

Middle Fork Crow River Water shed District

Board of Managers Meeting

March 6, 2012

174 Lake Avenue North

Spicer, MN 56288

A closed meeting was held at 6:30 for the purpose of an annual performance review of C. Anderson.

Present: J. Flanders, R. Hodapp, B. Wing and R. Schaefer of the Board; C. Anderson-Administrator, V. Glieden Henjum-Technician; B. Nelson-George Lake and S. Van Buren-Westberg Eischens. G. Behm absent.

1. The meeting was called to order by Chairman R. Hodapp at 7:00.
2. The District Mission Statement "We exist for the protection and preservation of water quality in the Middle Fork Crow River Watershed District" was read by Chairman Hodapp.
3. The agenda was reviewed and C. Anderson requested that "Latham county variance request" be added as 8.c.8. A motion was made by R. Schaefer and seconded by B. Wing to approve the agenda with the addition of 8.c.8. The motion passed 4-0.

CONSENT AGENDA

4. Approve the minutes of the February meeting.
 5. Treasurer's Report
 6. March bills to pay
- A motion was made by J. Flanders and seconded by B. Wing to approve the Consent Agenda. The motion passes 4-0.

REGULAR AGENDA

7. 2011 Annual Audit Report was presented by S. Van Buren of Westberg Eischens. See report.
8. Administrators Report:
 - 8.a. Review of calendar-see calendar.
 - 8.b. Review of Project Status
 - 8.b.1. New BWSR Grants: Update-The grant work plans need to be completed by C. Anderson and approved by T. Fischer by March 30th. The formal grant agreements need to be signed.
 - 8.b.2 New London Stormwater Ordinance Development- J. Michels-Emmons& Olivier Resources will continue working with the New London Planning & Zoning next week and again 2 weeks later.
 - 8.c. Administrative matters
 - 8.c.1. 2010 Conservation Drainage Grant Extension Update-A time extension has been granted till 12/31/2012 by BWSR. There is no cost increase to this extension. A motion to approve the

signing of the Conservation Drainage Grant Extension was made by J. Flanders and seconded by B. Wing. The motion passed 4-0.

8.c.2. Annual employee evaluation was conducted by the Board for C. Anderson and a positive review was given.

8.c.3. Gary Westby Internship-A motion to approve \$500 towards the Gary Westby Internship was made by J. Flanders and seconded by R. Schaefer. The motion passed 4-0 and the intern will spend 1-2 weeks working with WD staff this summer.

8.c.4. An extra check for \$1187.08 was issued to the Post Office for mailing of the 2011 Annual Report. C. Anderson's decision to process the check without approaching the Board of Managers was supported by the Board.

8.c.5. Pledged Securities Release- A motion was made by B. Wing and seconded by J. Flanders to sign Home State Bank's release of \$25,000 in pledged securities. The District still has more than enough in pledged securities. The motion passed 4-0.

8.c.6. Kandiyohi County Auditor/Treasurer Sam Moddermann is retiring. The Board signed a card thanking S. Moddermann for his assistance to the WD over the last 5 years.

8.c.7. AIS: Support for higher violation fines: C. Anderson was requested by A. Latham to garner Board support of a letter requesting the Legislature to increase the fines for AIS violations. After review of the letter the Board granted approval of the request. The MFCRWD signed on as a supporter of the request. B. Nelson requested that the WD become more involved with the AIS issues within the county.

8.c.8. Latham county variance- A.& B. Latham have 5 lots on Green Lake and are requesting a variance from the county for one of the lots. At issue is that the lot would not meet the 100' setback requirement. The remaining lots meet the county requirements. The Board does not see a reason to object to the variance request since any future development will still have to comply with restrictions regarding the percentage of impervious surfaces.

8.d. Follow up on February administrative matters

8.d.1. Lake Calhoun CD26-C. Anderson and J. Kolb discussed possible options that the WD could consider. The likelihood of project implementation is at risk if a perpetual easement is not able to be obtained for the J. Williams property. A possible financial incentive under the District's Agriculture Incentive Program was discussed. CROW JP Board and the Kandiyohi Task Force and possibly the SWCD could partner together for this project. Agencies are meeting later in March to further discuss this project. No action taken.

8.d.2. 2012 MAWD Legislative Reception-C. Anderson and R. Schaefer will attend and meetings are scheduled with Senator J. Gimse and Representative P. Anderson.

8.d.3. Board Appointment terms are expiring for J. Flanders-Meeker County and R. Hodapp-Kandiyohi County. Both counties are taking this matter under advisement.

8.d.4. 2011 Annual Report Update- The report has been mailed to all WD residents, as well as most partners.

8.d.5. 2012 Aquatic Invasive Species District Activities- The AIS Intern position has been posted at Alexandria and Ridgewater Technical Colleges along with St Cloud State University. The closing date will be extended to increase the application pool beyond the original date of March 7th.

8.d.6. Personnel Changes Update- A personnel subcommittee was formed to start the interviewing process for a WD Technician position. The committee will consist of C. Anderson, B. Wing, J. Flanders, and R. Hodapp. The applications will be reviewed and the interviewing process will begin the week of the 20th.

8.d.7. Future office needs update-All Board members have viewed the Dietz property. All Board members felt the Dietz property was better suited for building over other property viewed. The Board created an offer and this purchase price of \$33,500 was agreed upon by Dietz Brothers. A

Resolution 12-02 has been prepared by J. Kolb for the purchase of the property. A motion was made by B. Wing and seconded by J. Flanders to approve Resolution 12-02. The motion passed 4-0. A motion was made by R. Schaefer and seconded by B. Wing to authorize the signing of the Purchase Agreement. The motion passed 4-0. A motion was made by J. Flanders and seconded by B. Wing to approve a separate check of \$100 for the land purchase. The motion passed 4-0. A motion was made by B. Wing and seconded by J. Flanders to retract Resolution 12-01 for the Purchase of the City of Spicer property. The motion passed 4-0. A motion was made by J. Flanders and seconded by R. Schaefer to contact Engan Associates Architects and request two billing options; one for the design of the office and the second option for the design and acting as general contractor. The motion passed 4-0.

9. No Legal Counsel Report

10. A motion was made by J. Flanders and seconded by B. Wing to adjourn the meeting. The motion was passed 4-0 and the meeting ended at 9:14 pm.

Submitted by

Ruth Schaefer
Secretary