

NORTH FORK CROW RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
Approved Regular Meeting Minutes
November 12, 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), Virgil Fuchs, Roger Imdieke (Kandiyohi County Commissioner), Dick Johnson, Ralph Klassen, Joe Lewis (Houston Engineering, Inc.), Steve Notch (Stearns County Commissioner), Ken Radermacher and Tom Weber, 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**—Manager Berndt commented Koronis Lake is on the Balance Sheet, but not Pirz Lake. Cris Skonard explained that the petitioners were required to put up cash or bond to pay expenses should the project fail. KLA chose to submit \$20,000 which was put into a savings account. If expenses exceed \$20,000, they would need to ask for additional funds. When the project ends, Koronis Lake will get unused funds back and assessments will be made to landowners. Skonard will add the Pirz Lake information. Christine Knutson provided additional information on the \$20,000. North Fork Crow River Watershed District (NFCRWD) is only holding the funds as unavailable revenue. If the project is not passed, they will only get dollars back minus the bill NFCRWD paid toward meetings, etc. Manager Berndt inquired if the 1W1P expenses come out of the Administrative budget; Skonard responded yes.

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

1. Treasurer's Report and bills to November 12, 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**—

IT WAS MOVED BY James Wuertz, SECONDED BY James Barchenger, to approve the October 14, 2019 Regular Meeting Minutes. MOTION CARRIED.

5. **Open Discussion from the Public.** Virgil Fuchs asked Attorney Kurt Deter about the process for the Koronis Lake project. Attorney Deter shared the engineering firm will work on the report this winter and appraisers will be out next spring. A hearing will be held sometime next summer (June/July). David Johnson commented discussion items in minutes are not fully explained and feels information is left out. Attorney Deter commented minutes are to capture the main points of the meeting topics, including motions, but are not meant to be verbatim.

6. **STAFF REPORTS—**

a. **Administrator's Report.**

1. **Activities.**

- Skonard shared the Minnesota Board of Water & Soil Resources (BWSR) passed the Watershed Boundary Change at the October 23rd meeting to enlarge the district.
- He attended the BWSR Academy on October 29-31 and felt it was tailored to soil and water, however, the discussion on drones was helpful.
- He attended the Viewers Association last week in Redwood Falls
- He spoke with Gary Rothstein, insurance agent this week to discuss insurance renewal
- A meeting with regional watershed administrators will be held

2. **MAWD Delegates.** Skonard reported two delegates to the Minnesota Association of Watershed Districts (MAWD) annual conference are needed. John Hanson and James Wuertz volunteered to be delegates; President Bob Brauchler volunteered to serve as alternate.

IT WAS MOVED BY Jim Barchenger, SECONDED BY James Wuertz, to approve John Hanson and James Wuertz as delegates to the Minnesota Association of Watershed Districts annual conference and President Bob Brauchler as the alternate. MOTION CARRIED.

3. **End of Year Meeting.** Skonard mentioned an end of year meeting should be scheduled. After a brief discussion, the board set a meeting for 9:00 a.m., Friday, December 27, 2019. Skonard will place the meeting notice in the newspaper.

IT WAS MOVED BY John Hanson, SECONDED BY Gray Berndt, to hold the North Fork Crow River Watershed District end of year meeting for 9:00 a.m., Friday, December 27, 2019. MOTION CARRIED.

4. **Pirz Lake AIS Loan/Assessment.** Skonard said he and Manager Barchenger recently visited the BVSF regarding the Pirz Lake Aquatic Invasive Species (AIS) loan/assessment. PLA are looking at a \$60,000 ten-year loan at 4% interest. Skonard reported an agreement will be made between NFCRWD and the Pirz Lake Association. Attorney Deter commented his office is working on the agreement. Tom Weber stated they have the title for the machine and inquired who would want the title. The NFCRWD Board felt the bank should have the title. Weber will handle. Further discussion to have prepaids to reduce the loan amount.

IT WAS MOVED BY James Wuertz, SECONDED BY John Hanson, to authorize Skonard and Barchenger to make arrangements for the \$60,000 loan at 4% interest over 10 years.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

IT WAS MOVED BY John Hanson, SECONDED BY James Barchenger, to authorize the North Fork Crow River Watershed District to set the Pirz Lake Aquatic Invasive Species Assessment at \$160,000 over 15 years at 4% interest.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

5. **Koronis Lake AIS-Engineering Quote-Wenck.** Skonard reported the Appraisers (Ringquist et al) were appointed, as well as Wenck Engineering, at the September meeting. The Appraisers will work in the office during the winter as weather may not allow them to get out before spring. NFCRWD can direct the scope of the Appraisers. Ralph Klassen commented Wenck has already done some work and inquired if that work will need to be redone. Skonard responded the work already done will not be redone. Manager Berndt asked if a petition with 25% of landowners is presented, does it have to be accepted? Attorney Deter responded affirmatively and shared the process between a repair project and a new project. Skonard received a letter from Wenck regarding the proposal and estimate for an Engineer's Report for Lake Koronis mechanical harvesting and/or chemical treatment of invasive vegetative species and the tasks: 1) compile existing information; 2) informational interview/stakeholder meeting; 3) project analysis/benefits/impacts; 4) Engineer's Report; 5) board presentation; 6) final hearing. The cost estimate is \$15,834. Skonard noted Kevin Farnum is aware of the cost estimate. Skonard shared NFCRWD pays the costs upfront and assessments will be made.

IT WAS MOVED BY James Barchenger, SECONDED BY James Wuertz, to accept the cost estimate by Wenck Associates, Inc. of \$15,834 for Lake Koronis mechanical harvesting and/or chemical treatment of invasive species.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

6. **CAC Appointments.** Skonard stated this topic is for discussion only. Skonard will send out notices to current Citizens Advisory Committee (CAC) volunteers to ask if they want to remain on the CAC and will also place a notice on the website. The board will appoint from the volunteer list. CAC appointments will be on the January NFCRWD agenda.

7. **Additional Business.** No additional business.

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

1. **Activity Report.**

- Finished with the monitoring season. All data has been submitted to the state; Lundeen will provide a report in the future.
- Working on Subwatershed Grants
- Submitted a Stearns County AIS Grant
- Working on applying for Pope County funds for 2020 inspectors
- Attended the BWSR Academy and reported there was very good information on drones. Skonard suggested having someone provide drone training.

2. **Agricultural Conservation Planning Framework (ACPF) Workshop.** Lundeen requested to attend the ACPF Workshop in January for GIS mapping tool for PTMaps. Skonard felt it would be an interesting workshop for Lundeen to attend.

IT WAS MOVED BY John Hanson, SECONDED BY James Barchenger, to approve Christopher Lundeen's attendance at the Agricultural Conservation Planning Framework Workshop January 6-7, 2020 at a cost of \$40. MOTION CARRIED.

3. **Stearns AIS Meeting.** Lundeen discussed grant funds and reported this is the first year the annual request is over the \$44,000 budgeted. He reported that Stearns AIS will have new things coming, i.e., school fishing teams, getting additional AIS information out to the public and additional training for inspectors. Manager Hanson inquired how the dollars will be divided up for the AIS grant applications. Lundeen shared there is a ranking process and the final decision is approved by a committee.

4. **Additional.** No additional information.

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

7. **PROGRAM REPORTS**

a. **Permit Report.** No applications or requests.

b. **Drainage Report.**

1. **CD 32: Update.** Skonard reported MBC Drainage, LLC will do the tile replacement project. Skonard spoke with Jason Marthaler and the ground is frozen. Discussion was held on the warranty. Attorney Deter stated the warranty starts when the project is completed. Skonard mentioned Boyd Fischer has gotten his crop out and wants the approved leveling completed; Skonard said due to the frozen ground the project will be done before spring planting.

2. **JD 1: Update.** Skonard shared he spoke with Nate Bettis and he will be out at the site next week. Skonard will talk with the landowners. Skonard met with the Pope Technical Evaluation Panel (TEP). No wetland issues were identified.

John Kolb with Rinke-Noonen, drafted a discussion letter that addresses the Department of Natural Resources' (DNR) comments received on the JD1 repair north of Pope County Road 22 to Mud Lake. Attorney Deter gave the history of wetlands and stated no permit is needed for the repair project. Joe Lewis requested a letter be prepared and approved by Attorney Kolb in order to clarify it is a repair project and include information on the final construction plans. Attorney Deter and Lewis felt the project can commence.

Skonard discussed the tree removal and he received a cost estimate from MBC Drainage, LLC in the amount of \$8,000 for them to be onsite for the tree removal from the deeper portions of the ditch.

IT WAS MOVED BY John Hanson, SECONDED BY James Wuertz, to approve the \$8,000 cost estimate from MBC Drainage, LLC for it to be onsite for the tree removal from the deeper portion of the ditch.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

Lewis gave an update on Branch 4. The trees will not be cut down as the landowners will petition for abandonment.

Lewis suggested speaking with the U.S. Fish and Wildlife Service regarding clearing out some trees at Branch 6. Lewis mentioned the need to get the comments back from U.S. Fish and Wildlife Service in order for the plans to be finalized on Branch 12 Fork 6 through the FWS property.

3. **CD 29, 36 and 37 ROB Update.** Skonard reported the landowner meeting scheduled for November 21st will not be held due to issues with coordinating individual landowners. He will work with the H2Over Viewers to schedule a date in January or February 2020.
4. **Other Ditch Business.** There was no other ditch business.

c. **Board Member Reports.** Manager Hanson attended two 1W1P meetings, one on November 6th and a committee meeting held in Litchfield (11/12/19). They are working on the Watershed Coordinator position, how to fund shortfalls and reviewed the Memorandum of Cooperative Agreement that will be presented at the next policy meeting. Roger Imdieke shared they are looking at funding the Coordinator position for ten years and it will be a full-time position.

8. **Items for Next Meeting Agenda.**

9. **Calendar Review.**

- November 14: DWG, St. Paul
- December 3: 1W1P-TAC, Spicer
- December 3: AIS, St. Cloud
- December 4: MAWA, Alexandria
- December 5-7: MAWD Annual Meeting, Alexandria

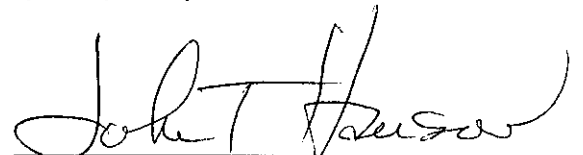
Skonard reported NFCRWD will have a closed meeting for staff reviews at 10:00 a.m., Monday, December 9, 2019. He will public notice the meeting.

ADJOURNMENT—

IT WAS MOVED BY Gary Berndt, SECONDED BY John Hanson, to adjourn the meeting. MOTION CARRIED.

The meeting was adjourned at approximately 8:00 p.m.

NEXT MEETING—The next board meeting is **Monday, December 9, 2019, 1:00 p.m.**



John Hanson, Secretary
Dec 9, 2019