

## North Fork Crow River Watershed District Approved Regular Meeting Minutes January 9<sup>th</sup>, 2017

**Managers Present:** Berndt, Brauchler, Wuertz, Barchenger, Hanson connected electronically

**Managers Absent:** None

**Staff Present:** Cris Skonard, Christine Knutson, Christopher Lundeen,

**Others Present:** Kurt Deter (Rinke-Noonan), Roger Lyon (JD1), Earl Kasper (CD 32), Ralph Klassen (RLA), Kevin Farnum (KLA), Boyd Fischer, Ken Radermacher, others

### **Call to Order:**

Chairperson Wuertz called the meeting to order at 1:00 pm.

Motion to appoint Manager Berndt as Acting Secretary while Manager Hanson is away from the physical boardroom made by Manager Barchenger, seconded by Manager Brauchler. Motion carried.

### **Review and Approve Agenda**

Added Aquatic Invasive Species Delegation Agreement.

Motion to approve the revised agenda as amended made by Manager Brauchler, seconded by Manager Barchenger. Motion carried.

### **Consent Agenda Items**

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

1. Treasurer's Report and Bills to January 9<sup>th</sup>, 2107
  - a. Check Register - 106 Bonanza Checking Acct
  - b. P & L Detail – All Accounts
  - c. Balance Sheet – All Accounts
2. Minutes
  - a. December 12, 2016 Regular Meeting and Continued Meeting Minutes on December 28, 2016.  
Manager Berndt requested the continued meeting minutes state that legal counsel advised that no conflict occurred for Managers residing in JD1 to vote on the Prairie Storm motions presented.
  - b. December 19<sup>th</sup>, 2016 – Special Meeting Minutes

Motion to approve consent agenda with changes to the continued meeting minutes made by Manager Barchenger, seconded by Manager Brauchler. Motion carried.

### **Open Discussion from the Public**

Chairman Wuertz asked for comment from the public.

Kevin Farnum (KLA) discussed aquatic invasive monitoring program at the boat ramps and thanked the District for their assistance. Special thank you to Chris Lundeen, NFCRWD Watershed District Technician, for the report he prepared on AIS monitoring.

Steve Notch, Stearns County Commissioner, inquired of the status of petition for additional Board member(s). Deter and Skonard to follow up with BWSR.

Ralph Clausen (KLA) commented on the Rice Lake TMDL and manure and fertilizer programs.

Boyd Fisher inquired about the 14" pipe on the Earl Kasper property.

Numerous questions and comments on CD43 regarding contact with DNR. Need to make contact with DNR. Board directed Skonard to prepare CD43 status report for the February meeting.

Ken Radermacher inquired about repairing CD37 and Redetermination of Benefits. Informed awaiting completion of CD7 ROB to evaluate viewers.

## **Regular Agenda**

### **Staff Reports**

#### **Administrator's Report:**

##### **1. Resolution 2017-01: Annual Information**

Skonard presented a resolution identifying annual information about the District regarding financial institution, legal newspapers, auditor and legal counsel. Discussion followed regarding legal counsel and the need to interview other firms.

Motion to affirm that other legal firms will be interviewed prior to January 2018 made by Berndt, seconded by Barchenger. Motion carried.

Motion to approve Resolution 2017-01 made by Brauchler, seconded by Hanson. Motion carried.

##### **2. Resolution 2017-02: Interest Rate for Insufficient Funds**

Skonard presented a resolution to set the interest rate for drainage funds with insufficient funds.

Motion to approve Resolution 2017-02 made by Barchenger, seconded by Hanson. Motion carried.

##### **3. Resolution 2017-03: Monthly Billing**

Skonard presented a resolution to allow payment of specific reoccurring bills received outside of the regular monthly board meeting schedule to prevent interest and late payment fees.

Motion to approve Resolution 2017-03 made by Berndt, seconded by Barchenger. Motion carried.

##### **4. Resolution 2017-04: Billable Rates**

Skonard presented a resolution to set the District employee's billable rate for 2017.

Motion to approve Resolution 2017-04 made by Berndt, seconded by Brauchler. Motion carried.

##### **5. Financial Disclosure**

Skonard reminded the Board of their requirement to submit the required disclosure.

##### **6. Insurance Update**

Skonard discussed the Workman's Compensation insurance application for quotes and noted that the insurance agent recommended against waiving the statutory coverage limits as was done in 2016.

Motion to not waive statutory requirements on the insurance application made by Berndt, seconded by Barchenger. Motion carried.

##### **7. Additional Business**

Skonard presented a claim submitted by the Raymond Township Board of Supervisors on the behalf of Boyd Fischer for maintenance of the township road during repair work along CD32. Discussion followed on type of work and by consensus denied the claim. The Board directed Skonard to submit the claim to States Borders Construction as road maintenance during construction was their obligation. Otherwise, hold the claim until the Acceptance Hearing.

## **Technician's Report:**

### **1. Activity Report:**

Lundeen gave report of his activities, which consisted of finalizing grant reporting.

### **2. 2017 Grants: Update**

Lundeen informed the Board that the District received two grants for the upcoming year.

- NFCRWD Subwatershed Assessment
- NFCRWD – JD1 Subwatershed Analysis for Targeted Implementation

### **3. AIS Delegation Agreement**

Lundeen provided the delegation agreement between the District and DNR to which authorizes the District to oversee AIS programs.

Motion to approve the 2017 DNR Delegation Agreement made by Berndt, seconded by Barchenger. Motion carried.

## **Funds Manager / Administrative Assistant Report:**

As reported in Financial Statements.

## **Program Reports**

### **A. Permit Report:**

None

### **B. Drainage Report:**

#### **1. CD 32 Repair: Status Update:**

Repair work has stopped for the winter.

Earl Kasper inquired of the repairs needed for the areas identified in the RESPEC report submitted at the December continued meeting.

#### **2. CD 7 ROB Update:**

Five landowners have set up individual meeting with H2Overviewers on January 17<sup>th</sup>. Deter cautioned not to make any recommendations during the landowner meetings.

Deter clarified the duties of the viewers versus the engineer.

The Board requested a report on the amount of money spent to date for the redetermination.

#### **3. JD 1 Main and Branches: Status Update:**

Joe Lewis updated the Board on the project noting that seeding had been completed and excavation was complete on the lower end of Branch 1, Fork 4. Lewis also discussed a crossing on Fork 5.

#### **4. CD21: Status Update:**

Skonard reported that the bid package has been sent out and posted on the website.

A request was made for additional cleanout upstream of the current project out for bids. The Board directed Joe Lewis to prepare a report for the next meeting.

### **5. Other Ditch Business:**

None

### **C. Board Member Meeting Reports:**

None

**Items for Next Meeting Agenda:**

CD21 repair report  
CD32 timeline review  
Buffer Law Discussion  
Update on 1 WIP governance

**Calendar Review:**

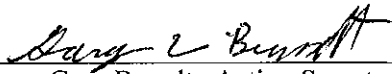
No comment.

**FYI Items:**

None

**Adjournment:**

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

  
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Gary Berndt –Acting Secretary