

# **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 25<sup>th</sup> day of April, 2023, at 7:00 p.m., for its regular monthly business meeting.

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
Bob Kuttner
Jeff Ratike
Al Roback
Doug Krueger, McLeod

Bernie Kuttner
Darryl Luthens, McLeod
Fern Albers
Mark Huser, Glencoe

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 March 28, 2023 and the special meeting held on April 13, 2023. Motion by Manager Kramer seconded by Manager Lindeman to approve the minutes for the meeting held on March 28, 2023 and the special meeting held on April 13, 2023 with the correction that Seth Sparks was not present.

President Belter then called for review of the Treasurer's Report. Larry Phillips presented a written report which outlined income and expenses as follows:

March Financials:



<b>4/25/2023</b>	<b>Bills approved to be paid</b>		
Larry Phillips - Permit Consultant	\$ 850.00		
mileage-150 miles @ .655	\$ 98.25	\$	948.25
Mary Henke - Permit Viewer - 5.25 hrs @ \$25 per hr	\$ 131.25		
Mary Henke - Monthly Service Fee	\$ 350.00	\$	481.25
Houston Engineering - General Eng. Services	\$ 2,999.25		
Houston Engineering - JD 8 Lat 12 & 13	\$ 7,918.15	\$	10,917.40
Rinke Noonan - JD 15 Br Q	\$ 908.50		
Rinke Noonan - JD 8 Lat 12 & 13	\$ 908.50		
Rinke Noonan - Ditches - 79-2	\$ 158.00		
Rinke Noonan - 1W1P	\$ 197.50		
Rinke Noonan - General Administrative Advice	\$ 434.50		
Rinke Noonan - Retainer Fee	\$ 750.00	\$	3,357.00
Linda Phillips - Monthly Service Fee	\$ 425.00		
League of MN Cities - Property/Casualty Insurance premium	\$ 2,868.00		
Lakes Area Review - ad for bids - JD 15 Br Q	\$ 152.25		
McLeod Publishing Group - ad for bids - JD 15 Br Q	\$ 160.00		
EFTPS - 1st Quarter Withholding - 2023	\$ 298.40		
Ken's Excavating - Marsh Creek-Ditch snow & Ice removal	\$ 2,455.00		
<b>SUBTOTAL</b>	<b>\$ 22,062.55</b>		***
<b>Board Managers</b>			
Don Belter - \$ 150.00 - 11.48 = \$ 138.52 + 18.34 = \$ 156.86	\$ 156.86		
Chad Stuewe - \$ 450.00 - 34.42 = \$ 415.58 + 23.58 = \$ 439.16	\$ 439.16		
Larry Kramer - \$ 150.00 - 11.48 = \$ 138.52 + 99.56 = \$ 238.08	\$ 238.08		
Matt Melberg - \$ 150.00 - 11.48 = \$ 138.52 + 48.47 = \$ 186.99	\$ 186.99		
Kevin Lindeman - \$ 150.00 - 11.48 = \$ 138.52 + 28.82 = \$ 167.34	\$ 167.34		
	<b>\$ 1,188.43</b>		***
Moved \$ 23,250.98 from MMkt Acct to NOW checking account	<b>\$ 23,250.98</b>		*****

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 2023-04, MnDOT Th 212 Roundabout:** Section 13, Township 115 North, Range 28 West, Glencoe Township, McLeod County.

Motion by Manager Kramer seconded by Manager Melberg 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. Houston Engineering coordinated with the applicant's engineer and verified stormwater management practices. The MnDOT

project includes constructing the S.P. 4310-95 TH 212/CSAH 15 Roundabout. Phillips recommends approval.

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

**Permit 2023-05, Wetland Restoration (Ladd Ginsburg):** Section 34, Township 116 North, Range 32 West, Brookfield Township, Renville County.

Motion by Manager Melberg seconded by Manager Kramer 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 and the project review report submitted by Houston Engineering. Phillips recommends approval with conditions as outlined in the engineer's review report.

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

President Belter next called for discussion of old business:

**One Watershed, One Plan.** Planning group is waiting until after planting to continue work. Phillips reported on a technical meeting.

**Br. Q, JD 15 Improvement.** Preconstruction meeting has occurred. Kolb has not yet reviewed the insurance or bonds required of the contractor. Contractor anticipates start in August with a completion date by November.

President Belter next called new business:

**Bernie Kuttner.** Bernie Kuttner appeared to discuss plans to partially abandon a portion of JD 15 in section 26 of Preston Lake Township and reroute drainage to an alternative outlet via a private tile. Kolb provided an explanation of the petition process and gave suggestions for Mr. Kuttner to prepare the petition with the required details. Kolb further explained some of the implications of a petition for partial abandonment and the likelihood of a subsequent petition to outlet water to a different subwatershed of the ditch. The Board discussed the possibility a district permit being required.

**Jeff Ratike (Landowner) and Mark Huser (Glencoe City Council)** appeared to discuss the drainage patterns north of the City of Glencoe. This would be in the area of the Glencoe Central-East Basic Water Management Project. Kolb and Phillips discussed some options developed as part of Central-East project. Council Member Huser provided some comments and stated he would review the current project engineering report.

President Belter next called Manager/staff reports:

**Channel maintenance/tree removal:** Weather conditions have halted work for the current season.

**Tabled Permit 2022-7:** No action has been taken by the application to advance the permit. The issue is stalled with the required easements.

**Houston Engineering Activity Report.** Phillips provided the Board with an activity report from Houston. Br 12-13 bid opening is scheduled for May 17<sup>th</sup> with a proposed award date at the Board's regular meeting in May.

Phillips reported on the removal of an ice jam on the Marsh ditch. Phillips reported on a culvert replacement by Carver County. Phillips reported on the MAWD summer tour invitation. Phillips reported on delivery of letters related to buffer compliance on WD 79-2. Phillips requested authorization for Houston to evaluate Sumpter Pit as a possible storage site. The Board authorized the activity.

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, May 23, 2023, at 7:00 p.m., in person, in the Board's meeting room in the Glencoe City Center.

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Matt Melberg, Secretary