

NORTH FORK CROW RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
Approved Regular Meeting Minutes
July 8, 2019

Managers Present: Gary Berndt, Bob Brauchler, John Hanson and James Wuertz
Manager Absent: James Barchenger
Staff Present: Cris Skonard, Christine Knutson, Christopher Lundeen, and Tim Struwve (Intern)
Others Present: Maury Noonan (Rinke Noonan), Boyce Fischer, Boyd Fischer, Virgil Fuchs, Roger Imdieke (Kandiyohi County Commissioner), David Johnson, Ralph Klassen, Larry Ladwig, Donovan McKigney, Joe Lewis (Houston Engineering, Inc.), Jim Weller 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**—President Brauchler presented the Agenda. Cris Skonard asked to add under Administrator’s Report: Pirz Lake update and under Watershed Report: Grant Funding Opportunities. Manager Berndt asked to add an agenda item for discussion to appoint a temporary manager due to James Barchenger’s absence. Skonard asked to place this issue under the Administrator’s Report.

IT WAS MOVED BY John Hanson, SECONDED BY James Wuertz, to approve the Agenda with the additions to the Administrator’s Report and Watershed Report as listed above. MOTION CARRIED.

3. **CONSENT AGENDA**—

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

1. Treasurer’s Report and bills to July 8, 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: Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

4. **MINUTES**—President Brauchler presented the June 10, 2019 Minutes. Skonard noted a wording change under Administrator’s Report, Item 5: 1W1P, second paragraph first sentence. Replace Middle Fork Watershed was appointed as “coordinator” for the 1W1P with “fiscal agent”.

IT WAS MOVED BY James Wuertz, SECONDED BY John Hanson, to approve the June 10, 2019 Regular Meeting Minutes with a correction to the Administrator’s Report, Item 5: 1W1P by changing the second paragraph to read:

Skonard reported the Middle Fork Watershed District was appointed as fiscal agent for 1W1P and reviewed the newly-adopted Watershed-based Funding Grant Subcontract Policy and Procedure from Middle Fork. MOTION CARRIED.

IT WAS MOVED BY John Hanson, SECONDED BY Gary Berndt, to approve the June 18, 2019 Special Meeting Minutes. MOTION CARRIED.

5. **Open Discussion from the Public.** Ralph Klassen inquired about a cover crop demonstration, etc. Skonard reported an event was held in Renville and sponsored by the Hawk Creek Watershed Project.

6. **STAFF REPORTS—**

a. **Administrator’s Report.**

1. **Activities.** Skonard provided a brief overview of the MAWD (Minnesota Association of Watershed Districts) Summer Tour and reported the tour of projects was very interesting. Manager Hanson also provided highlights of the MAWD Summer Tour and felt it was a well planned event and very informative.
2. **Budget Committee.** Skonard asked for two Managers to meet with him to begin working on the budget for next year. He suggested meeting prior to the August 12th North Fork Crow River Watershed District (NFCRWD) board meeting so a draft budget can be presented at the meeting. The budget is due to the counties by September 15, 2019. Managers Wuertz and Berndt volunteered to serve on the Budget Committee along with Skonard.
3. **Watershed Boundary Change.** Skonard reported he met with Kevin Bigalke of the Minnesota Board of Water & Soil Resources (BWSR) and they are in the process of putting things together. The BWSR Central Committee will hear the Watershed boundary change first and if it is non-controversial, it will go to the full BWSR Board. Skonard will send out information.
4. **Policy Updates.** Skonard reported updates are needed on some NFCRWD policies, i.e., Administrative, Drainage and Personnel. Discussion was held regarding when to schedule meetings as public notices are required. Skonard will place this issue on the next agenda and suggested the Administrative policy be reviewed before the next meeting.
5. **Approve CD7 BWSB Loan Payment.** Skonard reported a check is needed to Bonanza Valley State Bank (BWSB) for the CD7 loan payment of \$27,701.53 (principal and interest) by the due date of July 31, 2019.

IT WAS MOVED BY John Hanson, SECONDED BY James Wuertz, to authorize a check for \$27,701.53 (principal and interest) to Bonanza Valley State Bank for the CD7 loan payment.

Roll call vote was taken.

Affirmative: Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

6. **MAWD Resolutions.** Skonard referred to the 2019 Request for Resolutions Memo and information in the meeting packet regarding the next steps and timeline to submit policy recommendations and inquired if anything needs to be worked on.
7. **Pirz Lake Update.** Skonard reported the engineer’s report was received and will be submitted to BWSR and DNR this week. Once BWSR receives the engineer’s report, it will have 30 days to respond. Skonard suggested scheduling a tentative hearing date and asked for a motion to use unassigned administrative funds to temporarily cover administrative time, engineering fees, etc., which is similar to a ditch project until the costs are assessed.

IT WAS MOVED BY James Wuertz, SECONDED BY John Hanson, to authorize using North Fork Crow River Watershed District unassigned administrative funds to temporarily cover administrative time, engineering fees, etc. for the Pirz Lake project.

Roll call vote was taken.

Affirmative: Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

Skonard suggested a potential hearing date of August 29, 2019 at 7:00 p.m. in Roscoe.

IT WAS MOVED BY John Hanson, SECONDED BY James Wuertz, to set the hearing in regard to the Pirz Lake project for 7:00 p.m., August 29, 2019, at Roscoe. MOTION CARRIED.

8. **Additional Business.** Skonard briefly addressed Manager Berndt's inquiry as to whether a temporary manager should be appointed to cover Manager Barchenger's duties during his absence and felt no temporary appointment is needed for a short-term absence. Legal concurred.

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

1. **Activity Report.**

- Monitoring continues; high phosphorus and E Coli being influenced by excessive rainfall
- Working on subwatershed grants
- Completing work on lake reports for lake association meetings
- Continuing work on a Watershed Restoration and Protection Strategies (WRAPS)
- Described the MPCA (Minnesota Pollution Control Agency) 319 grant. In person interviews will be held. It will be a long-range grant of up to 16 years.

2. **Additional/BWSR Grants.** Lundeen reported the BWSR grants were announced to the public and asked for direction on outreach. The deadline to apply for the grants is September 9, 2019. Lundeen inquired if letters should be sent to landowners or ads placed in newspapers. A suggestion was made to contact the former applicants and schedule an informal meeting at NFCRWD for 6:00 p.m., August 12th, prior to the board meeting.

Jim Weller inquired if there was a field day held and suggested including a rock inlet demonstration, etc. Skonard suggested holding a field day next year and include various demonstrations.

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

7. PROGRAM REPORTS

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

b. **Drainage Report.**

1. **CD 32 Update:** Skonard reported at the June board meeting, a decision was made to have States Borders Construction replace 377 feet of pipe and NFCRWD agreed to pay \$10,000 on the work already completed. Joe Lewis shared two survey points were done and the elevation is slightly higher (2-3 inches) from the original survey shots. He felt this is acceptable normal tolerances.

Weller inquired if additional dollars would be paid to the engineer and Skonard responded that was for the Board to determine. Weller suggested MBC Drainage LLC do the project instead. After a lengthy discussion, it was decided to have States Border Construction do the project and fix the end pipe. Skonard felt engineering observation time is needed; Lewis estimated the cost at approximately \$1,000/day. Skonard also stated there would be an upcharge for the grey pipe. Lewis will review the soil borings. It was questioned if NFCRWD can obtain the CD32 as-built records and other data. Skonard shared RESPEC had Westwood perform the soil borings and surveying; he will contact Westwood.

IT WAS MOVED BY Gary Berndt, SECONDED BY John Hanson, to move forward with the decision to take the negotiated settlement with States Borders Construction to upgrade the polyethylene pipe to polypropylene "grey pipe", have Houston Engineering, Inc. onsite for surveying during the tile

replacement and to cease all payments to RESPEC due to negligent work.

Roll call vote was taken.

Affirmative: Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

2. **CD 38: Update.** Skonard updated the Board regarding scoping CD38. Water is flowing out of the outlet at the Felling property but drainage issues continue on the Kirckof property. Consensus to proceed with scoping.
3. **JD 1: Update.** Skonard reported there is rock still sitting in the ditch and no work has been performed on the stabilization project. David Johnson inquired about leveling work; Skonard shared he has not had a chance to talk with Nate or MBC Drainage.
4. **CD 5 Update.** Skonard shared he attended a pre-construction meeting with the Minnesota Department of Transportation (MnDOT) in St. Cloud on June 20th. MnDOT will lower the JD 5 culvert along Highway 4. Discussion was held regarding an additional culvert issue; Skonard will work with MnDOT.
5. **Other Ditch Business.**
 - Skonard referred to a letter from Boyce Fischer regarding benefit issues on CD7 and CD32. Skonard will research the matters and this issue will be discussed at the August 12th board meeting.
 - Lewis provided a brief update on JD1 Branch 12. Skonard to coordinate with MBC.
 - Manager Berndt shared he made a site visit to CD7 on the Kasper property and reported one side of the ditch looks good and the other side of the ditch has parts of sloughing and cave-ins.

c. **Board Member Reports.** None.

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

- Policy Updates
- CD7/CD32 benefit issues

9. **Calendar Review.**

- July 11: Drainage Work Group, St. Paul
- July 13: Koronis Lake Association Annual Meeting, Paynesville
- July 17: 1W1P-TAC, Litchfield
- July 18: Viewers Meeting, Lamberton
- July 18: MPCA 319 grant interview, Brooten
- August 7: 1W1P-PC

FYI Items. Skonard mentioned the ISG Agricultural Drainage & Future of Water Quality Workshop will be held July 10-11, 2019 at Southwest Minnesota State University in Marshall.

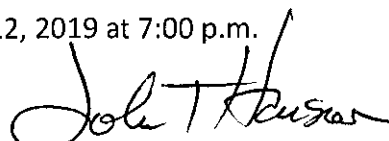
ADJOURNMENT—

IT WAS MOVED BY Gary Berndt, SECONDED BY James Wuertz, to adjourn the meeting.

MOTION CARRIED.

The meeting was adjourned at approximately 8:20 p.m.

NEXT MEETING—The next board meeting is Monday, August 12, 2019 at 7:00 p.m.


John Hanson, Secretary 12 Aug
2019