

North Fork Crow River Watershed District

Approved Regular Meeting Minutes

May 8, 2023

Managers Present: Ross Amundson, Jim Barchenger, Bob Brauchler, Jim Weller, Jim Wuertz

Managers Absent: None

Staff Present: Colton Henjum, Amanda Craft, Christine Knutson

Others Present: David Johnson, Virgil Fuchs, Gary Berndt

1. Call to Order

President Brauchler called the meeting to order at 7:00 pm.

2. Review and Approve Agenda

Motion to approve the agenda made by Wuertz, seconded by Weller. Motion carried.

3. Consent Agenda Items

1. Treasurer's Report and Bills to May 8th, 2023
 - a. Check Register - 106 Bonanza Checking Acct
 - b. P & L Detail – All Accounts
 - c. Balance Sheet – All Accounts

Motion to approve consent agenda made by Barchenger, seconded by Wuertz. Roll call.

Affirmative: Amundson, Barchenger, Brauchler, Weller, Wuertz

Opposed: None

Motion carried.

4. Minutes

April 10th, 2023 Regular Meeting Minutes.

Motion to approve the April 10th, 2023 regular meeting minutes made by Amundson, seconded by Barchenger.

Motion carried.

5. Staff Reports

A. Administrator's Report: Colton Henjum

1. Activities

Henjum introduced Amanda Craft as the new Watershed Program Coordinator. Henjum noted activities including 1 WIP TAC meetings, project meetings, and water sampling training.

2. Resolution 2023-04

Henjum presented the updated billing rates for staff. Motion to amend resolution 2023-04 effective May 1, 2023 made by Amundson, seconded by Barchenger. Motion carried.

3. Koronis AIS Plan

Henjum presented the Lake Koronis AIS work plan and budget to the board. Motion to approve the work plan and budget made by Weller, seconded by Wuertz. Motion carried

4. Rice Lake Water Improvement Project Work Plan

Henjum presented the Rice Lake Water Improvement Project Work Plan to the board. There was discussion regarding the lake level monitoring unit being an authorized budget item for the project. Henjum advised he had contacted Chris Meehan with Stantec Engineering and he did not believe it would fall under the scope of the project. Motion to approve the Rice Lake Water Improvement Project work plan minus the lake level monitor made by Weller, seconded by Barchenger. Motion Carried. Amundson abstained.

5. MAWD Summer Tour

Information for the MAWD summer tour was presented to the board. Motion to authorize two staff to attend the MAWD summer tour made by Barchenger, seconded by Wuertz. Roll call.

Affirmative: Amundson, Barchenger, Brauchler, Weller, Wuertz

Opposed: None

Motion carried.

6. Annual Report

Henjum presented the 2022 annual report to the board. He noted there was a late bill sent by RMB Labs that will be added to the data collection expense. Motion to approve the 2022 annual report with the data collection expense change made by Barchenger, seconded by Weller. Motion carried.

7. Office Laptop

Henjum advised the board Mike with Glacial Ridge Computing had called him about used leased laptops that were for sale. The laptop had the specs that the District needed and would sell fast. Henjum put in an order before the board meeting to secure the purchase of the computer. Motion to purchase the laptop for \$1,000 using the computer expense class from the administration fund made by Barchenger, seconded by Weller. Roll call.

Affirmative: Amundson, Barchenger, Brauchler, Weller, Wuertz

Opposed: None

Motion carried.

8. Email Updates

Henjum noted email struggles the District was facing with the TDS email accounts. He spoke with Middle Fork Crow River Watershed administrator Dan Coughlin who gave him advice on the email domain they use at their office. Motion for Henjum to update the District's email accounts made by Weller, seconded by Amundson. Roll call.

Affirmative: Amundson, Barchenger, Brauchler, Weller, Wuertz

Opposed: None

Motion carried.

B. Watershed Project Coordinator's Report: Colton Henjum

1. Activities

Craft noted activities including WPLMN training, orientation, and getting updated on the District's files and projects.

C. Funds Manager / Administrative Assistant Report: As noted in financial statements

6. Program Reports

A. Permit Reports

Henjum presented a permit by the Stearns County Highway Department. The Board directed Henjum to advise the Highway Department their permit was approved.

B. Drainage Report:

1. JD1

Henjum stated he had an onsite meeting for the JD1 Branch 12 project the previous week. At the meeting there were landowners, contractors, and a representative from Raymond Township. Raymond Township and MBC drainage stated they could use some of the excess material from the site for different projects. They would cover the expense for removal of material and the hauling. Ted Kaminski Jr. stated he would be ok with the excess material being hauled off the property. Henjum will meet with MBC and the Raymond Township to coordinate the excess material removal.

Motion to authorize excess material removal from the project site made by Weller, seconded by Barchenger. Motion carried.

Henjum presented an updated estimate from MBC drainage. Karl stated the estimate he provided in October of 2022 would still be accurate, with approximately \$4,000 to be added for rate increases and added expenses. Motion to approve the estimate made by Wuertz, seconded by Weller. Roll call.

Affirmative: Amundson, Barchenger, Brauchler, Weller, Wuertz
Motion carried.

Opposed: None

2. CD 37

Henjum noted survey work had been conducted on CD 37 for the repair report being worked on by Houston Engineering.

3. CD 32

Henjum called Dave Gerads to set up a timeline for work on CD 32 south of County Road 27. Henjum also noted he had been working with John Kolb on the CD 32 Branch 2 Fork 2 partial abandonment.

4. Beaver Issues

Henjum noted 16 beaver had been trapped off of CD29 near Highway 55. The trapper will continue trapping in the area for a couple more weeks.

5. Other Ditch Business

None

7. Open Discussion from the Public:

David Johnson had a question about how the data from the District drone was stored. Henjum noted the data was saved on the server, which is backed up weekly.

8. Items for Next Meeting Agenda:

Cd 32 Branch 2 Fork 2 partial abandonment hearing at 8 pm.

9. Board Member Reports:

10. Calendar Review:

As noted

11. FYI Items: None

12. Closed Session – Employee issue:

Motion to adopt Skonard PTO memo made by Amundson, seconded by Wuertz. Motion carried.

Motion to close closed session made by Wuertz, seconded by Barchenger. Motion carried

13. Adjournment

Motion to adjourn made by Weller, seconded by Barchenger. Motion carried.



Ross Amundson –Secretary