

MIDDLE FORK CROW RIVER WATERSHED DISTRICT  
189 County Road 8 NE  
Spicer, MN 56288  
May 6<sup>th</sup>, 2014

Present: R. Hodapp, G. Behm, J. Flanders (arrived at 7:10 pm) and R. Schaefer of the Board; M. –Johnson-Administrator; M. Behan Technician; J. Kolb-Legal; R. Imdieke-County Commissioner.

1. The meeting was called to order by Chairman Hodapp at 7:00 pm.
2. The District Mission statement “We exist for the protection and preservation of water quality in the Middle Fork Crow River Watershed” was read by Chairman Hodapp.
3. A motion was made by J. Flanders and seconded by G. Behm to approve the agenda with the change of permit number of Permit #14-03 to #14-02. The motion passed 3-0.

CONSENT AGENDA

4. Approve the minutes of the April meeting
5. Treasurer’s Report
6. Health Insurance Update
7. Permit #14-03 Sieben
8. Employee Handbook Update

A motion was made by G. Behm and seconded by R. Schaefer to approve the Consent Agenda. The motion passed 3-0.

REGULAR AGENDA

9. Administrator’s Report

9.a. Review of Calendar-See calendar events for May and June.

9.b. Review of project status-Green Lake Bible Camp meeting is scheduled for 5/22 with G. Danielson-Kandiyohi County Engineer to review the project terms and to discuss the county clean out of culverts within the project and any current stormwater management areas. Engineering services will be provided by Houston Engineering. The Loon Creek project was put out for bidding with the low bid (\$39,000-42,000) going to MN Landscape of Otsego. Loon Creek needs to be installed prior to June 30<sup>th</sup> in order to be reimbursed with grant funds.

9.c. Administrative matters

9.c.1. Manager Oath of Office was taken by G. Behm.

9.c.2. Board member elections-A motion was made by J. Flanders and seconded by G. Behm to extend all current position for Board members. The motion passed 4-0.

9.c.3. Houston Engineering contract for Green Lake Bible Camp-A motion was made by G. Behm and seconded by J. Flanders to approve \$15,000 for BMP Construction management of the Green Lake Bible Camp project. The motion passed 4-0.

9.c.4. Permit #14-02 Knudsen-A motion was made by G. Behm and seconded by Flanders to approve the Elkhorn project. The motion passed 5-0. Site viewing will occur at a later time.

9.d. Follow-up on April administrative matters

9.d.1. District Watershed Resources Internship-Two interns were hired for the summer and will start on May 19<sup>th</sup> and June 16<sup>th</sup>.

9.d.2. AIS Internship-The City of Spicer DNR grant funded interns have not yet been hired. The estimated time in hours for interns is around 2,000 for the summer. DNR Evan Freeman will be returning to work at the end of May and additional hours for DNR interns will be finalized at that time.

9.d.3. Diamond Lake TMDL Implementation Project: Hubbard, Shultz and Wheeler-Public meetings were reviewed by the Board. The Board requested that M. Johnson and G. Behm review property owner easements, access issues, and negotiate any potential easements purchases. Further research into the issue of property lines not agreeing with the property’s title will continue.

9.d.4. District Grant: City of New London Stormwater BMP’s-The City of NL will be creating a parking by the river behind the Mill Pond Mercantile building down by the fire station. Funding will be provided by BWSR and a request of \$10,000 was made by the City to the WD. The request is for a grit chamber and swale type BMP project. A motion was made by R. Schaefer and seconded by G. Behm to approve \$10, 000, for the City of NL Stormwater BMP

project. More funds may be available at year end. The motion passed 5-0. Total cost of this project is greater than \$200,000.

9.d. Park Lane Update-A mitigation design was received from Emmons & Olivier Resources, Inc. A meeting with City of Spicer (R. Saber, D. Haats) and the WD to review the project erosion which is worse now than last year. Last year an agreement was signed with the City of Spicer for a 50:50 match for improvements to this site. No action as of yet has occurred.

10. Legal Counsel Report-Kolb stated he would prepare a legal document for the HSW Public Meeting according to the laws. He suggested that the Board recess the Public Meeting till the next Board meeting to allow for sufficient time to address the concerns rose at the meeting. Easement information will also be prepared for WD staff to utilize when meeting property owners to discuss easements. One of the easement areas is narrow and the county may want to make some changes in conjunction with the project construction.

11. Public Access Forum-M. Johnson reported on accounting software used by other watershed districts. QuickBooks and Peachtree seem to be the most common. R. Schaefer asked for clarifications in the revised Employee Handbook.

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

Submitted by,

Ruth Schaefer  
Secretary