

Middle Fork Crow River Watershed District
189 County Road NE
Spicer, MN 56288
December 2nd, 2014
Board of Managers Meeting

Present: R. Hodapp, J. Flanders, B. Wing and R. Schaefer of the Board (absent G. Behm); M. Johnson-Administrator; J. Kolb-Legal; R. Imdieke-County Commissioner and A. Beilke-BWSR.

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 B. Wing to approve the agenda after removing item 6 "Health Insurance Benefits Policy" from the Consent Agenda. The motion passed 4-0.

Consent Agenda

4. Approve the minutes of the November meeting.
5. Treasurers Report

A motion was made by R. Schaefer and seconded by B. Wing to approve the Consent Agenda. The motion passed 4-0.

Regular Agenda

6. Health Insurance Benefits Policy-See January 1, 2015-December 31st, 2015 Policy of \$700/month: \$8,400 per year plus optional taxed supplemental insurance. This policy resembles parts of the Crow River Joint Powers Board. Policy was reviewed by the Board-see document. A motion was made by R. Schaefer, seconded by B. Wing to approve the Health Insurance Policy. The motion passed 4-0.

7. Administrator's Report

- 7.a. Review of Calendar-see calendar.
- 7.b. Review of Project Status

7.b.1. M-1-14 Lilleberg Streambank-J. Hanson of MN Native Landscapes has pushed back the start date to spring 2015. Meeker County SWCD has pledged \$10,000 to this project, pending approval by their board.

7.b.2. K-6-14 Rosenquist-Brekke Bioreactor-This project is on hold for now. The design obtained will potentially be installed on the Brekke property. Consent and cost share information still needs to take place with Rosenquist.

7.b.3. K-5-14 Johnson Shoreline payment voucher-Total project cost was \$16,692.20 and the WD cost share portion is \$11,769.15. The design was created by R. Reimer-SWCD and project work performed by Stacy Nursery. A motion was made by B. Wing and seconded by J. Flanders to approve cost share of \$11,769.15 for K-5-14. The motion passed 4-0.

7.b.4. K-3-13 Johnson Shoreline-return of funds. Matt Johnson has decided to return the maintenance fund payment of \$1,075. Maintenance work was contracted with Prairie Restorations; due to a disagreement; he cancelled the contract with Prairie Restorations. The \$1,075 will go back into the CWF grant and will be directed to the Lilleberg project.

7.b.5. K-4-13 Lee Shoreline Payment Voucher-The additional cost of this project was \$3,400 for a total project cost of \$30,000. This project was designed and signed off by R. Reiffenberger. The WD portion is \$19,12.50; this project has been completed. A motion was made by B. Wing and seconded by J. Flanders to approve the final cost share of \$19,12.50. The motion passed 4-0.

7.c. Administrative matters

7.c.1. Personal changes-M. Behan has taken a position with the Rice Creek Watershed District. Applications for his replacement are open until December 12th. M. Johnson requested one

Board member attend the interviewing process. A. Beilke -BSWR stated that the Red Lake Watershed District received over 40 applications for one position. Adam Beilke stated he would ask the Administrator to forward a list of applicants to M. Johnson.

7.c.2. CAC 2015 Appointment-See list of current members. A motion was made by J. Flanders and seconded by B. Wing to approve the 2015 CAC Member List. The motion passed 4-0.

7.c.3 MAWD Annual meeting Delegate Appointment-R. Hodapp and R. Schaefer will be attending the entire conference and act as delegates. B. Wing will attend on Thursday and Friday and will be the Alternate.

7.c.4. Workers' Compensation Premium Audit: Berkley Risk- The audit has been completed and went well.

7.c.5. Project of the Year-See descriptions of the best project proposed for this award. After review and discussion of the proposed projects the Board selected the Charles Koch project. R. Schaefer suggested that the WD post a sign "Project of the Year" designating the use of Clean Water Funds and the WD Project of the Year award. The Board discussed the need to advertise Projects of Year and other current projects.

7.c.6. Permit #14-26 Groshens-This permit is for a new house construction. A motion was made by J. Flanders and seconded by B. Wing to approve Permit #14-26. The motion passed 4-0.

7.d. Follow-up on November administrative matters

7.d.1. Diamond Lake TMDL Implementation, Hubbard, Schultz and Wheeler Implementation Activity #2013-02-One of the three necessary easements (Lilleberg) has been signed. The Board discussed a monetary reimbursement amount per acre which would be a one-time payment. The total acres for the pipe line easements on the northwest side of Schultz Lake are 12.02. The Access easement is 3.79 acres on the northwest side of Schultz Lake. The construction easement for the south side of Schultz Lake is 1.93. And the District will be working with the township for access, perpetually, because the structure access will be within the township right-of-way. The easement will use 1.93 acres on the south side and 12.02 acres on the north side of Schulz Lake for construction activities. The total amount of disturbed soil is 13.95 acres; and the total amount of access acres is 3.79. A motion was made by J. Flanders and seconded by B. Wing to approve \$1,930 (1.93) and \$12,020 (12.02) for a permanent construction and access easements for the Lilleberg property. The north easement is for use of the field after the construction. Total payment would be \$13,950. The motion passed 4-0. R. Hodapp read a letter from Stan Lilleberg expressing his gratitude for the project and the professional way in which the project developed.

7.d.2. Irving Township-The WD considers the project as incomplete and will redo the project. M. Johnson stated she would seek engineers willing to redesign the project. The letter from the EOR attorney was reviewed. J. Kolb asked M. Johnson to pull all relevant documents. WD staff reviewed internal documents which noted that two site inspections including a final inspection; were billed to the WD and paid by the WD. A letter will be created by legal counsel responding to allegations in the letter. In response to the signature breach the WD has implemented an internal review of all projects and implemented new internal policies to ensure that this type of error does not occur again. J. Kolb will draft a letter for further discussion.

7.d.3. MS 103D.341 Rules Update Status-The WD still needs to send the updates to the townships so the 45 day waiting period will start over.

7.d.4. By-laws update-R. Schaefer asked if the By-laws shouldn't reflect the actual process of the way our District functions. The Board decided to table this till next month.

8. Legal Counsel Report- no report.

9. Public Access Forum-R. Imdieke stated he spoke with G. Geer about the overlooked WD permits. M. Johnson stated she would review available options with the county staff. R. Imdieke stated that the County Road 4/County Park project may be moved to 2016.

A. Beilke stated that on January 6, 2015 a One Watershed One Plan (1W1P) meeting will occur in Litchfield. This 1W1P is the 5th in the State to start so we can learn from the other project organizations. J. Kolb stated that he has concerns that decisions made by the new Board would bind the District to monetary issues that they have less than an equal vote in deciding. J.Kolb stated that he will discuss these concerns with D. Thomas-BSWR. A. Beilke stated Houston Engineering and Respect Engineering have been writing the majority of the 1W1P working plans.

10. A motion was made by J. Flanders and seconded by B. Wing to adjourn the meeting. The motion passed and the meeting was adjourned at 8:45 pm.

Submitted by,

Ruth Schaefer
Secretary