

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 August, 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
Daryl Luthens (McLeod)
Mark Hueser (Glencoe)
Joel Cohrs

Gary Albers
Doug Kureger

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 July 25, 2023. Motion by Manager Kramer seconded by Manager Lindeman to approve the minutes for the meeting held on July 25, 2023. Motion carried unanimously.

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

July Financials:

8/22/2023 meeting	approved to be paid		
Larry Phillips - Permit Consultant		\$ 850.00	
mileage - 0 miles @ .655		\$ -	\$ 850.00
Mary Henke - Permit Viewer - 7.25 hrs @ \$25 per hour		\$ 181.25	
Mary Henke - Monthly Service Fee		\$ 350.00	\$ 531.25
Linda Phillips - Monthly Service Fee		\$ 425.00	\$ 425.00
F.W. Hosting - domain name - annual chg		\$ 22.00	
F.W. Hosting - hosting - annual chg		\$ 359.10	\$ 381.10
Rinke Noonan - Permit Issues		\$ 671.50	
Rinke Noonan - General Admin Assistance		\$ 3,482.50	
Rinke Noonan - 1W1P		\$ 1,066.50	
Rinke Noonan - Retainer Fee		\$ 750.00	\$ 5,970.50
Korson Farms, LLC - spraying (79-2)		\$ 6,411.25	\$ 6,411.25
Houston Engineering - JD 8 Lat 12 & 13		\$ 13,995.13	\$ 13,995.13
	SUBTOTAL	\$ 28,564.23	****
	Board Managers		
Don Belter - \$ 75.00 - 5.74 = 69.26 + 9.17 = 78.43		\$ 78.43	
Chad Stuewe - \$ 150.00 - 11.49 = 138.52 + 11.79 = 150.31		\$ 150.31	
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	
		\$ 549.18	****
	Total Bills	\$ 29,113.41	*****

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: No new permits

President Belter next called for discussion of old business:

Recap of Permits:

Crown Doors – Pond Design: Phillips updated the Board on the status of the Crown Door project. Phillips and the Board’s engineer have been in contact with the contractor but the owner is having a difficult time engaging an engineer to design the stormwater facilities.

Larry Dean – Easements: Phillips updated the Board regarding the conditional approval of the Larry Dean permit. The permit was conditionally approved during the July meeting pending receipt of easement agreements and completion of the partial abandonment proceedings.

Phillips reported that the partial abandonment was approved by Renville County drainage authority. Larry is still waiting on the proposed easements.

Joy Namtredt Best – Tabled: Phillips updated the board regarding the tabled Joy Namtredt Best Permit. The application was found to be incomplete during the July board meeting and required easement agreements and completion of partial abandonment proceedings. The applicant is working through the required proceedings and documentation in order to have a completed application.

Project Progress – Branch Q & Branch 8, Lat. 12 & 13: Phillips updated the Board on the status of construction on the projects. Construction on Branch Q is suspended due to a conflicting project. The contractor has been reminded of the construction timeline and liquidated damages for delay. The contractor indicated it would return within three weeks to complete the project. Melberg provided an update regarding the contractor’s exceedance of work limits.

Kolb updated the Board on certification of costs to the McLeod County Auditor Treasurer so collection of project costs can begin in 2024. Motion by Stuewe, seconded by Kramer to authorize Kolb to provide a detail of costs in the proceedings to the McLeod County Auditor Treasurer for inclusion in drainage system assessments beginning in 2024 and to secure payment of costs obligated in the proceedings. After discussion, the President called the question which was adopted by unanimous vote.

Glencoe Central-East Stormwater Basic Water Management Project. Houston Engineering has put a proposal together to re-analyze and re-report on project options. Council member Hueser addressed the City’s work with McLeod County on using organic labor to clean and flush culverts in order to facilitate more efficient drainage. The Board discussed how to proceed with the Houston proposal. Kolb suggested that the proposal be transmitted to the City of Glencoe so that it can weigh in on the utility of the proposal. The Board will transmit the proposal and table action until September.

One Watershed, One Plan. Manager Melberg updated the Board on the timeline for plan development, comment and hearing. The draft plan is out for 60-day comment. Kolb updated the Board on the request of the 1W1P planning collaborative to assist with development of governance documents. The engagement will require a waiver of potential conflicts of interest by each entity engaging in the planning process. Motion by Melberg, seconded by Lindeman to authorize the president to execute a waiver of conflicts for Rinke Noonan to develop governance documents for implementation of the 1W1P. After discussion the Board adopted the motion by unanimous vote.

President Belter next called new business:

Mitch Rose Trucking – Catch Basin & Tile Line: Phillips updated the Board on a proposed development on recently acquired property. The issue is that the property is in the middle of a

drainage pattern. Phillips has indicated to the new owner the requirement to continue drainage from adjacent property. Phillips indicated that the Board should anticipate a permit application.

President Belter next called Manager/staff reports:

Phillips addressed the proposed MN Watershed's annual meeting.

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, September 26, 2023, at 7:00 p.m., in person, in the Board's meeting room in the Glencoe City Center.

Matt Melberg, Secretary