

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 25th day of July, 2023, at 7:00 p.m., for its regular monthly business meeting.

The following managers were present:

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| Larry Kramer |
| Chad Stuewe |
| Don Belter |
| Matt Melberg |
| Kevin Lindeman |

The following managers were absent/excused:

| | |
|----------------------------------|-----------------------------|
| Also attending the meeting were: | John Kolb, Attorney |
| Mark Hueser, City of Glencoe | Jeff Ratike |
| Noah Johnson | Scott Litzau |
| Daryl Luthens, McLeod County | Doug Krueger, McLeod County |

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 June 27, 2023. Motion by Manager Melberg seconded by Manager Kramer to approve the minutes for the meeting held on June 27, 2023.

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

June Financials:

| 7/25/2023 meeting | | bills approved to pay | |
|--|----|-----------------------|-------------|
| Larry Phillips - Permit Consultant | \$ | 850.00 | |
| mileage - 95 miles @ .655 | \$ | 62.23 | \$ 912.23 |
| Mary Henke - Permit Viewer - 29.25 hrs @ \$25 per hr | \$ | 731.25 | |
| Mary Henke - Monthly Service Fee | \$ | 350.00 | \$ 1,081.25 |
| Linda Phillips - Monthly Service Fee | \$ | 425.00 | |
| Linda Phillips - mileage & stamps purchased | \$ | 173.04 | \$ 598.04 |
| Rinke Noonan - JD 8 Lat 12 & 13 | \$ | 1,264.00 | |
| Rinke Noonan - 1W1P | \$ | 829.50 | |
| Rinke Noonan - Retainer Fee | \$ | 750.00 | \$ 2,843.50 |
| EFTPS - 2nd Quarter withholding & 941 | \$ | 286.96 | |
| Stuewe Farms, LLC - mowing Marsh Creek | \$ | 575.00 | |
| SUBTOTAL | \$ | 6,296.98 | **** |
| Board Managers | | | |
| Don Belter - \$ 75.00 - 5.74 = 69.26 +9.17 = 78.43 | \$ | 78.43 | |
| Chad Stuewe - \$ 75.00 - 5.74 = 69.26 + 3.93 = 73.19 | \$ | 73.19 | |
| Larry Kramer - \$ 75.00 - 5.74 = 69.26 + 49.78 = 119.04 | \$ | 119.04 | |
| Matt Melberg - \$ 75.00 - 5.74 = 69.26 + 48.47 = 117.73 | \$ | 117.73 | |
| Kevin Lindeman - \$ 75.00 - 5.74 = 69.26 + 14.41 = 83.67 | \$ | 83.67 | |
| | \$ | 472.06 | **** |
| | \$ | 6,769.04 | ***** |

Motion by Manager Lindeman seconded by Manager Kramer 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 2023-09, Larry Dean: Section 18, Martinsburg 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. The proposed work includes abandoning existing tile line and replacing it with new tile for the JD 15, Branch A42 12"-5" and JD 15, Branch A59 9"-5" and JD 15, Branch A60. The proposed work is combined with a petition to partially abandon the Branch A portions affected by the project. The entire project connects to JD 15 Branch A42 24" new main utilizing the existing 72" connection that the old 12" is hooked to the new main with. Phillips recommends conditional approval pending both receipt of easement agreements and completion of the partial abandonment proceedings.

Motion by Manager Melberg seconded by Manager Kramer to conditionally approve the permit pending both receipt of easement agreements and completion of the partial abandonment proceedings. After discussion, and by unanimous vote, the Board of Managers approved the permit.

Permit 2023-10, Joy Namtreedt Best: Section 36, Township 115 North, Range 33 West, Renville 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. The proposed work includes abandoning existing tile line and replacing it with new tile. The action will require documented easements and proceedings to partially abandon a portion of Renville-Melville Ditch 36. Phillips recommends tabling the permit until the next meeting.

Motion by Manager Melberg seconded by Manager Kramer to table the permit on a finding that the application is incomplete and requires easement agreements and completion of partial abandonment proceedings. After discussion, and by unanimous vote, the Board of Managers tabled the permit.

Permit 2023-11, Ruth Brinker: Section 11, Township 116 North, Range 32 West, Brookfield Township, Renville County.

Motion by Manager Lindeman 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. The proposed work includes cleaning the existing ditch and abandoning existing tile line and replacing it with new tile. Manager Melberg provided additional detail on site conditions. 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.

President Belter next called for discussion of old business:

Glencoe Central-East Stormwater Basic Water Management Project. Manager Stuewe reported on continued discussions with the City and County related to both storage and drainage improvements in the central watershed. The County and City are proposing to reconstruct Hennepin Avenue which might present an opportunity to replace stormwater infrastructure. Kolb and council member Hueser discussed various options to address the condition of the central ditch. Commissioner Krueger discussed condition of culverts providing an outlet for drainage to this area. The Board directed Phillips to coordinate with the engineer to update current plans and put financial figures together for limited work on the central ditch.

One Watershed, One Plan. Manager Melberg gave an update. Kolb reported on discussions with County staff Colton Draeger regarding preparation of operation and administrative agreements related to plan.

Phillips gave on update on permit 2022-05. Motion by Melberg, seconded by Stuewe to approve renewal and extension of permit for one year. Motion passes unanimously.

President Belter next called new business:

Annual Activity Report for 2022. Phillips presented the 2022 annual report. Motion by Kramer, seconded by Lindeman to approve the report and authorize distribution as required by statute. Motion passes unanimously.

2024 Budget Worksheet. Kolb, Phillips and Stuewe presented the proposed budget for the Board's consideration. Motion by Melberg, seconded by Stuewe to use the proposed budget numbers to advertise the budget hearing to be held at 6:30 on August 22, 2023. Motion passes unanimously.

President Belter next called Manager/staff reports:

Phillips reported on JD 15, Branch Q improvement. Melberg commented on contractor performance and pace. Melberg further commented on construction supervision and performance of the project engineer.

Phillips reported on the camera inspection of Branches 12-13 of JD 8 and construction progress.

Phillips reported on the Crown Door project.

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, August 22, 2023, at 7:00 p.m., in person, in the Board's meeting room in the Glencoe City Center.

Matt Melberg, Secretary