

**MIDDLE FORK CROW RIVER WATERSHED DISTRICT
BOARD OF MANAGERS REGULAR MEETING
January 5, 2021 at 6:30 pm**

Present: Robert Hodapp, Shane Braegelman, Kelsey Olson, Jay Hedtke, Ruth Schaefer, Margaret Johnson, John Kolb,

Roger Imdieke and Taylor Templer.

1. The meeting was called to order by President Hodapp at 6:32.
2. 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 2 additions were added by M. Johnson (6e- Minnesota Campaign Finance Board and 6f-Consolidated Appropriations Act). A motion made by Manager Olson, seconded by Manager Hedtke to approve the revised agenda. Motion passed 5-0.
4. Consent Agenda:
 - a. 2021-01-05 Treasurer's Report
 - b. 2021-01-05 Income and Expense -A motion to approve the Consent agenda was made by Manager Braegelman, seconded by Manager Hedtke. The motion passed 5-0.
5. Board Manager Matters
 - a. Board Elections -President Hodapp turned the meeting over to Secretary Schaefer. The current slate of officers was recited: President-Hodapp; Vice President-Hedtke; Treasurer-Braegelman; Co-Treasurer-Olson and Secretary-Schaefer. The floor was opened to nominations. Manager Braegelman made a motion to nominate the current slate of officers and this was seconded by President Hodapp. Manager Olson asked if the current slate of officers felt they would be able to make the recommended number of meetings as stated in the bylaws All officers agreed. The motion passed 5-0. Secretary Schaefer turned the meeting back over to President Hodapp.
 - b. Subcommittee appointments:
 1. Budget Subcommittee -The Board nominated Managers Braegelman and Hodapp to this committee.
 2. Personnel Subcommittee - The Board nominated Managers Braegelman and Schaefer to this committee.
 3. District Policy Subcommittee: Rules, BMP, Bylaws - The Board nominated Managers Hedtke and Olson to this committee. A motion was made by Manager Hedtke to accept the above Subcommittee nominations. The motion was seconded by Manger Schaefer and the motion passed 5-0.
 - c. Manager Appointment Term April: Managers Hedtke and Hodapp terms expire in April. Managers need to express their intentions to their respective county commissioners. Each county is responsible for appointing a resident of their county to the Board of Managers.
 - d. Citizen Advisory Committee Members memo - The Board reviewed the current list of Advisory Committee members (referred to as Citizens Advisory Committee) see list. A motion was made by Manager Olson to approve the 2021 Advisory Committee Members. The motion was seconded by Manager Schaefer and the motion passed 5-0. Taylor Templer introduced herself to the Board and reported on the 2020 activities.
 - e. MAWD Annual Meeting-The attending managers discussed their first virtual annual meeting. Manager Olson expressed an interest in meeting other first-time managers. Manager Schaefer will see if a list of new Managers is available at the January MAWD Board of Directors meeting.
 - f. Consolidated Appropriation Act – Covid19 Relief Provision for Cafeteria Plan bill - M. Johnson reported on the recent federal changes which allow employees to carry over unused funds into the next calendar year. A motion to allow employees to carry over unused funds into the following calendar year was made by Manager Braegelman and seconded by Manager Schaefer. The motion passed 5-0.
 - g. Best Management Practices Subcommittee Recommendations -Manager Braegelman summarized the subcommittee meeting and recommended the use of the contract on a one-year trial. A motion by Manager Hedtke accepted the subcommittee recommendation of a one-year trial period. The motion was seconded by Manager Olson and the motion passed 5-0.
 - h. M. Johnson Performance Evaluation Recommendations -Manger Olson asked about funding for

leadership training. M. Johnson reviewed the budget with the Board. Available training will be listed in the Board packet.

- i. 2019 Salary Survey Policy Review:
 1. Salary discussion items - Manager Olson presented salary information and salary survey discussion. R. Schaefer submitted a request to the MAWD Board for an updated salary survey. The WD could join in with the Sauk River WD salary survey. A motion was made by Manager Hedtke to approve a 4% raise for M. Johnson. The motion was seconded by Manager Braegelman and the motion passed 5-0.
 2. Salary Survey Policy Past Meeting Minutes/Memo -See memo.
6. District Matters
 - a. 2021 Legal Services Agreement - The legal services contract options were reviewed by the Board. Manager Olson made a motion that the District approve the 2021 Legal Services Agreement: Proposal Option One as the agreement for legal services from Rinke Noonan for 2021. The motion was seconded by Manager Hedtke; the motion passed 5-0.
 - b. Official Newspaper Memorandum -Official WC Tribune will remain the official newspaper memorandum.
 - c. Official Depository Memorandum -Official bank will change to United Prairie in Spicer.
 - d. Resolution 21-01 Official Depository, Official Newspaper Designation, Internal Revenue Service Mileage Rate -Motion to approve the Resolution 01-21 Official Depository, Newspaper, Bank and IRS rate was made by Manager Schaefer, seconded by Manager Braegelman. The motion passed 5-0.
 - e. Minnesota Campaign Finance Board: Campaign Finance and Public Disclosure-All managers must file during the January 1st to 25th.
 - f. Consolidated Appropriations Act – Expiration of Paid Sick Leave and Expanded Family and Medical Leave for Coronavirus- A recent federal bill was signed allowing two options. One is to follow the United States Labor guidelines. Or the second option is to pay employees time off. The Board reviewed the information. A motion was made by Manager Schaefer, seconded by Manager Braegelman to extend the Consolidated Appropriations Act Paid Sick Leave and Expanded Family and Medical Leave for Coronavirus to March 31, 2021. The motion passed 5-0.
7. Project(s)/Permit(s)
 - a. Internal Load Investigation for Diamond and Nest Lake Technical Memorandum -M. Johnson reported that the District has applied for an acceleration grant to assess the TMDL of Diamond and Nest Lakes. The grant paid for Wenck to cover the cost of sampling and to conduct modeling. Wenck is reporting that the District needs more information on dissolved O2. J. Morales has started this type of sampling. The grant expires in December 2021.
 - b. December Activity Report -M. Johnson has added new information to the Activity Report. New information includes statutory requirements and new staff training events.
8. Public Access Forum –No public input received. The Board did discuss possibly changing the meeting date from Tuesday to another day, possibly Monday's. A motion was made by Manager Hedtke, seconded by Manager Olson to adjourn the meeting. The motion passed 5-0 and the meeting ended at 8:40 pm., seconded by

Submitted by,

Ruth Schaefer-Secretary