

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 26th day of March, 2024, at 1:00 p.m., for its regular monthly business meeting.

The following managers were present:

Larry Kramer
Chad Stuewe
Kevin Lindeman
Matt Melberg
Don Belter

The following managers were absent/excused:

Also attending the meeting were:

John Kolb, Rinke Noonan
Larry Phillips
Seth Sparks, Renville County
Darryl Luthens,

Brian Schrupp
Gary Albers

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 27, 2024. Motion by Manager Kramer seconded by Manager Stuewe to approve the minutes for the meeting held on February 27, 2024, with corrections to clarify the permit applicant's requirement to complete drainage proceedings, not permitting requirements with the County. 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:

March Bills:

3/26/2024 meeting (Bills approved to be paid)		
Larry Phillips - Permit Consultant	\$ 850.00	
Larry Phillips - Sumter Pit Owners - Lunch meeting 2-27-24	\$ 105.00	
Larry Phillips - mileage - 86 miles @ 0.67	\$ 57.62	\$ 1,012.62
Mary Henke - Permit Viewer - 0 hrs @ \$25 per hour	\$ -	
Mary Henke - Monthly Service Fee	\$ 350.00	\$ 350.00
Linda Phillips - Monthly Service Fee	\$ 525.00	
Linda Phillips - Mileage to Auditors in Waconia 3/18/2024	\$ 64.32	\$ 589.32
Rinke Noonan - Permit Issues	\$ 788.50	
Rinke Noonan - JD 8 - Lat 12 & 13	\$ 2,361.00	
Rinke Noonan - JD 15 Br Q	\$ 2,062.00	
Rinke Noonan - JD 15 Branch 56 Improvement	\$ 124.50	
Rinke Noonan - Retainer Fee	\$ 800.00	\$ 6,136.00
Gislason & Hunter, LLP - JD 15 Br Q	\$ 378.00	
Gislason & Hunter, LLP - JD 8 Lat 12 & 13	\$ 84.00	\$ 452.00
League of MN Cities - Workers' Comp premium	\$ 200.00	
Gustafson Drainage, LLC - JD 8 Lat 12 & 13 (approved earlier)	\$ 14,711.06	
Gary Albers - JD 8 Lat 12 & 13 - crop damage	\$ 400.00	
Houston Engineering - JD 8 Lat. 12 & 13	\$ 1,193.50	
SUBTOTAL	\$ 25,054.50	****
Board Managers & mileage		
Don Belter - \$ 250.00 - 19.13 = 230.87 + 9.38 = 240.25	\$ 240.25	
Chad Stuewe - \$ 250.00 - 19.13 = 230.87 + 62.98 = \$ 293.85	\$ 293.85	
Larry Kramer - \$ 250.00 - 19.13 = 230.87 + 77.72 = 308.59	\$ 308.59	
Matt Melberg - \$ 250.00 - 19.13 = 230.87 + 69.68 = 300.55	\$ 300.55	
Kevin Lindeman - \$ 250.00 - 19.13 = 230.87 + 64.32 = 295.19	\$ 295.19	
	\$ 1,438.43	****
Total Bills	\$ 26,492.93	*****

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 for public comments:

Gary Albers appeared to ask questions about crop damage for the Branch 12 and 13 JD 8 improvement. Kolb explained the basis of the damages.

Brian Schrupp asked about the status of the Central-East ditch and Glencoe project. Phillips reports that there is no update. Phillips reported that there may be an effort of private owners to repair a portion of the central ditch.

President Belter called any new permits:

Glencoe Dollar General Permit (2024-02). Section 14, Township 115 North, Range 28 West, McLeod County.

Erosion and sediment control for Dollar General project in Glencoe. Seneca Foods is the applicant. The details include grading, paving, drainage, and utilities for a 12,480 square foot Dollar General retail store in Glencoe. Total area to be distributed is approximately 2.5 acres. BMP's include silt fence, ditch checks, sediment traps, riprap, seed and mulch, sod, detention/sedimentation basin, and construction trackout.

2024-02, Manager Melberg made a motion to consider permit. Manager Kramer seconded. Motion carried unanimously.

There are several changes recommended by the applicant based on other approvals required for the development. Houston has reviewed and provided a permit summary. Larry Phillips suggesting approving as presented. Motion made by Manager Lindeman, seconded by Manager Stuewe to approve. No further discussion. Motion passed unanimously.

Willard Exsted Permit (2024-03). NW¼ Section 9, Township 115 North, Range 28 West, Glencoe Township, McLeod County.

The plan is to abandon existing tile line and replace with new tile. Tile size is 12/8/6, grade of tile is 0.07, type of tile is plastic. The length of tile is 1400 and the total drainage area is 43.2. According to the landowner, the Exsted Farm is in need of adequate tie in order to drain their field properly.

2024-03, Manager Kramer made a motion to consider permit. Manager Stuewe seconded. Motion carried unanimously.

Larry Phillips reported that the proposed action is consistent with the District's rules. Phillips recommends approval with a condition that required easements and other approvals are obtained prior to construction. Motion made by Manager Stuewe, seconded by Manager Melberg to approve with condition as recommended. No further discussion. Motion passed unanimously.

President Belter next called for discussion of old business:

Project Progress Reports. No update

Crown Doors Permit Progress. No update

Bernie Kuttner Permit. Seth Sparks reported that Kuttner has petitioned the drainage authority for required approvals.

Glencoe Central-East Stormwater Basic Water Management Project. No update other than what was discussed during the public forum.

One Watershed, One Plan. Last meeting was March 8. Regional consideration on February 27. Renville SWCD is the lead for implementation. Planning grant sunsets on June 30. HEI will prepare hard copies of the plan.

Sumter Pit Water Storage Project. Phillips updated the Board on discussions with the owners. The Board authorized Kolb to prepare needed documents for consideration by the Board next month (April). Phillips updated the Board on further discussions with the DNR regarding Dam safety and issues related to retention berm.

Brownton Tree Jam in Buffalo Creek. Phillips updated the Board regarding landowner approval and municipal coordination for removal of the tree jam.

Buffalo Creek Cleanout in 2024 – Update (Castle Rock Tree Service). No update. Castle Rock has demobilized for the season.

New Petition on CD 15 Branch 56 (Sections 25, 26, 27, 35, 36, Melville Township). Kolb updated the Board on the petition and review for sufficiency. Kolb has been in contact with the petitioners' attorney regarding apparent deficiencies in the petition. Seth Sparks also appeared and discussed engineering proposals for appointment. Sparks indicated that both ISG and BMI have submitted proposals. Kolb provided guidance to the Board regarding options for selecting a project engineer in the proceedings. The managers entertained some discussion regarding engineer selection and considerations based on prior experience.

President Belter next called new business:

Administrative Services Agreements. Kolb presented the updated agreements for 2024 as directed by the Board at the January meeting. Motion by Manager Kramer, seconded by Manager Stuewe to approve the agreements as presented.

Technical Services Agreement. Kolb presented the updated agreement for 2024 as directed by the Board at the January meeting. Motion by Kramer, seconded by Stuewe to approve the agreement as presented.

Manager/Staff Reports.

Phillips reported on discussions related to his withdrawal from duties to the Board. Phillips suggested an engagement with Seth Sparks under a consulting contract with Renville County or under a separate agreement with approval of the Renville County Board. Phillips discussed a gradual transition of duties.

Phillips reported to the Board on a plan by Knife River to change in operations of one of its facilities in McLeod County. A District permit may be required, but other approvals are needed before consideration of the need for a district permit is known.

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 23, 2024, at 7:00 p.m., in person, in the Board’s meeting room in the Glencoe City Center.

Matt Melberg, Secretary