

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

The Managers of Buffalo Creek Watershed District met on the 22nd day of January, 2008, at 1:00 P.M. at its regular meeting place in the City Council Chambers, City Hall, 630 10<sup>th</sup> 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 were:

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 December 26, 2007. After review of the minutes, upon motion of Manager Philips, which motion was seconded by Manager Kubesh, by unanimous vote the Board of Managers approved the minutes of the regular meeting held on December 26, 2007.

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.	161,431.45
Rec'd: Interest to 12/28/07 (C/D #8358)	9,402.83
Interest (Savings #4206225)	458.16
McLeod Co. Auditor (79-2 cleanout)	33,000.00
Kandiyohi Co.	484.81
Sibley Co.	922.05
Carver Co.	270.96
McLeod Co.	22,877.01
Renville Co.	8,717.72
League of Minnesota Cities	34.00
Minnesota Finance-ACH	<u>4,547.94</u>

		\$300,206.89
LESS: Transfer to checking		<u>10,922.80</u>
JANUARY BALANCE		\$289,284.09
<u>CHECKING:</u>		
December balance	\$ 2,408.17	
Deposit from savings	10,922.80	
Interest	0.31	
CWLG Act. #4215367	<u>1,630.00</u>	
		\$14,961.28
LESS: Checks drawn		<u>13,460.38</u>
JANUARY BALANCE		\$ 1,500.90
<u>PROJECT 79-2:</u>		
CD #7949 and #11550	\$ 7,697.12	
Interest to 10/10/07	<u>1,233.98</u>	
		8,931.10
McLeod Co. Auditor/79-2 Fund		<u>54,330.36</u>
		63,261.46
LESS: Ditch #79-2 cleanout		<u>33,000.00</u>
TOTAL 79-2 Funds (held by McLeod Co. Auditor)		\$30,261.46
<u>Clean Water Legacy Grant Funds (Act. #4215367):</u>		
December balance	\$ 99,559.69	
Interest to 12/30/07	<u>154.33</u>	
		\$ 99,714.02
Ed Rettman – Lake Allie desilting basin work	19,972.00	
Wetland Habitat Restoration – Hanson project	11,937.50	
Holger Olson & Son – Maiers project	20,240.00	
CRP contracts – buffer strips incentive	<u>1,630.00</u>	
		<u>53,779.50</u>
JANUARY BALANCE		\$45,934.52

Upon motion of Manager Schlagel, which motion was seconded by Manager Kubesh, by unanimous vote the Board of Managers approved the Treasurer's Report.

The Board then briefly discussed the funds they had received through the Clean Water Legacy Grant and when the money needed to be used. Engineer Eberhard indicated that he believed the funds needed to be used by the spring of 2009.

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	\$ 628.30
McCombs Frank Roos Assoc. – engineering	127.50
Ed Rettman – Kermit Hanke project	1,500.00
Charles Eberhard – engineering	2,283.66
Mary Henke – secretarial	290.95
Linda Phillips – audit preparation	56.25
Donald Belter – per diem & mileage	82.07
Charles Kubesh – per diem & mileage	75.00
Corey Henke – per diem & mileage	168.18
Larry Phillips – per diem & mileage	260.05
George Schlagel – per diem & mileage	<u>206.06</u>
TOTAL	\$ 5,678.02

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

President Belter next called for any new permits. Engineer Eberhard reported that there were no new permit applications since the last Board meeting.

President Belter next called for items of old business. Engineer Eberhard reported that all of the projects currently being worked on have been shut down due to weather issues. He reported that the Tom Maiers project has pretty much been completed and will be finished in the spring. He also reported that the Lake Allie project required some reshaping construction and seed planting, as well as some other miscellaneous work, which will be completed in the spring.

President Belter next called for any other items of old business. Manager Henke reported to the Board that the e-link reporting for the Clean Water Legacy Grant is up-to-date. He also reported that the online GIS System through Mid-Minnesota is not functioning well. Manager Henke indicated that he is currently working on contacting Mid-Minnesota to get that system up and running again.

President Belter next called for any items of new business. Engineer Eberhard indicated that he would like the Board to look at the Watershed District’s permit requirements for tile lines. He indicated that he thinks some individuals are putting in a tile size smaller than the District’s requirement for a permit in order to circumvent the permit process. The Board currently requires a permit for any tile 8 inches or above. The Board also discussed the possibility of requiring permit holders to notify the Board of when they will be installing the tile in order to give the Board the opportunity to visit the site and confirm that the correct tile size is being installed. After further discussion, the Board determined to put this issue on the agenda for the next regular meeting.

President Belter next called upon Maggie Leach of the Minnesota Pollution Control Agency. Ms. Leach reported to the Board that starting in 2008 there will be a Total Maximum Daily Load (TMDL) project on Buffalo Creek. She indicated that the project will be led by the Crow organization. A work plan is due March 1, which will include an analysis of current information regarding Buffalo Creek in order to determine

what information is missing. In the second stage of the project, information that is determined to be missing will be collected. Ultimately they want to be able to determine the loads coming into Buffalo Creek, as well as how much Buffalo Creek can handle in order to meet State standards. Finally, there would be an implementation stage where the project would implement plans in order to get Buffalo Creek's loads to meet State standards.

President Belter next called for any other new business. Manager Phillips reported that the filing cabinets recently purchased by the Board have arrived. President Belter indicated that he had received a lease renewal for the Board's meeting room in the City offices at Glencoe. It is a one year lease. Manager Schlagel made a motion that the Board direct President Belter to execute the new lease, which motion was seconded by Manager Kubesh and approved by all Board members.

Manager Phillips reported that the Board's insurance providers had recently moved up the Board's liability limits to \$1.2 million.

There being no further business to come before the Board, upon motion duly made, seconded and unanimously carried, the Board of Managers adjourned until the next regular meeting of the Board of Managers on **February 26, 2008 at 1:00 P.M.**, at its regular meeting place in the City Council Chambers, City Hall, 630 10<sup>th</sup> St. E., Glencoe, MN.

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Charles Kubesh, Secretary