

# **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 24<sup>th</sup> day of January, 2023, at 1:00 p.m., for its regular monthly business meeting and for the continued hearing on the improvement of Branches 12 and 13 of McLeod/Sibley Joint Ditch 8.

The following managers were present:

Larry Kramer
Chad Stuewe
Don Belter
Matt Melberg
Kevin Lindeman

The following managers were absent/excused:

Also attending the meeting were:

John Kolb, Attorney
Larry Phillips
Adam Leske
Joel Cohrs
Dave Proehl
Gary Albers

Doug Krueger
Fern Albers
Sam Munson
Kevin Cohrs

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 December 27, 2022. Motion by Manager Kramer seconded by Manager Melberg to approve the minutes for the meeting held on December 27, 2022, as corrected.

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:

January Financials:

Money Market Checking -# 31093 -Security Bank & Trust Co.		
	12/1/2022	691,395.78
Deposit - Carver County		1,232.99
Deposit - Kandiyohi County		2,754.02
Deposit - Sibley County		3,671.92
Deposit - Renville County		50,642.88
Deposit - Renville County		90.22
Deposit - League of MN Cities		482.00
Deposit - MMB		4,494.95
Interest Earned - December 2022		610.04
		-
Gislason & Hunter, LLP - JD 15 Br Q	(735.00)	
Bolton & Menk - JD 15 Br Q	(1,752.00)	
Rinke Noonan - JD 15 Br Q	(252.00)	
Schmidt Agri-Drainage - JD 15 Br Q	(490.00)	
Rinke Noonan - JD 8 Lat 12 & 13	(3,269.00)	
Ron Ringquist viewer - JD 8 Lat 12 & 13	(1,281.13)	
Jon Dotolo - viewer - JD 8 Lat 12 & 13	(1,060.00)	
McLeod Publishing - JD Lat 12 & 13	(900.00)	
To checking		
to cover other checks issued	(4,357.68)	
Subtotal 12/31/2022	(14,096.81)	(14,096.81)
Sec Bank MMkt Ending Bal - 31093		\$ 741,277.99
Savings Account # 38980		\$ 462.10
Projects-remaining balance		
Sec Bank NOW Acct # 31085		1,009.42
<b>Grand Total All Accounts</b>		<b>\$ 742,749.51</b>

Motion by Manager Lindeman seconded by Manager Kramer 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:

	A	D	E
	<b>1/24/2023</b>		
	<b>Bills approved to be paid</b>		
3	<b>Bolton &amp; Menk - JD 15 Q</b>	\$ 4,419.00	
4	<b>Pay 4th Quarter 2022 withholding</b>	\$ 91.72	
5	<b>Larry Phillips - Permit Consultant - no mileage</b>	\$ 850.00	
6	<b>ERSI - ArcGIS annual Subscription Renewal</b>	\$ 494.00	
7	<b>Houston Engineering - JD 8 Lat 12 &amp; 13</b>	\$ 3,013.25	
8			
9	<b>Gislason &amp; Hunter, LLP - JD 15 Br Q</b>	\$ 175.00	
0	<b>Gislason &amp; Hunter, LLP - JD 8 Lat 12 &amp; 13</b>	\$ 1,255.00	<b>\$ 1,430.00</b>
1			
2	<b>Mary Henke - Monthly Service Fee</b>	\$ 350.00	
3	<b>Mary Henke - Permit Viewer</b>	\$ 300.00	<b>\$ 650.00</b>
4			
5			
6	<b>Linda Phillips - Monthly Service Fee</b>	\$ 425.00	
7	<b>Linda Phillips - Ptg stamps Purchased &amp; add'l mailing</b>	\$ 77.30	
8	<b>Linda Phillips - Purchase software for 1099's &amp; W-2's</b>	\$ 150.00	<b>\$ 652.30</b>
9			
0	<b>Rinke Noonan - JD 15 Br Q</b>	\$ 1,140.00	
1	<b>Rinke Noonan - JD 8 Lat 12 &amp; 13</b>	\$ 4,768.45	
2	<b>Rinke Noonan - JD 15 Br S</b>	\$ 1,244.50	
3	<b>Rinke Noonan - JD 15 Br P 1</b>	\$ 828.00	
4	<b>Rinke Noonan - JD 15 Br A</b>	\$ 1,244.50	
5	<b>Rinke Noonan - JD 15 Br M20</b>	\$ 1,352.50	
6	<b>Rinke Noonan - 1W1P</b>	\$ 324.00	
7	<b>Rinke Noonan - General Admin Advice</b>	\$ 1,080.00	
8	<b>Rinke Noonan - Retainer Fee</b>	\$ 700.00	<b>\$12,681.95</b>
9			
0	<b>Allen Schmidt - 2 beaver trapped</b>	\$ 100.00	
1	<b>Larry Kunkel - 9 Beaver trapped</b>	\$ 450.00	
2	<b>Ashley Benson - 1 beaver trapped</b>	\$ 50.00	
3	<b>Austin Field - 4 beaver trapped</b>	\$ 200.00	
4			
5	<b>James Weidemann - viewer - JD 8 Lat 12 &amp; 13</b>	\$ 529.75	
6			
7	<b>Castle Rock Contracting - Buffalo Creek Cleanout</b>	\$ 76,050.00	
8			
9	<b>SUBTOTAL</b>	<b>\$ 101,661.97</b>	<b>***</b>
0	<b>Board Managers</b>		
1	<b>Don Belter - \$ 75.00 - 5.74 = 69.26 + 9.27 = 78.53</b>	<b>\$ 78.53</b>	
2			
3	<b>Chad Stuewe - \$ 150.00 - 11.48 = 138.52 + 9.17 = 147.69</b>	<b>\$ 147.69</b>	
4			
5	<b>Larry Kramer - \$ 75.00 - 5.74 = 69.26 + 49.78 = 119.04</b>	<b>\$ 119.04</b>	
6			
7	<b>Matt Melberg - \$75.00 - 5.74 = 69.26 + 19.65 = 88.91</b>	<b>\$ 88.91</b>	
8			
9	<b>Kevin Lindeman - \$75.00 - 5.74 = 69.26 + 14.41 = 83.67</b>	<b>\$ 83.67</b>	
0		<b>\$ 517.84</b>	<b>***</b>
1			
2		<b>\$ 102,179.81</b>	<b>*****</b>
3			
4			

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:

None

President Belter next called for discussion of old business:

**Laterals 12 & 13 of McLeod/Sibley Joint Ditch 8 Improvement.** The Board recessed its regular meeting and reconvened the continued final hearing on the petitioned improvement.

Kolb presented the draft final order establishing the improvement. Motion by Melberg, seconded by Kramer to adopt the findings and order as presented. Motion passed with all managers voting in favor. The Board then adjourned the final hearing and reconvened the regular meeting of the Board.

**One Watershed, One Plan.** Manager Melberg and Larry Phillips provided an update on both policy and technical committee work. The Board will receive a presentation at the February meeting.

President Belter next called new business:

Phillips presented the auditor’s letter of engagement. Motion by Manager Melberg, seconded by Manager Lindeman to approve engagement of the auditor. Motion passed.

President Belter next called Manager/staff reports:

Channel maintenance/tree removal: Collins Tree Service continues to work on clearing snags and deadfalls from the channel. Work will continue until conditions no longer support use of equipment within the work area.

Tabled Permit 2022-7 Update: Phillips will send a letter to the applicant informing it of an extension of the time of decision.

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, February 28, 2023, at 1:00 p.m., in person, in the Board’s meeting room in the Glencoe City Center.

---

Matt Melberg, Secretary