

MIDDLE FORK CROW RIVER WATERSHED DISTRICT
BOARD OF MANAGERS MEETING MINUTES

October 2, 2007
174 Lake Ave. N.
Spicer, MN 56288

Present: Joe Flanders, Gordy Behm, Robert Hodapp, Robert Zenner and Ruth Schaefer of the Board; Julie Klocker-Administrator; John Kolb-Attorney, Maggie Leach-MPCA, Doug Hanson-SWCD Board member and Harlan Meintz-Diamond Lake.

1. The meeting was called to order at 7:00 pm by Chairman R. Hodapp.
2. A motion was made by J. Flanders and seconded by G. Behm to approve the agenda as stated. The motion passed.
3. A motion was made by J. Flanders and seconded by R. Zenner to approve the September 4th minutes. The motion passed.
4. Treasurers Report was provided by J. Klocker and reviewed by the Board. See report. A motion was made by R. Schaefer and seconded by G. Behm to approve the Treasurers Report subject to audit. The motion passed.
5. October bills to pay were presented by J. Klocker and reviewed by the Board. See report. A motion was made by J. Flanders and seconded by R. Schaefer to approve the October bills to pay. The motion passed.
6. Rules Process Overview-J. Klocker and J. Kolb presented a plan for the Board to review on a timeline for the development of the Rules. See handout. J. Kolb stated that the Board was obligated to develop rules. J. Kolb has reviewed the Watershed District Plan, in preparation of providing legal counsel; he focused on our Executive Summary for general direction. J. Klocker, Chris Meehan (Wenck Engineering) and J. Kolb met in September to develop the scope of the rules and the process of rulemaking. The rules should clearly state the requirements to receive a permit by property owners. Meetings will be coordinated with other agencies and scheduled throughout the process. The entire Board should attend these meetings. The estimated cost for the entire process (meetings, consultants' fees, public notice, legal fees) is expected to be approximately, \$25,000. This amount has been allocated in the 2008 budget in the general funds although some costs will be incurred in the 2007 budget. A motion was made by R. Zenner and seconded by G. Behm to approve the Rules Development Process and Timeline as stated. The motion passed. J. Klocker will begin contacting the various agencies and establish a meeting schedule.
7. Best Management Practice projects:
 7. a.) Ricklefs Stormwater/Raingarden Project: The property is located on Diamond Lake and the project would treat the runoff from Breezy Shores Road and nearby farm acreage, which

currently runs down a swale and enters into Diamond Lake. I & M Landscaping will design and install the raingarden. This project has approximately 8,700 feet of drainage at a cost of \$9,000. A motion was made by R. Zenner and seconded by R. Schaefer to approve the Ricklefs Stormwater/ Raingarden Project at not more than 75% of the estimated cost of \$9,000. The motion passed.

7. b.) O' Leary Shore land/Raingarden Project: This project is also being designed and installed by I & M Landscaping. The raingarden will treat runoff from County Road 4 and the drainage area that currently flows untreated into Diamond Lake. The estimated cost of the project is \$9,000. A motion was made by G. Behm and seconded by R. Schaefer to approve the O'Leary Stormwater/ Raingarden Project at not more than 75% of the estimated cost of \$9,000. The motion passed.

7. c.) Flanders/Meeker County Ditch 47 Project: Ron Mortenson-Meeker County Engineer and Ditch Inspector met with J. Klocker and J. Flanders. They noted a blocked/obstructed channel of the ditch which resulted in bank erosion along the Flanders property. Photographs were taken which showed the degree of erosion. This erosion of the banks allows for sediment loading downstream. R. Mortenson will check into available County Ditch funds for the cost of the removal of the obstructed/downed trees. R. Mortenson offered the assistance of Meeker County engineering services for the cost of the design for the project and the WD could cover the cost of the stream stabilization. J. Klocker and R. Mortenson later presented the joint venture project to the Meeker County Board on September 18th and the Board was supportive. Approval was given to R. Mortenson to proceed with the Meeker County Ditch 47 Project. J. Flanders offered to provide rocks for stabilization of the stream bank. The estimated cost of the project is \$15,000 (riprap, fill, leveling, planting). 25% of the cost of the project will need to be covered by R. Mortenson/Meeker County or by J. Flanders. A motion was made by G. Behm and seconded by R. Zenner to approve not more than \$15,000 towards the cost of the Flanders/Meeker County Ditch 47 Project. The motion passed and J. Flanders abstained from voting.

7. d.) Kandiyohi Public Works-Diamond Lake Project: The Kandiyohi Public Works Department and SWCD rebuilt the County Road 4 boat landing and restored approximately 300' of shoreline on Diamond Lake. R. Reimer-SWCD, estimated the entire project at \$19,000 and Leilani Peterson-DNR estimated planting costs at \$1850-\$2000. The request for funds includes money for work already done but not approved by the Board. The Board expressed concerns about providing funds for projects that did not obtain prior approval. J. Kolb suggested a motion could be made, for work that the Board is in favor of, but not yet preformed. M. Leach stated that Clean Water Partnership funds may be available for work already done and she will contact Peter Fastner-MPCA for clarification. A motion was made by R. Zenner and seconded by J. Flanders to approve up to \$2,000 for work not already performed on the Diamond Lake boat landing project, money to be used for the planting of seed/plants for stabilization purposes. The motion passed.

7. e.) Update on pending/potential projects:

-The city of Belgrade is currently meeting with MN DOT, Stearns County SWCD, and J. Klocker to create a solution to the flooding, which occurs after a 2" rain

event. Suggestions so far are cleaning out the tile, improving stormwater management, creation of stormwater ponds and raingardens. The City Council is considering available options. No action taken.

-Dale Sweep-Green Lake met with J. Klocker to discuss his driveway problem. During heavy rains, the gravel is washed into the storm sewer then drains into Green Lake. J. Klocker contacted M. Leach-MPCA for clarification of the use of grant funds. She confirmed that the WD can assist with implementation of stormwater practices that address the sediment issues. Sweep will need to work with an independent contractor to develop the plans prior to approval of a grant request. He would be responsible for the cost of rebuilding and/or paving his driveway. No action taken.

-Nest Lake-Peaceful Oaks Shoreline Erosion. J. Klocker has met with owners to address the severe erosion of the steep slope. The project will require engineering/contractor consultation. The property owner may present information to the Board at a future meeting. No action taken.

-Johnson Buffer Strip- Steve Smith of the Willmar NRCS office is working with the property owner. The property is located north of the Stearns/Kandiyohi County line. S. Smith contacted the WD office to inquire if we could participate in this project. J. Klocker will work with the landowner; a contract will be presented to the Board at a future meeting. No action taken.

8. County Road 10 Project- J. Klocker has obtained information to clarify the process and eligibility of the City of Spicer in obtaining funds for stormwater treatment projects. Our funding sources (MPCA & BWSR) require a contract to set require a landowner/entity to sign an agreement for Best Management Practice and guarantee maintenance for 10 years. At this time, the WD does not have a landowner or an entity in which to enter into a contractual agreement. Until either one or the other comes forth, the WD can only provide information. A meeting is scheduled on October 9th with the DNR and the City of Spicer to establish easements. The City of Spicer hopes to have met with Kandiyohi County prior to the November WD meeting, in order to request funds from the WD. M. Leach stated that perhaps a separate Clean Water Partnership grant request would be appropriate for the County Road 10 Project. No action taken.

9. Nest Lake Management Plan: J. Klocker suggested that the WD assist the Nest Lake volunteers finalize their lake management plan by providing consultation. Amy Denz, an environmental planner with Wenck Engineering moved to the Spicer area. She is available for writing the Lake Management Plan. The DNR requires a Lake Management Plan as part of the grant process for aquatic plant management. This written document would provide greater direction for the volunteers. D. Hanson stated that Kandiyohi County Water Task Force may have available funds for this project. J. Klocker has tried to contact the Nest Lake Association Board to determine where they are in the process and if they would like assistance. She has not yet heard back and requested that is item be tabled until the next meeting.

10. Report on Closed Meeting-R. Hodapp reported that the Board met in private to discuss the Administrators performance evaluation. An annual 4% cost of living raise, for 3 years, was offered to J. Klocker for her performance. This agreement will be reviewed after 3 years. J. Klocker agreed to this agreement and thanked the Board.

11. Administrators Report- J. Klocker

a.) Review of Calendar-The MAWD, "Message Training" conference will be held on October 16th or 24th; Board members are encouraged to attend.

b.) Diamond Lake Wastewater-Workshop Review-The meeting was well attended and the next meeting is scheduled October 4th at H. Meintz home. Also, attending will be J. Klocker and Valerie Prax of U of MN Extension. U-M Extension will provide leadership training and facilitate the meetings. Diamond Lake volunteers will be responsible for organizing the meetings, conducting research and developing a recommendation.

c.) Monitoring Report-J. Klocker stated she may request the assistance of Amy Trisko (currently on a leave of absence from Sauk River WD) to assist with the Storet data entry. Grant and office funds would cover this short term contract.

d.) Interview schedule of new hire- Water Conservation Technician (see job description) interviews will be scheduled next week. Six applicants have been selected to be interviewed for the position. B. Hodapp and R. Schaefer will assist with the interviewing process.

e.) New London Aggregate- J. Klocker worked with C. Meehan of Wenck Engineering to develop a response letter to the EAW. See letter sent to Kandiyohi County.

12. Attorney Report-J. Kolb reintroduced himself to the Board; he will officially replace K. Deter as legal counsel to the WD. J. Kolb was asked if K. Deter has made a decision in regards to representing the property owner within the WD. A decision has not yet been made known, but J. Kolb will inquire and report back to the Board.

13. Public Access Forum-H. Meintz requested that the bill for water monitoring for Diamond Lake be sent to him for payment.

R. Schaefer reported that 9 volunteers (FFA and Boy Scout) assisted in the September Crow River Clean up. 11 large garbage bags of debris were removed from sites beginnings at the NL dam and ending at Ye Olde Inn in Spicer. The NL-S FFA group volunteered to help out again next year so the project could be expanded to include walking the river in a longer section.

As no further business was brought to the Board, a motion was made by J. Flanders and seconded by R. Zenner to adjourn the meeting at 9:05 pm.

Submitted by,

Ruth Schaefer
Secretary

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