

# **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 23<sup>rd</sup> day of April, 2024, at 7:00 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:

Larry Phillips  
Seth Sparks

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 26, 2024. Motion by Manager Kramer seconded by Manager Lindeman to approve the minutes for the meeting held on March 26, 2024. 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:



April Bills:

4/23/2024 meeting (Bills approved to be paid)		
Larry Phillips - Permit Consultant	\$	850.00
Mary Henke - Permit Viewer - hrs @ \$25 per hour	\$	-
Mary Henke - Monthly Service Fee	\$	350.00
Linda Phillips - Monthly Service Fee	\$	525.00
Rinke Noonan - General Administrative Advice	\$	1,326.00
Rinke Noonan - JD 8 - Lat 12 & 13	\$	475.00
Rinke Noonan - JD 15 Br Q	\$	249.00
Rinke Noonan - Permit Issues	\$	539.50
Rinke Noonan - Retainer Fee	\$	800.00
		\$ 3,389.50
League of MN Cities - Property/Casualty Cover Prem	\$	2,872.00
Ashley Benson - 3 beaver trapped	\$	150.00
1st Quarter withholding -Paid by EFTPS	\$	401.62
Houston Engineering - BCWD General Eng. Services	\$	1,341.50
<b>SUBTOTAL</b>	<b>\$</b>	<b>9,879.62</b>
		****
<b>Board Managers &amp; mileage</b>		
Don Belter - \$ 125.00 - 9.56 = 115.44 + 9.38 = \$ 124.82	\$	124.82
Chad Stuewe - \$ 125.00 - 9.56 = 115.44 + 4.02 = \$ 119.46	\$	119.46
Larry Kramer - \$ 125.00 - 9.56 = 115.44 + 50.92 = \$ 166.36	\$	166.36
Matt Melberg - \$ 125.00 - 9.56 = 115.44 + 49.58 = \$ 165.02	\$	165.02
Kevin Lindeman - \$ 125.00 - 9.56 = 115.44 + 14.74 = \$ 130.18	\$	130.18
	\$	705.84
		****
<b>Total Bills</b>	<b>\$</b>	<b>10,585.46</b>
		*****

Motion by Manager Lindeman seconded by Manager Melberg 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:

None

President Belter called any new permits:

**City of Stewart Street and Utility Improvement Permit (2024-04).** Section 31, Township 115 North, Range 30 West, Collins Township, McLeod County.

The project will include reconstruction of city streets and utilities – which will include restoration and reconstruction of catch basins and leads. New C.B.’s will be constructed where needed. Utility and surfacing improvements to 12 blocks of street in Stewart, MN. New tile will be inserted – Tile size will be 12”-24”, the type of tile will be RCP, grade of tile will vary and the length of tile will vary.

2024-04, Manager Melberg made a motion to consider permit. Manager Kramer seconded. Motion carried unanimously.

Motion made by Manager Kramer, seconded by Manager Melberg to approve. No further discussion. Motion passed unanimously.

**Wayne Ahlbrecht Permit (2024-05).** Section 27, Township 116 North, Range 27 West, Bergen Township, McLeod County.

The plan is to abandon existing tile line and replace with new tile. Existing tile size is 10", type of tile is concrete that is causing trouble. New tile size is 12", type of tile is flex core, grade of tile is 0.07. The length of tile is 2500 feet and the total drainage area is 58 acres. Touches township road and has written agreements with both neighbors who would be affected. Solid tile won't affect anything – goes into a wetland after in goes under the township road.

2024-05, Manager Melberg made a motion to consider permit. Manager Lindeman seconded. Motion carried unanimously.

Motion made by Manager Melberg, seconded by Manager Stuewe 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 updates.

**Crown Doors Permit Progress.** Larry reported the wetlands are staked. Engineer is waiting for information on where tile is to be installed.

**Bernie Kuttner Permit.** Sparks reported hearing was scheduled on outlet petition 75-2 and partial abandonment of JD-15 for June 4<sup>th</sup> at 11:00 a.m. at Renville County in the Government Services Center in the Boardroom.

**Glencoe Central-East Stormwater Basic Water Management Project.** No updates.

**One Watershed, One Plan.** No new updates. It was approved – still in progress.

**Sumter Pit Water Storage Project.** Phillips has a scope of service with Houston Engineering (\$28,800.00) – change in fee structure. Need survey data for the DNR – DNR decided they need a dam permit. Lisa and Chris met with the DNR and decided that because of the size and frequency, they don't need a detailed report anymore. Lisa is still working through everything.

Motion to approve the scope of service as presented by Phillips. Motion by Melberg. Seconded by Stuewe.

**Brownton Tree Jam in Buffalo Creek.** No updates.

**New Petition on CD 15 Branch 56 (Sections 25, 26, 27, 35, 36, Melville Township).** Attorney Kolb is waiting for things to get straightened out. There are multiple entities to work with. There should be one petition signature coming.

President Belter next called new business:

**New Bridges and New Permits.** Larry reported multiple permits (4) are in progress. He also reported that there are multiple projects regarding bridges for the next two years.

**Manager Vacancies.** Discussion regarding the reappointment of Kevin Lindeman, Larry Kramer and Don Belter.

**Manager/Staff Reports.** Larry Phillips reported Dean Zimmerman wants to put two lift pumps in – Larry informed him to stay under the 3/8 coefficient.

Knife river is doing a wetland restoration but they don't have the final plans yet.

More information on Crown next month.

Seth and Larry discussed bringing Seth in as a technical consultant. They will start working together on the management part of Larry's job. Discussion regarding the details of how that would work.

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 28, 2024, at 7:00 p.m., in person, in the Board's meeting room in the Glencoe City Center.

---

Matt Melberg, Secretary