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Middle Fork Crow River Watershed District
Board of Managers Meeting
December 4th, 2012
174 Lake Ave North
Spicer, MN 56288

Present: J. Flanders, R. Hodapp, B Wing, G. Behm and R. Schaefer of the Board; C. Anderson-Administrator, V. Glieden-Henjum & M. Peeters-Technicians; J. Kolb-Legal and R. Imdieke-County Commissioner elect.

A closed meeting was held for the purpose of a performance evaluation of Technician V. Glieden-Henjum.

1. The meeting was called to order by Chairman R. Hodapp at 7:03 pm.
2. The District Mission Statement was read by R. Hodapp "We exist for the protection and preservation of water quality in the Middle Fork Crow River Watershed".
3. A motion was made by B. Wing and seconded by G. Behm to approve the agenda, with the two additions of 12.c.14 and 12.c 15. The motion passed 5-0.

CONSENT AGENDA

4. Approve the minutes of the November 5th meeting.
5. Treasurer's Report
6. December bills to pay
7. Permit #12-23 Green Lake Access
8. Permit #12-24 Pederson Shoreline
9. Permit #12-25 Meyer Construction
10. Permit #12-26 Roberts Construction
11. Permit #12-27 Melges Construction

A motion was made by G. Behm and seconded by J. Flanders to approve the Consent Agenda. The motion passed 5-0.

REGULAR AGENDA

12. Administrator's Report

12.a. Review Calendar

12.b. Review of Project Status

12.b.1. BWSR Green Lake Stormwater Project-The Irving Township Board has expressed support of the project. EOR staff will check elevation data and begin the project. More information will be presented to the Irving Township Board at their January meeting. M. Peeters will be the point-person on this project.

12.b.2. BWSR Drainage Water Quality Project-One bioreactor has been designed by Houston Engineering. The WD will need to contract for the design of the three additional bioreactors. L. Engelby's schedule does not allow for him to continue with the designs for this project. Options available are: Houston Engineering or West Central Technical Services (R. Reifenberger). Both organizations were discussed and a motion was made by J. Flanders and seconded by B. Wing to partner with West Central Technical Services Area of Waite Park for up to 3 more bioreactors. The motion passed 5-0.

12. c. Administrative matters:

12.c.1. Myers Shoreland (K-9-12) update and voucher-A motion was made by B. Wing and seconded by G. Behm to approve the cost share payment of \$9797.32 as per the previously approved contract. Payment is to be leveraged between the BWSR Shoreland grant and the CWP Continuation grant. The motion passed 5-0.

12.c.2. Torgerson Septic upgrade loan request (S-1-12)-WD is waiting on contractor invoices and certification before funds can be dispersed. A motion was made by G. Behm and seconded by B. Wing to approve up to \$16,800 after all necessary documentation has been received, though the expected actual cost will be \$9500. The motion passed 5-0.

12.c.3. Fund return to BWSR for Michaelis project: \$4517.45-The WD did receive payment from R. Michaelis. The Board discussed if or how much repayment of state funds is required. J. Kolb suggested sending a letter to BSWR and MPCA indicating itemized costs of the project and recovery of the said funds and awaits their reply.

12.c.4. Fund return to MPCA for Michaelis project: \$2258.72-See above note (12.c.3).

12.c.5. Custody of Pledged Securities-Home State Bank-Appropriate documents were signed to ensure pledged securities cover bank balances as levy checks come in.

12.c.6. DNR Delegation Agreement (AIS Inspection)-See DNR document –“Delegation Agreement AIS Prevention and Inspection of Water Related Equipment”. The Board reviewed the document with J. Kolb who stated the liability issues were acceptable. A motion was made by G. Behm and seconded by B. Wing to approve the DNR agreement titled. The motion passed 5-0.

12.c.7. Kandiyohi County AIS Task Force Update-Over 30 people attended the meeting discussing: publicity, inspection and decontamination, financial and politics. C. Anderson stated that he was asked if the WD would consider being the fiscal agent for any future funds. Board agreed to provide assistance for the county-wide effort but reimbursement for Anderson’s time worked on behalf of lakes outside the District will be required. The Board discussed the possibility of the WD if asked to create a capital Project district wide of AIS control. No further action taken.

12.c.8. Resolution #12-10: Flex Spending Account Limits-A motion was made by G. Behm and seconded by J. Flanders to approve the Flex Spending Account for 2013. The motion passed 5-0.

12.c.9. Beaver Lake restoration discussion-The Board reviewed the idea of restoration of previously drained water body below Crow Lake. V. Glieden-Henjum will contact property owners and update the Board at a later date.

12.c.10. Discussion on interest payments- R. Schaefer overheard a discussion at the MAWD Conference to the effect that Districts cannot collect interest on DNR grant funds. C. Anderson stated that there is nothing to that effect in the grant contracts with the DNR, and J. Kolb stated that Districts are encouraged to collect interest on monies they have procured.

12.c.11. MFCRWD Project of the year award-C. Anderson created a list of criteria of potential projects which could qualify as Project of the Year. Various projects were reviewed for their contribution to water quality, outreach potential and pounds of nutrients removed from the Middle Fork Crow River. A motion was made by G. Behm and seconded by J. Flanders to approve the Nest Lake Project as Project of the Year for 2012. The motion passed 5-0.

12.c.12. January Board meeting date-January monthly meeting will be rescheduled to Wednesday January 2nd.

12.c.13. Personnel Subcommittee Meeting-Personnel subcommittee will meet on December 19th for B. Wing, R. Hodapp and R. Schaefer.

12.c.14. Holiday gathering will be held at R. Hodapp home.

12.c.15. Performance Evaluation of V. Glieden-Henjum- Performance evaluation went well.

12.d. Follow up on November administration matters

12.d.1. Request for Program Funds: Calhoun Lake Association-No funds needed.

12.d.2. New building update-Contractors meeting was held with several Board members present. The well will be installed this fall if weather permits. Steffl Well Drilling will obtain all necessary permits for the well. S. Ellwood will redesign the septic system in accordance with E. VanDyken suggestions.

13. Legal Counsel Report-none.

14. Public Access Forum-none.

15. A motion was made by J. Flanders and seconded by B.Wing to adjourn the meeting. The motion passed 5-0 and the meeting ended at 8:40 pm.

Submitted by,

Ruth Schaefer
Secretary

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