

NORTH FORK CROW RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
Approved Regular Meeting Minutes
September 9, 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), Boyd Fischer, Virgil Fuchs, Roger Imdieke (Kandiyohi County Commissioner), David Johnson, Ralph Klassen, Joe Lewis (Houston Engineering, Inc.), Roger Lyon, Chad Spanier 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 7:01 p.m.
2. **REVIEW & APPROVE AGENDA**—Cris Skonard asked to add under Administrator’s Report: Pirz Lake petition inquiry and announced the board will continue discussion of the Administrative Policy prior to adjournment.

IT WAS MOVED BY John Hanson, SECONDED BY James Barchenger, to approve the Agenda with the addition of Pirz Lake petition inquiry to the Administrator’s Report and review Administrative Policy at the end of the meeting if time permits.
MOTION CARRIED.

3. **CONSENT AGENDA**—

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

1. Treasurer’s Report and bills to September 9, 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.

Manager Berndt inquired about the PERA distribution costs. Skonard explained the cost is split between employer and employee.

4. **MINUTES**—

IT WAS MOVED BY John Hanson, SECONDED BY James Wuertz, to approve the August 12, 2019 Regular Meeting Minutes. MOTION CARRIED.

5. **Open Discussion from the Public.** Ralph Klassen asked if there will be a field demonstration held. Skonard stated this issue will be discussed later in the agenda. Roger Lyon shared water is backing up on CR 26 due to beaver dams. Discussion was held.

President Brauchler closed the public meeting and opened the Budget Hearing at 8:00 p.m.

6. Budget Hearing.

- a. **Budget Presentation.** Skonard presented the 2020 proposed budget for the North Fork Crow River Watershed District (NFCRWD) of \$259,000 and stated the hearing notice for the budget was published in five local newspapers. He reviewed the manager pay increases discussed at the August meeting and some minor changes to a few line items in the budget. Line items in the budget which included, anticipated expenses for Lundeen’s computer. Manager Berndt inquired of the PERA distribution costs for managers; Skonard stated most managers have not reached the withholding threshold.
- b. **Public Comment.** Dave Johnson inquired about computer updates for Windows 10. Skonard has talked with Mike Heveron. Lyon inquired of the PERA threshold regarding manager PERA contributions. Skonard stated the PERA regulated threshold is approximately \$5,100.

IT WAS MOVED BY James Wuertz, SECONDED BY James Barchenger, to close the oral portion of the Budget Hearing. MOTION CARRIED.

c. Adopt Budget-Resolution 2019-06.

IT WAS MOVED BY James Barchenger, SECONDED BY John Hanson, to approve the North Fork Crow River Watershed District (NFCRWD) Budget Resolution # 2019-06.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

President Bob Brauchler closed the Budget Hearing at 8:15 p.m. and reopened the public meeting.

7. STAFF REPORTS—

a. Administrator’s Report.

1. **Activities.** Skonard reported the following:
 - Switching email to Microsoft Exchange is still in progress and he has spoken with Mike Heveron with Glacial Ridge Computing.
 - He attended a Ditch Inspectors meeting held jointly with the Viewers Association.
 - He met with the administrators of Middle Fork and Sauk River to discuss common issues.
 - He met with the Grove Lake Lakeshore Owners Association regarding cattails and shared that the Minnesota Department of Natural Resources (DNR) do not allowing the removal of vegetation over 2,500 square feet without a permit. A committee has been set up to discuss weed management.
 - He contacted an insurance adjustor about storm damage to the office buildings that occurred on Labor Day evening. The adjustor will be at NFCRWD on Tuesday, September 10.
2. **Administrative Review Committee.** President Brauchler suggested a committee be formed to review Cris Skonard’s contract. Managers Wuertz and Hanson agreed to serve on the committee.
3. **Ditch Assessment Committee.** Skonard is looking for two managers to serve on the Ditch Assessment Committee. Managers Brauchler and Barchenger volunteered to serve on the committee.

4. **Boundary Change Update.** Skonard reported he heard back from the Board of Water and Soil Resources (BWSR) and a hearing will be scheduled in late September/early October. The boundary change will go before the full BWSR Board in October.
5. **CAC Update.** Jim Weller gave an update of the Citizens Advisory Committee (CAC) meeting held last week. Discussion included water quality, manure and E. coli issues. The CAC asked the NFCRWD board to support the manure issue. A field day demonstration on rock inlets was discussed and a suggestion was made to hold a field day demonstration in September 2020. Skonard felt it should be a district-wide event. Lyon stated there is a chance some rock inlets will be installed this fall. Stearns SWCD and University of Minnesota will hold joint training on fertilizer management in March 2020.
6. **LMC Dues.** Skonard reported the 2019 League of Minnesota Cities dues are up for renewal at a cost of \$1,954.

IT WAS MOVED BY James Wuertz, SECONDED BY James Barchenger, to approve membership in the League of Minnesota Cities and pay 2019 dues in the amount of \$1,954.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

7. **Cover Crop Field Day.** Skonard shared information on the Soil Health & Cover Crop Field Day scheduled for 8:00 a.m.-12:30 p.m., September 20, 2019, at the Maynard Community Center. Skonard asked Managers contact him if they are interested in attending.
8. **BWSR Academy.** Skonard reported the 2019 BWSR Academy will be held October 29-31, 2019 at Breezy Point Conference Center, Breezy Point, Minnesota. Early Bird registration is \$45/day plus hotel costs. Skonard recommended he and Lundeen attend.

IT WAS MOVED BY James Barchenger, SECONDED BY John Hanson, to approve paying the registration and room cost for Cris Skonard and Christopher Lundeen to attend the BWSR Academy on October 29-31, 2019, at Breezy Point Conference Center.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

9. **Pierz Lake Petition.** Manager Berndt discussed the Pierz Lake Petition stating the weed is spread through the roots and suggested having someone at the hearing to share additional information. Attorney Deter commented it is up to the board if an expert on the invasive Curly Leaf Pondweed be in attendance at the hearing. Joe Lewis stated more in-depth information can be shared. Board consensus to have Lewis provide additional information at the continued hearing.
10. **Additional Business.** None.

b. **Watershed Project Coordinator’s Report.** Christopher Lundeen shared the following:

1. **Activity Report.** Lundeen continues work on water quality, data entry, GIS analysis work, ditch work and work on sub-watershed grants. Watershed and conservation events are upcoming.
2. **AIS Meeting Update.** He reported on the Stearns County AIS meeting. The group is working on 2020 grants and budget. The 2020 budget may remain the same as 2019.
3. **Grants Update.** The 319 Watershed Grant was not funded for the next round. The next round of grant funding will be in 2021. A meeting will be scheduled with NFCRWD and PCA this winter.
4. **MN AIS Research and Management Showcase.** Lundeen shared information on and requested to attend the 2019 Aquatic Invasive Species (AIS) Research and Management Showcase on September 18th at the Continuing Education and Conference Center in St. Paul.

IT WAS MOVED BY James Wuertz, SECONDED BY John Hanson, to approve the cost of \$40 plus expenses for Christopher Lundeen to attend the 2019 Aquatic Invasive Species Research and Management Showcase on September 18, 2019, at the Continuing Education and Conference Center in St. Paul.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

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

11. **PROGRAM REPORTS**

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

b. **Drainage Report.**

1. **JD 1: Update.** Skonard reported he has spoken with Nate Bettis regarding tree removal. Lewis has not heard from Carl Larsen with MBC Drainage. Lewis shared information on the Fork 6 project. Dave Johnson inquired about tree and weed management and expressed concerns with the leveling projects regarding tree stumps. Tree stump removal was discussed. Johnson inquired if a schedule for weed spraying will be made. President Brauchler stated until the current policy is revised, it is up to landowners to remove noxious weeds. The current weed policy will be reviewed.
2. **CD 32: Boyd Fischer-trench leveling.** Boyd Fischer inquired as to who will do the trench leveling or if he should line up a contractor. Skonard shared the board approved the hiring of a contractor to do the project when the crop is out. Fischer stated a contractor will be working near the area that could do the trench leveling project and he received a bid from the contractor.

IT WAS MOVED BY James Wuertz, SECONDED BY James Barchenger, to have Boyd Fischer submit a bid for the trench leveling project to Cris Skonard and instructed Skonard to be onsite during the project to ensure no additional dollars are spent. MOTION CARRIED.

Lewis gave an update on County Road 27 regarding soil borings.

3. **CD 38: Update.** Skonard reported the video was sent to Lewis. Lewis prepared a hydraulic capacity analysis, discussed the map and explained the various tile sizes; there will be reduced capacity until the tile is replaced. Skonard reported there are no funds to replace the tile at this time; there is approximately \$33,000 in benefits available. A redetermination was discussed. Skonard stated a redetermination can be done only after discussions with the landowners. There are approximately 1,000 acres in the CD 38 area. Attorney Deter suggested speaking with H2Over Viewers; Skonard will contact Bryan Murphy regarding an approximate cost of the redetermination. Lewis offered to put together an approximate cost to replace the system.
4. **CD 29, CD 36, CD 37-Redetermination Of Benefits.** Skonard inquired of Attorney Deter if landowner meetings can be held before BWSR approves the boundary change. Attorney Deter felt scheduling a landowner meeting would be worthwhile. Skonard will work with H2O Viewers to see when a meeting can be scheduled.

5. **Other Ditch Business.** None.

- c. **Board Member Reports.** Manager Hanson attended the One Watershed One Plan (1W1P) meeting and reported it was well attended by local government units. Discussion included the hiring of a Grant Plan Coordinator. Wright County is the fiscal agent and is able to house a Grant Plan Coordinator in its facility. Roger Imdieke shared the cost for the Grant Plan Coordinator position for each partner would be approximately \$3,500/year. Additional information will be shared at the October NFCRWD board meeting.

12. **Items for Next Meeting Agenda.**

13. **Calendar Review.**

- September 10: Coop Weed Management, Waite Park
- September 13: Pope & Stevens Water Fest, Glenwood
- September 19: 1W1P-TAC, Litchfield
- September 26: Pope & Stevens Conservation Day, Morris
- October 2: 1W1P-PC, Litchfield
- October 10: Drainage Work Group, St. Paul

FYI Items. Discussion was held regarding the date of the November NFCRWD board meeting.

IT WAS MOVED BY Gary Berndt, SECONDED BY John Hanson to hold the NFCRWD meeting on Tuesday, November 12, 2019 due to Veterans Day holiday on Monday, November 11, 2019. MOTION CARRIED.

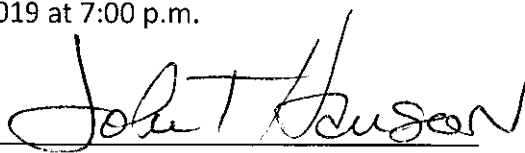
The NFCRWD board continued the meeting to review/revise/update the Administrative Policy.

ADJOURNMENT—

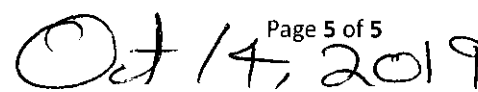
IT WAS MOVED BY GARY BERNDT, SECONDED BY JOHN HANSON, to adjourn the meeting.
MOTION CARRIED.

The meeting was adjourned at approximately 9:20 p.m.

NEXT MEETING—The next board meeting is Monday, October 14, 2019 at 7:00 p.m.



John Hanson, Secretary


Page 5 of 5