

MIDDLE FORK CROW RIVER WATERSHED DISTRICT  
BOARD OF MANAGERS MEETING

August 3<sup>rd</sup>, 2010  
174 Lake Ave.  
Spicer, MN 56288

Present: Gordy Behm, Robert Hodapp, Bruce Wing, Joe Flanders and Ruth Schaefer of the Board; Chad Anderson-Administrator, Vanessa Glieden Henjum and Sara Jacobson-Technicians; Adam Ripple-Attorney; Harlan Meints-Diamond Lake; Doug Hanson-Kandiyohi SWCD and Duane Day-Architect.

1. The meeting was called to order by Chairman R. Hodapp at 7:00 pm.
2. District Mission Statement “We exist for the protection and preservation of water quality in the Middle Fork Crow River Watershed District” was read by the Chairman.
3. A motion was made by B. Wing and seconded by J. Flanders to add 9.b.2.c- Filley Shoreline Reimbursement and 9.c.6. Request of an additional check. The motion passed and the agenda was revised.
- 4-6. A motion was made by J. Flanders and seconded by B. Wing to approve the Consent Agenda of: Minutes of July meeting (#4), Treasurer’s Report (#5) and August bills to pay (#6). The motion passed.
7. Office space options were presented by D. Day of New London. “Programming for future office space needs helps people decide amount of space needed and the cost of such space”. He went on to discuss the cost of new vs. remodeling an existing building. The Board expressed an interest in garage space, storage room for monitoring equipment and samples, conference room for Board meetings and Public meetings, private space vs. staff space. D. Day explained the difference between a Construction Manager and a General Contractor. If the Board chose a General Contractor, they would need to accept the lowest bid on contracted work. If the Board chose a Construction Manager, the Construction Manager/Board would pick the vendors involved in the project. If a Construction Manager was selected, that person would need to be brought in early on in order to estimate project costs as they develop. D. Day stated that the WD would have a good selection of qualified Construction Managers to choose from in this area. Previous experience with green building included the Richfield Public Works building with a raingarden. Day Architecture was also involved with the Burnsville vegetation roof, which was later a presentation topic for a MPCA conference. Mr. Day stated he prefers to rely on mechanical engineers for energy efficiency options for projects. Geothermal options were discussed and the potential difficulty paying for the cost of installation. D. Day offered to meet with staff for a 2-3 hour interview and then submit an estimation of the project. The Board will consider this offer and contact Mr. Day.
8. Citizens Advisory Committee update-A small group meeting was held to discuss how to improve the interaction between the Board/staff and the CAC. The fall meeting date

was rescheduled from November to September in hopes of involving more farm members and those who leave for the winter. See letter to volunteers and the request for further information. R. Schaefer will sign the letters, as B. Hodapp will not be available at that time. N. Johnson stated she heard comments on a Recognition Program for volunteers. It was also suggested that citizens involved with the BMP projects be included as a "Best BMP of the Year". These options will be considered.

9. Administrator's Report:

9. a. Review of Calendar-added Clean up the Crow event on Sep. 18<sup>th</sup> 8:00AM-12 noon. V. Glieden Henjum will organize a group in the Belgrade area and R. Schaefer in the NL-S area.

9. b. Review of Project Status:

9. b.1 BWSR Conservation Drainage Grant update-Monitoring equipment is in one section of the tile now and one section yet needs to be installed. The study analysis is scheduled for 2010 and 2011. The 4 acre field will be backed up with water to assess nutrient load per acre, similar to a TMDL study.

9. b.1.a Cost share contract K-4-10. Behm Conservation Drainage-The project forms will be signed by members of the Behm family. The WD still needs the cost of one piece of equipment from D. Schmidt, prior to completion of the cost estimate. The contract will be signed at the September meeting.

9. b.2.Clean Water Partnership Continuation Grant update:

9.b.2.a M. Hodapp Shoreland stabilization project update-A motion was made by B. Wing and seconded by R. Schaefer to approve the final payment of \$1499.25 for the previously approved M. Hodapp Shoreland stabilization project. The motion passed and R. Hodapp abstained.

9. b.2.b F. Hudson Shoreland restoration project update-A motion was made by R. Schaefer and seconded by G. Behm to approve the final payment of \$4997.50 for the previously approved F. Hudson Shoreland restoration project. The motion passed. The WD partnered with the CROW on this project.

9. b.2. C. Filley Shoreland Reimbursement project update- A motion was made by R. Schaefer and seconded by G. Behm to approve the final payment of \$1150 for the previously approved C. Filley shoreland restoration project.

9. b.3. Diamond Lake TMDL update-The 2<sup>nd</sup> public meeting was well attended by approximately 50 people. Most survey comments were positive. The next step is for Houston Engineering to finish the report; report will be reviewed and revised with the finished product going to MPCA and EPA. Final report expected to be available within 2-4 months.

9. b.4. Belgrade stormwater project update-The Engineering plans are still in progress. The City of Belgrade will apply for the necessary permits. The City continues to evaluate the possibility of using the intersection of highway 55 and 71 junction as a holding pond. Water would be held in that triangular area prior to going to the treatment area. Start date is October or November.

9. b.5. A septic upgrade loan request by R. Zenner of Belgrade. A motion was made by G. Behm and seconded by J. Flanders to approve the septic upgrade loan (Permit #S-2-10) for up to \$8017.00 The motion passed.

9.c.1 2011 Budget sub-committee-Public meeting is scheduled for September 7<sup>th</sup> for approval of the 2011 budget at 6:45 pm. The meeting will be posted as required. G. Behm and R. Hodapp will meet with C. Anderson to develop the preliminary budget.

9.c.2 Certification of apportioned levies-2011-The Board reviewed the letters prior to being sent to the counties stating the percentage of taxable market value. The letters will be sent this week.

9.c.3 Use of Diamond Lake in a capstone course at U of MN-Houston Engineering staff member, Stephanie Johnson, is assisting the capstone course for engineering students at the U of MN. She has requested permission to use the Diamond Lake TMDL Study information in her class. The request was reviewed and approved by the Board and A. Ripple.

9.c.4 Request for additional check for septic loan payment-A motion was made by J. Flanders and second by R. Schaefer to approve up to \$8017 for a septic loan upgrade. The motion passed.

9.c.5 Request for additional check for Clean Up the CROW-A motion was made by J. Flanders and seconded by G. Behm to approve an additional check up to \$200 for the Clean up the Crow Project. The motion passed.

9.d. Follow up on July administrative matters

9.d.1 Water Management Summit meeting update- C. Anderson and R.Schaefer attended the meeting and provided an update stating the meeting was attended by over 200 people. In attendance was SWCD, County Commissioners, Watershed Districts, and BSWR staff. The purpose of the meeting was to start the process of determining how decisions are made between and with existing agencies. Ways in which the agencies work together and areas of difference. BWSR will be posting the results of the information on their website.

9.d.2 Shoreland restoration issues at High Point (Nest Lake)-A letter will be sent to the property owners to address the maintenance issues, which were reviewed by the Board. The maintenance issues are part of the contract and need to be stated on the property abstracts. The contract needs to be honored for 10 years by respective counties. The projects must be recorded with the county in which the project resides, per A. Ripple.

10. Legal Counsel Report-A. Ripple stated he wants to review and possibly revise the cost share contract with C. Anderson. The Board will review this at the next meeting.

11. Public Awareness Forum-D. Hanson-SWCD stated that T. Schaefer will be attending the WD in the future and his email address will be provided to the WD staff.

12. Adjourn. A motion was made by J. Flanders and seconded by B. Wing to adjourn the meeting. The motion passed and the meeting ended at 8:40 pm.

Submitted by,

Ruth Schaefer  
Secretary