

Middle Fork Crow River Watershed District
Board of Managers Meeting
January 5, 2010
174 Lake Ave
Spicer, MN 56288

Present: Joe Flanders, Gordy Behm, Robert Hodapp, Bruce Wing, and Ruth Schaefer of the Board; Chad Anderson-Administrator, Sara Jacobson & Vanessa Glieden-Henjum-staff; Adam Ripple-Attorney; Ann & Bill Latham-Green Lake; Nancy & Jeff Johnson, Joel Peterson; Jean Ruter-Nest Lake; Josh Kavanagh-Ducks Unlimited; Bonnie Nelson-George Lake.

A closed meeting was held from 6:30-7:10 for an employee evaluation. See closed meeting minutes.

1. The meeting was called to order at 7:11 pm by Chairman R. Hodapp.
2. The Mission Statement was read by the Chairman, “We exist for the protection and preservation of water quality in the Middle Fork Crow River Watershed”.
3. A motion was made by J. Flanders and seconded by B. Wing to approve the 3 additional items (10.b.4; 10.c.9; and 10.c.10) to the agenda. The motion passed.
4. A motion was made by J. Flanders and seconded by G.Behm to approve the December minutes. The motion passed.
5. The Treasurers Report was presented by C. Anderson. A motion was made by G. Behm and seconded by J. Flanders to approve the Treasurers Report, subject to audit. The motion passed.
6. January bills to pay was presented and reviewed by the Board. A motion was made by B.Wing and seconded by R.Schaefer to pay the January bills to pay. The motion passed.
7. The “Nest Lake Curly Leaf Pondweed Mechanical Harvesting Equipment”Petition” was presented to the Board, by J. Peterson, President of the Nest Lake Improvement Association. The Petition was signed by over 70 of the possible 200 tier one property owners. A payment of \$2000 (check #5196) was presented to the Watershed District. Wenck and Associates, who earlier completed the Feasibility Study, will be involved with the harvesting and chemical treatment. Public meetings will be scheduled and posted by the Nest Lake Improvement Association. A motion was made by G. Behm and seconded by R. Schaefer to acknowledge the Petition and signatures. The motion passed.
8. Aquatic Invasive Species (AIS) discussion- The AIS subcommittee consists of Bonnie Nelson-George Lake; Ron Schneider, Greg Roverud and Ann Latham of Green Lake; Terry Frazee of Kandiyohi COLA via telephone/email and consultation with Dick Sternberg (retired DNR officer) and Ruth Schaefer. The group met in December and

drafted the attached letter to DNR Commissioner Mark Holsten. R. Schaefer will follow up on the letter. Public Education, Prevention, and Protection are the focus of the committee.

The group would like to pursue DNR grant opportunities (\$10,000) for Public Awareness and Watercraft Inspections. Additional Watershed District funds may be available through the General Fund for Public Education. The AIS Committee will also apply for funds (\$3,000) through the Kandiyohi County Water Board. Other grant funds will be solicited by the group.

Dick Sternberg is assisting with a presentation for a Public Informational Meeting later this winter. The presentation will cover the impact of AIS on fish habitat, water quality, and prevention of the spread of AIS. R. Schneider stated, on January 28th, the DNR will run two consecutive informational meetings in Willmar. The AIS Committee will work with the DNR, the county and Kandiyohi COLA in order to create a grassroots effort for greater support by the State for prevention methods. Green Lake would benefit from an expanded Watercraft Inspection program. R. Schaefer stated that the goal of the AIS Committee is to “Educate, Prevent the spread of AIS and the Protection of our Lakes”. R. Hodapp stated “...seems like a good program to pursue”.

9. Citizens Leadership Service Corps (CLSC) discussion. See handout created by J. Johnson, which was reviewed by Board at last month’s meeting. Discussion focused on how to fund the start up of such a program and possible time line. A. Ripple expressed concern of the WD involvement in a potential program that was not part of the Comprehensive Plan. “The procedural hoops of amending the Comprehensive Plan and Public Hearing would need to be considered.” No action was taken on the CLSC.

N. Johnson stated, “The WD may want to consider starting a Foundation for the legal purposes of accepting gifts and to be able to pursue programs not specifically stated in the Comprehensive Plan”. C. Anderson expressed concern over the time commitment of either program. “A Foundation would have a completely different Board and officers than the WD”, added N. Johnson who later stated that, “Articles of incorporation could/would tie the two organizations together”. MN Statutes governing Watershed Districts were reviewed and all questions posed to A. Ripple were answered. The Board will review the options further; no specific action was taken.

10. Administrator’s Report:

10.a Review of Calendar

10.b. Review of Project Status

10.b.1. CWP Extension grant-Belgrade stormwater update-On 12-7-09 C. Anderson spoke at the Belgrade City Council meeting, at which time the City Council expressed interest in keeping the project on track. The CWP grant would cover the WD committed funds.

10.b.2. CWP Education update-One visit was made to NLS 10th graders to present an interactive and comprehensive session on the water cycle.

- 10.b.3. CWP Contract K-16-09 update-See photograph of the Kandiyohi County Stream Stabilization Project, which was presented earlier by Loren Engelby. The project was completed 12-14-09 and payment will be made.
- 10.b.4. Park Lane Project has been completed and payments made.
- 10.c. Administrative Matters:
 - 10.c.1. The Board considered application for Program Funds request by PWELC. A motion was made by B. Wing and seconded by G. Behm to approve up to \$400 for the Earth Day event. The motion passed.
 - 10.c.2. PERA Employer rate has increased from 6.75% to a 7% match.
 - 10.c.3. Discussion on future Board meeting agenda formats-R. Hodapp presented information from an “Advanced Manager Workshop” he attended. An option for the Board would be to implement “Consent agenda” where similar projects are grouped together (ex all septic loan requests) and Managers would vote on the “block of requests”. Each Board member would receive the information ahead of time for review and a specific item could be removed from the block. The Board agreed to try the new format at the February meeting.
 - 10.c.4. Discussion of Board of Manager evaluations-R. Hodapp asked staff to comment on the Managers for a future meeting. No action taken.
 - 10.c.5. Future office considerations were discussed. No action taken.
 - 10.c.6. Offer to purchase old fax machine-A motion was made by G. Behm and seconded by J. Flanders to sell the fax machine which is no longer being used by the District to B. Latham. The motion passed.
 - 10.c.7. Administrator vacation-A motion was made by J. Flanders and seconded by R. Schaefer to approve the January 20-31 vacation dates for the Administrator. The motion passed.
 - 10.c.8. Employee evaluation-V. Glieden-Henjum evaluation was revisited in the closed meeting.
 - 10.c.9. 2009 Actual Expense Report was reviewed and areas of revision for future budgets were discussed.
 - 10.c.10. Personnel Committee will be created for the purpose of developing a Personnel Policy Manual. R. Hodapp and R. Schaefer of the Board will assist C. Anderson in creating policies for the District. Meetings will begin in February.
- 10.d. Follow up on December administrative matters
 - 10.d.1. CAC update, newsletter, budget clarification-N. Johnson stated, “The CAC Newsletter will profile a person or organization within the WD, highlighting a problem that was corrected. The group would like the newsletter to be informative in nature. Residents of the WD would be recognized for their accomplishments at the

annual meeting”. A. Ripple stated that WD funds could not be used for “lunches for CAC meetings”; a different format will be utilized for the next meeting. V. Glieden Henjum offered to assist with the creation of a budget for the CAC.

10.d.2. Update on modeling training at Houston Engineering. Although the modeling training was expensive (\$8,500) for the WD, the staff (S. Jacobson and C. Anderson) stated they now have a much better understanding of the TMDL process and will be able to incorporate the new information into future Projects. Because of this training, changes will be made in our current monitoring program, which will improve the quality of the data collected, by the WD staff and volunteers.

10.d.3. Office server backup-Variou options were reviewed by the Board and a motion was made by G. Behm and seconded by J. Flanders to proceed with the SOS Online Backup system for one year, to be renewed if found satisfactory. The motion passed.

11. Legal Counsel

11.a. CAC membership has no maximum according to the MN Statute.

11.b. Managers are bonded from the original swearing process and this was updated today by all Managers. B. Wing signed the initial forms and all other Managers signed the renewal forms. A. Ripple stated that the WD can cover the cost of a bond for Managers.

11.c. District options for permittee violations are limited and the WD has no authority to administratively fine a violator.

12. Public Access Forum

13. A motion was made by J. Flanders and seconded by B. Wing to adjourn the meeting. The motion passed and the meeting adjourned at 10:00 pm.

Submitted by,

Ruth Schaefer
Secretary

1-24-10