

**NORTH FORK CROW RIVER WATERSHED DISTRICT**  
**BOARD OF MANAGERS**  
**Approved Regular Meeting Minutes**  
**October 14, 2019**

Managers Present: James Barchenger, Gary Berndt, Bob Brauchler, John Hanson and James Wuertz  
Staff Present: Cris Skonard, Christine Knutson and Christopher Lundeen  
Others Present: Kurt Deter (Rinke Noonan), Jeff Erdman, Kevin Farnum, Virgil Fuchs, Roger Imdieke (Kandiyohi County Commissioner), Dick Johnson, Ralph Klassen, Larry Ladwig, Joe Lewis (Houston Engineering, Inc.), Karen Langmo (Koronis Lake Association), Jim Losleben, Donovan McKigney, Dan McKigney, Chad Spanier, Sara Turrell, Tom Weber and others  
Recording Secretary: Diane Beck, Legal & Administrative Assistants, Inc.

1. **CALL TO ORDER**—President Bob Brauchler called the meeting to order at approximately 7:00 p.m.

2. **REVIEW & APPROVE AGENDA**—

IT WAS MOVED BY James Wuertz, SECONDED BY James Barchenger, to approve the Agenda. MOTION CARRIED.

3. **CONSENT AGENDA**—

IT WAS MOVED BY, James Barchenger, SECONDED BY John Hanson, to approve the following Consent Agenda:

1. Treasurer's Report and bills to October 14, 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, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

4. **MINUTES**—John Hanson recommended clarifying the second sentence under Pirz Lake Petition to read: Attorney Deter commented it is up to the board if an expert *on curly leaf* be in attendance at the hearing. Manager Berndt inquired under Drainage Report, JD 1 update, last sentence which reads: President Brauchler stated until the current policy is revised, it is up to landowners to remove noxious weeds. Manager Berndt stated the board already voted on this issue. President Brauchler stated he was going by the policy. A discussion was held and the board concurred this issue will be cleared up at the December policy meeting. This section of the minutes will remain as is.

IT WAS MOVED BY James Barchenger, SECONDED BY James Wuertz, to approve the September 9, 2019 Regular Meeting Minutes with the clarification on the Pirz Lake Petition second sentence to read: Attorney Deter commented it is up to the board if an expert *on curly leaf* be in attendance at the hearing. MOTION CARRIED.

5. **Open Discussion from the Public.** Roger Klassen thanked the NFCRWD board for taking care of the inspection on Rice Lake.

6. **STAFF REPORTS—**

a. **Administrator’s Report.**

1. **Activities.** Skonard reported on recent activities and shared a letter received from the insurance adjustor regarding office and garage damage after the Labor Day storm. The shingles, downspouts and garage door need replacing. Skonard will get bids.
2. **WRAPS Billing.** Skonard reported that two months of WRAPS reimbursable expenses totaling \$881.07 did not meet the Middle Fork Watershed reimbursement deadline and the WRAPS grant has ended. Skonard recommends the unreimbursed expenses be reclassified from WRAPS fund to NFCRWD Wide Projects.

IT WAS MOVED BY John Hanson, SECONDED BY James Barchenger, to reclassify the unreimbursed WRAPS billings totaling \$881.97 from WRAPS fund to North Fork Crow River Watershed Wide Projects.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

3. **Watershed Boundary Change.** Skonard reported a hearing with the Minnesota Board of Water & Soil Resources (BWSR) was held last Thursday, October 10, 2019, and it was recommended to move the Watershed Boundary Change petition to the BWSR state board. No additional NFCRWD meetings will be held. BWSR will notify NFCRWD of the outcome.
4. **Manure Management Change.** Skonard reported he spoke with Becky Schlorf with Stearns Environmental Services regarding a February 2020 timeframe for a Manure Management Workshop; he will also work with Stearns County Soil & Water Conservation.
5. **Lake Koronis Petition.** Karen Langmo, President of the Koronis Lake Association, submitted the Project Petition for Establishment of Aquatic Invasive Species Project on Koronis with 47% of property owners’ signatures. She explained the project is to raise funds for the control of aquatic invasive species, i.e., starry stonewort. Attorney Deter stated he reviewed the petition, it meets the statute and recommended the NFCRWD Board accept the petition and appoint appraisers and an engineering firm. Skonard shared he checked with the appraisal team and they recommended the addition of Dave Schmidt of Spicer as an alternate appraiser. Koronis Lake Association has recommended Wenck Engineering. Skonard noted a project number of 2019-2 will be added.

IT WAS MOVED BY James Wuertz SECONDED BY James Barchenger, to accept the Lake Koronis petition, appoint Ron Ringquist, Al Kerber, Jeff Johnson as appraisers with Dave Schmidt as an alternate, Wenck Engineering as the engineering firm, and assign project number 2019-2. Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

Skonard reported the appraisers may be able to move forward this fall.

6. **Pirz Lake Petition.** Skonard reported there are two days left of the 30-day appeal process. No further action will be taken until the appeal process ends.

7. **MAWD Annual Meeting.** Skonard reported he reserved six rooms for the Minnesota Association of Watershed Districts (MAWD) Annual meeting on December 5-7, 2019 and inquired if additional rooms should be reserved.

IT WAS MOVED BY John Hanson, SECONDED BY James Barchenger, to authorize Cris Skonard to reserve six rooms for Managers and staff to attend the annual meeting of the Minnesota Association of Watershed Districts on December 5-7, 2019.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

8. **Assessments.** Skonard reviewed the NFCRWD Ditch Assessments Committee recommendations as follows: 1) Stearns CD 21 \$15,000; 2) Pope-Stearns JD 1, \$150,000; 3) Stearns CD 37, \$2,000; and 4) Stearns CD 38 \$10,000 for one year at 4% interest.

IT WAS MOVED BY James Barchenger, SECONDED BY James Wuertz, to approve the Stearns CD 21 ditch assessment in the amount of \$15,000 for one year at 4% interest.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

IT WAS MOVED BY James Wuertz, SECONDED BY John Hanson, to approve the Pope-Stearns JD 1 ditch assessment in the amount of \$150,000 for one year at 4% interest.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Hanson and Wuertz

Abstain: Berndt

Opposed: None

MOTION CARRIED.

IT WAS MOVED BY James Barchenger, SECONDED BY John Hanson, to approve the Stearns CD 37 ditch assessment in the amount of \$2,000 for one year at 4% interest.

Roll call vote was taken.

Affirmative: Barchenger, Berndt, Brauchler, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

IT WAS MOVED BY James Barchenger, SECONDED BY John Hanson, to approve the Stearns CD 38 ditch assessment in the amount of \$10,000 for one year at 4% interest.

Roll call vote was taken.

Affirmative: Barchenger, Berndt, Brauchler, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

9. **Additional Business.** None

- b. **Watershed Project Coordinator's Report.** Christopher Lundeen shared his report.

1. **Activity Report.**

- Finished up the monitoring season. Data is due for submission to the state by November 1<sup>st</sup>.
- Two education events were held and went well.

- Working on sub watershed grants with site visits.
- Reported on the Aquatic Invasive Species (AIS) meetings. The committee is discussing funding for next year. Applications are due at the end of the month for AIS inspection grant funds. Also submitting applications for 2020 boat inspectors for Rice Lake and Koronis Lake.

IT WAS MOVED BY Gary Berndt, SECONDED BY John Hanson, to have the NFCRWD apply for AIS Grant Funds.

Roll call vote was taken.

Affirmative: Barchenger, Berndt, Brauchler, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

2. **Additional.** None.

- c. **Funds Manager/Administrative Assistant's Report.** As reported/ approved on consent agenda.

7. **PROGRAM REPORTS**

- a. **Permit Report.** No report.

b. **Drainage Report.**

1. **CD 32: Update.** Skonard reported an agreement may be in place soon. He spoke with Jim Weller and the corn is ready for harvest. Houston Engineering will be onsite, if there is excavating.
2. **CD 38: Update.** Joe Lewis prepared a map and cost estimate for repairs of CD 38 in the amount of \$496,500 with a construction contingency cost of \$148,950, administrative and legal expenses of \$24,825 and engineering cost of \$99,300 for a total estimate of \$769,575.

Manager Berndt questioned about servicing only one parcel as usually public ditches do not service one parcel. Skonard shared there is history for Branch 1 Fork 1 on that particular parcel. Following discussion, it was decided that Skonard will schedule a landowner meeting the first part of January 2020.

3. **JD 1: Update.** Lewis reported plans for realignment of Fork 6 were sent to the U.S. Fish & Wildlife Service, but he has not heard back. Attorney Deter will speak with Scott Glup about the project while he is in his office on another matter this week. Lewis stated the plans were also sent to the Minnesota Department of Natural Resources (DNR) and BWSR. The DNR's response was forwarded to Attorney Deter. Skonard stated he spoke with Kelly Erickson regarding the November 6<sup>th</sup> Technical Evaluation Panel (TEP) meeting; no issues are expected. The DNR will also be at the TEP meeting.

Skonard reported there is no update on tree clearing. Donovan McKigney inquired if there is a penalty date as it has been a year with no progress on the tree removal. Skonard stated there is no penalty date; he will contact Nate Bettis.

4. **CD 29, CD 36, CD 37-ROB Update.** Skonard reported he spoke with Brian Murphy at H2Over Viewers. He will move forward with scheduling a landowner meeting and send notices to landowners. A hearing date will be set later. The earliest date for the landowner meeting is November 21<sup>st</sup>.

5. **Boyce Fischer: CD 32/CD 7 Benefits.** Skonard reported a letter was received from Boyce Fischer with the following requests: 1) Reimbursement of \$566.82 for over assessment on CD 32 and CD 7; and 2) reissuance of the buffer acquisition payment in the amount of \$450. Skonard stated the \$450 check will not be reissued. Skonard reported it appears Fischer has more benefitted acres than total acres. A hearing would need to be held with the property owners receiving notice. Discussion was held regarding the process for over payments. Skonard will prepare a report.

6. **Other Ditch Business.**

c. **Board Member Reports.**

- Manager Hanson reported he attended the 1W1P-PC meeting on October 2<sup>nd</sup>. Wright County will be the fiscal agent and Middle Fork will handle completion of the grants. The 1W1P Plan Coordinator position will be a full-time position and Wright County will handle the hiring.
- Manager Hanson shared he and Manager Wuertz met with Skonard regarding his contract. A two-year contract was drafted and will be presented to the board either in November or December.

IT WAS MOVED BY John Hanson, SECONDED BY Jim Barchenger, to hold a closed session at 10:00 a.m., December 9, 2019 to conduct employee reviews. MOTION CARRIED.

8. **Items for Next Meeting Agenda.** None given.

9. **Calendar Review.**

- October 17: 1W1P-TAC, Litchfield
- October 22: WRAPS MFCRWD
- October 23: BWSR Board Meeting, St. Paul
- October 29-31: BWSR Academy, Breezy Point
- November 5: AIS
- November 6: 1W1P-PC, Litchfield
- November 6: Pope TEP, Glenwood
- November 7: DWG, St. Paul

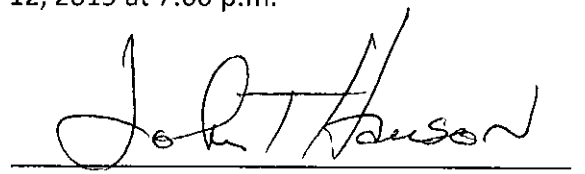
The NFCRWD board continued the meeting to review/revise the Administrative Policy.

**ADJOURNMENT—**

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

The meeting was adjourned at approximately 9:30 p.m.

**NEXT MEETING—**The next board meeting is **Tuesday**, November 12, 2019 at 7:00 p.m.

  
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John Hanson, Secretary  
Nov 12, 2019  
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