

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

December 1<sup>st</sup>, 2020

6:00 pm Public Hearing for Rules Update  
6:15 Performance Evaluation Administrator  
6:30 Board of Managers Meeting

Present: R. Hodapp, J. Hedtke, K. Olson, S. Braegelman, R. Schaefer, M. Johnson, J. Kolb, C. Meehan-Wenck and J. Weinerman-BWSR

**Public Hearing**

A Public Hearing regarding amendments to the MFCRWD rules began at 6:00 pm. M. Johnson presented the amendments to the rules, this summary of potential changes was presented to the Board. No public attended. Written comments were received earlier and are included in the record. BWSR has approved the amendments. S. Braegelman moved to adjourn the Public Hearing and this was seconded by R. Schaefer. The motion passed 5-0. The Public Hearing closed at 6:16 pm.

A closed meeting was held by the Board for the purpose of M. Johnson's performance evaluation. This meeting was held from 6:16-6:30 pm.

**Board of Managers Meeting**

1. The meeting was called to order by President Hodapp at 6:31 pm.
2. The District Mission Statement-"We exist for the protection and preservation of water quality in the Middle Fork Crow River Watershed"-was recited by President Hodapp.
3. The agenda was reviewed and a motion to approve was made by R. Schaefer. K. Olson seconded the motion, the motion passed 5-0.
4. The Consent Agenda:
  - a. 2020-11-02 MFCRWD Minutes
  - b. 2020-12-01 Income & Expense
  - c. 2020-12-01 Treasurer's ReportJ. Hedtke, moved to approve the consent agenda, and S. Braegelman, seconded the motion. The motion passed 5-0.
5. Board Manager Matters
  - a. Special Meeting Date – M. Johnson reported that the new accounting system requires all receipts processed within the current year. Managers are asked to submit all current year receipts by the 3<sup>rd</sup> week of December.
  - b. 2021 Board meeting calendar- M. Johnson presented the 2021 calendar. J. Hedtke, moved to accept the 2021 calendar. K. Olson seconded the motion. The motion passed 5-0.
6. District Matters
  - a. Rules Amendment Memo and Advisory Report-A public hearing was held prior to the meeting. No public comments were received. R. Schaefer moved that the District adopt the amended rules dated 12-1-2020 and direct the Administrator to promptly carry out procedures in Minnesota Statute Watershed District 103D.341 Rules. S. Braegelman, seconded the motion. The motion passed 5-0. See 12-1-20 Memorandum on Rules Amendment.

- b. Cafeteria Cares Act Amendment –M. Johnson referred to the “2020 Amendment for Cares Act and Other Changes” document. Covered services now include telehealth and allow a \$550 carryover. R. Schaefer moved to accept the Cafeteria Cares Act Amendment. K. Olson seconded the motion. The motion passed 5-0.
- c. COVID 19 Update – J. Morales has requested to work at the office. This request was granted. The office will remain closed to the public and no meetings will be held at the office.

7. Projects/Permits/Reports:

- a. Loon Creek additional invoice – C. Meehan stated that the invoice dated 8-31-20 reflects additional work performed by Swenson & Son for the Loon Creek project. The additional work performed was necessary. Swenson & Son was asked to rebid the project to include any extra work. An invoice submitted did not include these extra services. The Board discussed the lack of a formal contract between the vendor and the WD. R. Schaefer moved to approve payment to Swenson & Son and that all future work will require a formal contract. K. Olson seconded the motion and the motion passed 5-0. A Best Management Practice committee will be scheduled to create a policy of vendor contracts. M. Johnson will prepare the check for payment.
- b. Hedtke Loan – M. Johnson received a loan request from J. Hedtke for \$50,000 through the Clean Water Partnership funds. Paperwork is in process. The loan would be repaid through property tax payments. S. Bragelman moved to approve the \$50, 000 loan using Clean Water funds. K. Olson seconded the motion and the motion passed 4-0. J. Hedtke abstained.
- c. Activity Report-M. Johnson presented the Activity Report.

8. Legal Counsel Report-No report.

9. Public Access Forum – M. Johnson stated that J, Kavanaugh has started the draw down on Diamond Lake. The Board also discussed the transfer of financial responsibility for the 1W1P to the Wright County SWCD. Current funds will be dispersed by the new fund administrator. The current funds of \$400,000 will be dispersed by the WD. The next payment from the State to the 1W1P will be \$1.1M

J. Hedtke moved to adjourn the meeting. S. Bragelman seconded the motion. The motion passed 5-0 and the meeting ended at 7:40 pm.

The closed meeting for the purpose of the performance evaluation of the Administrator resumed at 7:46.

Submitted by,

Ruth Schaefer  
Secretary