

**MIDDLE FORK CROW RIVER WATERSHED DISTRICT BOARD
OF MANAGERS MEETING**

December 5, 2017, 6:30 p.m.

MFCRWD Office, 189 County Road NE, Spicer, MN

Present: J. Hedtke, R. Hodapp, R. Schaefer, M. Johnson, J. Morales and D.
Erickson

1. R. Hodapp called the meeting to order at 6:33 pm.
2. District Mission Statement
 "We exist for the protection and preservation of water quality in the Middle Fork Crow River Watershed" was read by R. Hodapp.
3. Motion made by R. Schaefer; to add K-01-17 Green Lake Nursery to the agenda to C-6. Administrative Matters. Motion seconded by J. Hedtke. Motion passed 3-0.

CONSENT AGENDA

(The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Items can be removed from the consent agenda at the request of a Board member).

4. Consent Agenda
 - a. Approve the minutes of the November 8th meeting -Correction-change the day from Tuesday to Wednesday.
 - b. December 5, 2017 – Treasurer’s Report
 - c. PERMITS
 1. 17-24: Erosion control permit at 8333 N Shore Drive Spicer, MN – Owner Bruce & Mary Felt – Agent Don Bontjes – 600sq./ft. addition and 1,500sq./ft. garage on Green Lake
 2. 17-25: Erosion control permit at 5366 165th St. NE Atwater, MN – Owner Greg & Kay Linsmeier – Agent Jon Layman – New home construct on diamond lake
 3. 17-26: Erosion control permit at 8691 71st. St. NE Spicer – Owner Gary and Kathy Hedlof – Agent Same as – Ne house construct and septic install on the Elkhorn Lake-Motion by Jay to consent agenda with correction pass 3-0.

Motion made by J. Hedtke to approve the Consent Agenda with the correction to the minutes. Motion seconded by R. Schaefer and passed 3-0.

REGULAR AGENDA

5. Administrator’s Report:
 - a. Review Calendar/District Activities-M. Johnson reviewed the calendar.
 - b. Project Status – Follow-up
 1. Accelerated Implementation – County Ditch 47 -M. Johnson reported that a response was received from BSWR but not the DNR.
 2. North Fork One Watershed One Plan -R. Hodapp, stated the Policy Meeting has been rescheduled to January 3rd, 2018. B. Wing, the alternate will attend. R. Hodapp reported that Section 3 possibly 4 may be approved at the January meeting.
 3. Diamond Lake TMDL Implementation, Hubbard, Schultz, and Wheeler

Implementation Activity CIP #13-02 -Contractors will be on site after the holidays. Water continues to flow from the chain of lakes into Diamond lake. Current water level is 60.96 maximum allowed to flow is 62.00.

c. Administrative matters

1. Adopt the Board Schedule – The 2018 Board schedule was reviewed. A motion to approve the proposed calendar was made by J. Hedkte and was seconded by R. Schaefer. Motion passed 3-0.
2. Personnel Policy Updates -The “Cell Phone” policy was revised and reviewed by the Board. See policy. A motion was made by J. Hedkte to approve the revised policy, seconded by R. Schaefer. Motion passed 3-0.
3. Credit Card Policy Approval-The Board reviewed the Credit Card Use Policy. See policy. A motion was made by J. Hedkte to approve the Credit Card Policy. Motion seconded by R. Schaefer. Motion passed 3-0.
4. 2017 Audit Accounting Firm-Westberg Eischens-CPA firm letter reviewed by the Board. Motion made by R. Schaefer, seconded by J. Hedkte to approve the engagement letter of Westberg Eischens, not to exceed \$8250.00. Motion passed 3-0. MN Statute requires an audit every year.
5. Citizen’s Advisory Committee Meeting will be held at Goat Ridge Brewery. Guest speaker, Eric Evenson will discuss CAC models. E. Evenson is the former Administrator of the Minnehaha Creek Watershed District. He currently is the Coordinator of the Minnetonka Lake Association.
6. Green Lake Nursery-D. Erickson presented information on how the project has diverted water flow from the Nursery into a rain garden. The water will no longer drain into Green Lake, during high rain events. A 2-foot pit was dug for the rain garden and a berm was added to separate the infiltration trench from the rain garden. Planting this spring will complete the project. Motion made by R. Schaefer to approve the voucher for \$10,038.62 which came in under the estimate cost of \$10,555.00. This is a partial payment from the Clean Water Partnership Loan program. Motion seconded by J. Hedkte, motion passed 3-0.

d. Administrative matters – Follow-up

1. BMP Policy-J. Morales is revising the BMP Policy. Possible changes include revising the definition of “in-kind” policy. The Board discussed a revised rate for “in-kind” to reflect the cost/complexity of the type of service provided. Example- Do we want to have a different rate for people pulling weeds in a shoreline project vs back hoe time. This would be a tool to be used when the WD staff talk to land owners.
 2. Nest Lake Dam, MN00061 -Ethan Jenzen will provide updates as necessary.
 3. MAWD Annual Meeting Resolutions -The Board reviewed the Resolutions presented and discussed at the annual meeting.
6. Legal Counsel Report- No report.
 7. Public Access Forum - None.
 8. Motion made by J. Hedkte and seconded by R. Schaefer to adjourn. Motion passed 3-0 and the meeting ended at 8:15.

Submitted by,

R. Schaefer
Secretary