

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 22nd day of March, 2022, at 1:00 p.m., for its regular monthly business meeting.

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

The following managers were absent/excused: n/a

Also attending the meeting were: John Kolb, Attorney
Larry Phillips
Chris Otterness, HEI
Darryl Luthens, McLeod County
Justin Luthens
Adam Leske
Coleton Draeger
Lisa Odens, HEI
Doug Krueger, McLeod County
Al Robeck
Seth Melberg
Ryan Freitag

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 February 25, 2022. Motion by Manager Lindeman 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 February 25, 2022.

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:	\$539,106.16
Income:	
Interest earned thru February 2022	\$20.06

Expenses:	
To checking to cover other checks issued	\$108,724.23
Houston Engineering – JD 8, Laterals 12 & 13	\$1,677.00
Rinke Noonan – JD 8, Laterals 12 & 13	\$1,584.00
Rinke Noonan – JD 15, Br. Q	\$504.00
Ending Balance:	\$426,636.99
Balance in Security Bank Now Account	\$1,008.41
Balance in Security Bank Savings Account - Projects	\$20,460.43
Total for all bank accounts:	\$448,105.83

Motion by Manager Kramer seconded by Manager Stuewe 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:

Castle Rock Contracting & Tree Service, LLC	\$26,100.00
Bolton & Menk – JD 15 Br. Q	\$110.00
Rinke Noonan – Various	\$1,426.00
Houston Engineering – GeoMoose & Web Hosting	\$600.00
Gislason & Hunter, LLP – JD 8 Brs. 12 & 13 & JD 15 Br. Q	\$595.00
League of MN Cities – Workers’ Comp Premium	\$200.00
Larry Phillips – Permit Consultant	\$850.00
Mary Henke – Monthly Services Fee & Permit Viewer Work	\$856.25
Five Checks Issued to Reimburse Landowners for JD 8 & JD 15 Projects	\$20,000.00
Linda Phillips	\$325.00
Don Belter	\$77.45
Larry Kramer	\$113.72
Kevin Lindeman	\$82.13
Matt Melberg	\$86.81
Chad Stuewe	\$72.77
Total:	\$51,495.13

Motion by Manager Kramer seconded by Manager Lindeman 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 2022-03, Sheehan’s Inc.: Section 8, Township 116 North, Range 33 West, Osceola Township, Renville County.

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

Larry Phillips presented the permit application details. Sheehan's Inc. and owner Erik Peterson has secured abandonment of a portion of public drainage system and wants to install a new private tile line. They would then reconnect to the neighbor's line, sign easements, and add pattern tile. The proposed action meets the requirements of the district's rules. Phillips recommends conditional approval subject to receipt of easements and other required filings, including maps and documentation from the drainage authority related to the abandonment, prior to issues of the final permit.

Motion by Manager Kramer seconded by Manager Melberg to conditionally approve the permit pending receipt of the requirement documents. After discussion, and by unanimous vote, the Board of Managers conditionally approved the permit as indicated.

President Belter next called for discussion of old business:

Laterals 12 & 13 of McLeod/Sibley Judicial Ditch 8 Improvement. Attorney Kolb updated the Board on the statute of the proceedings and the replacement of the petitioners' cash deposit with a commercial bond.

One Watershed, One Plan. Manager Melberg updated the Board on the next meeting schedule of the planning group.

Houston Engineering Projects. Chris Otterness provided an update to the Board on the incorporation of storage as a key objective of the One Watershed Plan. Larry Phillips updated the Board on consideration of ideas related to the Glencoe Central and East Project. Chris Otterness updated the Board on the availability of automated controls for the storm ponds at the School.

Branch Q, JD 15. Attorney Kolb updated the Board on receipt of the viewers' oaths. The proceedings are moving forward with the viewers completion of draft reports subject to the final report of the engineer. There is no update on the engineer's timeline.

JD 15, Branch Improvements. Manager Melberg inquired regarding the status of the improvement projects. Phillips indicated preconstruction meetings planned for March 29 in Olivia for branch M and S projects. Larry Phillips indicated preparations by the contractors being limited by frost and the schedule for flagging construction limits.

President Belter next called new business:

Linda Phillips Administrative Services Agreement. Attorney Kolb presented the updated agreement as requested by Linda Phillips. Motion by Manager Melberg seconded by Manager Kramer to approve the agreement and authorize its execution. After discussion, and by unanimous vote, the Board of Managers approved the agreement and authorized the President to sign the agreement.

Mary Henke Administrative Services Agreement. Attorney Kolb presented the updated agreement as requested by Mary Henke. Motion by Manager Kramer seconded by Manager Melberg to

approve the agreement and authorize its execution. After discussion, and by unanimous vote, the Board of Managers approved the agreement and authorized the President to sign the agreement.

President Belter next called for Manager/Staff reports:

Larry Phillips updated the Board on a pending permit near Brownton for a storage facility. The application will anticipate stormwater control. The applicant has been referred to HEI for coordination.

Manager Melberg updated the Board on the availability of a former gravel pit that could be used for storage for a May 3 auction by Henslin. Doug Krueger reminded the Board of McLeod and Renville Counties' commitment to pool money for funding. Motion by Manager Kramer, seconded by Manager Stuewe to authorize HEI to investigate feasibility. Motion passed.

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, April 26, 2022, at 7:00 p.m., in person, in the Board's meeting room in the Glencoe City Center.

Matt Melberg, Secretary