

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 24th day of August, 2021, at 7:00 p.m., for its regular monthly business meeting.

The following managers were present: Don Belter
Kevin Lindeman
Chad Stuewe
Matt Melberg
Larry Kramer

The following managers were absent/excused: n/a

Also attending the meeting were: John Kolb, Attorney
Larry Phillips
Daryl Luthens, McLeod CD 8, B12
Mike Mueleners
Doug Krueger, McLeod County

President Belter called the meeting to order and announced the first order of business was to suspend the regular meeting and convene the 2022 budget hearing.

2022 Budget Hearing. President Belter convened the hearing and called upon Attorney Kolb to present the budget. Kolb confirmed the publication of notices for the budget hearing. Per President Belter’s request, Kolb presented the proposed budget as follows:

Activity:	2022 Budgeted Amount
Annual Audit	\$4,000.00
Association Dues (Minnesota Association of Watershed Districts)	\$5,500.00
Manager per diem, mileage, PERA and taxes	\$25,000.00
Bond premiums and insurance	\$5,000.00
Legal	\$12,500.00
Engineering	\$35,000.00
Office expenses and publications	\$8,500.00
Stream maintenance program (\$155K from general fund and \$45K from reserve)	\$200,000.00

JD 15 Sub-watershed Storage (inter-governmental costs share with Renville and McLeod)	\$75,000.00
Subtotal	\$370,500.00
From general fund (103D.905, subd. 3 (\$250,000.00 Cap))	\$250,000.00
From reserves	\$45,500.00
From inter-governmental cost share	\$75,000.00
Clean Water Partnership Project Fund (Marsh Water Project) (103D.905, subd. 9)	\$70,000.00
Basic water management projects/programs (City of Glencoe Petitioned Project) (103D.905, subd. 3)	\$87,000.00
Total Budget	\$527,500.00
Total Budget from Levy (2022 Levy)	\$407,000.00

President Belter opened the floor for public comments on the proposed budget. Public comment was generally supportive of the budget. Daryl Luthens asked what was the source of the funds for the District’s budget. President Belter closed the public comment portion of the hearing. The Board then discussed the budget and determined no adjustments were required to the proposed drainage system assessments based on anticipated, additional costs. Upon a motion by Manager Stuewe seconded by Manager Kramer to adopt the budget as presented, with all members voting in favor, the motion passed. Upon motion and vote, President Belter closed the hearing.

Upon completion of the budget hearing, President Belter reconvened the regular meeting and called for the consideration of the minutes of the regular meeting of the Board of Managers held on July 27, 2021. Motion by Manager Kramer seconded by Manager Melberg to approve the minutes. After discussion, the Board of Managers, by unanimous vote, approved the minutes for the meeting held on July 27, 2021.

President Belter called for review of the Treasurer’s report. The Treasurer (Manager Stuewe) and Larry Phillips presented a written report which outlined income and expenses as follows:

Security Bank & Trust Co.	
Money Market Checking Account -	
Beginning Balance:	\$233,566.34
Income:	
Interest earned thru July 2021	\$9.41
Deposit – Carver County	\$1,311.83
Deposit – City of Glencoe	\$1,192.00
Expenses:	
Withholding for 2 nd Quarter of 2021	\$424.56
Withdrew Last Month After Transfer	\$450.00
To checking to cover other checks issued	\$9,879.12
JD 15 Br. P1 – Rinke Noonan	\$5,582.84
JD 15 Br. P1 – Jim Weidemann (Viewer)	\$2,140.55
JD 15 Br. P1 – ISG Group, Inc.	\$6,885.00
JD 15 Br. M20 – Jim Weidemann (Viewer)	\$994.87
JD 15 Br. M20 – Rinke Noonan	\$5,333.35
JD 15 Br. M20 – Houston Engineering	\$3,960.31
JD 15 Br. M20 – Schmidt Agri-Drainage-View	\$250.76
JD 15 Br. S – Rinke Noonan	\$5,019.85
JD 15 Br. S – Bolton & Menk	\$1,233.00
JD 15 Br. S – Jim Weidemann (Viewer)	\$903.41
JD 15 Br. A – Rinke Noonan	\$5,369.98
JD 15 Br. A – Jim Weidemann (Viewer)	\$1,577.44
JD 15 Br. A – Bolton & Menk	\$1,620.00
JD 15 Br. Q – Rinke Noonan	\$55.00
JD 15 Br. Q – Bolton & Menk	\$504.00
Ending Balance:	\$183,895.54
Balance in Security Bank Now Account	\$1,006.18
Balance in Security Bank Savings Account - Projects	\$250,414.76
Total for all bank accounts:	\$435,316.48

Motion by Manager Kramer seconded by Manager Melberg to approve the Treasurer’s Report subject to audit. After discussion, 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. Larry Phillips reported as follows:

ISG Group, Inc. – JD 15 Br. P1	\$18,246.00
Gislason & Hunter, LLP – JD 15 Br. M20	\$3,178.22
Rinke Noonan – Various	\$10,718.87
Houston Engineering – JD 15 Br. M20	\$12,484.50
ECM Publishers, Inc. – Ad for bids of JD 15 Brs. A & S	\$219.24
Hubin Publishing, Inc. – Ad for bids of JD 15 Brs. A & S, legal notice for JD 15 Br. M20, and legal notice for budget	\$854.16
Stuewe Farms – 5.5 hours of mowing on Marsh Creek	\$550.00
Larry Phillips – Permit Consultant	\$850.00
Mary Henke	\$450.00
Linda Phillips	\$325.00
Don Belter	\$77.10
Larry Kramer	\$111.82
Kevin Lindeman	\$81.58
Matt Melberg	\$110.70
Chad Stuewe	\$146.32
Total:	\$48,403.51

Motion by Manager Lindeman seconded by Manager Melberg to approve the bills for payment. After discussion, and by unanimous vote, the Board of Managers approved the above bills for payment.

President Belter called any new permits:

Permit 2021-08, McLeod County: Sections 20, 21, 28, and 33, Township 116 North, Range 30 West, Lynn Township, McLeod County.

Motion by Manager Kramer seconded by Manager Lindeman to consider, carried. After discussion, and by unanimous vote, the Board of Managers approved the consideration of the permit.

Per McLeod County’s request, Houston Engineering completed a historic review of County Ditch 63 in 2020. The review found that the system is in disrepair with multiple problems requiring slough in cleanouts, bank stabilization, and installing new culverts at the proper depth and size for the ditch at farm crossings and county & township roads. This project would include removing and placing eight new culverts along the farm crossings and roads along with laying back side slopes. There will be no increase in the drainage area and all crossings were sized to meet Buffalo Creek Watershed District rules and regulations.

Motion by Manager Kramer seconded by Manager Lindeman to approve the permit. After discussion, the Board of Managers approved the permit by unanimous vote.

Permit 2021-09, State of Minnesota: Section 14, Township 115 North, Range 28 West, Glencoe Township and Sections 16 and 17, Township 115 North, Range 27 West, Helen Township, McLeod County.

Motion by Manager Melberg seconded by Manager Kramer to consider, carried. After discussion, and by unanimous vote, the Board of Managers approved the consideration of the permit.

Jeremy Nielsen of SRF Consulting Group Inc., on behalf of MnDOT District 8 and Ronald Mortensen, would like to construct two J-Turns at the intersections of Chandler Ave N & TH 212 and CSAH 1 & TH 212. These are listed as MnDOT projects 4310-93 and 4310-94.

The Chandler Ave N site is drained by an existing 72-inch culvert crossing TH 212 which outlets directly to Buffalo Creek. The proposed project includes new curb and gutter connected to stormsewer which will outlet to the existing 72-inch culvert. The site drainage areas have a low time of concentration, so flow will leave the site in advance of the peak for the 72-inch culvert. Therefore, the increase in impervious area will result in a slight peak rate increase.

Discharge from the CSAH 1 site drains in the three directions listed below, which all eventually outflow to Buffalo Creek. The discharge is proposed to be treated using two filtration basins on the CSAH 1 site.

1. Southeast through an existing drain tile; and
2. South in the CSAH 1 roadside ditch; and
3. During large events, east in the north side of the TH 212 roadside ditch.

A Stormwater Pollution Prevention Plan (SWPPP) has been submitted which calls for storm drain protection, silt fences, ditch checks, and street sweeping to prevent excessive sediment release during construction. At this time, there are no plans to fill in a floodplain.

Houston Engineering recommends approval of the permit application.

Motion by Manager Lindeman seconded by Manager Stuewe to approve the permit. After discussion, the Board of Managers approved the permit by unanimous vote.

President Belter next called for discussion of old business:

Glencoe East and Central Project. No update.

One Watershed One Plan – Planning Agreement. Kolb provided an update on the likely grant for planning. The Board will have to appoint a representative to the Policy Committee. Staff will research the requirements and provide them to the Board.

President Belter next called new business:

Storage. Commissioner Krueger discussed the intergovernmental cost share for researching storage within the watershed. Current funding is targeted on JD 15, but Krueger believes it should be expanded. The Board discussed the combination of the storage requirement and conveyance. Mike Muelener discussed channel obstructions on the lower end of Buffalo Creek.

Branch 12 of McLeod County Ditch 8 Improvement. Daryl Luthens presented to the Board an effort to petition for improvement of Branch 12 of McLeod CD 8.

President Belter next called for Manager reports.

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 28, 2021, at 8:00 p.m., to accommodate harvest, in person, in the Board's meeting room in the Glencoe City Center with an option for public monitoring by remote means.

Matt Melberg, Secretary