

MINUTES OF MEETING OF MANAGERS
OF BUFFALO CREEK WATERSHED DISTRICT

The Managers of Buffalo Creek Watershed District met on the 23rd day of December, 2008, at 1:00 P.M. at its regular meeting place in the City Council Chambers, City Hall, 630 10th Street E., Glencoe, MN, for its regular monthly business meeting.

The following members were present:

Donald Belter
George Schlagel
Larry Phillips
Charles Kubesh
Corey Henke

Also attending the meeting was:

Troy Scotting, of the firm of
KEEFE & KASAL
Hutchinson, MN

Charles Eberhard, Engineer
Litchfield, MN

President Belter announced the first order of business was the consideration of the minutes of the regular meeting of the Board of Managers held on November 25, 2008. After a brief discussion, upon motion of Manager Schlagel, which motion was seconded by Manager Kubesh, by unanimous vote the Board of Managers approved the minutes of the regular meeting held on November 25, 2008.

President Belter next called upon Manager Phillips for the Treasurer's report, who presented a written report which outlined expenses and income as follows:

SAVINGS:

C.D.	\$ 58,059.96	
C.B.	195,525.68	
Rec'd: Interest to 9/28/08 (C/D #8358)	11,731.64	
Interest (Savings #4206225)	160.15	
Renville County	<u>7,336.28</u>	
		\$272,813.71
LESS: Transfer to checking		<u>4,386.80</u>
DECEMBER BALANCE		\$268,426.91

<u>CHECKING:</u>		
November balance	\$ 3,858.46	
Deposit from savings	4,386.80	
Interest	<u>.25</u>	\$ 8,245.51
LESS: Checks drawn		<u>4,195.37</u>
DECEMBER BALANCE		\$ 4,050.14
 <u>PROJECT 79-2:</u>		
CD #7949 and #11550	\$ 7,697.12	
Interest to 10/11/08	<u>1,654.97</u>	
		9,352.09
McLeod Co. Auditor/79-2 Fund		<u>21,330.36</u>
TOTAL 79-2 Funds		\$30,682.45
 <u>Clean Water Legacy Grant Funds (Act. #4215367):</u>		
10/31/08 balance	\$24,282.86	
Rec'd: Interest to 11/30/08	<u>6.57</u>	
		\$24,289.43
LESS: Maiers Investment (buffer strip incentive)		<u>280.00</u>
DECEMBER BALANCE		\$24,009.43

Upon motion of Manager Schlagel, which motion was seconded by Manager Kubesh, 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 as follows:

Keefe & Kasal – attorneys fees	\$ 716.20
CROW	13,500.00
Hubin Publishing – publication	15.81
Hawk Publishing – publication	19.25
Hub Publishing – publication	22.28
Sun Patriot – publishing	31.68
Charles Eberhard – engineering	1,264.63
Mary Henke – secretarial/website	157.50
Linda Phillips - secretarial/accounting	131.25
Donald Belter – per diem & mileage	83.19
Charles Kubesh – per diem & mileage	353.70
Corey Henke – per diem & mileage	788.04
Larry Phillips – per diem & mileage	816.86
George Schlagel – per diem & mileage	<u>710.95</u>
TOTAL	\$18,611.34

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

Manager Phillips reported that a check in the amount of \$183.75 had previously been made out and sent to the DNR; however, the check was subsequently lost by the DNR and he indicated that he would be issuing a new check. Manager Phillips also indicated that the CD's held by the District at Security Bank & Trust Co. will be maturing in the next month and will need to be rolled over.

Manager Phillips presented to the Board a report regarding the 319 Grant funds. He indicated that he will be making a final payment of \$3,680.00 from those funds on the Hansen project.

President Belter next called for any new permits. Engineer Eberhard indicated that he had received a permit application for a project entitled "Arvid Acres" in Renville County. He indicated that he had sent a letter to the permit applicant requesting further information regarding the permit, and he had not yet received a response. After a brief discussion, the Board determined that the permit application should be tabled until further information is received.

Engineer Eberhard reported that all ongoing projects using the Clean Water Legacy Grant funds had been completed. He also indicated that he is still waiting for more information regarding Application for Permit No. 2008-13.

Manager Phillips reported to the Board regarding a clean-out of Buffalo Creek. He indicated that Perry Collins of Castlerock Contracting has been hired to perform the work and will be starting in early January. Manager Phillips reported that Mr. Collins would be starting at Zane Avenue and in the first stage of the project would be working east. Manager Henke reported that he had already prepared a list of landowners for the first stage of the project and had already sent letters out to the affected landowners. Ultimately the creek would be cleaned out from Zane Avenue to the City of Brownton. Upon motion of Manager Phillips, which motion was seconded by Manager Schlagel, by unanimous vote the Board of Managers approved Mr. Collins starting the work at Zane Avenue and working east, and that he is to do the work in two (2) separate \$20,000.00 projects, with an estimated total cost of \$40,000.00.

President Belter next called for items of old business. Engineer Eberhard indicated that requested revisions had been made to the District's Comprehensive Drainage Management Plan and a final copy for adoption had been received. Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers adopted the Comprehensive Drainage Management Plan prepared by the Mid-Minnesota Development Commission.

Engineer Eberhard next reported that there were still two other outstanding permits, 2008-4 and 2008-5. He indicated that he had previously sent letters to both permit applicants requesting further information; however, he had not received the

requested information. After a brief discussion, it was determined that these permits should be tabled pending receipt of the requested information.

President Belter next called for any items of new business. Manager Phillips reported that he had received an e-mail notice from the State indicating that the District had not submitted their audit. Manager Phillips indicated that the audit had actually already been submitted in approximately June; however, the State was requesting that it be submitted in a different format. Manager Phillips indicated that Linda Phillips had done the work re-formatting the audit and it had been re-submitted to the State. Tom Fischer of BWSR, who was in attendance at the meeting, made a request to the Board that any future audits also be sent to him.

Engineer Eberhard next indicated to the Board that he was scheduled to get a \$5.00/hr. raise as of January 1, 2009. However, he indicated that he had given it some thought and he suggested that the Board, in lieu of giving him the raise, instead give a \$1.50/hr. raise to both Linda Phillips and Mary Henke to recognize them for the outstanding work that they are doing. Upon motion of Manager Kubesh, which motion was seconded by Manager Schlagel, by quorum vote of three members of the Board of Managers, a \$1.50/hr. raise for both Linda Phillips and Mary Henke effective January 1, 2009, in lieu of Engineer Eberhard's scheduled raise, was approved. Manager Phillips and Manager Henke abstained from voting.

President Belter next called upon Dan Nadeau, a representative of CROW, who presented the Board with multiple maps setting forth where water monitoring has taken place over the last couple of years.

President Belter then called upon Ryan Freitag of the Soil & Water Conservation Service. Mr. Freitag reported to the Board that Kermit Henke had re-enrolled for a CRP filter strip, and that under the Clean Water Legacy Grant he would be receiving \$100.00 per acre for enrolling his land into CRP. After a brief discussion, it was decided by the Board that a check would be issued to Mr. Henke at next month's meeting after a formal application had been received.

Mr. Freitag next reported on the Ron Hansen WRP wetland restoration project. He indicated that there had been discussions with some neighbors of the project and some agreements had been reached regarding taking out a culvert and tiling. He further reported that there will be a complete engineering report, which when completed will be submitted to the Board of Managers.

Mr. Freitag then discussed with the Board members the possibility of some other projects under the Clean Water Legacy Grant Act. The funds for this grant need to be used by June 30, 2009.

Manager Phillips indicated that the reimbursement rate for mileage as of January 1, 2009 will be \$.55.

There being no further business to come before the Board, upon motion duly made, seconded and unanimously carried, the Board of Managers adjourned the regular meeting until the next regular meeting of the Board of Managers on January 27, 2009 at 1:00 P.M. at its regular meeting place in the City Council Chambers, City Hall, 630 10th St. E., Glencoe, MN.

Charles Kubesh, Secretary