch S. Van Bruggen reported that at the last meeting, the Board moved to hold the preliminary hearing on the improvement of Branch S of JD 15 at 3:00 p.m. on Tuesday, November 27 at the District meeting room in Glencoe and directed staff to provide the required notices; however, the Notice of Preliminary Hearing was not yet prepared. Van Bruggen presented the Board with a draft Notice of Preliminary Hearing for their review. Motion by Manager Henke, seconded by Manager Phillips to approve the Notice of Preliminary Hearing. Motion passed.

Ditch 33. Eberhard reported that Bill Helget is still working on getting a quote for televising pipe.

Permit 2018-24 Tore FLP: Melville Twp., T115N, R33W, Sec. 8. Motion by Manager Melberg seconded by Manager Henke to take the permit off the table. Motion carried. Eberhard reported that he sent the applicant a letter on October 2, 2018 requesting additional information and a signature, and has yet to receive a response. Motion by Manager Henke, seconded by Manager Phillips to rescind the unapproved permit application and direct the applicant to reapply with a signed permit and the additional information requested. Motion carried.

Permit 2018-021 Mr. Willard Fluck: Hector Twp., T115N, R32W, Sec. 10. Motion by Manager Melberg seconded by Manager Henke to take the permit off the table. Motion carried. Mr. Willard Fluck is proposing to extend the new 10" tile line (Br. M19) that stopped at his southerly property line. According to the drawing provided to Eberhard, Fluck wants to extend the 10" tile line at 0.1%, approximately 950 ft., into his property. This would extend the proposed tile line into a subwatershed (Br. 5) which drains north. Eberhard does not believe this area was included in the design of Br. M19 and the Board tabled the permit at its last meeting so that Eberhard would clarify. Eberhard conducted a site visit with the applicant who pointed out existing tile on site. Eberhard reported that when the permit application is received, he will likely recommend the 10" tile line proposed be approved not to exceed 400' subject to the condition that the applicant may connect to existing tile, but may not install tile that crosses any subwatersheds. Eberhard recommended the permit application be tabled. Motion by Manager Henke, seconded by Manager Kramer to table the permit application. Motion carried.

President Belter next called new business.

MAWD Meeting. The Board discussed attendance and registration at the MAWD annual meeting and conference in Alexandria. The District needs two delegates. Manager Henke and Manager Kramer volunteered to serve as delegates with Chair Belter as the alternate.

Manager Reappointment. The McLeod County Board reappointed Larry Phillips to the Buffalo Creek Watershed District for the term of May 18, 2018, through May 17, 2021. A new Manager's Oath of Office and Manager's Bond were executed for Manager Phillips' reappointment.

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, November 27, 2018, 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