

Middle Fork Crow River Watershed District
189 County Road NE
Spicer, MN 56288
January 5th, 2016

Present: B. Wing; J. Flanders and R. Schaefer of the Board; G. Behm and R. Hodapp absent; M. Johnson-Administrator; L. Christensen-Technician; J. Morales-Technician absent; R. Imdieke-County Commissioner and Kim and Brent Brekke.

1. The meeting was called to order by V. President B. Wing.
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 B. Wing.
3. A motion was made by J. Flanders and seconded by R. Schaefer to approve the agenda. The motion passed 3-0.

Consent Agenda

4. The December 2015 minutes were reviewed and 3 typographical errors were pointed out and will be changed.
5. Treasurers Report
6. MFCRWD –Per Diem Policy was reviewed by the Board.
7. MFCRWD- Bylaws-Discussion of the bylaws included Article VI Section 7-R. Schaefer asked if the list of Service Contracts which are to be renewed/reviewed annually could be added to the monthly meeting agenda. M Johnson stated she would add it to the Administrative report with the Grant updates. Article VI Section C Manager Expense forms are to be reviewed and approved by the Board. This will be added to monthly meetings for approval and signature.
A motion was made by J. Flanders and seconded by R. Schaefer to approve the Consent agenda after the above noted changes are made. The motion passed 3-0.

Regular Agenda

8. Project of the Year Award was presented to Kim and Brent Brekke for their bioreactor and wetland project. The Board thanked the Brekke's for partnering with the WD in a joint effort to improve the water quality within the MFCRWD.
9. Administrator's Report:
 - 9.a. Review of Calendar/District Activities-see calendar and District Activity report for 12/2015.
 - 9.b. Review of Project Status
 - 9.b.1. Diamond Lake TMDL Implementation, Hubbard, Schultz and Wheeler Implementation Activity CIP#13-02. M. Johnson met with J. Kavanagh-DNR for the Eco Waters permit. Engineers have provided the number of pounds of soil excavated. The DNR and the Army Corps of Engineering require a permit and these will be done together.
 - 9.c. Administrative Matters
 - 9.c.1. Board Elections-B. Wing turned the meeting over to R. Schaefer –Secretary for the purpose of Electing new Board members. J. Flanders made a motion to nominate R. Hodapp for President. This was seconded by B. Wing and the motion passed 3-0. J. Flanders made a motion to nominate B. Wing for Vice President; the motion was seconded by R. Schaefer and the motion passed 3-0. J. Flanders made a motion to nominate G. Behm for Treasurer and the motion was seconded by B. Wing and the motion passed 3-0. R. Schaefer made a motion to nominate J. Flanders for Co-Treasurer; the motion was seconded by B. Wing and the motion passed 3-0. J. Flanders nominated R. Schaefer for Secretary. The motion was seconded by B. Wing and passed 3-0. R. Schaefer turned the meeting back over to B. Wing.
 - 9.c.2. Official Newspaper Designation-A motion was made by J. Flanders and seconded by R. Schaefer to reappoint the West Central Tribune as the official newspaper. The motion passed 3-0.

9.c.3. Official Depository- A motion was made by J. Flanders and seconded by R. Schaefer to reappoint Home State Bank as the official depository. The motion passed 3-0.

9.c.4. MFCRWD Regular Board Meeting Schedule-See 2016 MFCRWD Board of Managers scheduled meetings. A motion was made by J. Flanders and seconded by R. Schaefer to approve the 2016 schedule presented. The motion passed 3-0.

9.c.5. MFCRWD-Conflict of Interest Policy-The policy was reviewed by the Board and signed by all Board members present.

9.c.6. MFCRWD-Records Retention Schedule Adoption-After review of the schedule R. Schaefer made a motion to accept the policy as presented. The motion was seconded by J. Flanders and the motion passed 3-0.

9.c.7. Citizens Advisory Membership-M. Johnson emailed the current members asking if they wanted to continue to serve on the Citizen Advisory Committee. Nine of the original 18 stated they were interested in serving another year. See the 2016 CAC Members List. A motion was made by J. Flanders and seconded by R. Schaefer approving the 2016 CAC Member List. The motion passed 3-0. The new President is S. Worm-George Lake and T. Guptill- City of New London is Secretary.

9.c.8. 2015 Audit: Westberg- Eischens-Estimated cost of the 2015 audit is \$7500 and a motion was made by J. Flanders to approve up to \$7500 for the audit. The motion was seconded by R. Schaefer and passed 3-0.

9.c.9. K-2-14 Green Lake Lateran Ministries Project voucher #2-Duninck Construction has completed the project. Total cost of second payment voucher was \$106,222.6; \$40,256.61 BWSR Green Lake Stormwater fund; \$65,966 was from the Clean Water Partnership Loan (3% over 10 years). A motion was made by R. Schaefer and seconded by J. Flanders to approve the second payment for project K-2-14. The motion passed 3-0.

9.c.10. M-1-14 Lilleberg Streambank voucher #1-L. Christensen reported on the purchase of riprap (\$16,566.95) in 2015 for this project. The riprap boulders will be put in place in the spring of 2016. A motion was made by J. Flanders and seconded by R. Schaefer to approve up to \$16,566.95 for project M-1-14. The motion passed 3-0.

9.d. Follow up on December administrative matters-

9.d.1. Citizens Advisory Meeting-The CAC requested further direction from the Board. The suggestion was made at the last meeting that it would be helpful if the Board would put forth a question to the CAC for consideration and answer. Questions created this month were: How can the WD advertise potential projects to the public?, What new ways can be used to engage the public or property owners? How can the CAC be ambassadors for the WD? M. Johnson will forward those questions onto the CAC as requested.

9.d.2. Boat Policy Review/Approval-The policy was reviewed by the Board and R. Schaefer suggested two additions: 1) In 2.2 add specific wording stating the boat plug needs to be inserted prior to launch and 2.) The WD will keep a current copy of the Boater Guide rule book in the boat at all times. A motion was made by R. Schaefer and seconded by J. Flanders to approve the Boat Policy with the above mentioned changes. The motion passed 3-0.

10. Legal Counsel Report-none.

11. Public Access Forum- R. Imdieke stated the Kandiyohi County has reassigned L. Engelby to work full time on the Grass Lake Project. A part time person will be hired to work as the Ditch Authority. M. Johnson reminded everyone that the Rinke Noonan Drainage & Wetlands conference is February 11th in St. Cloud.

12. Adjourn- As no more business was brought forth a motion was made by J. Flanders and seconded by R. Schaefer to adjourn the meeting. The motion passed and the meeting ended at 8:08 pm.

Submitted by,

Ruth Schaefer -Secretary