North Fork Crow River Watershed District
Approved Regular Meeting Minutes
August 14th, 2017

Managers Present: Gary Berndt, Bob Brauchler, Jim Wuertz, Jim Barchenger, John Hanson
Managers Absent: None
Staff Present: Cris Skonard, Christine Knutson, Christopher Lundeen, Nick Budde
Others Present: Kurt Deter (Rinke-Noonan), Roger Lyon, Earl Kasper, Geoff Kramer (RESPEC), Jason Marthaler (MBC), Howard Marthaler (MBC), Boyd Fischer, Jim Weller, Ralph Klassen, Norbert Vait, Harold Marthaler, others

1. Call to Order
President Wuertz called the meeting to order at 7:00 pm.

2. Review and Approve Agenda
Motion to approve the revised agenda made by Manager Brauchler, seconded by Manager Barchenger. Motion carried.

3. Consent Agenda Items
President Wuertz called for a motion to approve the consent agenda.
   1. Treasurer’s Report and Bills to August 14th, 2107
      a. Check Register - 106 Bonanza Checking Acct
      b. P & L Detail – All Accounts
      c. Balance Sheet – All Accounts

Motion to approve consent agenda made by Barchenger, seconded by Brauchler. Motion carried.
Affirmative: Barchenger, Berndt, Brauchler, Hanson, Wuertz
Opposed: None

4. Minutes
   July 17th, 2017 Regular Meeting Minutes

Motion to approve the corrected minutes made by Berndt, seconded by Brauchler. Motion carried.

5. Open Discussion from the Public
President Wuertz asked for comment from the public.

Boyd Fischer questioned why his crossing has not been installed and that water is backing up in CD32. Skonard to do a site visit to determine issues.

Jim Weller asked how the buffer stakes are placed. Barchenger said they can be moved if in the way.

Skonard to review buffer staking policy, place on website, and update Board at September meeting.

6. 2018 Budget Hearing
President Wuertz open the public hearing at 8:00 pm. The purpose of the hearing was to meet state statutes by requiring the Board to adopt an annual budget and hold a public meeting to take public comment. Skonard presented the proposed 2018 budget. Wuertz opened the hearing for public comment. Roger Lyon
wants tighter numbers on some budget issues. Skonard stated that budget item numbers are based on general levy money and don't include grants and ditch expenses. Ralph Klassen commented on AIS money. Wuertz asked for additional comment and heard none. Motion to approve resolution 2017-08 to adopt the 2018 budget as noticed by Brauchler, seconded by Hanson. Motion carried.

Affirmative: Barchenger, Berndt, Brauchler, Hanson, Wuertz
Opposed: None

Motion to close the public hearing and resume the regular meeting made by Barchenger, seconded by Hanson. Motion carried.

Agenda

7. Staff Reports
   A. Administrator's Report:
      1. Activities
         Skonard updated the Board on various activities within the District.

      2. Record Retention Policy
         Skonard informed the Board of the current record retention policy. Attorney Deter to investigate and update the Board.

      3. BWSR Petition to increase Managers
         Skonard informed the Board that BWSR had set a hearing for August 22nd, 2017 at 6:30 pm in the Paynesville Area Center.

      4. Paynesville Township Streambank Stabilization
         Manager Hanson informed the Board of corrective taken by Paynesville Township to repair a streambank that was threatening a township road. Thiel Construction made the repairs. Hanson showed pictures of the completed project. Paynesville Township has requested cost share. Total project was approximately $17,000. No action taken until all bills are received.

      5. Buffer Violation
         Skonard advised the Board on the number and type of buffer violations and asked for Board direction. Board advised staff to review any buffer violation policy and discuss with affected land owners.

         Nick Budde presented a report of activities as the District Intern. This is his last week prior to returning to school. Board thanked Nick for his time in the District and wished him well.

      7. MADI/MVA Meeting
         Skonard requested attendance at the joint meeting of the Minnesota Association of Drainage Inspectors and the Minnesota Viewers Association on August 23rd in Alexandria to authorize a $25 registration fee.

         Motion to authorize $25 registration fee for the Administrator to attend the MADI/MVA meeting made by Hanson, seconded by Brauchler. Motion carried.
Affirmative: Barchenger, Brauchler, Berndt, Hanson, Wuertz
Opposed: None

8. BWSR Listening Session
Skonard advised the Board that BWSR was holding several listening sessions throughout the state. Board consensus to have Skonard attend one of the listening sessions.

**8. Crow Request**
Skonard introduced a request from the CROW Joint Powers for a $400 donation to help with river cleanup activities.

Motion to authorize $400 donation to the CROW Joint Powers made by Barchenger, seconded by Hanson. Motion carried.
Affirmative: Barchenger, Brauchler, Berndt, Hanson, Wuertz
Opposed: None

**B. Technician’s Report:**
**1. Activity Report:**
Lundeen gave report of his activities. Three ditches had buffers staked. Lundeen noted 16 violations on CD21, nineteen violations on CD32 and five violations on CD4. Noted wild cucumber was prevalent on CD32. Board directed that the county ditch inspector be consulted on an appropriate herbicide.

**2. AIS Inspection Update**
Attended a meeting with Lamb Labor Services to determine final inspection schedule. Inspections will occur through Labor Day and taper off afterwards.

**C. Funds Manager / Administrative Assistant Report:**
As reported in Financial Statements.

**8. Program Reports**
**A. Permit Report:**
Boyd Fischer requested a new tile outlet to repair a washout on CD32, Section 36, Raymond Twn. Motion to approve the permit request made by Hanson, seconded by Brauchler. Motion carried.

**B. Drainage Report:**
**1. CD 21: Status Update:**
Skonard informed the Board that a contract with Land Pride Construction was executed. Repair activities to commence in September.

**2. CD 32: Status Update**
Howard Marthaler and Jason Marthaler (MBC) addressed the Board regarding supplies purchased to seed the buffers. MBC has paid for all supplies for 60 acres. Indicated that actual buffer seeding acreage may be less than estimates.
Geoff Kramer (RESPEC) provided an update on buffer seeding to date and presented two pay requests for work satisfactorily completed to date. Currently waiting for States Borders Construction to provide a formal response to engineer report of tile installation.

Motion to approve the pay request to MBC in the amount of $9,226.40 made by Hanson, seconded by Brauchler. Motion carried.
Affirmative: Barchenger, Brauchler, Hanson, Wuertz
Opposed: None
Abstained: Berndt (benefited land owner)

Motion to approve the pay request to SBC in the amount of $4,471.84 made by Hanson, seconded by Barchenger. Motion carried.
Affirmative: Barchenger, Brauchler, Hanson, Wuertz
Opposed: None
Abstained: Berndt (benefited land owner)

3. CD7: Update:
Mark Origer (ISG) gave a presentation on the status of the repair. Origer presented a change order to repair a failing tile section and install a drop intake in the amount of $1,918.50.

Motion to approve the change order in the amount of $1,918.50 made by Barchenger, seconded by Berndt. Motion carried. Motion carried.
Affirmative: Barchenger, Berndt, Brauchler, Hanson, Wuertz
Opposed: None

Origer presented quotes from MBC for four other repair items at an estimated price of $40,668.
Motion to approve the repair items utilizing Option 3 on Repair Item 4 (2 rows-60" triple wall plastic pipe) for a total estimated cost of $40,668 made by Barchenger, seconded by Hanson. Motion carried.

4. JD 1 Main and Branches: Status Update:
Joe Lewis updated the Board on the BR12 repair. Noted the substantial completion of the project and recommended a final acceptance hearing be scheduled. Discussion on the need to re-establish the record for JD1. Lewis presented a change order for work performed for the information hearing and to re-establish the record.

Motion to approve the change order for HEI on JD1 BR12 made by Hanson, seconded by Brauchler. Motion carried.
Affirmative: Brauchler, Hanson, Wuertz
Opposed: None
Abstained: Barchenger, Berndt (benefited land owners)

Motion to set the JD1 BR12 Acceptance Hearing for September 11, 2017 at 8:00 pm made by Hanson, seconded by Brauchler. Motion carried. Berndt abstained as a benefitted landowner.

5. CD 37: Update
MBC has removed the beaver dams at the Oxcart WMA. Skonard presented a bill from MBC Drainage in the amount of $1,500.00.

Motion to pay MBC in the amount of $1,500.00 made by Hanson, seconded by Berndt. Motion carried.
Affirmative: Barchenger, Berndt, Brauchler, Hanson, Wuertz
Opposed: None

6. CD3: Update
Skonard informed the Board that there is no current benefit roster for CD3 other than the original benefits of $1,900.00. Have requested a quote from Land Pride Construction for repair.

7. Other Ditch Business:
None.

C. Board Member Meeting Reports:
Manager Hanson updated the Board on the Rice Lake Association meeting.

9. Items for Next Meeting Agenda:
Buffer Staking Policy
Paynesville Township streambank stabilization project
Drainage Policy
10. Calendar Review:
Three month outlook calendar provided.

11. FYI Items:
Skonard provided the BWSR memo regarding the Manager Oath of Office.

12. Adjournment:
Motion to adjourn made by Hanson, seconded by Berndt. Motion carried. Meeting Adjourned.

John Hanson – Secretary
Sept 11, 2017