

MINUTES OF MEETING OF MANAGERS
OF BUFFALO CREEK WATERSHED DISTRICT

The Managers of Buffalo Creek Watershed District met on the 28th day of August, 2007 at 7:30 P.M. at its regular meeting place in the City Council Chambers, City Hall, 630 10th Street E., Glencoe, MN, for a public hearing on the proposed Budget for the Watershed District for the year 2008 and for its regular meeting at 8:00 P.M.

The following members were present:

Donald Belter
Larry Phillips
George Schlagel
Corey Henke
Charles Kubesh

Also attending the meeting were:

Charles Eberhard, Engineer
Litchfield, MN

The public hearing was called to order by President Belter at 7:30 P.M.

President Belter read the Notice of Hearing and recited the proposed Budget for the year 2008. It was noted that the Notice of Hearing had been published as required by law in the legal newspapers within the Watershed District for the various counties involved.

There being no other persons in attendance at the hearing, upon motion duly made, seconded and unanimously carried, the hearing on the Budget for the year 2008 was adjourned.

President Belter then called the regular meeting of the Board of Managers to order at 8:00 P.M.

Also in attendance were the following: Rick Moore of Mid-Minnesota Development, and Lake Allie Association members John Bloemke, Richard DeRock, Gerald Fluck, Randy Pederson, Howard Ryberg, Kurt Jacques and Daniel Werth.

President Belter announced the next order of business was the consideration of the minutes of the regular meeting of the Board of Managers held on July 24, 2007. After review of the minutes, upon motion of Manager Henke, which motion was seconded by Manager Schlagel, by unanimous vote the Board of Managers approved the minutes of the meeting held on July 24, 2007.

President Belter next called upon Treasurer Larry Phillips for the Treasurer's report. Treasurer Phillips's written report to the Board of Managers was as follows:

SAVINGS:

C.D.	\$ 58,059.96	
C.B.	250,233.76	
Rec'd: Interest (Savings #4206225)	773.30	
Interest to 6/28/07 (CD #8358)	7,674.54	
City of Glencoe (permit fee)	1,000.00	
Kandiyohi Co.	533.45	
Carver Co.	316.97	
Sibley Co.	<u>958.52</u>	
		\$319,550.50
Less: Transfer to checking		<u>5,839.61</u>
AUGUST BALANCE		\$313,710.89

CHECKING:

July balance	\$ 2,476.02	
Deposit from savings	5,839.61	
Interest	<u>.16</u>	
		\$ 8,315.79
LESS: Checks drawn		<u>2,615.79</u>
AUGUST BALANCE		\$ 2,615.79

PROJECT 79-2:

CD #7949 and #11550	\$ 7,697.12	
Interest to 7/10/07	<u>1,124.81</u>	
		8,821.93
McLeod Co. Auditor/79-2 Fund		<u>54,330.36</u>
TOTAL 79-2 Funds		\$63,152.29

Clean Water Legacy Grant Funds (Act. #4215367):

Deposit from savings #4206225	\$190,000.00	
Interest to 7/31/07	<u>2,475.84</u>	
AUGUST BALANCE		\$192,475.84

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 discussion of compensation for Mary Henke for the secretarial work she is performing for the Watershed Board. After discussion, upon motion of Manager Kubesh, which motion was seconded by Manager Schlagel, the Board unanimously approved compensation for Mary Henke at a rate of \$15.00 per hour.

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

McLeod Co. – aerial topographical survey	\$27,107.00
Crow River Joint Powers - LiDAR	13,500.00
Mid-Minnesota Development – Overall Plan & LiDAR	8,000.00
Charles Eberhard – engineering services	514.29
Mary Henke – secretarial services	315.00
George Schlagel – per diem & mileage	284.66
Charles Kubesh – per diem & mileage	106.04
Corey Henke – per diem & mileage	547.31
Donald Belter – per diem & mileage	81.79
Larry Phillips – per diem & mileage	<u>433.95</u>
TOTAL	\$50,890.04

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

President Belter next called on members of the Lake Allie Association who were in attendance for discussion of the desilting basin project. It was noted that \$90,000.00 is needed to purchase the land, with a projected contribution by the Lake Allie Association of \$20,000.00 and \$60,000.00 from the Clean Water Legacy Grant. Construction cost is estimated at \$40,000.00, with 75% of said cost being paid by the Crow River Watershed District. It is estimated that Buffalo Creek Watershed District will need to contribute \$10,000.00. Engineer Eberhard noted that a maintenance plan will need to be put in place, and this plan forwarded to the Minnesota Pollution Control Agency. He also noted that Renville County will apply for the required Dept. of Natural Resources permit. After discussion, it was the Board’s recommendation that the Lake Allie Association have the land surveyed, which cost should be paid by the seller. The Association will also need to obtain an easement for ingress and egress from the seller, and the Watershed District will need an easement from the Association to maintain the basin. Upon motion of Manager Henke, which motion was seconded by Manager Schlagel, by unanimous vote the Board authorized proceeding with the desilting basin project. A meeting with Renville County officials regarding the desilting basin is scheduled for Tuesday, September 18 at 7:00 P.M., at the Boon Lake Town Hall.

President Belter next called upon Rick Moore of the Mid-Minnesota Development Corporation. Mr. Moore presented to the Board the Comprehensive Drainage Management Plan for the Watershed’s approval. After discussion, it was decided that the Board will review the plan and take action on it at their September meeting.

Engineer Eberhard stated that Permit No. 2007-6 issued to the City of Glencoe for a project in their Industrial Park needed to be amended. An approach with a 48-inch culvert will be added over the water main at the 14th Street extension. After discussion, upon motion of Manager Phillips, which motion was seconded by Manager Schlagel, by unanimous vote the Board of Managers approved the amendment as outlined to Permit No. 2007-6.

President Belter next called for any new permits. Engineer Eberhard reported that the City of Glencoe had submitted a permit application to clean out the storm sewer ditch below the wastewater treatment plant. Upon motion of Manager Phillips, which motion was seconded by Manager Schlagel, by unanimous vote the Board of Managers accepted the Application for Permit for consideration and designated it Application for Permit No. 2007-7. After discussion by the Board and upon recommendation of Engineer Eberhard, the Board unanimously approved Permit No. 2007-7.

Engineer Eberhard next reported that he had received an application for a permit for streambank restoration on the Jim Sondergaard property in Collins Township, McLeod County, consisting of two different sites. Estimated costs for the restoration are \$17,400.00 for Site #1 and \$21,100.00 for Site #2, which will be paid with monies from the Clean Water Legacy Grant. Upon motion of Manager Phillips, which motion was seconded by Manager Schlagel, by unanimous vote the Board of Managers accepted the Application for Permit for consideration and designated it Application for Permit No. 2007-8. After discussion by the Board and upon recommendation of Engineer Eberhard, the Board unanimously approved Permit No. 2007-8.

Engineer Eberhard next presented an Application for Permit for the Lake Allie desilting basin project. Upon motion of Manager Henke, which motion was seconded by Manager Schlagel, by unanimous vote the Board of Managers accepted the Application for Permit and designated it Application for Permit No. 2007-9. Approval of this permit was tabled until the September meeting of the Board.

President Belter recited the fact that a hearing on the Budget had been conducted prior to the regular meeting and that no objections to the proposed Budget for the year 2008 had been made. Manager Phillips offered the following resolution and moved its adoption:

RESOLVED, that the Board of Managers of Buffalo Creek Watershed District adopt the following Budget for Buffalo Creek Watershed District as the Budget for the year 2008:

Audit expense	\$ 2,000.00
Dues to Minnesota Watershed Assn.	2,000.00
Salaries of Managers, per diem & mileage	15,000.00
Bond premiums & insurance, including workers compensation	4,000.00

Legal expenses	12,000.00
Engineering expenses	20,000.00
Newspaper notices & office expenses	1,000.00
Routine stream maintenance	10,000.00
Special projects	18,000.00
Water quality monitoring	13,500.00
BWRS matching grant	<u>25,000.00</u>

TOTAL \$122,500.00

Projected interest income \$ 1,500.00

Project 79-2 Budget:

Projected interest income	\$ 150.00
Anticipated maintenance expense	20,000.00

Manager Kubesh seconded the motion. The question was on the adoption of the proposed Budget for the year 2008. There were five “Yea’s” and no “Nay’s” as follows:

Larry Phillips	Yea
George Schlagel	Yea
Donald Belter	Yea
Corey Henke	Yea
Charles Kubesh	Yea

The resolution was declared carried.

Treasurer Phillips informed the Board that it was necessary to determine the District’s tax levy for the year 2008. The Board of Managers then discussed the question of how much the Board should levy for the year 2008. After discussion, Manager Schlagel offered the following resolution and moved its adoption:

RESOLVED, that Buffalo Creek Watershed District levy \$105,000.00 upon all taxable property in Buffalo Creek Watershed District located in the Counties of McLeod, Renville, Kandiyohi, Sibley and Carver in the State of Minnesota for the purpose of paying the administrative expenses of the District as provided by Minnesota Statutes §103D.905, Subd. 3.

Manager Henke seconded the motion. Upon vote there were five “Yea’s” and no “Nay’s” as follows:

Larry Phillips	Yea
George Schlagel	Yea
Donald Belter	Yea
Corey Henke	Yea
Charles Kubesh	Yea

The resolution was declared carried.

Larry Phillips next provided information regarding ditch project No. 79-2 and suggested a special meeting be called with notice sent to the landowners involved. A meeting regarding the ditch is scheduled for September 25 at 7:00 P.M. prior to the regular meeting of the Board. Cards will be sent by Mary Henke to all 42 landowners inviting them to attend the meeting.

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, September 25, 2007 at **8:00** P.M. at its regular meeting place in the City Council Chambers, City Hall, 630 10th St. E., Glencoe, MN.

Charles Kubesh, Secretary