North Fork Crow River Watershed District
Proposed Regular Meeting Minutes
June 13th, 2016

Managers Present: Berndt, Brauchler, Wuertz, Barchenger, Hanson
Managers Absent: None
Staff Present: Tara Ostendorf, Christine Knutson, William Lee
Others Present: Kurt Deter (Rinke-Noonan), Larry Ladwig (JD1), John Mueller (JD2), Roger Lyon (JD1), Harold Marthaler, Jim Weller (CD32), Earl Kasper (JD1), Pete Rousslang (CD32), Vickie Rousslang (CD32), Ken Vogt (CD32), Jason Marthaler, Kevin Bruntlett (CD43), Jeff Zenzen, Boyd Fischer (CD32), Art Marthaler (CD32), Brad Marthaler (CD32), Ralph Klassen (RLA), Jon Randall (CD32), Mark Herickhoff (CD32), Paul Anderson (Rep.), Randy Olson, Wilfred Arens, Rolle Imdieke (CD7), Joseph Eibensteiner, Vince Hinnenkamp (MME), Joel Hinnenkamp (MME), Troy Gerads, Dave Johnson (JD1), Christopher Hall (BerganKDV), Others

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

Review and Approve Agenda
Chairperson Wuertz asked for additions or correction to the agenda. Ostendorf requested addition of CD 7 repair plans to the agenda under additional ditch business. Motion to approve the agenda as amended made by Manager Barchenger, seconded by Manager Brauchler. Motion carried with all in favor.

Election of Officers
Chairperson Wuertz turned the meeting over to Administrator Ostendorf. Ostendorf called for nominations for Chairperson. Manager Hanson nominated Jim Wuertz. Manager Berndt called for a point of order regarding the interpretation of 103E.315 Subd 5. Manager Berndt interpreted the statute to state term limits for individuals in each office. Kurt Deter stated that the statute should be interpreted as only one manager can hold each office and no one manager can hold multiple offices. Ostendorf called for additional nominations. Manager Brauchler seconded the nomination of Jim Wuertz as Chairman. Ostendorf called for additional nominations, and hearing none, Ostendorf called for a vote. Approval of Jim Wuertz as Chairman carried on a 3 to 1 vote. Ostendorf turned the nominations over to Chairman Wuertz. Wuertz called for nominations for Vice-Chairman. Manager Barchenger nominated Bob Brauchler as Vice-Chairman. Manager Hanson seconded the nomination. Wuertz called for nominations two more times, and hearing none, called for a vote. Approval of Bob Brauchler as Vice-Chairman carried on a 3 to 1 vote. Wuertz called for nominations for Treasurer. Manager Brauchler nominated Jim Barchenger as Treasurer. Manager Hanson seconded the nomination. Wuertz called for nominations two more times, and hearing none, called for a vote. Approval of Jim Barchenger as Treasurer carried on a 3 to 1 vote. Wuertz called for nominations for Secretary. Manager Barchenger nominated John Hanson as Secretary. Manager Brauchler seconded the nomination. Wuertz called for nominations two more times, and hearing none, called for a vote. Approval of John Hanson as Secretary carried on a 3 to 1 vote.

Consent Agenda Items
Chairperson Wuertz called for a motion to approve the consent agenda. Manager Barchenger requested to pull the May 9th meeting minutes for corrections. Motion to approve remaining consent agenda items made by Manager Brauchler, seconded by Manager Hanson. Motion carried with all in favor. Manager Barchenger abstained due to conflict of interest [on items e & f] as a benefitting landowner.

1. Treasurer’s Report and Bills to May 9th, 2016
   a. Check Register - 106 Bonanza Checking Acct
   b. P & L Detail – All Accounts
   c. Balance Sheet – All Accounts
2. Additional Items
   a. Approve Contract Amendment 2013-03-01: Arens, Wilfred ($600)
   b. Approve Payment 2013-03-01: Arens, Wilfred ($2,982.00 – Alt Drainage)
c. Approve Contract Amendment 2014-06-01: Bayer, Delores ($4,500.00)
d. Approve Payment 2014-06-01: Bayer, Delores ($8,502.81 – Alt Drainage)
e. Approve Contract Amendment 2013-02-01: Barchenger, James ($265.00)
f. Approve Payment 2013-02-01: Barchenger, James ($1,471.81 – Alt Drainage)

Wuertz asked for corrections to the May 9th meeting minutes. Motion to approve minutes as corrected made by Manager Barchenger, seconded by Manager Hanson. Motion carried with all in favor.

Open Discussion from the Public
Chairman Wuertz asked for comment from the public. Ralph Klaussen, acting as representative for Rice Lake Association, requested procedures for requesting installation of a water control structure on Rice Lake. Deter stated that the request should be submitted in writing to the Board.

Larry Ladwig, landowner on JD1, requested an update on the culvert replacements by the County [on the JD 1 Branch 12 repair] and additional clarification on limits for tree removal. Board agreed to let comment on that agenda item.

Boyd Fischer, a landowner on CD32, requested an emergency clean-out on portions of CD32 adjacent to his property. Ostendorf stated that the project area was already in progress and the contractor would be cleaning that portion of the ditch in a matter of weeks. After additional discussion regarding project schedule, Deter stated that the Board has the authority to direct the contractor to move locations and continue the repair. Manager Wuertz questioned the contractor as to when that portion of the ditch was scheduled to be repaired. Vince Hinnenkamp stated that they intended to be completing that portion of the ditch within one month. Board directed additional discussion to be covered under the appropriate agenda item.

Chairman Wuertz asked for comments from Representative Paul Anderson. Anderson stated that he was in attendance to listen to the commentary regarding CD 32.

Regular Agenda

Public Hearings
None

Presentations
2015 Audit Report – BerganKDV
Christopher Hall, auditor with BerganKDV, presented the annual audit report for 2015 operations. Hall stated that the District received a clean audit report, which is the highest rating they can give to an entity. Hall stated that the financial statement reports two findings; lack of segregation of accounting duties, and preparation of financial statements completed by the auditor. These findings are common for an entity of this size and are not anticipated to be corrected. Hall presented details of the financial report. Hearing no questions or comments, Hall again stated that the audit report was clean and thanked the Board, Administrator, and the Funds Manager for their work throughout the year. Motion to accept the audit report as presented made by Manager Berndt, seconded by Manager Hanson. Motion carried with all in favor.

Staff Reports
Administrator’s Report:
Intern Introduction – William Lee
Ostendorf introduced William Lee as the District’s 2016 intern.

Approve Resolution 2016-13: Amend Personnel Policy
Ostendorf summarized the resolution as presented. The purpose of the resolution was to amend the personnel policy to remove the requirement that all staff must use five days of PTO consecutively throughout the year. Ostendorf stated that the requirement was difficult for staff to comply with. Chairman Wuertz called for comments from the
Board. Manager Brauchler stated that the original inclusion of the language dated back to a previous auditor’s suggestion meant for fraud prevention. Knutson stated that she checked with the current auditor and he, from an auditor’s point of view, was not aware of any legal requirements for this stipulation. Motion to approve resolution 2016-13 to amend the personnel policy made by Manager Brauchler, seconded by Manager Barchenger. Motion carried with all in favor.

**Discuss date change for July regular meeting**

Ostendorf requested that the July meeting be moved to July 18th, 2016 to accommodate her scheduled vacation and be held at an earlier time to accommodate a presentation on drone services by Houston Engineering. Motion to approve the meeting date change to July 18th, 2016 commencing at 6:30 pm made by Manager Hanson, seconded by Manager Barchenger. Motion carried with all in favor.

**Discussion of Drone Services Presentation**

Discussed above.

**Drainage Policy – Draft: Specifications for Cattle Crossings**

Ostendorf presented examples of ditch crossings constructed from concrete cattle / livestock slats that allowed for multiple crossings for both cattle and equipment without damaging the channel. Ostendorf stated that she had been contacted by a landowner on CD32 who wanted a crossing to be provided at an area of the ditch that was currently specified for erosion repair in the current contract. Boyd Fischer stated he had asked for the crossing to be provided at the location. Currently he crosses the ditch in that area and has historically used it as a crossing and would like it to remain as such. After additional discussion between the Board and public, Deter stated that if he had been using it as a crossing, he should be allowed to continue using it as a crossing. Deter asked Mr. Fischer if the crossing activity was damaging the ditch. Mr. Fischer confirmed that it would probably be seen as an issue. Additional discussion ensued about Mr. Fischer’s right to cross the ditch in that location, and concluded with the attorney’s statement that he should be allowed to continue using the area as a crossing location.

**Additional Business**

None

**Technician’s Report:**

None

**Funds Manager / Administrative Assistant Report:**

As reported in Financial Statements.

**Program Reports**

**Permit Report:**  
None

**Drainage Report:**

**CD 32 Repair: Status Update - Update on construction progress; Letters from Raymond TWP**

Ostendorf presented letters submitted to the Board by Raymond TWP regarding permitted activities on the Weller and Kasper properties. No commentary from the Board. Ostendorf stated that Mid-MN Excavating, in attendance, had begun excavation on Branch 1. Board allowed comment from the public. Art and Brad Marthaler questioned their assessments for the repair and stated that there are errors in their report. Ostendorf stated to the Board that she had been told that the Marthaler assessment was incorrect and had made attempts to contact the landowners to get more information. To date they had not clarified their issue with the report. Manager Berndt stated that there were multiple issues with the redetermination of benefits report [accepted in January of 2015] and the assessment reports [generated from the viewer’s reports in 2016]. Deter directed the landowners to come to the District office to make clerical corrections to the assessment.
Boyd Fischer asked for an explanation on why the Board consolidated CD8 and CD32. Ostendorf stated that CD8 and CD32 were already considered as one system during the redetermination process; it was found out later that CD8 was actually the outlet for CD32. As the area had already been viewed as CD32, and finding a considerable lack of documentation as to the benefited property for CD8, the Board concluded proceedings to consolidate the systems.

Manager Berndt requested additional discussion on the perceived fairness issues with the redetermination of benefits [completed in 2014]. Deter explained the appeal process, which would have needed to be filed within 30 days of acceptance of the report. Any adjustments to the benefitting percentages cannot be corrected after the appeal period of 30 days of acceptance of the viewer’s report [which occurred in January of 2015]. Manager Berndt stated that many landowners did not understand what they may have been liable for [at the time of approval of the viewer’s report]. Additional discussion between public, Board and counsel, regarding the process of viewing under drainage law 103E and understanding viewers reports.

Mark Herickhoff and Jim Weller asked the Board where the costs came from for this project and why some areas pay so much more of the assessment. Ostendorf showed the public the current benefits map for CD 32 based on the 2015 viewer’s report. Ostendorf also showed the project expense breakdown used to determine the assessment amounts for collection before bonding. Additional discussion from the public. Deter summarized the process for viewing in MN. Ostendorf clarified that any and all costs incurred have been approved by the Board and that any contracts or assessment discussions have been discussed and approved at regular Board meetings, where minimal comments had been received from the public.

Representative Paul Anderson asked for clarification regarding the method for redetermining benefits. Deter stated that when CD32 was originally constructed, it was for the purpose of creating livestock pasture, not to make farmable land by today’s standards. Additional questions from the public regarding incorporating tile drainage into the report. Deter stated that the viewers look at the land as if tile is already in place and value it accordingly.

Mark Herickhoff asked for clarification on the buffer acquisition presented in the cost breakdown by Ostendorf. Discussion ensued regarding the difference between grass strip acquisitions under drainage law versus the new legislative mandate passed. Additional discussion related to cost of the assessment and increased scrutiny and information needed for regulatory purposes.

Kevin Bruntlett, landowner on CD 43, asked for an explanation as to how ditches in southern MN could be constructed and maintained without as much interference from regulators in this area. Board allowed comment from Deter regarding historical drainage in MN and exemptions from various environmental regulations.

Public allowed comments from public regarding the need for state / federal funds for maintaining drainage systems and additional discussion.

Public requested an update on proceedings to clean channel through Banker’s Slough on CD 32. Ostendorf was asked to summarize the project and recent meetings with the DNR regarding permission to maintain the channel. Extended discussion ensued related to the DNR’s process for review and approval on drainage projects. Deter recommended that the Board should request information related to the installation of the Banker’s Slough control structure through the Freedom of Information Act or a data practices act request. Additional discussion from landowners regarding the history of the project. Board consensus to complete a data request for information related to Banker’s Slough and the process for installation of the control structure to the DNR.

**CD 32 Repair: Right-of-Way Easement - Discussion of process for right-of-way easement acquisition on Fischer / Weller property for tile realignment.**

Ostendorf summarized the requirement for an easement on the properties affected by the tile realignment on the Weller and Fischer property. [The tile is to be realigned due to a documented state of disrepair. The current alignment runs through and underneath the homestead and manure pit on the Weller property, and will be realigned onto the Fischer property]. Art Marthaler, landowner on adjacent property, requested that the proposed alignment be changed to continue West adjacent to the township road and connect to the open ditch instead of crossing back under
320th street to connect to the current outlet. After additional discussion regarding the history of motions to set the current proposed alignment, the Board directed the engineer to put together a memo and cost estimate for the requested alignment change.

Chairman Wuertz asked Boyd Fischer how he would like to handle the easement payment; negotiation or hire a viewer to appraise the property. Fischer stated that he would like to go through a negotiation with the Board and would like a meeting soon to come to an agreement.

Jim Weller asked Ostendorf to summarize the pipe condition found during the tile scoping conducted during the preliminary survey. Ostendorf stated that the pipe was found to have lateral and topside cracks throughout the scoped length of pipe, as well as areas of standing water which suggested that the pipe may not be at the correct elevations throughout its track.

**CD 32 Repair: Additional Excavation on BR1 - Heieie: Review additional information from NRCS, approve / deny change order to include additional excavation extents.**

Ostendorf summarized NRCS letter to Heieie submitted to the Board for review. Board and Counsel discussed potential liabilities of the requested change order to the District and to Mr. Heieie. Board discussed contacting Mr. Heieie and advising him of potential liabilities related to wetland violations and current farm programs he may be vested in. Deter stated that the Board should require Mr. Heieie to enter into a hold-harmless agreement to release the Board from liability if he chooses to pursue his request for additional repair extents. Manager Berndt brought up the issue that this work should have been included in the last repair, and it should be exempt as maintenance in this repair. Board directed staff to contact Mr. Heieie and advise him of the liabilities and the need for the hold-harmless agreement, and to have Mr. Heieie confirm with the Board that he is willing to accept the risk and pursue the change-order for additional repair extents.

**CD 32 Repair: Temporary Dewatering Plan: Update on change order for temporary dewatering plan due to tile failure on Weller property.**

Ostendorf summarized the process that led to the dewatering equipment on the Fischer/Weller property. Ostendorf had been contacted by the landowners and notified that the tile line on the Weller property had failed. A site visit was conducted, attended by Ostendorf, Jim Weller and Earl Kasper as benefiting landowners, to check on the situation. At that time, the tile line was found to be non-functioning and the open channel upstream had standing water of approximately 3-4 feet in channel, approximately 1 foot over the top of the tile inlet. At that time, the landowners asked Ostendorf to implement a temporary dewatering plan in the event that a large rain event may occur before the scheduled tile replacement in October. The landowners suggested using a pump and hose to move the water as needed into the open channel downstream, as it currently is supposed to. Ostendorf requested a quote from States Borders Construction as the company is already contracted to do the tile replacement work and is fully bonded and insured through that project. After receiving the quote, Ostendorf presented the information to the Board chairman. It was decided to move ahead with a temporary dewatering plan in case a large rain event occurred. After the weekend, Ostendorf was contacted by the landowners, who stated that the tile line had started to flow again. Inspection of the tile showed that it was indeed flowing, however, it was not flowing to the previous capacity. Ostendorf relayed the information to the Chairman, at which time it was decided that the tile line was still not functioning properly and to continue with installing the dewatering equipment as a contingency in case the tile line failed again. Ostendorf gave the contractor the go-ahead to proceed. The contractor began installing the equipment on Friday, June 10th. As part of the installation, the contractor followed the proposed and permitted alignment of the new tile and installed temporary tile under the TWP road in two places to allow for dewatering. As part of the installation, the contractor also temporary turned on the pump to make sure it was functioning. Running the pump temporarily flooded the road ditch and a portion of the adjacent bean field on Mr. Fischers property. This occurred at least twice while the contractor was installing the temporary tile and pump. An inspection of the property before the meeting showed no standing water in areas.

Mr. Fischer commented that the actions of the contractor were unacceptable and that he had incurred crop damage due to the temporary pumping. He also stated that the contractor had damaged a piece of equipment on his property.
Ostendorf stated that in her conversation with the contractor, they had admitted to damaging a piece of equipment in the road ditch that was obscured by vegetation.

Harold Marthaler, acting on behalf of Raymond township, stated that the District’s permit did not allow temporary equipment in the right-of-way, and that the District should have notified the township of the plan.

After additional discussion, Deter asked Ostendorf if she felt that there was a need for a dewatering plan. Ostendorf stated that at the time of the initial landowner meeting, the tile was not functioning and the ditch was not running, and there was concern that the upstream properties may flood in a large rain event. Manager Berndt addressed Kasper and Weller and asked if they felt their properties were in danger of flooding. Kasper confirmed that he was concerned of flooding out if the tile failed again and a large rain event occurred before the tile realignment was completed as scheduled in October.

Chairman Wuertz suggested that the Board appoint two managers to attend a landowner meeting on site to discuss possible options to resolve the issue for both the upstream and downstream landowners. The Board appointed Managers Berndt and Barchenger to attend a landowner meeting on site on June 23rd at 2:00 pm. Deter suggested that the Board direct the pump not to run until the meeting was conducted.

The Board and Mr. Fischer discussed an additional request for an emergency repair of the branch to the east of his property. Ostendorf stated that portion of the ditch was already contracted for repair and scheduled. Deter asked Vince Hinnenkamp, the contractor, how long it would take to get to that portion of the ditch. Hinnenkamp stated he should reach that portion of the ditch within 3 weeks. Deter suggested that the Board table discussion on an emergency repair and direct Vince to attend the landowner meeting.

**JD2: Presentation of Scope of Services - HEI:** Approve/deny scope of services from Houston Engineering Inc. (HEI) for verification and oversight of culvert replacement.

Ostendorf presented proposal for engineering services from Houston Engineering as requested by Board. The proposal included hydraulic analysis of the culvert at Station 91+49, preparation of bid documents, construction staking, observation and as-built drawings, and additional hydraulic analysis to determine capacity limits on all culverts of the system. Board allowed comment from John Mueller. Discussion on financing of ditch work for corrections of work already completed. Motion to approve engineers proposal for only Task 1, hydraulic analysis of the culvert at Station 91+49, in the amount of $800 made by Manager Berndt, seconded by Manager Hanson. Motion carried. Manager Brauchler abstained as a benefitting landowner.

**JD2: Drainage Maintenance Request:** Review maintenance request.

Ostendorf presented request for maintenance on a portion of JD2. Board discussed the issue with the requestor, John Mueller. Mr. Mueller stated that his tile lines are currently under water and that is the main cause for the repair request. Chairman Wuertz asked Mr. Mueller if this was something that could be addressed after they completed the culvert analysis. Mr. Mueller consented.

**JD 1 BR 12 Repair: Status Update:** Update on schedule for inspection; Review technical memo for revised hydraulic analysis on Br12 Fk3

Ostendorf stated that the preconstruction meeting is scheduled for Monday, June 20th at 1:00 pm. Board allowed questions from Larry Ladwig. Mr. Ladwig asked for clarification on tree removal and rock piles in the right of way of the ditch. Ostendorf stated that would be discussed at the precon meeting. Mr. Ladwig also asked about the status of the County culvert replacements. Ostendorf stated that she had made a status request to the County but had not heard anything different. Ostendorf will continue to try to get a timeline from the County.

**JD 1 Main and Branches: Presentation of Scope of Services - HEI:** Approve/deny scope of services from Houston Engineering Inc. (HEI).

Ostendorf presented board requested engineering proposal from Houston Engineering Inc which included review of historical records, evaluation of crossing hydraulics, review of permitting requirements, development of repair recommendations and opinion of probable costs, and preparation of report to the Board. Motion to approve all tasks.
in the proposal in the amount of $26,200 made by Manager Hanson, seconded by Manager Brauchler. Motion carried with all in favor. Managers Berndt and Barchenger abstained due to conflict of interest as benefitted landowners on the system.

CD7 Repair: Status Update:
Ostendorf presented the Board with the preliminary draft of the plan and profile provided by I+S Group for review. The engineer is currently working on incorporating additional water quality practices.

CD7 Repair: Redetermination of Benefits Proceedings; Review / approve contract for services agreement; update on project schedule.
Ostendorf presented the contract for services submitted by H2Over Viewers. Ostendorf summarized a number of line items in the contract that the Board had not previously discussed, including statements for additional expenses which include mileage and lodging reimbursement and coverage for workman’s compensation and liability insurance. The price for viewing also changed from $3.25 per acre to $3.50 per acre. Ostendorf stated that she had discussed the contract with a representative of H2Over Viewers, who stated they would be willing to negotiate on those items. Motion to strike all additional expenses and negotiate price per acre to $3.25 as originally quoted made by Manager Hanson, seconded by Manager Barchenger. Motion carried with all in favor.

JD 1 BR 12 Repair: Bid Review and Award: Review bid tabulation and engineer recommendations; award bid.
Ostendorf presented the tabulation of bids and the engineer’s recommendation for award. Deter stated that there were no identified reasons not to follow the engineer’s recommendations. Motion to award the bid for repair of JD1 Branch 12 to Mr. Dirt LLC in the amount of $146,975.88 made by Manager Brauchler, seconded by Manager Hanson. Managers Berndt and Barchenger abstained due to a conflict of interest as a benefitting landowner on the system.

CD 43 Repair: Review recommendation for payment / consider hearing for final comment on project: Review technical memo of engineer’s recommendations, review additional extents requested, review project As-Built, and consider final hearing for public comment.
Ostendorf presented as-built drawing of work completed on CD43 and the engineer’s recommendation for payment for work completed. Deter advised the Board to hold an acceptance hearing to take comment on the work completed. Motion to hold public hearing for project acceptance on June 27th at the Paynesville Senior Center with a site visit at 6:00 pm and formal hearing to start at 7:00 pm made by Manager Hanson, seconded by Manager Barchenger. Motion carried with all in favor.

CD 29 – Beaver Dam Maintenance: Review / Approve dam removal expenditures.
Ostendorf presented invoice from Southwest Explosives for dam removal that was coordinated with the DNR in the CD 29 drainageshed. Ostendorf stated that a number of dams had been removed in that drainageshed in coordination with the DNR. The portion of the invoice covering removal of the dams directly in the channel of CD 29 had been paid for through the ditch fund. The presented invoice was for the remaining dams that had been removed outside of the channel of CD 29 in the adjacent wetland. DNR stated that they were of the opinion that the ditch would cover those costs and were not able to pay for that work without prior approval. Ostendorf stated that she had understand the coordination with the DNR as they would pay for those dams removed on their property and the ditch would pay for those dams removed in the channel. Motion to send the bill to the DNR made by Manager Barchenger, seconded by Manager Berndt. Motion carried with all in favor.

CD 5 – Repair Request: Review request for repair and summary of project proceedings.
Ostendorf presented the repair request in section 26 of Lake Henry township. The proposal for engineering services included preparation of bid documents, construction staking and observation, as-built survey and drawing of repaired area, and as-built survey and drawings for the entire system previously repaired. The rest of the ditch had been maintained in 2011-2012, but the repair had stopped short of this section. Chairman Wuertz stated that to his recollection, at the time of the repair, it was thought that the public ditch ended at County Road 4. Ostendorf had stated she reviewed the historic maps and found the requested area of repair to be within the public ditch boundary.
Motion to approve the proposal in the amount of $13,300 made by Manger Hanson, seconded by Manager Barchenger. Motion carried with all in favor.

**CD 21 – Repair Request: Review request for repair and summary of project proceedings.**
Ostendorf presented the repair request in section 12 of Crow River township. Motion to direct staff to request a proposal for engineering services from Houston Engineering made by Manager Hanson, seconded by Manager Barchenger. Motion carried with all in favor.

**CD 4 – Repair: Review record of As-Built**
Ostendorf presented the as-built plan for the work completed on CD 4.

**Other Ditch Business:**
Roger Lyon, JD 1 landowner, informed the Board that he had given his input on the draft memorandum of understanding regarding the Prairie Storm Wetland Restoration project to staff.

Harold Marthaler asked about grant funding for alternative inlets. After discussion, Ostendorf stated that an application will be sent to him to submit for funding.

**Board Member Meeting Reports:**
None

**Items for Next Meeting Agenda:**
No comment.

**Calendar Review:**
No comment.

**FYI Items**
No comment.

**Adjournment:**
Motion to adjourn made by Manager Hanson, seconded by Manager Berndt. Meeting Adjourned.

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John Hanson – Secretary