

MIDDLE FORK CROW RIVER WATERSHED DISTRICT
BOARD OF MANAGERS MEETING

January 8, 2008
174 Lake Ave.
Spicer, MN 56288

Present: Joe Flanders, Robert Hodapp, Robert Zenner and Ruth Schaefer of the Board; Julie Klocker-Administrator; Vanessa Glieden-Henjum-staff; John Kolb-Attorney; Maggie Leach-MPCA; Tom Fischer-BWSR; Mark Deutschman-Houston Engineering; Emily Javen-Bollig Engineering; D. Sander-CROW; Dennis Peterson-Kandiyohi County Commissioner and Doug Hanson-Kandiyohi SWCD. Absent-G. Behm.

1. The meeting was called to order at 7:00 pm by Chairman R. Hodapp.
2. The agenda was reviewed by the Board. J. Klocker requested 2 changes by made to the agenda; she requested that her resignation (5.a.) and a presentation by D. Sander-CROW be added (5.b). A motion was made by J. Flanders and seconded by R. Zenner to approve the revised agenda. The motion passed.
3. A motion was made by R. Zenner and seconded by R. Schaefer to approve the minutes. The motion passed.
4. Treasurers Report was provided by J. Klocker. R. Zenner asked if the WD would need to perform an audit due to the change of administrators. J. Kolb stated that the annual audit is due at this time. There is no state law requiring an audit at the this time. A motion was made by R. Zenner and seconded by R. Schaefer to approve the Treasurers Report subject to audit. The motion passed.
5. January Bills to Pay-The list was presented by J. Klocker and reviewed by the Board. A motion was made by J. Flanders and seconded by R. Schaefer to approve the January bills to pay. See attached list
 5. a. J. Klocker announced to the Board and the public of her decision to resign as Administrator of the WD. See resignation letter. J. Klocker will be accepting a position with the BSWR in February. The Board expressed their appreciation of the number of accomplishments that J. Klocker brought to the organization. The number of grants, the improvements in the monitoring program, along with the numerous projects completed. The process of seeking a new Administrator was discussed and interviews will be scheduled within 2-3 weeks. A motion was reluctantly made by R. Zenner and seconded by J. Flanders to accept her letter of resignation. The motion passed.
 5. b. River Clean Up Day-A presentation was made by D.Sander of the September activity, which involved 320 citizens in 13 communities. The group cleaned 32 miles of river. The program has been in existence 4 years and has gathered many tons of trash.
6. Best Management Practice projects:

6. a. Johnson Sediment Block project (K-7-07)-Payment of this project has previously been approved by the Board. The project cost has increased to \$9,501.50 and the WD share of the project will be \$7,125. A motion was made by J. Flanders and seconded by R. Schaefer to approve the revised amount of \$7,125. The motion passed.

6. b. Update on pending projects:

-Flanders Project-J. Flanders stated that Meeker County has not contacted him lately about the project. The initial bids for the project were estimated at \$30,000. The actual bids received were \$13,000 -\$18,000. Meeker County has approved \$30,000 for the project. The project may be expanded due to the lower bids received. J. Flanders stated that some of his neighbors are interested in have their section of the county ditch restored.

7. Diamond Lake TMDL-Mark Deutschman of Houston Engineering presented information of the scope of the project and budget. Houston Engineering and the WD established a preliminary budget for MPCA approval. The budget was accepted by MPCA. Chuck Johnson-MPCA will assist with the installation of site monitors. Responsibilities will be delineated for the WD and Houston Engineering. J. Kolb stated that he is very familiar with Houston Engineering and they are a good group to work with on projects. The Board discussed a Resolution to sign a contract outlying the work plan. M. Leach will be the MPCA contact person for the TMDL Project. The MPCA contracts are not yet available so a Resolution would be the next step. Once a contract is executed, the monitoring equipment is ordered and equipment will be installed. Winter monitoring is an important part of the contract. M. Deutschman will assist with monitoring and sampling; as an engineer and biologist, he will be able to provide a wide knowledge base for the project.

The Board has the option of two types of Resolutions. One Resolution would be to designate J. Klocker as the contract “project representative”. The second option would be designate the President (R. Hodapp) to sign on the contract as the “board designee”. R. Hodapp asked if the Project required a “Project Manager” and M. Leach-MPCA stated that was the best route for the WD to take in Projects of this size. After further discussion, the Board heard a motion by J. Flanders, which was seconded by R. Zenner to approve Resolution 2008-01 “Identifying Project Representative and Authorizing a Minnesota Pollution Control Agency Financial Assistance Agreement”; this will designate J. Klocker as the project representative. The vote was four in favor with no opposition. See Resolution 2008-01. The estimated cost of the study was \$176,000.

The WD will be responsible for obtaining the data, managing the data, and passing the data on to Houston Engineering. Huston Engineering will then analyze the data, which could take up to one year. After complete analysis, a plan will be written and reviewed by the Board. M. Deutschman offered to review the list of responsibilities for each party once a new Administrator is hired.

State Standards are available for review (www.mPCA.state.mn.us). Houston Engineering will look at the feasibility of achieving the State Standards. A 40% decrease in agricultural run off is usually the required amount needed to achieve these Standards.

8. Rules Development Update: J. Klocker, J. Kolb, and V. Glieden-Henjum updated the Board on the meeting held with Rules Committee group (Kandiyohi County, Stearns County, MN DOT, BWSR, Cities of Spicer & New London, Gary Geer, Loren Engelby Rod Hughes-Dunnick Brothers, Gordy Behm- Board, T. Fischer-BSWR, and MPCA). Three priority areas were

discussed which are consistent with the Comprehensive Plan. The Rules will focus on erosion control, nutrient loading, and stormwater management. Further information will be presented to the Board at the next meeting. Committee members and the Board feel it would be advantageous to limit the scope of the Rules to the above three areas of concern which would provide the Board with a manageable plan without duplication of other agencies' work areas.

9. Administrative Report-J. Klocker

9.a. Review of the Calendar-J. Klocker stated that she will get the packet ready for the Feb 5th Board meeting.

9.b. Olig and Baeth Rezoning Petition-See attached newspaper column. V. Glieden-Henjum attended the meeting stating that initially the Kandiyohi County Commissioners were in favor of the rezoning of the Nest Lake property being rezoned from RM to development. However, after hearing public comments the County Commissioner voted against the recommendations of Gary Geer-Planning & Zoning Administrator. D. Peterson-County Commissioner stated that he would support the Planning & Zoning recommendation; he personally would not want to see the rezoning occur. He further stated that years earlier he had farmed that property and found the soil to be sandy. J. Klocker stated that the Resource Management zoning is important for the WD.

9.c. Administrators Position- The office has received one application. The deadline will be Friday January 18th at 4:30 pm. The Board will receive copies of the applications for their review and ranking. Interviews will be scheduled for January 28th and 29th. J. Klocker stated that she will create a transition list for the new Administrator.

9.d. Overtime/Compensatory Time Policy Recommendation-The policy that was previously discussed was reviewed by the Board. V. Glieden-Henjum states that she tries to adjust her schedule accordingly to keep within the 40 hour week. A motion was made by R. Zenner and seconded by J. Flanders to accept the policy titled "Overtime/Compensatory Time Policy Recommendation". The motion passed.

10 Legal Report-J. Kolb stated the Board needs to "set an annual meeting which officers are reappointed" meeting" which would involve each Board member being reappointed to their respective position or give them the opportunity to request a change. This will be done at the February meeting, once forms can be created. He also stated that during the transition of Administrators the Board should feel free to call upon him with any questions/concerns.

11. As no input was offered by the public, the Board heard a motion from J. Flanders to adjourn the meeting. The motion was seconded by R. Zenner and the meeting ended at 8:55 p.m.

Submitted by,

Ruth Schaefer
Secretary

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