

**NORTH FORK CROW RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
Approved Regular Meeting Minutes
March 11, 2019**

Managers Present: Gary Berndt, James Barchenger, Bob Brauchler, and James Wuertz
Non-Voting Manager
Present (Phone): John Hanson
Staff Present: Cris Skonard, Christine Knutson and Christopher Lundeen
Others Present: Boyd Fischer, Steve Fuchs, David Johnson, Roger Justin (Rinke Noonan), Ralph Klassen, Larry Ladwig, Joe Lewis (Houston Engineering, Inc.), Roger Lyon, Steve Notch, (Stearns County Commissioner), Ken Radermacher, Roger Walz, Tom Weber, and Others
Recording Secretary: Diane Beck, Legal & Administrative Assistants, Inc. (LAA)

CALL TO ORDER—President James Wuertz called the meeting to order at approximately 1:00 p.m.

APPOINT ACTING SECRETARY—

IT WAS MOVED BY Jim Barchenger, SECONDED BY Bob Brauchler, to temporarily appoint Manager Berndt as Acting Secretary for March. MOTION CARRIED.

AGENDA—

IT WAS MOVED BY Bob Brauchler, SECONDED BY Jim Barchenger, to approve the agenda with the addition of appointing an Acting Secretary for the March 11, 2019 meeting. MOTION CARRIED.

CONSENT AGENDA—

IT WAS MOVED BY Jim Barchenger, SECONDED BY Bob Brauchler to approve the following Consent Agenda:

1. Treasurer's Report and bills to March 11, 2019
 - a. Check register—106 Bonanza checking account
 - b. Profit & Loss Detail—all accounts
 - c. Balance Sheet—all accounts

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt and Wuertz

Opposed: None

MOTION CARRIED.

MINUTES—President Wuertz presented the January 14, 2019 minutes. Manager Berndt suggested additional title information be added along with the resolution numbers. Cris Skonard shared this was discussed at the February 11, 2019 meeting and the minutes were revised.

IT WAS MOVED BY Jim Barchenger, SECONDED BY Bob Brauchler, to approve the January 14, 2019 minutes. MOTION CARRIED.

President Wuertz presented the February 11, 2019 minutes. Manager Hanson requested the second sentence under Watershed Projects Coordinator's Report be changed.

IT WAS MOVED BY Bob Brauchler, SECONDED BY Jim Barchenger, to approve the February 11, 2019 minutes with a change to the second sentence under Watershed Project Coordinator's Report to read: Grant reporting was completed and submitted by February 1st. MOTION CARRIED.

Open Discussion from the Public. Steve Fuchs inquired of the status/timeline for any repairs to CD37. Skonard noted this will be discussed after redetermination of benefits and boundary change are completed. Fuchs inquired if the information is available on the website. Joe Lewis of Houston Engineering suggested looking at the MN Public Drainage Manual. Sauk River Watershed District is not concerned with any adjacent boundary corrections. Manager Brauchler concurred with the north portion; Skonard will check on the Monson lake issue and will move ahead if there are no issues. A petition will be prepared and signed and forwarded to BWSR.

STAFF REPORTS—

Administrator's Report.

Activities.

- Skonard, along with Manager Barchenger attended the Rinke-Noonan Drainage and Water Conference. Skonard reported it was a good conference.
- Skonard and Managers Barchenger and Brauchler attended the Minnesota Association of Watershed Districts (MAWD) Legislative Day and reported they met with seven legislators. Manager Brauchler shared legislators had a favorable reaction and were interested in drainage, etc.
- Attended PTMApp training; a presentation on a software package adopted by the Minnesota Board of Water and Soil Resources (BWSR)
- Skonard, along with Tom Weber, met with Koronis Lake Association to review the upcoming lake projects. Additional meetings will be held. A meeting at the Middle Fork Watershed District will be held on March 19.
- Within 48 hours, the sewer line froze at NFCRWD and a computer battery backup failed. Skonard reported appropriate repairs were made.

MADI Registration. Skonard asked permission to attend the Minnesota Association of Drainage Inspectors (MADI) Conference on March 25 at a cost of \$30.

IT WAS MOVED BY Bob Brauchler, SECONDED BY Jim Barchenger, to approve Cris Skonard attending the Minnesota Association of Drainage Inspectors Conference on March 25, 2019 at a cost of \$30. MOTION CARRIED.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt and Wuertz

Opposed: None

MOTION CARRIED.

Watershed Boundary Change. Skonard reviewed the Watershed Boundary Change. Lewis shared a new detailed map of the proposed boundary changes and noted the Sauk River Watershed District may not be interested in the change. Larry Ladwig reported he spoke with the administrator

of the Sauk River Watershed District and they may not pursue the change. Skonard to verify any changes along Munson Ditch and Highway 23 north of Paynesville. Lewis shared Skonard can visit with landowners if needed as detailed maps are available.

CAC Meeting. Christopher Lundeen sent out a survey for meeting dates/times for the next Citizens Advisory Committee (CAC) meeting and reported 10:00 a.m., April 2nd was the best date. Skonard asked the board for topics. Manager Berndt suggested the proposed petition by Lake Koronis/Pirz Lake Associations and the issue of taking on these types of projects. Roger Lyon stated he prefers the CAC meet quarterly. President Wuertz directed the CAC to set meeting dates and inform NFCRWD Board. Discussion held regarding the reasons for cancelling the last two CAC meetings.

IT WAS MOVED BY Jim Barchenger, SECONDED BY Bob Brauchler, to approve the next Citizens Advisory Committee meeting for 10:00 a.m., April 2, 2019. MOTION CARRIED.

Additional Business. No additional business.

Watershed Project Coordinator's Report.

Activity Report

- Monitoring season will start when the weather improves.
- Working on WRAPS.
- Last month, he sent out approximately 250 letters to Stearns County residents regarding best management practices and reported responses were received from 5-10 people.
- No responses were received regarding the \$10 fee for the Farmers Fair. Lundeen reported there was a lower turnout at this year's Farmers Fair. The same format was followed and there was good discussion.

2018 Annual Report. The 2018 Annual Report was sent in the meeting packet. Hanson commented on the plans and goals for 2019 and prefers they be ranked. Hanson would like the staff to discuss it in April, prioritize the goals and document their progress. Lundeen was complimented on the well-organized report. Lundeen will separate the plans and goals to better prioritize. Lundeen asked to be notified of other issues needing corrections.

2018 Monitoring Review. Lundeen provided highlights of the 2018 Monitoring Review:

- Drainage ditch sites, samples taken, growing season rain fall monthly totals for 2018, suspended solids (TSS) averages, monitoring sites (E. Coli), total phosphorus (TP) averages, nitrogen readings (TKN), E. Coli results over state standards.

Manager Berndt inquired how 2018 compares with other years. Lundeen will check and send information to the NFCRWD Board. A spike in E. Coli is mostly due to rainfall.

- Lundeen also provided highlights on: rainfall SECCHI readings (water clarity), Trophic State Index (TSI), strive for Eutrophic.

When asked, Lundeen stated Zebra Mussels would affect lake quality, but there are none in the lakes included in the monitoring review.

- Lundeen also reviewed the water quality for Grove Lake, Rice Lake, Pirz Lake and Lake Koronis.

Ralph Klassen asked if the information was shown at the Farmers Fair. Lundeen said there may have been some information on the NFCRWD informational table, but noted the NFCRWD did not put on the Farmers Fair.

The 2018 Monitoring Review is available on the NFCRWD website. When additional details are available, Lundeen will provide an update at a future meeting.

Skonard noted intern applications were sent. The NFCRWD Board concurred in moving forward with the intern hiring process.

Additional. No additional items

Funds Manager/Administrative Assistant's Report. As reported in the financial statements.

PROGRAM REPORTS

Permit Report. None

DRAINAGE REPORT

CD 32 Repair: Status Update.

Mitchell Control Structure. Skonard instructed Lewis to prepare a detailed drawing so the project can move forward. Lewis shared the project, materials, etc. Skonard asked if the structure could be a prefab with handles. Lewis replied it is a small structure; he can instruct the contractor to include handles. Lewis will provide price quotes at the next meeting.

Landowner Committee Meeting. Attorney Roger Justin gave an overview of the meeting held on February 26th regarding the CD32 tile replacement. The committee strongly suggested getting the project moving. The next step is to get authorization to begin the process to terminate the contract with States Borders Construction. The board discussed sending a letter and some specifics to be included in the letter to the company:

- Replace tile where sagging
- Identify deflection measurement locations
- Accurate as-built

Boyd Fischer asked if Attorney Justin reviewed the contract. Attorney Justin responded the complete date has not been met as of now. Fischer inquired if the contractor has grounds for rebuttal? Attorney Justin stated there is always a chance. Attorney Justin explained the process and that costs could range from \$1,000 and higher.

IT WAS MOVED BY Gary Berndt, SECONDED BY Jim Barchenger, to have Attorney Roger Justin draft a letter to States Borders Construction for the North Fork Crow River Watershed District Board to review.

Roll call vote was taken.

Affirmative: Barchenger, Berndt and Wuertz

Opposed: Brauchler

MOTION CARRIED.

Attorney Justin noted if the NFCRWD Board does not receive a response within 15 days of the demand letter, the process to go after the bond can commence.

Fisher inquired about the open water in CD32. Attorney Justin stated the Landowner Committee meeting did not define next steps during the meeting. Discussion was held regarding depth of culvert, sediment, elevation of CD32.

Lewis stated it would be advisable to obtain soil borings (which will show the original depth) spaced throughout CD32, then use the original design profile or a repair plan that would match up. Skonard will check with Stearns County regarding culvert replacements on CD32 and report at the next meeting.

CD5: State Highway 4 Culvert. Skonard reported the Minnesota Department of Transportation (MnDOT) will have a resurfacing project on State Highway 4 this summer and mentioned the culvert at CD5 and State Highway 4 is inverted. MnDOT will survey the project. Skonard inquired if the NFCRWD should send a letter to MnDOT to repair the culvert prior to the resurfacing project; he will visit with Lewis regarding where the inlet should be placed. Discussion was held.

IT WAS MOVED BY Jim Barchenger, SECONDED BY Gary Berndt, to approve sending a letter to the Minnesota Department of Transportation requesting it replace the culvert at CD5 and State Highway 4 during its resurfacing project this summer.
MOTION CARRIED.

JD 1: Tree Removal. Skonard reported he attempted to check on the tree removal; however, the large amount of snow has prevented the project moving forward. A letter will be sent to the Department of Natural Resources informing them of the project status. The NFCRWD may end up paying crop damage, if the trees cannot be removed prior to crop planting.

Other Ditch Business. None.

Board Member Reports. None.

Items for Next Meeting Agenda.

- Mitchell Control Structure cost estimates
- 2018 Annual Report: Rank 2019 Plans and Goals
- CD32: Depth report from Stearns County

Calendar Review.

- Tuesday, March 19, AIS Meeting, Brainerd
- Tuesday, March 19, Kandiyohi Work Group, Willmar
- Tuesday, March 19, meeting with Koronis Lake Association, Middle Fork Watershed District
- Wednesday, March 20, 1W1P-TAC, Litchfield
- Thursday, March 21, WRAPS, Litchfield
- Monday, March 25, MADI
- Wednesday, March 27, Skywarn, St. Joseph
- Thursday, March 28, 1W1P Meeting
- Wednesday, April 3, 1W1P-PC, Litchfield

FYI Items.

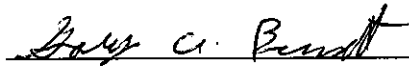
- Skonard shared Lundeen will attend National Weather Service (NWS) Skywarn class on March 27th and encouraged other Board members to attend if possible.
- President Wuertz noted the April 8 meeting will be held at 7:00 p.m.

ADJOURNMENT—

IT WAS MOVED BY Gary Berndt, SECONDED BY Jim Barchenger, to adjourn the meeting.
MOTION CARRIED.

The meeting was adjourned at approximately 2:40 p.m.

NEXT MEETING—The next board meeting is Monday, April 8, 2018 at 7:00 p.m.



Gary Berndt, Acting Secretary