

# North Fork Crow River Watershed District

## Approved Regular Meeting Minutes

June 12, 2023

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

**Managers Absent:** None

**Staff Present:** Colton Henjum, Amanda Craft,

**Others Present:** John Kolb (Rinkie Noonan), Virgil Fuchs, Ron Fuchs, Gary Berndt, Larry Ladwig

### 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. Jim Weller Oath of Office

Jim Weller was sworn in as a manager for the North Fork Crow River Watershed District.

### 4. Reorganizing of the board

President Brauchler turned the meeting over to Secretary Amundson for election of President.

Manager Barchenger nominated Manager Brauchler as President, seconded by Manager Wuertz.

Motion to cease nominations and cast a unanimous ballot to elect Manager Brauchler as President made by Manager Weller, seconded by Manager Barchenger. Motion carried.

Secretary Amundson turned the meeting over to President Brauchler.

Manager Amundson nominated Manager Wuertz as Vice-President, seconded by Manager Barchenger.

Motion to cease nominations and cast a unanimous ballot to elect Manager Wuertz as Vice-President made by Manager Amundson, seconded by Manager Barchenger. Motion carried.

Manager Wuertz nominated Manager Barchenger as Treasurer, seconded by Manager Weller.

Motion to cease nominations and cast a unanimous ballot to elect Manager Barchenger as Treasurer made by Manager Wuertz, seconded by Manager Weller. Motion carried.

Manager Wuertz nominated Manager Amundson as Secretary, seconded by Manager Weller.

Motion to cease nominations and cast a unanimous ballot to elect Manager Amundson as Secretary made by Manager Wuertz, seconded by Manager Weller. Motion carried.

### 5. Consent Agenda Items

1. Treasurer's Report and Bills to June 12<sup>th</sup>, 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 Weller, seconded by Barchenger. Roll call.

Affirmative: Amundson, Barchenger, Brauchler, Weller, Wuertz

Opposed: None

Motion carried.

### 6. Minutes

May 8<sup>th</sup>, 2023 Regular Meeting Minutes.

Motion to approve the May 8<sup>th</sup>, 2023 regular meeting minutes made by Amundson, seconded by Wuertz. Motion carried.

## 7. Staff Reports

### A. Administrator's Report: Colton Henjum

#### 1. Activities

Henjum noted activities including 1W1P TAC meetings, project meetings, and Drainage Work Group meetings. He also noted the District's server was reaching the end of its useable life and would need to be updated soon. Henjum noted the districts website contract expired in February, and he was just informed of it on June 9<sup>th</sup>. He presented a quote from Catalis to have them continue hosting the districts website for the next five years. Motion to have Henjum check the original contract, then sign the new contract if it appeared similar made by Amundson, seconded by Barchenger. Roll call.

Affirmative: Amundson, Barchenger, Brauchler, Weller, Wuertz

Opposed: None

Motion carried.

#### 2. Legislative update

Henjum provided an update on the 2023 legislative session, highlighting the bill that was passed to raise the maximum levy the District could place.

#### 3. Resolution 2023-08

Henjum presented the billing rates for the Watershed's intern for 2023. Motion to amend resolution 2023-08 effective June 1, 2023 made by Barchenger, seconded by Wuertz. Motion carried.

#### 4. Viewers Association Meeting

Henjum noted the next MN Viewer's Association meeting would take place on July 20<sup>th</sup>. Motion to pay Henjum's meeting fee along with the District's association fee made by Weller, seconded by Barchenger. Roll call.

Affirmative: Amundson, Barchenger, Brauchler, Weller, Wuertz

Opposed: None

Motion carried.

#### 5. Budget Subcommittee

It was decided Managers Brauchler and Barchenger would serve on the budget subcommittee this year. Henjum to coordinate meeting time.

#### 6. Assessment Subcommittee

It was decided Managers Wuertz and Weller would serve on the assessment subcommittee this year. Henjum to coordinate meeting time.

#### 7. Office Accounts

Henjum noted the districts Microsoft Office account would be expiring soon. Mike Hevron with Glacial Ridge Computing stopped by the office and advised Henjum to get three office 365 accounts for \$12.50 a month. The accounts would include emails and Microsoft Teams, allowing the district to cancel their current virtual meeting subscription. Motion to get three Microsoft Office 365 accounts made by Barchenger, seconded by Wuertz. Roll call.

Affirmative: Amundson, Barchenger, Brauchler, Weller, Wuertz

Opposed: None

Motion carried.

### B. Watershed Project Coordinator's Report: Amanda Craft

#### 1. Activities

Craft noted activities including flow mapping training in Brainerd, Sampling, field work, and researching sampling kits for the District.

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



Henjum advised the District's policy stated anyone spraying the ditch banks needs to be a licensed pesticide applicator with the state of Minnesota. Motion for Henjum and Craft to obtain their pesticide applicator license made by Weller, seconded by Barchenger. Roll call.

Affirmative: Amundson, Barchenger, Brauchler, Weller, Wuertz

Opposed: None

Motion carried.

## **9. Open Discussion from the Public:**

## **10. Items for Next Meeting Agenda:**

Motion to set the 2024 Budget hearing for August 14<sup>th</sup> at 8pm made by Barchenger, seconded by Wuertz. Motion carried.

## **11. Board Member Reports:**

President Brauchler reported he attended the 1 Watershed 1 Plan meeting and there will be an open house in Litchfield on August 3<sup>rd</sup>.

## **12. Calendar Review:**

As noted

## **13. FYI Items:** None

## **14. Adjournment**

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



Ross Amundson – Secretary