

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

The Managers of Buffalo Creek Watershed District met on the 26th day of January, 2010, 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  
Charles Kubesh  
Corey Henke  
Larry Phillips

Also attending the meeting were:

Pete Kasal, of the firm of  
KASAL & SCOTTING  
Hutchinson, MN

Engineer Charles Eberhard  
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 22, 2009. Upon motion of Manager Phillips, which motion was seconded by Manager Kubesh, by unanimous vote the Board of Managers approved the minutes of the regular meeting held on December 22, 2009.

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:

**SAVINGS:**

C.D.	\$ 58,059.96
C.B.	172,911.03
Rec'd: Interest to 12/28/09 (C/D #8358)	14,993.78
Interest (Savings #4206225)	56.10
League of Minnesota Cities	107.00
Renville Co.	10,053.36
McLeod Co.	25,417.43
Sibley Co.	1,037.32
Carver Co.	256.95
Kandiyohi Co.	499.39
MN Financie – ACH	<u>4,457.77</u>

	\$287,850.09
LESS: Transfer to checking	<u>16,300.19</u>

DECEMBER BALANCE	\$271,549.90
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CHECKING:

November balance	\$ 2,221.37	
Deposit from savings	16,300.19	
Interest	<u>.36</u>	

\$18,521.92

LESS: Checks drawn	<u>17,474.21</u>
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DECEMBER BALANCE	\$ 1,047.71
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PROJECT 79-2:

CD #7949 and #11550	\$ 7,697.12
Interest to 1/11/10	<u>1,982.45</u>

9,679.57

McLeod Co. Auditor/79-2 Fund	<u>20,741.40</u>
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TOTAL 79-2 Funds	\$30,420.97
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Upon motion of Manager Kubesh which motion was seconded by Manager Phillips, 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:

Kasal & Scotting – attorneys fees	\$ 669.40
Charles Eberhard – engineering fees	1,051.00
Mary Henke – secretarial	329.87
Linda Phillips – secretarial/accounting	218.92
Corey Henke – per diem & mileage	94.80
Donald Belter – per diem & mileage	82.70
Larry Phillips – per diem & mileage	475.50
Charles Kubesh – per diem & mileage	110.20
State Watershed Assn. – dues	2,055.02
Castle Rock Tree Service – channel clearing	37,925.00
Printmaster (Willmar)	<u>279.18</u>

TOTAL	\$43,291.59
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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.

President Belter next called upon Perry Collins of Castle Rock Tree Service, who was in attendance. Mr. Collins reported that he had completed the channel cleaning work and further reported that the area cleared was the east side of Glencoe west of Highway 212.

President Belter next called for agenda item "New Permits". Engineer Eberhard reported no new permits had been submitted, but he is working on a project proposed by the City of Buffalo Lake for the purposes of installing a well and water main approximately 6 miles from the city limits to the city limits.

Present Belter next called upon Larry Phelps, a representative from Solbrekk Co., a company that specializes in electronically copying and digitizing records. Mr. Phelps gave a presentation to the Board on the process involved and what can be done with the process, including what type of records can be electronically scanned. He indicated that the search capability is very extensive and can very quickly locate stored records. Mr. Phelps went on to discuss the potential costs of the system and advised the Board that he will send a written re-cap to the Board of potential costs.

President Belter next called for agenda item "Old Business". Manager Phillips reported on the progress of the lease with the City of Glencoe. President Belter had some questions as to a clause in the lease which required glass breakage to be paid by the Board. President Belter requested that Manager Phillips check on the Board's present insurance coverage before the lease is approved. Attorney Kasal was asked to meet with Mark Larson, the Glencoe City Administrator, to suggest a couple minor changes in the wording of the lease.

Engineer Eberhard reported on the ongoing revision of the Rules & Regulations of the Watershed. He advised that he will be meeting with Matt Johnson of Mid-Minnesota to finalize the revisions and report back to the Board.

Manger Henke next reported on information he received from Houston Engineering, Inc.. Houston Engineering has submitted a proposal to implement the Board's GIS system. Manager Henke voiced objections to portions of the GIS proposal that restricted access to certain information and disclaimers contained in the proposal. Engineer Eberhard suggested that he and Manager Henke meet with Matt Johnson to discuss the proposal.

President Belter next called for agenda item "New Business". Manager Phillips reported that the mileage rate set by the IRS is now \$.50 per mile. Manager Phillips also requested that the mailing list for the Watershed should include McLeod Co. Commissioner Kermit Terlinden.

Engineer Eberhard next reported on proposed rock inlet projects to be offered to landowners in the Watershed District. He recommended that the cost share be \$300.00 per intake. He further recommended budgeting approximately \$10,000.00 for the

projects. The ultimate cost would depend on the interest of landowners in converting old intakes to the new type of rock intake.

Engineer Eberhard reported to the Board on his attendance at the last CROW 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 February 23, 2010 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