

North Fork Crow River Watershed District Approved Regular Meeting Minutes October 9th, 2017

Managers Present: Jim Barchenger, Gary Berndt, Bob Brauchler, John Hanson, Jim Wuertz

Managers Absent: None

Staff Present: Cris Skonard, Christine Knutson, Christopher Lundeen

Others Present: Kurt Deter (Rinke-Noonan), Julie Blackburn (RESPEC), Joe Lewis (HEI), Jim Weller, Roger Lyon, Ralph Klasson, Kevin Farnum, Roger Imdieke, Boyd Fischer, 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 to include additional bills and remove law firm discussion to be moved to the November regular meeting made by Manager Hanson, seconded by Manager Barchenger. Motion carried.

Manager Berndt requested a discussion on project contracts. Motion to add discussion item made by Hanson, seconded by Brauchler. Motion carried.

3. Consent Agenda Items

President Wuertz called for a motion to approve the consent agenda.

1. Treasurer's Report and Bills to October 9th, 2017
 - 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

September 11th, 2017 Regular Meeting Minutes

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

5. Open Discussion from the Public

President Wuertz asked for comment from the public.

Kevin Farnum address the Board to thank the District in assisting with the AIS efforts. Farnum expressly thanked Funds Mgr/Admin Assistant Christine Knutson for her work in tracking the money through the various AIS funds.

Agenda

6. Staff Reports

A. Administrator's Report:

1. Activities

Skonard updated the Board on various activities within the District.

2. BWSR Petition to Increase Managers-Update

Skonard informed the Board that the BWSR Board had voted to deny the petition to increase the number of managers in the District

3. Getty Township Culvert Assistance

Getty Township has requested financial assistance to replace the culvert under 320th Street. The Township provided an estimate of \$15,930.00 from MBC Drainage.

Motion to approve \$7,965 to assist with the culvert repair made by Berndt, seconded by Hanson. Motion carried.

Affirmative: Barchenger, Berndt, Brauchler, Hanson, Wuertz

Opposed: None

4. Buffer Enforcement Rule

Skonard presented a draft copy of the District Rule for buffer enforcement. The draft had been submitted to BWSR for comments and awaiting comments to move forward. Attorney Deter explained the rule making process.

5. CAC Appointments

Skonard advised the Board that CAC members need to be appointed prior to January 2018. Discussion ensued regarding current members and other interested parties. Consensus to remove those who have not participated and Lundeen to have a current list for the November meeting which will be placed on the December meeting for action.

6. Knutson Notary Commission

Skonard informed the Board that Christine Knutson’s notary commission is about to expire and requested the Board to pay for renewal expenses.

Motion to pay expenses not to exceed \$190 made by Berndt, seconded by Barchenger. Motion carried.

Affirmative: Barchenger, Berndt, Brauchler, Hanson, Wuertz

Opposed: None

7. Claim submittal deadline

Skonard informed the Board that many claims were being received after the manager’s packet had been sent out. The Administrator felt that the Board did not have sufficient time to review large claims and requested that a submission deadline set in order for adequate review.

Motion to set the Tuesday, the week, before the regular meeting as the deadline made by Barchenger, seconded by Hanson. Motion carried.

8. Ditch Assessments

Skonard presented the recommendations of the Ditch Assessment Committee consisting of: Administrator, Funds Mgr/Admin Assistant, Manager Wuertz and Manager Barchenger.

Motion to certify an assessment for Pope/Stearns Judicial Ditch 1 for \$75,000 plus fees if applicable spread over 1 year at 4% beginning 2018 made by Brauchler, seconded by Hanson. Motion carried.

Affirmative: Berndt, Brauchler, Hanson, Wuertz

Opposed: None

Abstain: Barchenger

Motion to certify an assessment for Stearns/Kandiyohi Judicial Ditch 2 for \$30,000 plus fees if applicable spread over 3 years at 4% beginning 2018 made by Berndt, seconded by Barchenger. Motion carried.

Affirmative: Barchenger, Berndt, Brauchler, Hanson, Wuertz

Opposed: None

Motion to certify an assessment for Meeker County Ditch 4 for \$120,000 plus fees if applicable spread over 5 years at 4% beginning 2018 made by Barchenger, seconded by Brauchler. Motion carried.

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

Motion to certify an assessment for Stearns County Ditch 5 for \$20,000 plus fees if applicable spread over 1 year at 4% beginning 2018 made by Berndt, seconded by Barchenger. Motion carried.

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

Motion to certify an assessment for Stearns County Ditch 7 for \$750,000 plus fees if applicable spread over 10 years at 4% beginning 2018 made by Hanson, seconded by Barchenger. Motion carried.

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

Motion to certify an assessment for Stearns County Ditch 21 for \$40,000 plus fees if applicable spread over 2 years at 4% beginning 2018 made by Berndt, seconded by Barchenger. Motion carried.

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

9. MAWD Annual Meeting

MAWD registration has opened. Need to reserve hotel rooms for those attending.

Motion to reserve hotel rooms made by Hanson, seconded by Brauchler. Motion carried.

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

9. Additional Business

None

B. Technician's Report:

1. Activity Report:

Lundeen gave report of his activities. Noted he participated in two education events. Noted that monitoring was finishing up for the season, however, the amount of rain has altered the schedule somewhat.

2. AIS Inspection Update

Inspections are still being conducted on Rice and Koronis lakes. Discussion on need to begin applying for grants for next year including Pope County. Consensus was to start the application process.

3. Additional Business

Discussion to have HEI assist the District with the grant application for GIS/data record management.

C. Funds Manager / Administrative Assistant Report:

As reported in Financial Statements.

8. Program Reports

A. Permit Report: None

B. Drainage Report:

1. JD1 Main and Branches-HEI:

Joe Lewis updated the Board on the Multipurpose Drainage Water Management plan.

Record Re-Establishment:

Attorney Deter described the procedural requirements and notifications. Discussion on date to set hearing.

Motion to set Record Re-Establishment Hearing for December 11, 2017 at 2:00 pm in the District Office made by Hanson, seconded by Barchenger. Motion carried.

2. CD 32: Status Update: RESPEC

Skonard presented a bill from MME for as-built surveying on the Hanson/Heieie properties. Cross sections were requested by the ACE but the request came after the surveyors had already been out.

Motion to pay MME for additional survey work in the amount of \$1,650 made by Hanson, seconded by Brauchler. Motion carried.

Affirmative: Barchenger, Berndt, Brauchler, Hanson, Wuertz

Opposed: None

Legal Correspondence

Skonard updated the Board on correspondence and meetings held with States Borders Construction and RESPEC regarding the tile installation issues.

Julie Blackburn (RESPEC) was present to update the Board on the submitted invoice for services to date.

Motion to Table the invoice discussion until the November regular meeting made by Berndt, seconded by Hanson. Motion carried.

Weller Partial Abandonment Petition

Attorney Deter noted the petition for partial abandonment was in order and described the procedural process.

Motion to set the partial abandonment hearing on November 13, 2017 at 8:00 pm in the District office made by Hanson, seconded by Brauchler. Motion carried. Manager Berndt noted his vote was to represent the District.

3. CD7: Update:

Administrator updated Board on progress and shared the minor repairs needed. No Board action required.

4. CD 21: Status Update

Skonard informed the Board that Land Pride Construction was going to be on-site within a week.

5. CD 29, CD36, CD37: ROB Update

Skonard informed the Board H20ver Viewers have been making progress. They have reviewed the ditch history and performing the desk review.

6. Beaver Issues

Skonard informed the Board that there has been a large increase in beaver complaints and see a corresponding increase in bills for dam removal. Staff will continue to work with DNR on guidance for removal.

7. Other Ditch Business:

Manger Berndt raised concern regarding engineering contracts. Skonard stated that engineering firms generally use a standardized form based on task order.

C. Board Member Meeting Reports:

None

9. Items for Next Meeting Agenda:

Citizen Advisory Committee Member appointments for 2018

RESPEC Invoice
Partial abandonment hearing
Legal firm review

10. Calendar Review:

Three month outlook calendar provided.

11. FYI Items:

None

12. Closed Session-Review Administrator's Contract:

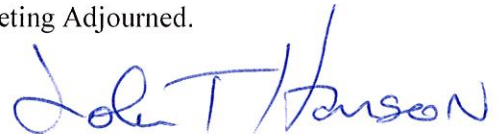
8:35 pm Motion to close the regular meeting and open closed meeting to discuss the Administrator's contract made by Brauchler, seconded by Berndt. Motion carried.

9:10 pm Motion to close closed session and re-open regular meeting made by Hanson, seconded by Berndt. Motion carried.

Motion to extend the Administrator's Contract for one month (through December 31, 2017) made by Hanson, seconded by Barchenger. Motion carried.

12. Adjournment:

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



John Hanson – Secretary

13 Nov 2017

