

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 28th day of December, 2021, at 1:00 p.m., for its regular monthly business meeting.

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

The following managers were absent/excused: n/a

Also attending the meeting were: John Kolb, Attorney
Larry Phillips
Perry Collins, Castle Rock

President Belter called the meeting to order and announced the first order of business was the consideration of the minutes of the regular meeting of the Board of Managers held on November 23, 2021. Motion by Manager Kramer seconded by Manager Melberg to approve the minutes with corrections of Paul (not Larry) Anderson and spelling of Kottke. After discussion, the Board of Managers, by unanimous vote, approved the minutes for the meeting held on November 23, 2021 with the corrections as noted.

President Belter then 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:	\$525,587.34
Income:	
Interest earned thru November 2021	\$23.31
State of Minnesota	\$3,814.81
McLeod County	\$71,573.79
Renville County	\$20,030.72
Expenses:	
To checking to cover other checks issued	\$11,655.45
Ending Balance:	\$609,374.52

Balance in Security Bank Now Account	\$1,007.58
Balance in Security Bank Savings Account - Projects	\$20,446.32
Total for all bank accounts:	\$630,828.42

Motion by Manager Kramer seconded by Manager Lindeman 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:

MN Pollution Control Agency – Payment to MMB	\$12,313.83
Allen Schmidt – Trapped nine beavers @ \$50/each	\$450.00
Rinke Noonan – Various	\$1,117.50
Bolton & Menk – JD 15, Br. Q	\$2,520.00
Houston Engineering – JD 8, Laterals 12 & 13 plus GEOMoose & Web Hosting	\$3,417.25
Larry Phillips – Permit Consultant & Mileage	\$918.32
Mary Henke – Salary plus 5.5 hours	\$587.50
Linda Phillips	\$325.00
Don Belter	\$77.10
Larry Kramer	\$111.82
Kevin Lindeman	\$150.84
Matt Melberg	\$194.52
Chad Stuewe	\$72.62
Total:	\$22,256.30

Motion by Manager Kramer 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 2021-12, Larry Phillips/Bolton & Menk: Sections 22, 23, 26, 27, Township 115 North, Range 31 West, Preston Lake Township, Renville County.

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

Bolton & Menk will be improving the Branch S system of Judicial Ditch 15, specifically replacing all of the existing tile in S8, S10, and S11, along with the partial replacement of the tile in S9, S12, and S14. The existing 6”-18” clay and concrete tile will be replaced with 6”-24” dual wall HDPE tile. Construction is expected to start in spring 2022.

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 2021-13, Larry Phillips/Bolton & Menk: Sections 12, 13, 18, 19, Township 114 North, Range 32 West, Palmyra Township, Renville County.

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

Bolton & Menk will be improving the Branch A system of Judicial Ditch 15, specifically replacing all of the existing tile in A52, A56, and A95, along with the partial replacement of the tile in A42, A57, A58, and A93. The existing 5"-28" clay and concrete tile will be replaced with 6"-36" dual wall HDPE tile. Construction is expected to start in spring 2022.

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

Permit 2021-14, Larry Phillips/ISG: Sections 3, 4, 8,9, Township 114 North, Range 31 West, Grafton Township, Sibley County, and Sections 29, 32, 33, Township 115 North, Range 31 West, Preston Lake Township, Renville 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.

ISG will be improving the Branch P system of Judicial Ditch 15, specifically replacing portions of the tile in P1, P10, P13, P14, P17, P19, P22, P25, P29, P30, P32, P34, P48, and P50. The existing RCP tile will be replaced with new HDPE tile sized to a drainage coefficient of 3/8" per day.

Motion by Manager Lindeman seconded by Manager Melberg 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:

Bond & Insurance Reviews and Execution of Contracts for JD 15 Branch Improvement Projects. Kolb updated the Board on the status of contracts. All contractors have supplied the required bonds and proofs of insurance and contracts have been executed. Kolb requested that the Board authorize the President to executed notices to proceed as they are provided by the engineers following pre-construction meetings. The Branch P1 improvement notice to proceed has been received. Motion by Manager Kramer, seconded by Manager Melberg to authorize the president to execute the notices to proceed as received. After discussion, the Board of Managers approved the approved the motion by unanimous vote.

Kottke Bond Premium Reimbursement. Based on the prior authorization of the Board, the premium reimbursement request has been forwarded to Renville County for payment as part of the project costs.

Branch 12 of McLeod County Ditch 8 Improvement. Kolb updated the Board that the engineers are proceeding with preparation of the preliminary survey report.

One Watershed, One Plan. Melberg gave an update of the December 15, 2021, coordination meeting of the planning group. The group received a presentation regarding the planning process and 1W1P program from Julie Westerlund of the Board of Water and Soil Resources (BWSR). There are currently 49 plans in process and 24 plans approved in the state. An approved plan makes the plan area and participants eligible for Clean Water Fund, programmatic grants for plan implementation. The typical planning period is 2.5 years and the planning budget is @\$217,000. Melberg discussed the challenge of planning with a large and diverse group and whether virtual meetings will be used. The planning group organized itself with McLeod County Commissioner Paul Wright as President, Renville County Commissioner Randy Kramer as Vice President, and Manager Melberg as Secretary. Melberg noted that other planning processes have come up short with funding.

Houston Engineering Projects. No update.

President Belter next called new business:

No new business was reported.

President Belter next called for Manager/Staff reports:

Perry Collins from Castle Rock attended and provided an update on tree removal on the main channel of Buffalo Creek. Collins distributed a new rate sheet for the Board's review. Phillips and Collins received guidance from the Board regarding a scope and locations of work for Castle Rock for this winter.

Phillips reported on Jeremy Cohrs' desire to outlet additional property to JD 8 via a different outlet. Guidance have been given to both Cohrs and the Joint Drainage Authority staff for consideration of an alternative outlet to the public system under section 103E.401.

Phillips reported that next month the Board will consider the remaining permit for Branch M of JD 15 and a permit for a Renville County bridge replacement.

Phillips reported on the preconstruction meetings with Litzau Farm Drainage for the Branch P1 and A improvements. Phillips expects preconstruction meetings with Cooreman Contracting in February.

Phillips reported on a call from Charles Melberg regarding a modification to the proposed improvement of Branch P. Melberg wants a portion of the existing system retained with some modifications of intake locations. Kolb advised the board that the proposed change should be

reviewed by Phillips and the engineer to determine what impact the change has on the conditions presented and determined at the final hearing. Kolb cautioned the Board regarding changes that would alter flows and discharges as this concern was raised by the DNR in its advisory report and resolved by the Board in its final order. The Board instructed Phillips to coordinate with the engineer to determine what impact, if any, the desired change will have on the project. If the change is allowed, it will have to be documented as a change order in the contract and in the construction specifications.

Manager Melberg asked about the Branch Q improvement. Kolb will follow up with the engineer to determine a status.

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, January 25, 2022, at 1:00 p.m., 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