

Regular Meeting – Agenda

January 14, 2019

Located at: 1030 Front Street at 1:00 p.m.

Agenda Codes: BA-Board Action Required, D-Discussion Item

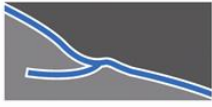
<u>Time</u>		<u>Packet Page</u>	<u>BA / D</u>
1:00	1. Call to Order – President Wuertz		
	2. Appoint Acting Secretary		BA
	3. Review & Approve Agenda - President Wuertz <i>Additional items or correction to be added to the agenda for action or information.</i>		BA
	4. Consent Agenda Items (All items approved by one motion) <u>Treasurer’s Report and Bills to January 14, 2019.</u>		BA
	a. Check Register - 106 Bonanza Checking Acct	Page 1	
	b. P & L Detail – All Accounts	Page 3	
	c. Balance Sheet – All Accounts	Page 11	
	5. <u>Minutes</u>		
	a. December 10, 2018 Regular Meeting Minutes	Page 13	BA
	b. December 26, 2018 Special Meeting Minutes	Page 18	BA
	6. Open Discussion from the Public <i>Opportunity for the public to address the NFCRWD Board of Managers.</i>		

REGULAR AGENDA ITEMS

7. Staff Reports

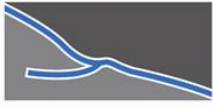
a. Administrator’s Report – Cris Skonard

1. Activities		D
2. Resolution 2019-01	Page 19	D/BA
3. Resolution 2019-02	Page 21	D/BA
4. Resolution 2019-03	Page 22	D/BA
5. Resolution 2019-04	Page 23	D/BA
6. Manager Financial Disclosure	Page 25	D
7. Insurance Dividend/Waiver	Page 26	D/BA
8. Workman’s Comp Quote	Page 31	D/BA
9. Rinke-Noonan Drainage and Water Conference	Page 34	D/BA
10. MN Viewers Association	Page 35	D/BA
11. MAWD Dues	Page 36	D/BA
12. MAWD Legislative Day	Page 40	D/BA



<u>Time</u>	<u>Packet</u>	<u>BA / D</u>
	<u>Page</u>	
13. Summer Intern		D/BA
14. CAC Meeting		D/BA
15. ESRI Maintenance Quote	Page 41	D/BA
16. Postage Increase		D/BA
17. <u>Additional Business</u>		
b. Watershed Project Coordinator's Report – Christopher Lundeen		
1. Activity Report		D
2. AIS Delegation Agreement	Page 45	D/BA
3. Earth Day Support	Page 49	D/BA
c. Funds Manager / Administrative Assistant's Report – Christine Knutson		
1. As reported in Financial Statements		
8. Program Reports		
a. Permit Report - None		D/BA
b. Drainage Report – Cris Skonard		
1. <u>CD 32 Repair: Status Update:</u> <i>Mitchell Control Structure</i>		D/BA
2. <u>JD 1 Main and Branches: Status Update:</u> <i>BR 4-Request no tree removal</i>		D/BA
3. <u>CD 7:Update:</u> <i>Check issuance clarification</i>		D/BA
4. <u>Other Ditch Business -</u>		D
c. Board Member Reports		
9. Items for Next Meeting Agenda		
10. Calendar Review		

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
Tue, Jan 15	Earth Day	Prairie Wood ELC	10:00 am
Wed, Jan 16	1W1P-TAC	Litchfield	9:00 am
Wed, Jan 16	Dem-Con Info Mtg	Hawick	9:00 am
Thu, Jan 17	WRAPS	Middle Fork	9:00 am
Thu, Jan 17	MN Viewers Assoc	Morton	10:00 am
Thu, Jan 31	DNR AIS	Brainerd	All Day



**NORTH FORK
CROW RIVER**
WATERSHED DISTRICT

**1030 Front Street, P.O. Box 40
Brooten, MN 56316**

Office: 320-346-2869

Fax: 320-346-2410

www.nfcrwd.org nfcrcwsd@tds.net

<u>Time</u>			<u>Packet</u>	<u>BA / D</u>
	<u>Page</u>			
Wed, Feb 6	1W1P-PC	Litchfield	10:30 am	

11. FYI Items

- None

12. Adjournment

***** Next meeting: Monday, February 11, 2019 at 1:00 pm *****

NORTH FORK CROW RIVER WATERSHED DISTRICT

1/10/2019 11:03 AM

Register: 106 · Bonanza Checking
 From 12/11/2018 through 01/14/2019
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/12/20...			415 · Parcel Owner Pr...	Asmt Prepaid		X	3,724.65	-164,558.16
12/12/20...			112 · JD-1	transfer Stearn...	3,724.65	X		-168,282.81
12/12/20...			108 · Data Acquisition...	transfer to cov...		X	100.00	-168,182.81
12/12/20...			113 · CD-7	transfer to cov...		X	14,289.51	-153,893.30
12/12/20...			112 · JD-1	transfer to cov...		X	37,510.97	-116,382.33
12/12/20...			107 · Bonanza Adm. ...	transfer to cov...		X	23,442.18	-92,940.15
12/12/20...			2006 · Line of Credit:...	LOC advance t...		X	79,145.27	-13,794.88
12/12/20...			2006 · Line of Credit:...	LOC advance t...		X	40,794.88	27,000.00
12/15/20...	15057	Knutson, Christine	-split-		1,525.33	X		25,474.67
12/15/20...	15058	Lundeen, Christophe...	-split-		1,590.37	X		23,884.30
12/15/20...	15059	Skonard, Cristopher J	-split-		2,331.96	X		21,552.34
12/15/20...	15060	Christine Knutson H...	2102 · Employee 125 ...	BVSB HSA ac...	329.79	X		21,222.55
12/15/20...	15061	PERA	-split-	9361-00 paid ...	916.01	X		20,306.54
12/17/20...	15062	Cristopher Skonard -...	-split-	claim	96.47	X		20,210.07
12/17/20...	15063	Christopher Lundee...	-split-	Claim	98.63	X		20,111.44
12/17/20...	15064	Xcel Energy	645 · Utilities	acct # 51-5599...	397.77	X		19,713.67
12/17/20...	15065	TDS Telecom	-split-	acct #320-346-...	234.80	X		19,478.87
12/17/20...	15066	Kandiyohi County T...	710 · Truck/ATV Exp...	UTV regist #:1...	66.00	X		19,412.87
12/21/20...			418 · Add'l Intergovt'l ...	PopeRipAid		X	8,641.00	28,053.87
12/21/20...			107 · Bonanza Adm. ...	transfer elec de...	8,641.00	X		19,412.87
12/26/20...			-split-	State MCCred/...		X	3,233.92	22,646.79
12/26/20...	15067	Donald W. Rooney -...	415 · Parcel Owner Pr...	refund - JD1 p...	35.29			22,611.50
12/26/20...	15068	Houston Engineerin...	-split-	inv 41708, -09	2,734.56			19,876.94
12/26/20...	15069	Legal & Administrat...	-split-	inv 12783	181.25			19,695.69
12/26/20...	15070	Pope County Tribune	616 · Newspaper Noti...	inv. #102670	25.76			19,669.93
12/26/20...	15071	MBC Drainage, LL...	-split-	CD36/CD37 b...	1,200.00			18,469.93
12/26/20...	15072	Kenneth L. Olson	609 · Ditch Repair Ex...	6 beaver	300.00			18,169.93
12/27/20...			418 · Add'l Intergovt'l ...	Stearns Riparia...		X	13,057.75	31,227.68
12/27/20...			107 · Bonanza Adm. ...	transfer State o...	3,233.92	X		27,993.76
12/27/20...			107 · Bonanza Adm. ...	transfer Stearn...	13,057.75	X		14,936.01
12/28/20...			121 · CD-36	cover 12/26 sp...		X	900.00	15,836.01
12/28/20...			112 · JD-1	transfer to cov...		X	35.29	15,871.30
12/28/20...			112 · JD-1	cover 12/26 sp...		X	2,245.06	18,116.36
12/30/20...			403 · Interest Income	Interest		X	22.58	18,138.94
12/31/20...	ACH98	United States Treasury	-split-	41-1529282	3,619.92	X		14,519.02
12/31/20...	15073	Barchenger, James R	-split-		173.07			14,345.95
12/31/20...	15074	Berndt, Gary C	-split-		110.47			14,235.48
12/31/20...	15075	Brauchler, Robert H	-split-		482.82			13,752.66
12/31/20...	15076	Hanson, John T	-split-		152.75			13,599.91
12/31/20...	15077	Wuertz, James E	-split-		464.94			13,134.97
12/31/20...	15078	Knutson, Christine	-split-		1,666.38	X		11,468.59

NORTH FORK CROW RIVER WATERSHED DISTRICT

1/10/2019 11:03 AM

Register: 106 · Bonanza Checking

From 12/11/2018 through 01/14/2019

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
12/31/20...	15079	Lundeen, Christophe...	-split-		1,707.29			9,761.30
12/31/20...	15080	Skonard, Cristopher J	-split-		2,331.96			7,429.34
12/31/20...	15081	Christine Knutson H...	2102 · Employee 125 ...	BVSB HSA ac...	329.87	X		7,099.47
12/31/20...	15082	PERA	-split-	9361-00 Paid ...	1,101.55			5,997.92
12/31/20...	15083	Mn Department of R...	2100 · Payroll Liabilit...	1150230	611.00			5,386.92
12/31/20...	15084	Cristopher Skonard -...	-split-	claim	21.26			5,365.66
12/31/20...	15085	Christopher Lundee...	650 · Technician Mile...	Claim	129.71			5,235.95
12/31/20...	15086	Bonanza Valley Stat...	-split-	Loan #24115 1...	3,615.83	X		1,620.12
12/31/20...			107 · Bonanza Adm. ...	transfer to cov...		X	3,615.83	5,235.95
01/02/20...	15087	Houston Engineerin...	-split-	inv 41739 proj...	4,000.00			1,235.95
01/02/20...	15088	Verizon Wireless	625 · Phone/Internet/...	acct# 4420960...	35.01			1,200.94
01/09/20...			415 · Parcel Owner Pr...	Asmt prepaid			56.02	1,256.96
01/10/20...			113 · CD-7	transfer of Stea...	56.02			1,200.94
01/14/20...	To Print	STAR PUBLICATI...	616 · Newspaper Noti...	inv 174467	20.13			1,180.81
01/14/20...	To Print	Legal & Administrat...	639 · Contract Labor	inv 12773	168.75			1,012.06
01/14/20...	To Print	Bonanza Valley Voice	616 · Newspaper Noti...	inv# 17132	12.56			999.50
01/14/20...	To Print	AmeriPride Services...	614 · Maintenance/Re...	cust#:2200010...	118.65			880.85
01/14/20...	To Print	City of Brooten	645 · Utilities	acct# 24-0000...	63.42			817.43
01/14/20...	To Print	The Observer	616 · Newspaper Noti...	Inv. #1507	21.75			795.68
01/14/20...	To Print	Premium Waters, Inc.	619 · Office Expense ...	acct # 508255 ...	14.50			781.18
01/14/20...	To Print	Paynesville Press, Inc.	616 · Newspaper Noti...	inv 165 ID#259	23.15			758.03
01/14/20...	To Print	Rinke Noonan	611 · Legal	inv# 292564	152.50			605.53
01/14/20...	To Print	Central Minnesota F...	-split-	Plat (**045-00...	32.66			572.87

NORTH FORK CROW RIVER WATERSHED DISTRICT

Profit & Loss Detail

December 11, 2018 through January 14, 2019

Type	Date	Num	Name	Memo	Class	Split	Amount
Ordinary Income/Expense							
Income							
401 - Grants							
Gener...	12/11/2018	mtgDefRev		CD5, 29,37 Subwtr Grant 11/13 board mtg aprvd expenses	Administrative	2675.09 · C...	26.97
Total 401 - Grants							26.97
403 - Interest Income							
403 B - Interest Income-Rice Koronis							
Deposit	12/31/2018			Interest	Koronis & Rice Lake (Pr...	110 · Rice /...	3.62
Total 403 B - Interest Income-Rice Koronis							3.62
403 - Interest Income - Other							
Deposit	12/30/2018			Interest	Administrative	106 · Bona...	22.58
Deposit	12/31/2018			Interest	Administrative	107 · Bona...	1,055.82
Deposit	12/31/2018			Interest	Survey & Data Acquisiti...	108 · Data ...	33.50
Deposit	12/31/2018			Interest	1-JD	112 · JD-1	2.54
Deposit	12/31/2018			Interest	7-CD	113 · CD-7	2.06
Deposit	12/31/2018			Interest	32-CD:Redetermined C...	114 · CD-32	0.19
Deposit	12/31/2018			Interest	Rice/Koronis Int.(SRF C...	115 · SRF / ...	115.22
Deposit	12/31/2018			Interest	5-CD	116 · CD-5	7.13
Deposit	12/31/2018			Interest	38-CD	117 · CD-38	0.59
Deposit	12/31/2018			Interest	37-CD	119 · CD-37	0.64
Deposit	12/31/2018			Interest	21-CD	120 · CD-21	0.25
Deposit	12/31/2018			Interest	36-CD	121 · CD-36	0.51
Deposit	12/31/2018			Interest	2-JD:Redetermined JD2	122 · JD-2	0.31
Deposit	12/31/2018			Interest	Rice/Koronis Int.(SRF C...	123 · SRF I...	60.49
Deposit	12/31/2018			Interest	29-CD	126 · CD-2...	0.19
Deposit	12/31/2018			Interest	4-CD Meeker:Redetermi...	128 · Meek...	0.29
Deposit	12/31/2018			Interest	40-CD Meeker	128B · Mee...	0.30
Deposit	12/31/2018			Interest	43-CD Meeker:Redeterm...	128C · Mee...	0.27
Deposit	12/31/2018			Interest	SRF Watershed Wide	130 · SRF ...	35.06
Deposit	12/31/2018			Interest	SRF0218/proj2010-1	131 · SRF0...	251.08
Deposit	12/31/2018			Interest	NFCRWD Wide Projects	132 · NFCR...	84.53
Deposit	12/31/2018			Interest	SRF0268/2013 start	133 · SRF0...	56.86
Total 403 - Interest Income - Other							1,730.41
Total 403 - Interest Income							1,734.03
404 - Other Income							
Deposit	12/12/2018	3458	Parcel Owner	extra penny from CD7 part of E Loxtercamp 11.06786 by Seifermann	7-CD	113 · CD-7	0.01
Deposit	12/17/2018	176019	League of MN Citi...	LMC 2018 Property/Casualty Dividend	Administrative	107 · Bona...	447.00
Deposit	12/21/2018	6131	Parcel Owner	CD7 J&J Heinze 15.08465 overpd asmt - assigned to Other Income per landow...	7-CD	113 · CD-7	0.62
Deposit	12/27/2018	3052	Parcel Owner	JD1 Grove Lk Cabin Assoc 10-0281-107 overpaid asmt	1-JD	112 · JD-1	0.30
Total 404 - Other Income							447.93
408 - State of MN Warrants							
Deposit	12/26/2018	5045834	State of MN	Pope? Ag Mkt Value Credit 12/26 pay ref: 5045834	Administrative	106 · Bona...	371.84
Deposit	12/26/2018	5045834	State of MN	Meeker Ag Mkt Value Credit 12/26 pay ref: 5045834	Administrative	106 · Bona...	392.40
Deposit	12/26/2018	5045834	State of MN	Kandi? Ag Mkt Value Credit 12/26 pay ref: 5045834	Administrative	106 · Bona...	379.40
Deposit	12/26/2018	5045834	State of MN	Stearns Ag Mkt Value Credit 12/26 pay ref: 5045834	Administrative	106 · Bona...	1,970.28
Deposit	12/26/2018	5045834	State of MN	2nd half State PERA Rate aid	Administrative	106 · Bona...	120.00
Total 408 - State of MN Warrants							3,233.92
415 - Parcel Owner Pre-Asmt Debt paid							
Deposit	12/11/2018	4636	Parcel Owner	CD7 D&D lmdtke 15.08323,-27 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	894.55
Deposit	12/11/2018	7270	Parcel Owner	CD7 D&J Schwinghamer 15.08475. pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	613.89
Deposit	12/11/2018	8760	Parcel Owner	CD7 T Reimann 15.08470.0005 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	89.99
Deposit	12/11/2018	7712	Parcel Owner	CD7 D&S Hellckson 24.14706 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	178.24
Deposit	12/11/2018	14298	Parcel Owner	CD7 S Betz Rev Trust 24.14775 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	0.70
Deposit	12/11/2018	15292	Parcel Owner	CD7 W&A Fuchs 15.08399 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	1,059.01
Deposit	12/11/2018	14394	Parcel Owner	CD7 P&S Jaeger 15.08380 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	416.36
Deposit	12/11/2018	9452	Parcel Owner	CD7 J Weller 24.14775.0003 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	1.81
Deposit	12/11/2018	9452	Parcel Owner	CD7 J&J Weller 11.06770,-72.0010,-89,-81 pre paid asmt CD7 ditch maintenanc...	7-CD	113 · CD-7	2,883.44
Deposit	12/11/2018	19187	Parcel Owner	CD7 R Walz 15.08331,-35 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	2,264.67
Deposit	12/11/2018	7235	Parcel Owner	CD7 V&J Farm 15.08388,-93 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	1,402.21
Deposit	12/11/2018	15468	Parcel Owner	CD7 L Kuefler 15.08404 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	643.64
Deposit	12/11/2018	6079	Parcel Owner	CD7 S&J Arceneau Rev Tr 11.06787,-15.08321,-330 pre paid asmt CD7 ditch m...	7-CD	113 · CD-7	2,173.51
Deposit	12/11/2018	7231	Parcel Owner	CD37 V&J Farm 24.14849,-926 pre paid asmt CD37 ditch maintenance debt	37-CD	119 · CD-37	125.38
Deposit	12/11/2018	2372	Parcel Owner	CD36 B Felling 24.14823,0014 pre paid asmt CD36 ditch maintenance debt	36-CD	121 · CD-36	49.97
Deposit	12/11/2018	4140	Parcel Owner	CD36 E Baalson 24.14883,-85 pre paid asmt CD36 dlitch maintenance debt	36-CD	121 · CD-36	418.27
Deposit	12/11/2018	6153	Parcel Owner	JD1 J Zaczkowski 27.16641,-61,-97 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	2,469.57
Deposit	12/11/2018	24620	Parcel Owner	JD1 Jensen/E 11-0008,-0046 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	1,735.95
Deposit	12/11/2018	5615	Parcel Owner	JD1 Baumann/N 10-0261 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	22.14
Deposit	12/11/2018	14240	Parcel Owner	JD1 Trick/W&M Trust 10-0196-205 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	17.13
Deposit	12/11/2018	3349	Parcel Owner	JD1 Nehowig/K/ETAL 10-0275-000 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	9.84
Deposit	12/11/2018	2913	Parcel Owner	JD1 Schroeder/M&L 10-0181,-0194 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	82.18
Deposit	12/11/2018	21406	Parcel Owner	JD1 Bowen/W&D 10-0118,-198 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	588.67
Deposit	12/11/2018	1232	Parcel Owner	JD1 Jasmer/D&S 10-0120 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	218.24
Deposit	12/11/2018	3427	Parcel Owner	JD1 Bowen/T&A 10-0130,-278 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	20.27
Deposit	12/11/2018	3119	Parcel Owner	JD1 Trinity Luth Church 10-0170-002 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	0.59
Deposit	12/11/2018	4717	Parcel Owner	JD1 Baumann/W 10-0344 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	11.42
Deposit	12/11/2018	13641	Parcel Owner	JD1 Willard/A/ETAL 10-0281-102 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	3.44
Deposit	12/11/2018	22444	Parcel Owner	JD1 Dean R&P 10-0270 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	7.38
Deposit	12/11/2018	7261	Parcel Owner	JD1 Lent/D&T 10-0205-002 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	9.05
Deposit	12/11/2018	6914	Parcel Owner	JD1 Koehler/G&S 10-0303 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	5.91
Deposit	12/11/2018	11164	Parcel Owner	JD1 P&C Reitsma 27.16643 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	88.68
Deposit	12/11/2018	11165	Parcel Owner	JD1 P&C Reitsma 27.16641,-61,-62 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	1,851.12
Deposit	12/11/2018	10273	Parcel Owner	JD1 Steen/D 10-0238 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	172.47
Deposit	12/11/2018	10273	Parcel Owner	JD1 Steen/D&B 10-0187,-0238 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	369.27
Deposit	12/11/2018	4313	Parcel Owner	JD1 Heinze/J 10-0224-001 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	0.89
Deposit	12/11/2018	7165	Parcel Owner	JD1 Lange/W 10-0110,-0111,-0202 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	287.13

NORTH FORK CROW RIVER WATERSHED DISTRICT

Profit & Loss Detail

December 11, 2018 through January 14, 2019

Type	Date	Num	Name	Memo	Class	Split	Amount
Deposit	12/20/2018	2197	Town of North Fork	JD1 SHORT \$1 North Fork Twp ROADS prepaid JD1 ditch maintenance debt	1-JD	112 · JD-1	454.10
Deposit	12/20/2018	2197	Town of North Fork	CD7 North Fork Twp ROADS CD7 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	18.76
Deposit	12/20/2018	11122	Parcel Owner	JD1 Schieler/K 10-0109-004 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	274.00
Deposit	12/20/2018	1309	Parcel Owner	CD7 Teal Tree LLC 15.08325,-29 pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	2,642.10
Deposit	12/20/2018	2739	Township of Lake...	CD7 Lake George Twp ROADS pre paid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	59.20
Deposit	12/21/2018	6131	Parcel Owner	CD7 J&J Heinze 15.08465.000 prepaid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	61.18
Deposit	12/21/2018	14234	Parcel Owner	CD7 D&T Judes 11.06768 prepaid asmt CD7 ditch maintenance debt	7-CD	113 · CD-7	2.63
Deposit	12/21/2018	1049	Parcel Owner	CD7 E&M Martin 11.06783,24.14701,27.16773 prepaid asmt CD7 ditch maintena...	7-CD	113 · CD-7	1,444.29
Deposit	12/21/2018	3244	Parcel Owner	JD1 J Martin 27.16730, prepaid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	877.88
Deposit	12/21/2018	3244	Parcel Owner	JD1 Martin/J&A 10-0140-003,10-0141-003 prepaid asmt JD1 ditch maintenance ...	1-JD	112 · JD-1	284.44
Deposit	12/21/2018	1307	Parcel Owner	JD1 Swartz/Metal 10-0196-001,-207,-208 prepaid asmt JD1 ditch maintenance ...	1-JD	112 · JD-1	35.29
Deposit	12/21/2018	8879	Parcel Owner	JD1 Neumann/K 10-0141-001 prepaid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	0.48
Deposit	12/21/2018	8879	Parcel Owner	JD1 Neumann/K/Etal 10-159,-167,-193 prepaid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	53.41
Check	12/26/2018	15067	Donald W. Roone...	D Rooney mistakenly paid Swartz/Michael J/Etal parcel prepaid amount on 12/7	1-JD	106 · Bona...	-35.29
Deposit	12/27/2018	13164	Parcel Owner	CD36 C&C Wiener 24.14867 pre paid asmt CD36 ditch maintenance debt	36-CD	121 · CD-36	18.51
Deposit	12/27/2018	3052	Parcel Owner	JD1 Grove Lk Cabin Assoc 10-0281-107 prepaid asmt JD1 ditch maintenance d...	1-JD	112 · JD-1	3.44
Deposit	12/27/2018	185	Parcel Owner	JD1 Pennie/K Maclaren/& 10-0281-106 prepaid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	3.74
Deposit	12/27/2018	9085	Parcel Owner	JD1 Woodhall/D 10-0334 prepaid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	16.24
Deposit	12/27/2018	2066	Parcel Owner	JD1 Johnson/V/Trust 10-0133-002 prepaid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	208.15
Deposit	12/27/2018	3059	Parcel Owner	JD1 Johnson/D 10-0133-001,0197-001 prepaid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	191.06
Deposit	12/27/2018	19652	Parcel Owner	JD1 Kirckoff/M&K 11-0011... prepaid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	1,079.29
Deposit	12/27/2018	12819	Parcel Owner	JD1 Peka/S&T 10-0281-101 prepaid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	4.92
Deposit	12/27/2018	10974	Parcel Owner	JD1 Haakenson/M&T 10-0342 prepaid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	13.48
Deposit	12/28/2018	17262	Parcel Owner	JD1 Kollman/B & M 10-0244-000,-001 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	1,243.27
Deposit	12/28/2018	17262	Parcel Owner	JD1 Kollman/M 10-0163,-175,-247,-249 pre paid asmt JD1 ditch maintenance de...	1-JD	112 · JD-1	1,352.36
Deposit	12/28/2018	17262	Parcel Owner	JD1 Kollman/B 10-0166-003,-0173,-0248 pre paid asmt JD1 ditch maintenance ...	1-JD	112 · JD-1	2,367.52
Deposit	12/28/2018	17262	Parcel Owner	JD1 B&M Kollman 24.14723,-24,-27,16730,-49,-51pre paid asmt JD1 ditch maint...	1-JD	112 · JD-1	5,371.76
Deposit	12/28/2018	17262	Parcel Owner	JD1 M Kollman 27.16739,-42 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	662.24
Deposit	12/28/2018	3270	Parcel Owner	JD1 Vaughn/C/ETAL 10-0343 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	11.42
Deposit	12/28/2018	1310	Parcel Owner	JD1 Teal Tree LLC 27.16672,-85 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	871.84
Deposit	12/28/2018	12040	Parcel Owner	JD1 Bjorge/D/ETAL 10-0295,-96 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	11.82
Deposit	01/08/2019	8107	Parcel Owner	CD7 Delores D Bayer Trust 24.14760,-62 pre paid asmt CD7 ditch maintenance...	7-CD	113 · CD-7	194.94
Deposit	01/08/2019	1465	Parcel Owner	JD1 Hinnenkamp/N&M 10-0140-000 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	2.06
Deposit	01/09/2019	190109	Stearns Co. Audit...	CD7 Stearns County ROADS pre paid asmt CD7 ditch maintenance debt	Administrative	106 · Bona...	56.02
Gener...	01/09/2019	StearnsR...	StearnsR...	Stearns 1/9/19 2019 CD7 ROADS Ditch Asmts NFCR elec pymt to cking	Administrative	415 · Parce...	-56.02
Gener...	01/09/2019	StearnsR...	Stearns County	CD7 Stearns Co ROADS pre paid asmt CD7 ditch maintenance debt	7-CD	415 · Parce...	56.02
Deposit	01/10/2019	17338	Parcel Owner	JD1 Blackowiak/R&R 10-0317 pre paid asmt JD1 ditch maintenance debt	1-JD	112 · JD-1	6.40
Total 415 · Parcel Owner Pre-Asmt Debt paid							109,217.43
418 · Add'l Intergovt'l Income							
Deposit	12/21/2018	1794	Pope County Aud...	Pope's 2018 Riparian Aid elec deposit into cking	Administrative:Riparian ...	106 · Bona...	8,641.00
Deposit	12/27/2018	181227 1...	Stearns Co. Audit...	Stearns 2nd half of BWSR 2018 Riparian Aid	Administrative:Riparian ...	106 · Bona...	13,057.75
Total 418 · Add'l Intergovt'l Income							21,698.75
425 · Project Billings/Reimbursement							
Deposit	12/19/2018	251610	Wright County Au...	WPLMN reimb for July, Aug, Sept, Oct invoiced expenses	Administrative:WPLMN ...	107 · Bona...	2,572.47
Total 425 · Project Billings/Reimbursement							2,572.47
Total Income							138,931.50
Gross Profit							138,931.50
Expense							
600 · Administrator Mi. reimb non-tax							
Check	12/17/2018	15062	Cristopher Skona...	18m@.545/mi attend MRCRWD 12/4	Administrative	106 · Bona...	9.81
Check	12/17/2018	15062	Cristopher Skona...	81m@.545/mi attend CROW JPB Litchfield 12/5 (commute adjusted)	Administrative	106 · Bona...	33.25
Check	12/17/2018	15062	Cristopher Skona...	38m@.545/mi attend BVGWMA Glenwood 12/6	Administrative	106 · Bona...	20.71
Check	12/17/2018	15062	Cristopher Skona...	60m@.545/mi attend 1W1P Litchfield 12/13 (commute adjusted)	Administrative	106 · Bona...	32.70
Check	12/31/2018	15084	Cristopher Skona...	31m@.545/mi JD1meet w/Scott Carstens re: tree removal 12/19	1-JD	106 · Bona...	16.90
Check	12/31/2018	15084	Cristopher Skona...	8m@.545/mi CD29 investigate drng question from Grant Anderson 12/19	29-CD	106 · Bona...	4.36
Total 600 · Administrator Mi. reimb non-tax							117.73
601 · Administrator Salary							
Paych...	12/15/2018	15059	Skonard, Cristop...		Administrative	106 · Bona...	2,791.67
Paych...	12/31/2018	15080	Skonard, Cristop...		Administrative	106 · Bona...	2,791.67
Gener...	12/31/2018	Decditchbil		3.5 hrs@41.06/hr Payroll Dec Admin JD1 landowner followup	1-JD	6221 · Adm...	143.71
Gener...	12/31/2018	Decditchbil		1.5 hrs@41.06/hr Payroll Dec Admin CD29 landowner followup	29-CD	6221 · Adm...	61.59
Gener...	12/31/2018	Decditchbil		1 hrs@41.06/hr Payroll Dec Admin CD32 landowner followup	32-CD:Redetermined C...	6221 · Adm...	41.06
Gener...	12/31/2018	Decditchbil		.5 hrs@41.06/hr Payroll Dec Admin CD36 landowner followup	36-CD	6221 · Adm...	20.53
Gener...	12/31/2018	Decditchbil		.5 hrs@41.06/hr Payroll Dec Admin CD37 landowner followup	37-CD	6221 · Adm...	20.53
Gener...	12/31/2018	Decditchbil		1.5 hrs@41.06/hr Payroll Dec Admin CD7 drng asmts	7-CD	6221 · Adm...	61.59
Gener...	12/31/2018	Decditchbil		5 hrs@41.06/hr Payroll Dec Admin CD43 drng asmts	43-CD Meeker:Redeterm...	6221 · Adm...	205.30
Gener...	12/31/2018	Decditchbil		Dec total Admin billable payroll exp to ditches	Administrative	6221 · Adm...	-554.31
Total 601 · Administrator Salary							5,583.34
601.2 · Adm. Cell Phone Stipend							
Paych...	12/15/2018	15059	Skonard, Cristop...		Administrative	106 · Bona...	25.00
Paych...	12/31/2018	15080	Skonard, Cristop...		Administrative	106 · Bona...	25.00
Total 601.2 · Admin. Cell Phone Stipend							50.00
601A · WD FlexPlan Contribution/Admin							
Paych...	12/15/2018	15059	Skonard, Cristop...		Administrative	106 · Bona...	350.00
Paych...	12/31/2018	15080	Skonard, Cristop...		Administrative	106 · Bona...	350.00
Total 601A · WD FlexPlan Contribution/Admin							700.00
604A · Computer Software Expense							
Check	01/02/2019	15087	Houston Enginee...	\$4000 Drng DB 2019 subscrip-Drng Rec Modern. grant INKIND (S&E) billed to d...	Administrative:Inkind - ...	106 · Bona...	0.00
Check	01/02/2019	15087	Houston Enginee...	JD1 portion of NF Drainage DB Software Maint.: 2019 subscription	1-JD	106 · Bona...	1,218.52
Check	01/02/2019	15087	Houston Enginee...	JD2 portion of NF Drainage DB Software Maint.: 2019 subscription	2-JD:Redetermined JD2	106 · Bona...	66.20
Check	01/02/2019	15087	Houston Enginee...	CD5 portion of NF Drainage DB Software Maint.: 2019 subscription	5-CD	106 · Bona...	340.30
Check	01/02/2019	15087	Houston Enginee...	CD7 portion of NF Drainage DB Software Maint.: 2019 subscription	7-CD	106 · Bona...	590.84

NORTH FORK CROW RIVER WATERSHED DISTRICT

01/10/19

Profit & Loss Detail

Accrual Basis

December 11, 2018 through January 14, 2019

Type	Date	Num	Name	Memo	Class	Split	Amount	
Check	01/02/2019	15087	Houston Enginee...	CD21 portion of NF Drainage DB Software Maint.: 2019 subscription	21-CD	106 · Bona...	92.18	
Check	01/02/2019	15087	Houston Enginee...	CD29 portion of NF Drainage DB Software Maint.: 2019 subscription	29-CD	106 · Bona...	189.44	
Check	01/02/2019	15087	Houston Enginee...	CD32 portion of NF Drainage DB Software Maint.: 2019 subscription	32-CD:Redetermined C...	106 · Bona...	741.07	
Check	01/02/2019	15087	Houston Enginee...	CD36 portion of NF Drainage DB Software Maint.: 2019 subscription	36-CD	106 · Bona...	75.05	
Check	01/02/2019	15087	Houston Enginee...	CD37 portion of NF Drainage DB Software Maint.: 2019 subscription	37-CD	106 · Bona...	70.58	
Check	01/02/2019	15087	Houston Enginee...	CD38 portion of NF Drainage DB Software Maint.: 2019 subscription	38-CD	106 · Bona...	141.16	
Check	01/02/2019	15087	Houston Enginee...	CD43 portion of NF Drainage DB Software Maint.: 2019 subscription	43-CD Meeker:Redeterm...	106 · Bona...	198.26	
Check	01/02/2019	15087	Houston Enginee...	CD4 portion of NF Drainage DB Software Maint.: 2019 subscription	4-CD Meeker:Redeterml...	106 · Bona...	276.40	
Total 604A · Computer Software Expense							4,000.00	
609 · Ditch Repair Expense								
Check	12/26/2018	15071	MBC Drainage, L...	CD36 - take out beaver dam by Jerry Olson's	36-CD	106 · Bona...	900.00	
Check	12/26/2018	15071	MBC Drainage, L...	CD37 - take out beaver dam by Jerry Olson's	37-CD	106 · Bona...	300.00	
Check	12/26/2018	15072	Kenneth L. Olson	6 beaver CD4	4-CD Meeker:Redetermi...	106 · Bona...	300.00	
Total 609 · Ditch Repair Expense							1,500.00	
611 · Legal								
Check	01/14/2019		Rinke Noonan	2018 inv 292564: 12/11 Corresp & phone call w/Skonard regarding data practic...	Administrative	106 · Bona...	152.50	
Total 611 · Legal							152.50	
612 · Manager Mileage								
612A · Taxable Manager Mileage								
Gener...	12/27/2018	Dec Mgrs...		101 taxable total miles @.545/mi 2 mgrs at MAWD annual conf 11/29-12/1 (BB &...	Administrative	623 · Semi...	-55.05	
Paych...	12/31/2018	15073	Barchenger, Jam...		Administrative	106 · Bona...	47.96	
Paych...	12/31/2018	15074	Berndt, Gary C		Administrative	106 · Bona...	19.62	
Paych...	12/31/2018	15075	Brauchler, Robert...		Administrative	106 · Bona...	53.96	
Paych...	12/31/2018	15076	Hanson, John T		Administrative	106 · Bona...	65.40	
Paych...	12/31/2018	15077	Wuertz, James E		Administrative	106 · Bona...	111.18	
Total 612A · Taxable Manager Mileage							243.07	
612B · Non-Taxable Manager Miles								
Gener...	12/27/2018	Dec Mgrs...		165 non-taxable total miles @.545/mi 2 mgrs at MAWD annual conf 11/29-12/1 (...)	Administrative	623 · Semi...	-89.93	
Paych...	12/31/2018	15075	Brauchler, Robert...		Administrative	106 · Bona...	68.13	
Paych...	12/31/2018	15077	Wuertz, James E		Administrative	106 · Bona...	40.33	
Total 612B · Non-Taxable Manager Miles							18.53	
Total 612 · Manager Mileage								261.60
613 · Manager Pay								
Gener...	12/27/2018	Dec Mgrs...		3 days per diem (9+hrs) 2 mgrs at MAWD annual conf. 11/29-12/1 (BB & JW)	Administrative	623 · Semi...	-450.00	
Paych...	12/31/2018	15073	Barchenger, Jam...		Administrative	106 · Bona...	75.00	
Paych...	12/31/2018	15073	Barchenger, Jam...		Administrative	106 · Bona...	75.00	
Paych...	12/31/2018	15074	Berndt, Gary C		Administrative	106 · Bona...	75.00	
Paych...	12/31/2018	15074	Berndt, Gary C		Administrative	106 · Bona...	25.00	
Paych...	12/31/2018	15075	Brauchler, Robert...		Administrative	106 · Bona...	75.00	
Paych...	12/31/2018	15075	Brauchler, Robert...		Administrative	106 · Bona...	225.00	
Paych...	12/31/2018	15075	Brauchler, Robert...		Administrative	106 · Bona...	125.00	
Paych...	12/31/2018	15076	Hanson, John T		Administrative	106 · Bona...	75.00	
Paych...	12/31/2018	15076	Hanson, John T		Administrative	106 · Bona...	25.00	
Paych...	12/31/2018	15077	Wuertz, James E		Administrative	106 · Bona...	75.00	
Paych...	12/31/2018	15077	Wuertz, James E		Administrative	106 · Bona...	225.00	
Paych...	12/31/2018	15077	Wuertz, James E		Administrative	106 · Bona...	25.00	
Paych...	12/31/2018	15077	Wuertz, James E		Administrative	106 · Bona...	50.00	
Total 613 · Manager Pay							700.00	
614 · Maintenance/Repair								
Check	01/14/2019		AmeriPride Servi...	4 wks office rug rental / restroom supplies - for Jan on 1/3	Administrative	106 · Bona...	118.65	
Total 614 · Maintenance/Repair							118.65	
616 · Newspaper Notices								
Check	12/26/2018	15070	Pope County Trib...	12/26 Special mtg notice run 12/17/18	Administrative	106 · Bona...	25.76	
Check	01/14/2019		STAR PUBLICATI...	2018 - notice of 12/26/18 spec mtg printed 12/20	Administrative	106 · Bona...	20.13	
Check	01/14/2019		Bonanza Valley V...	2018 - Nov mtg changed notice run 2xs 11/1&8	Administrative	106 · Bona...	12.56	
Check	01/14/2019		The Observer	2018 - 12/26 spec mtg notice run 12/19	Administrative	106 · Bona...	21.75	
Check	01/14/2019		Paynesville Press...	2018 - notice of 12/26 spec mtg run 12/19 - early pymt discount	Administrative	106 · Bona...	23.15	
Total 616 · Newspaper Notices							103.35	
618 · Project Billable Exp. Reimbrsmt								
Gener...	12/31/2018	Decditchbil		21.75 hrs@20.08/hr add'l billable exp Dec FdsMgr JD1 financial stmt/asmt pre...	1-JD	6221 · Adm...	436.74	
Gener...	12/31/2018	Decditchbil		1 hrs@19.07/hr add'l billable exp. Dec ProjCoord JD1 - landowner followup	1-JD	6221 · Adm...	19.07	
Gener...	12/31/2018	Decditchbil		3.5 hrs@18.05/hr add'l billable exp. Dec Admin JD1 landowner followup	1-JD	6221 · Adm...	63.18	
Gener...	12/31/2018	Decditchbil		.5 hrs@20.08/hr add'l billable exp Dec FdsMgr CD29 financial stmt	29-CD	6221 · Adm...	10.04	
Gener...	12/31/2018	Decditchbil		.5 hrs@19.07/hr add'l billable exp. Dec ProjCoord CD29R mapping-data analysis	29-CD:Redetermined C...	6221 · Adm...	9.53	
Gener...	12/31/2018	Decditchbil		1.5 hrs@18.05/hr add'l billable exp. Dec Admin CD29 landowner followup	29-CD	6221 · Adm...	27.08	
Gener...	12/31/2018	Decditchbil		.25 hrs@20.08/hr add'l billable exp Dec FdsMgr CD32 financial stmt	32-CD:Redetermined C...	6221 · Adm...	5.02	
Gener...	12/31/2018	Decditchbil		.5 hrs@19.07/hr add'l billable exp. Dec ProjCoord CD32 -landowner followup	32-CD:Redetermined C...	6221 · Adm...	9.53	
Gener...	12/31/2018	Decditchbil		1 hrs@18.05/hr add'l billable exp.Dec Admin CD32 landowner followup	32-CD:Redetermined C...	6221 · Adm...	18.06	
Gener...	12/31/2018	Decditchbil		1.75 hrs@20.08/hr add'l billable exp Dec FdsMgr CD36 financial stmt/ Drng As...	36-CD	6221 · Adm...	35.14	
Gener...	12/31/2018	Decditchbil		.5 hrs@19.07/hr add'l billable exp. Dec ProjCoord CD36R mapping-data analysis	36-CD:Redetermined C...	6221 · Adm...	9.53	
Gener...	12/31/2018	Decditchbil		.5 hrs@18.05/hr add'l billable exp. Dec Admin CD36landowner followup	36-CD	6221 · Adm...	9.03	
Gener...	12/31/2018	Decditchbil		1.25 hrs@20.08/hr add'l billable exp Dec FdsMgr CD37 financial stmt/drng ass...	37-CD	6221 · Adm...	25.10	
Gener...	12/31/2018	Decditchbil		.5 hrs@18.05/hr add'l billable exp. Dec Admin CD37 landowner followup	37-CD	6221 · Adm...	9.03	
Gener...	12/31/2018	Decditchbil		.5 hrs@19.07/hr add'l billable exp. Dec ProjCoord CD37R mapping-data analysis	37-CD:Redetermined C...	6221 · Adm...	9.53	
Gener...	12/31/2018	Decditchbil		6.5 hrs@20.08/hr add'l billable exp Dec FdsMgr CD7 Financial stmt/drng asmts	7-CD	6221 · Adm...	130.52	
Gener...	12/31/2018	Decditchbil		1.5 hrs@18.05/hr add'l billable exp. Dec Admin CD7 drng asmts	7-CD	6221 · Adm...	27.08	
Gener...	12/31/2018	Decditchbil		.75 hrs@20.08/hr add'l billable exp Dec FdsMgr CD4 financial stmt	4-CD Meeker:Redetermi...	6221 · Adm...	15.06	
Gener...	12/31/2018	Decditchbil		.25 hrs@20.08/hr add'l billable exp Dec FdsMgr CD43 financial stmt	43-CD Meeker:Redeterm...	6221 · Adm...	5.02	
Gener...	12/31/2018	Decditchbil		5 hrs@18.05/hr add'l billable exp. Dec Admin CD32 drng asmts	43-CD Meeker:Redeterm...	6221 · Adm...	90.25	
Gener...	12/31/2018	Decditchbil		Dec total staff billable add'l expense exp to ditches	Administrative	6221 · Adm...	-963.53	
Gener...	12/31/2018	DecGrant...		.25 hrs@20.08/hr add'l billable exp. Dec FdsMgr CD5,29,37 Subwtshrtd Grant f...	Administrative:CD5,29,3...	6221 · Adm...	5.02	
Gener...	12/31/2018	DecGrant...		.25 hrs@20.08/hr add'l billable exp. Dec FdsMgr JD1 Subwtshrtd Grant financi...	Administrative:JD1 Sub...	6221 · Adm...	5.02	

NORTH FORK CROW RIVER WATERSHED DISTRICT
Profit & Loss Detail

December 11, 2018 through January 14, 2019

Type	Date	Num	Name	Memo	Class	Split	Amount
Gener...	12/31/2018	DecGrant...		2.5 hrs@19.07/hr add'l billable exp. Dec ProjCoord --- JD1 Subwtrshd Grant P...	Administrative:JD1 Sub...	6221 - Adm...	47.67
Gener...	12/31/2018	DecGrant...		Dec total staff billable add'l expense exp to grants	Administrative	6221 - Adm...	-57.71
Gener...	12/31/2018	DecWPL...		.5 hrs@20.08/hr add'l billable exp Dec FdsMgr WPLMN reimbursable work	Administrative:WPLMN ...	6221 - Adm...	10.04
Gener...	12/31/2018	DecWPL...		1 hrs@19.07/hr add'l billable exp. Dec ProjCoord WPLMN reimbursable work	Administrative:WPLMN ...	6221 - Adm...	19.07
Gener...	12/31/2018	DecWPL...		Dec total staff billable add'l expense exp to WPLMN	Administrative	6221 - Adm...	-29.11
Gener...	12/31/2018	DecSWA...		4.5 hrs@13.88/hr add'l billable exp. Dec ProjCoord SWAG reimbursable work	Administrative:SWAG M...	646A · Wat...	61.56
Gener...	12/31/2018	DecSWA...		4.5 hrs@13.88/hr add'l billable exp. Dec ProjCoord SWAG reimbursable work	Administrative	646A · Wat...	-61.56
Total 618 · Project Billable Exp. Reimbrsmnt							0.00
619 · Office Expense & Supplies							
Check	01/14/2019		Premium Waters, ...	2018 - 2 5gal jugs @\$6ea plus \$2.50 service charge	Administrative	106 · Bona...	14.50
Check	01/14/2019		Central Minnesot...	2019 - time cards for 2019 12/31 Time Clocks/alliedtime.com - classic	Administrative	106 · Bona...	24.98
Total 619 · Office Expense & Supplies							39.48
620 · Postage Expense							
Check	01/14/2019		Central Minnesot...	2018 - mail Dec mtg pkt to mgrs 12/6/18 - classic	Administrative	106 · Bona...	5.68
Total 620 · Postage Expense							5.68
6221 · Admin.Assistant wages							
Paych...	12/15/2018	15057	Knutson, Christine		Administrative	106 · Bona...	2,063.20
Paych...	12/31/2018	15078	Knutson, Christine		Administrative	106 · Bona...	2,269.52
Gener...	12/31/2018	Decditchbil		21.75 hrs@33.85/hr payroll Dec FdsMgr JD1 financial stmt/asmt prepaids	1-JD	-SPLIT-	736.24
Gener...	12/31/2018	Decditchbil		.5 hrs@33.85/hr payroll Dec FdsMgr CD29 financial stmt	29-CD	6221 - Adm...	16.93
Gener...	12/31/2018	Decditchbil		.25 hrs@33.85/hr payroll Dec FdsMgr CD32 financial stmt	32-CD:Redetermined C...	6221 - Adm...	8.46
Gener...	12/31/2018	Decditchbil		1.75 hrs@33.85/hr payroll Dec FdsMgr CD36 financial stmt/ Drng Assmts	36-CD	6221 - Adm...	59.24
Gener...	12/31/2018	Decditchbil		1.25 hrs@33.85/hr payroll Dec FdsMgr CD37 financial stmt/drng assmt	37-CD	6221 - Adm...	42.31
Gener...	12/31/2018	Decditchbil		6.5 hrs@33.85/hr payroll Dec FdsMgr CD7 Financial stmt/drng asmts	7-CD	6221 - Adm...	220.03
Gener...	12/31/2018	Decditchbil		.75 hrs@33.85/hr payroll Dec FdsMgr CD4 financial stmt	4-CD Meeker:Redetermi...	6221 - Adm...	25.39
Gener...	12/31/2018	Decditchbil		.25 hrs@33.85/hr payroll Dec FdsMgr CD43 financial stmt	43-CD Meeker:Redeterm...	6221 - Adm...	8.46
Gener...	12/31/2018	Decditchbil		Dec total FdsMgr billable payroll exp to ditches	Administrative	6221 - Adm...	-1,117.06
Gener...	12/31/2018	DecGrant...		.25 hrs@33.85/hr Payroll Dec FdsMgr CD5,29,37 Subwtrshd Grant financial st...	Administrative:CD5,29,3...	-SPLIT-	8.46
Gener...	12/31/2018	DecGrant...		.25 hrs@33.85/hr Payroll Dec FdsMgr JD1 Subwtrshd Grant financial stmt pre...	Administrative:JD1 Sub...	6221 - Adm...	8.46
Gener...	12/31/2018	DecGrant...		Dec total FdsMgr billable payroll exp to grants	Administrative	6221 - Adm...	-16.92
Gener...	12/31/2018	DecGrant...		.25 hrs@53.93/hr Dec FdsMgr DrngRecords INKIND fin Stmt prep (Admin)	Administrative:Inkind - ...	6221 - Adm...	13.48
Gener...	12/31/2018	DecGrant...		.25 hrs@53.93/hr Dec FdsMgr DrngRecords INKIND fin Stmt prep (Admin)	Administrative	6221 - Adm...	-13.48
Gener...	12/31/2018	DecWPL...		.5 hrs@33.85/hr payroll Dec FdsMgr WPLMN reimbursable work	Administrative:WPLMN ...	-SPLIT-	16.93
Gener...	12/31/2018	DecWPL...		Dec total FdsMgr billable payroll exp to WPLMN	Administrative	6221 - Adm...	-16.93
Total 6221 · Admin.Assistant wages							4,332.72
6221A · WD Flex Plan Contr.Bookkeeper							
Paych...	12/15/2018	15057	Knutson, Christine		Administrative	106 · Bona...	350.00
Paych...	12/31/2018	15078	Knutson, Christine		Administrative	106 · Bona...	350.00
Total 6221A · WD Flex Plan Contr.Bookkeeper							700.00
623 · Seminar & Workshop/Fees/Mi							
Gener...	12/27/2018	Dec Mgrs...		3 days per diem (9+hrs) 2 mgrs at MAWD annual conf. 11/29-12/1 (BB & JW)	Administrative	-SPLIT-	450.00
Gener...	12/27/2018	Dec Mgrs...		101 taxable total miles @.545/mi 2 mgrs at MAWD annual conf 11/29-12/1 (BB &...	Administrative	623 · Semi...	55.05
Gener...	12/27/2018	Dec Mgrs...		165 non-taxable total miles @.545/mi 2 mgrs at MAWD annual conf 11/29-12/1 (...)	Administrative	623 · Semi...	89.93
Total 623 · Seminar & Workshop/Fees/Mi							594.98
625 · Phone/Internet/Website Expense							
Check	12/17/2018	15065	TDS Telecom	12/13/18-12/31/18 service (phone/internet)	Administrative	106 · Bona...	143.93
Check	12/17/2018	15065	TDS Telecom	2019 - 1/1/19-1/12/19 service (phone/internet)	Administrative	106 · Bona...	90.87
Check	01/02/2019	15088	Verizon Wireless	2018 mobile broadband charge for drng tablet (11/24-12/23)	Administrative:Riparian ...	106 · Bona...	35.01
Total 625 · Phone/Internet/Website Expense							269.81
626 · Engineering							
Check	12/26/2018	15068	Houston Enginee...	CD32 Mitchel Control Structure Ph4 proj R155021-0020	32-CD:Redetermined C...	106 · Bona...	489.50
Check	12/26/2018	15068	Houston Enginee...	JD1 Ph1 GrLk-CR22 Task4 const. Admin&Oversight -proj R175021-0027	1-JD	106 · Bona...	311.50
Check	12/26/2018	15068	Houston Enginee...	JD1 Ph2 Br12Fk6 -proj R175021-0027	1-JD	106 · Bona...	1,755.56
Check	12/26/2018	15068	Houston Enginee...	JD1 Ph3 CR22 to Mud Lake -proj R175021-0027	1-JD	106 · Bona...	178.00
Gener...	12/28/2018	JD1grant...		reclass 8/13 JD1subwtr grant exp to NFCRWW proj expense used as inkind	NFCRWD Wide Projects	-SPLIT-	1,858.00
Gener...	12/28/2018	JD1grant...		reclass 8/13 JD1subwtr grant exp to NFCRWW proj expense used as inkind	Administrative:JD1 Sub...	626 · Engin...	-1,858.00
Gener...	12/28/2018	JD1grant...		\$1858 inkind reclass 8/13 JD1subwtr grant exp to NFCRWW proj expense	Administrative:Inkind-J...	626 · Engin...	0.00
Total 626 · Engineering							2,734.56
629E · PERA - staff							
Paych...	12/15/2018	15057	Knutson, Christine		Administrative	106 · Bona...	154.74
Paych...	12/15/2018	15058	Lundeen, Christo...		Administrative	106 · Bona...	126.60
Paych...	12/15/2018	15059	Skonard, Cristop...		Administrative	106 · Bona...	209.38
Paych...	12/31/2018	15078	Knutson, Christine		Administrative	106 · Bona...	170.22
Paych...	12/31/2018	15079	Lundeen, Christo...		Administrative	106 · Bona...	139.26
Paych...	12/31/2018	15080	Skonard, Cristop...		Administrative	106 · Bona...	209.38
Total 629E · PERA - staff							1,009.58
629M · PERA - managers							
Paych...	12/31/2018	15073	Barchenger, Jam...		Administrative	106 · Bona...	11.25
Paych...	12/31/2018	15075	Brauchler, Robert...		Administrative	106 · Bona...	31.88
Paych...	12/31/2018	15077	Wuertz, James E		Administrative	106 · Bona...	28.13
Total 629M · PERA - managers							71.26
639 · Contract Labor							
Check	12/26/2018	15069	Legal & Administ...	attend 12/10 board meeting and take minutes	Administrative	106 · Bona...	68.75
Check	12/26/2018	15069	Legal & Administ...	prepare draft minutes of 12/10 board meeting	Administrative	106 · Bona...	62.50
Check	12/26/2018	15069	Legal & Administ...	proof & revise 9/10 minutes; email to Skonard 9/28	Administrative	106 · Bona...	50.00
Check	01/14/2019		Legal & Administ...	2018 - attend 11/13 board mtg, take minutes,prep draft, proof/edit email skonard	Administrative	106 · Bona...	168.75
Total 639 · Contract Labor							350.00
640 · Misc. Dues							
Check	01/14/2019		Central Minnesot...	2018 - Beacon subscription 11/30 - plat	Administrative	106 · Bona...	1.00
Check	01/14/2019		Central Minnesot...	2019 - Beacon subscription 12/30 - plat	Administrative	106 · Bona...	1.00

NORTH FORK CROW RIVER WATERSHED DISTRICT
Profit & Loss Detail

December 11, 2018 through January 14, 2019

Type	Date	Num	Name	Memo	Class	Split	Amount
Total 640 · Misc. Dues							2.00
645 · Utilities							
Check	12/17/2018	15064	Xcel Energy	electric 1030 Front St 11/01/18-12/4/18	Administrative	106 · Bona...	397.77
Check	01/14/2019		City of Brooten	2018 Dec water/sewer/garbage -1030 Front Street-acct# 24-00002178-00-4	Administrative	106 · Bona...	63.42
Total 645 · Utilities							461.19
646A · Water Technician's wages							
Paych...	12/15/2018	15058	Lundeen, Christo...		Administrative	106 · Bona...	1,688.00
Paych...	12/31/2018	15079	Lundeen, Christo...		Administrative	106 · Bona...	1,856.80
Gener...	12/31/2018	Decditchbil		1 hrs@28.35/hr payroll Dec ProjCoord JD1 -landowner followup	1-JD	6221 · Adm...	28.35
Gener...	12/31/2018	Decditchbil		.5 hrs@28.35/hr payroll Dec ProjCoord CD29R mapping-data analysis	29-CD:Redetermined C...	6221 · Adm...	14.18
Gener...	12/31/2018	Decditchbil		.5 hrs@28.35/hr payroll Dec ProjCoord CD32 -landowner followup	32-CD:Redetermined C...	6221 · Adm...	14.18
Gener...	12/31/2018	Decditchbil		.5 hrs@28.35/hr payroll Dec ProjCoord CD36R mapping-data analysis	36-CD:Redetermined C...	6221 · Adm...	14.18
Gener...	12/31/2018	Decditchbil		.5 hrs@28.35/hr payroll Dec ProjCoord CD37R mapping-data analysis	37-CD:Redetermined C...	6221 · Adm...	14.18
Gener...	12/31/2018	Decditchbil		Dec total ProjCoord billable payroll exp to ditches	Administrative	6221 · Adm...	-85.07
Gener...	12/31/2018	DecGrant...		2.5 hrs@28.35/hr Payroll Dec ProjCoord ---- JD1 Subwtrshd Grant Proj Design...	Administrative:JD1 Sub...	6221 · Adm...	70.88
Gener...	12/31/2018	DecGrant...		Dec total ProjCoord billable payroll exp to grants	Administrative	6221 · Adm...	-70.88
Gener...	12/31/2018	DecGrant...		1 hrs@47.42/hr Dec ProjCoord JD1 Subwtrshd INKIND proj design/planning (...)	Administrative:Inkind-J...	6221 · Adm...	47.42
Gener...	12/31/2018	DecGrant...		1 hrs@47.42/hr Dec ProjCoord JD1 Subwtrshd INKIND proj design/planning (...)	Administrative	6221 · Adm...	-47.42
Gener...	12/31/2018	DecWPL...		1 hrs@28.35/hr payroll Dec ProjCoord WPLMN reimbursable work	Administrative:WPLMN ...	6221 · Adm...	28.35
Gener...	12/31/2018	DecSWA...		Dec total ProjCoord billable payroll exp to WPLMN	Administrative	6221 · Adm...	-28.35
Gener...	12/31/2018	DecSWA...		4.5 hrs@28.35/hr payroll Dec ProjCoord SWAG reimbursable work	Administrative:SWAG M...	-SPLIT-	127.58
Gener...	12/31/2018	DecSWA...		4.5 hrs@28.35/hr payroll Dec ProjCoord SWAG reimbursable work	Administrative	646A · Wat...	-127.58
Total 646A · Water Technician's wages							3,544.80
646C · WD FlexPlanContribution/Lundeen							
Paych...	12/15/2018	15058	Lundeen, Christo...		Administrative	106 · Bona...	350.00
Paych...	12/31/2018	15079	Lundeen, Christo...		Administrative	106 · Bona...	350.00
Total 646C · WD FlexPlanContribution/Lundeen							700.00
650 · Technician Miles Reimb. non-tax							
Check	12/17/2018	15063	Christopher Lund...	34m@.545/mi Civic Engage wksp-carpool from Spicer 11/8(commute adjusted)	Administrative:WRAPS L...	106 · Bona...	18.53
Check	12/17/2018	15063	Christopher Lund...	38m@.545/mi MAWD Annual mtg Alexandria 11/29	Administrative	106 · Bona...	20.71
Check	12/17/2018	15063	Christopher Lund...	13m@.545/mi MAWD Annual mtg Alex 11/30 (commute adjusted)	Administrative	106 · Bona...	7.09
Check	12/17/2018	15063	Christopher Lund...	TMDL update mtg -Spicer 12/12 (commute adjusted)	Administrative	106 · Bona...	23.44
Check	12/17/2018	15063	Christopher Lund...	BWSR grant mtg/pick up sample coolers 12/14 (commute adjusted)	Administrative	106 · Bona...	18.53
Check	12/31/2018	15085	Christopher Lund...	238m@.545/mi 1W1P mtg (Grand Rapids) 12/20 (commute adjusted)	Administrative	106 · Bona...	129.71
Total 650 · Technician Miles Reimb. non-tax							218.01
651 · Technician Expense							
Check	12/17/2018	15063	Christopher Lund...	MAWD Annual mtg dinner 11/29	Administrative	106 · Bona...	10.33
Total 651 · Technician Expense							10.33
6560 · Payroll Expenses-SS&Medicare							
Paych...	12/15/2018	15057	Knutson, Christine		Administrative	106 · Bona...	127.52
Paych...	12/15/2018	15057	Knutson, Christine		Administrative	106 · Bona...	29.82
Paych...	12/15/2018	15058	Lundeen, Christo...		Administrative	106 · Bona...	126.36
Paych...	12/15/2018	15058	Lundeen, Christo...		Administrative	106 · Bona...	29.55
Paych...	12/15/2018	15059	Skonard, Cristop...		Administrative	106 · Bona...	196.33
Paych...	12/15/2018	15059	Skonard, Cristop...		Administrative	106 · Bona...	45.92
Paych...	12/31/2018	15073	Barchenger, Jam...		Administrative	106 · Bona...	12.27
Paych...	12/31/2018	15073	Barchenger, Jam...		Administrative	106 · Bona...	2.87
Paych...	12/31/2018	15074	Berndt, Gary C		Administrative	106 · Bona...	7.42
Paych...	12/31/2018	15074	Berndt, Gary C		Administrative	106 · Bona...	1.73
Paych...	12/31/2018	15075	Brauchler, Robert...		Administrative	106 · Bona...	29.70
Paych...	12/31/2018	15075	Brauchler, Robert...		Administrative	106 · Bona...	6.94
Paych...	12/31/2018	15076	Hanson, John T		Administrative	106 · Bona...	10.25
Paych...	12/31/2018	15076	Hanson, John T		Administrative	106 · Bona...	2.40
Paych...	12/31/2018	15077	Wuertz, James E		Administrative	106 · Bona...	30.14
Paych...	12/31/2018	15077	Wuertz, James E		Administrative	106 · Bona...	7.05
Paych...	12/31/2018	15078	Knutson, Christine		Administrative	106 · Bona...	140.31
Paych...	12/31/2018	15078	Knutson, Christine		Administrative	106 · Bona...	32.81
Paych...	12/31/2018	15079	Lundeen, Christo...		Administrative	106 · Bona...	136.82
Paych...	12/31/2018	15079	Lundeen, Christo...		Administrative	106 · Bona...	32.00
Paych...	12/31/2018	15080	Skonard, Cristop...		Administrative	106 · Bona...	196.33
Paych...	12/31/2018	15080	Skonard, Cristop...		Administrative	106 · Bona...	45.92
Gener...	12/31/2018	sepSS/M...		separate managers from full-time emp SS/Medicare 2018 P&L report	Administrative	6560m · Pa...	-935.89
Gener...	12/31/2018	sepSS/M...		separate Seasonal Intern from full-time emp SS/Medicare 2018 P&L report	Administrative:Intern Fu...	6560m · Pa...	-502.34
Total 6560 · Payroll Expenses-SS&Medicare							-187.77
6560m · Payroll Exp. SS & Medicare-mgrs							
Gener...	12/31/2018	sepSS/M...		separate managers from full-time emp SS/Medicare 2018 P&L report	Administrative	-SPLIT-	935.89
Total 6560m · Payroll Exp. SS & Medicare-mgrs							935.89
6560s · Payroll Exp. SS & Medi-Seasonal							
Gener...	12/31/2018	sepSS/M...		separate Seasonal Intern from full-time emp SS/Medicare 2018 P&L report	Administrative:Intern Fu...	6560m · Pa...	502.34
Total 6560s · Payroll Exp. SS & Medi-Seasonal							502.34
703 · Interest Expense							
Check	12/31/2018	15086	Bonanza Valley S...	JD1 12/31/18 interest only pymt due BVSB LOC #24115	1-JD	106 · Bona...	487.90
Check	12/31/2018	15086	Bonanza Valley S...	CD7 12/31/18 interest only pymt due BVSB LOC #24115	7-CD	106 · Bona...	3,001.85
Check	12/31/2018	15086	Bonanza Valley S...	CD29R 12/31/18 interest only pymt due BVSB LOC #24115	29-CD:Redetermined C...	106 · Bona...	60.83
Check	12/31/2018	15086	Bonanza Valley S...	CD36R 12/31/18 interest only pymt due BVSB LOC #24115	36-CD:Redetermined C...	106 · Bona...	29.68
Check	12/31/2018	15086	Bonanza Valley S...	CD37R 12/31/18 interest only pymt due BVSB LOC #24115	37-CD:Redetermined C...	106 · Bona...	35.57
Total 703 · Interest Expense							3,615.83
710 · Truck/ATV Expenses							
Check	12/17/2018	15066	Kandiyo County...	2018 DNR ATV Class 2 Registr. Renewal - #1R204 2016 Polaris Ranger	Administrative	106 · Bona...	66.00
Total 710 · Truck/ATV Expenses							66.00

NORTH FORK CROW RIVER WATERSHED DISTRICT
Profit & Loss Detail
December 11, 2018 through January 14, 2019

Type	Date	Num	Name	Memo	Class	Split	Amount
Total Expense							<u>33,263.86</u>
Net Ordinary Income							<u>105,667.64</u>
Net Income							<u>105,667.64</u>

NORTH FORK CROW RIVER WATERSHED DISTRICT

Balance Sheet

As of January 14, 2019

Jan 14, 19

ASSETS

Current Assets

Checking/Savings

106 · Bonanza Checking	572.87
107 · Bonanza Adm. Svg.	375,426.79
108 · Data Acquisition Svg	17,617.99
110 · Rice /Koronis Proj. Svg	1,939.28
112 · JD-1	111.00
113 · CD-7	353.02
114 · CD-32	100.19
115 · SRF / Co. Assessments	61,735.21
116 · CD-5	6,672.04
117 · CD-38	311.29
119 · CD-37	100.64
120 · CD-21	100.25
121 · CD-36	402.63
122 · JD-2	100.31
123 · SRF Interest	32,410.65
126 · CD-29/ 9019883	100.19
128 · Meeker CD4 NEW(prev. 4,40,& 43)	100.29
128B · Meeker Co. 40	160.38
128C · Meeker Cty 43	100.27
130 · SRF Watershed Wide	5,152.31
131 · SRF0218/2010-1	132,319.19
132 · NFCR Watershed Wide Projects	43,456.40
133 · SRF0268	31,305.21

Total Checking/Savings	710,648.40
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Accounts Receivable

1211 · Delinq Property Taxes Recvble	
1211A · Delinq Prop. Taxes Recvble.-ADM	5,068.14
1211B · Delinq Prop. Taxes Recvble-DATA	146.73
1211C · Delinq Prop. Taxes Recvble-PROJ	93.76
Total 1211 · Delinq Property Taxes Recvble	5,308.63
1215 · Deferred Assessment Receivable	788,985.62
1216 · Delinquent Assessment Receivabl	8,992.23

Total Accounts Receivable	803,286.48
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Other Current Assets

1100 · Prepaid Liab Insurance/expenses	2,112.38
1120 · Inventory Asset	12,786.20
1300 · Projects -Receivable (Due T/F)	414,725.86

Total Other Current Assets	429,624.44
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Total Current Assets	1,943,559.32
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TOTAL ASSETS

1,943,559.32

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2005 · Accts Payable+retainag-Projects	
2005.09 · AcctsPayable (+retain)-CD32 Red	24,784.82
2005.10 · Accounts Payable +retainage-CD7	20,800.73
Total 2005 · Accts Payable+retainag-Projects	45,585.55
2006 · Line of Credit	
2006.01 · JD1 - Line of Credit	10,349.52
2006.02 · CD7 - Line of Credit	306,721.70
2006.03 · CD29R - Line of Credit	5,715.13
2006.04 · CD36R - Line of Credit	2,788.66
2006.05 · CD37R - Line of Credit	3,342.00

Total 2006 · Line of Credit	328,917.01
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2010 · Proj. Pay. to Adm (DueT/F)

2014 · CD-5	888.11
2015 · CD-37	29,101.00

NORTH FORK CROW RIVER WATERSHED DISTRICT
Balance Sheet
 As of January 14, 2019

	Jan 14, 19
2016 · JD-1	199,424.41
2018 · CD21	7,086.65
2020 · JD2	15,888.90
2025 · CD-36	8,848.10
2028 · CD-29	22,896.88
2030 · Meeker CD4	98,201.64
2034 · Meeker CD43	32,390.17
Total 2010 · Proj. Pay. to Adm (DueT/F)	414,725.86
2013 · Deferred Revenue-tax/assmt	
2013.01 · Deferred Revenue-taxes-Admin	5,068.14
2013.02 · Deferred Revenue-taxes-Septic	85.28
2013.03 · Deferred Revenue-taxes-R&KLevy	8.48
2013.06 · Deferred Revenue-tax -Data	146.73
2013 · Deferred Revenue-tax/assmt - Other	797,977.85
Total 2013 · Deferred Revenue-tax/assmt	803,286.48
2675 · Deferred Revenue	
2675.06 · Intern Fund(KLA OtherInc)DefRev	1,532.00
2675.08 · GLLA AIS contributions DefRev	354.00
2675.09 · CD5,29,37 Subwtr Grant C17-3891	4,717.37
2675.12 · Drng Records Grant FY18 DefRev	2,997.75
Total 2675 · Deferred Revenue	9,601.12
Total Other Current Liabilities	1,602,116.02
Total Current Liabilities	1,602,116.02
Total Liabilities	1,602,116.02
Equity	
3000 · Fund Balance	745,439.00
3002 · Fund Bal. CD-5	-24,199.00
3003 · Fund Bal. CD-37	-32,749.00
3004 · Fund Bal. JD-1	-290,202.00
3006 · Fund Bal. R & K	104,533.00
3010 · SRF WW/Mid	84,171.00
3011 · Fund Bal-CD 21	-6,920.00
3012 · Fund Bal-CD 38	1,176.00
3014 · Fund Bal-JD 2	-25,333.00
3015 · Fund Bal-CD-7	-17,926.00
3016 · Fund Bal-CD-32	144,306.00
3017 · Fund Bal-CD-36	1,289.00
3018 · Fund Bal. - CD4	-91,918.00
3019 · Fund Bal. - CD40	158.00
3020 · fund Bal. - CD43	-39,483.00
3021 · Fund Bal. SRF0218	133,566.00
3022 · Fund Bal.- SRF0268	23,183.00
3100.06 · Fund Bal. Reserved-CD29	4,524.00
3100.14 · Fund Bal. Resvd-NFCRW Wide Proj	45,229.00
3100.20 · Fund Bal Reserved-Data Acq	34,769.00
32000 · Retained Earnings	-447,766.04
Net Income	-4,403.66
Total Equity	341,443.30
TOTAL LIABILITIES & EQUITY	1,943,559.32

NORTH FORK CROW RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
Proposed Regular Meeting Minutes
December 10, 2018

Managers Present: Gary Berndt, James Barchenger, Bob Brauchler, John Hanson and James Wuertz
Staff Present: Cris Skonard, Christine Knutson and Christopher Lundeen
Others Present: Kurt Deter (Rinke Noonan), Boyd Fischer, Steve Fuchs, Kevin Farnum, Steve Fuchs, Virgil Fuchs, Roger Imdieke (Kandiyohi County Commissioner), David Johnson, Ralph Klassen, Larry Ladwig, Joe Lewis (Houston Engineering, Inc.), Roger Lyon, Donavan McKigney, Will Westbur, Jim Weller and Others
Recording Secretary: Diane Beck, Legal & Administrative Assistants, Inc. (LAA)

CALL TO ORDER—President James Wuertz called the meeting to order at approximately 1:00 p.m.

AGENDA—The following items were added to the agenda under Other Ditch Business:

- Letter from Fluegel, Anderson law firm concerning maintenance of CD37 downstream of the V&J Farm property;
- Letter from Boyce Fischer requesting remainder of balance of the easement agreement on CD32; and
- A materials and installation estimate from Houston Engineering regarding a different type of structure for the Mitchell property.

IT WAS MOVED BY James Barchenger, SECONDED BY Bob Brauchler, to approve the Agenda with the above additions. MOTION CARRIED.

CONSENT AGENDA—

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

1. Treasurer's Report and bills to December 10, 2018
 - 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.

MINUTES—President Wuertz presented the November 13, 2018 regular board meeting minutes. Manager Berndt requested the wording under CAC Appointments be revised as to the paragraph regarding manager's input. Consensus not to make changes.

IT WAS MOVED BY Bob Brauchler, SECONDED BY John Hanson, to approve the November 13, 2018 Proposed Regular Meeting Minutes. MOTION CARRIED.

Open Discussion from the Public. Ralph Klassen inquired as to the reason for canceling the Citizens Advisory Committee (CAC) meeting this morning and commented on poor coordination. Skonard explained he received the notice early this morning. Attorney Deter suggested the CAC set regular meeting dates/times.

Kevin Farnum, Koronis Lake Association, requested agenda time during the January NFCRWD board meeting to discuss options regarding how to sustain AIS activities on Lake Koronis and discuss the petition process.

Larry Ladwig, reported he has the second highest assessments for JD1 and inquired what the assessment was paying. Skonard stated that it was due to outstanding and upcoming costs. The next assessment will include all costs and be spread out over a number of years. Manager Berndt inquired if the assessment includes charges for the ditch cleaning done this summer. Skonard stated the assessment does not include all of the ditch cleaning costs that were completed during the summer of 2018.

STAFF REPORTS—

Administrator's Report.

Activities. Skonard reported:

- All board approved ditch assessments were sent out and received a good response.
- He attended the BVGWM meeting in Glenwood. DNR are looking for more rain monitors. Skonard commented the NFCRWD may be able to recruit some volunteers.
- He attended the Crow River Joint Powers Board meeting last week where some issues with the One Watershed, One Plan (1W1P) were discussed.
- Skonard provided an overview of the Minnesota Association of Watershed Districts (MAWD) Annual Meeting in Alexandria. The meeting format was good and the topics were interesting with information on funding techniques and large projects. Manager Brauchler also reported he was impressed with the focused discussion during the board meeting and made it flow well and took less time. President Wuertz highlighted the sessions he attended and found them useful.

CAC Meeting. Skonard reported that President Wuertz attended a MAWD informational meeting which discussed CAC meetings. Discussion included the role of the NFCRWD board members at CAC meetings. President Wuertz stated CAC meetings and times are set by the board. Attorney Deter reviewed Minn. Stat. 103D.331, which states there is a minimum of five members. Others are appointed at the discretion of the NFCRWD board. CAC meetings are public meetings; however, only appointed members may participate in the meeting. CAC Chair Roger Lyon shared he allows non-CAC members to speak at CAC meetings, but not vote. Attorney Deter suggested only the appointed members be allowed to make comments. CAC members may ask questions of attending board managers. CAC member appointment will be discussed at the end of year meeting.

Watershed Boundary Change Resolution. Skonard reported he met with Middle Fork Watershed District regarding the proposed boundary changes. Attorney Deter referred to the draft Resolution Authorizing Change of Boundary, which will be sent to the Minnesota Board of Water and Soil Resources (BWSR). A hearing will be scheduled. The costs incurred for the boundary change process will come under general administrative fund. Manager Berndt inquired if the northern boundary edge will be addressed in the future to resolve differences. Skonard will contact Sauk River Watershed District.

IT WAS MOVED BY Bob Brauchler, SECONDED BY James Barchenger, to adopt the Resolution Authorizing Change of Boundary Prior to Signing a Petition for a Boundary Change.

Roll call vote was taken.

Affirmative: Berndt, Barchenger, Brauchler, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

1W1P Update/Meetings. Skonard reported there is a long list for the planning work group to address, i.e., ranking of projects, etc. The Policy Committee will meet in January to review the Bylaws and the Memorandum of Understanding (MOU). There will be a meeting on December 20th in Grand Rapids regarding the pilot 1W1P participants and the NRCS Regional Conservation Partnership Program (RCPP) initiative. Skonard suggested the board send Christopher Lundeen as NFCWRD's representative. Berndt inquired who represents the District at 1W1P in the absence of Manager Hanson. Manager Brauchler is the alternate who attends the Policy Committee meetings in lieu of Manager Hanson.

End of Year Meeting. At the November NFCRWD meeting, it was suggested to hold the end of year meeting at 10:00 a.m., December 26th. Discussion was held. Agenda topics will include: CAC appointments, reclassification of grant expenses versus in-kind and other issues.

IT WAS MOVED BY James Barchenger, SECONDED BY John Hanson, to schedule the end of year special meeting for 10:00 a.m., December 26, 2018, at the North Fork Crow River Watershed District office. MOTION CARRIED.

Evaluations/Wage Review. The NFCRWD Board began conducting wage evaluations this afternoon and will continue at the close of today's meeting. Final action will be conducted at the December 26th year-end special meeting.

Additional Business. None.

Watershed Project Coordinator's Report. Lundeen reported:

- The MAWD Conference presentations and breakout sessions were informative and useful.
- He continues to submit and check quality control on monitoring data.
- WRAPS meetings will continue into next year.

Lundeen updated the CAC member list and is waiting to hear back from some contacts. Lundeen shared that RMB Labs will continue to do the water sample tests in 2019; RMB is used by most of the watershed districts. Lundeen receives reports in approximately one month. He can provide a preliminary report, but additional data is needed from the state for the final report. Ralph Klassen asked if testing will be done on nutrient loading on fields with manure placed on top of frozen ground. Lundeen stated such testing is done by the county feedlot officers.

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

PROGRAM REPORTS

Permit Report. Skonard reported the Tom's Backhoe dewatering permit was closed.

Drainage Report: CD 32 Repair: Status Update. Skonard discussed the letter from Boyce Fischer, who requested reimbursement of \$1,200 for costs incurred relating to the easement agreement for the CD32 tile installation project. Attorney Deter stated an itemization is needed before the Board will take action. Skonard will contact Fischer.

Mitchell Control Structure. Joe Lewis gave a report at the November NFCRWD meeting and was directed that Houston Engineering prepare a draft report for a modified control structure and obtain quotes. After taking a closer look at the materials on hand, he determined they would not work. Lewis obtained a quote from TrueNorth Steel at a cost of \$3,598.14 and asked for approval. There will be some installations costs which are unknown at this time. Discussion was held on the type of pipe to use.

Attorney Deter suggested the Board look at options. Lewis will obtain a quote for plastic pipe.

CD7: Buffer Payment Update. Skonard shared buffer payments will be sent out this month after receiving the IRS Form W9 from eligible landowners. It was noted that if the W9 form is not returned by an individual landowner, their buffer payment will not be sent.

JD1 Main and Branches: Status Update.

- HEI provided an estimate for engineering services regarding repair of Pope-Stearns JD1, Main Trunk between CR22 and Mud Lake at a cost of \$18,945, which includes, development of plant, regulatory coordination, construction staking and observation, as-built survey and record drawings.
- Lewis also provided an update for work completed to date on Branch 12 Fork6, Branch 10 and Branch 11. Lewis also reviewed the payment requests for this work.

IT WAS MOVED BY Bob Brauchler, SECONDED BY John Hanson, to approve the HEI proposal in the amount of \$18,945.

Roll call vote was taken.

Affirmative: Brauchler, Hanson and Wuertz

Abstained: Gary Berndt, Jim Barchenger

MOTION CARRIED.

Skonard received the tree removal estimate from Nate Bettis in the amount of \$87,964.30 for Branches 1, 2, 3, 4 and 5. A determination will be made if the present bond is valid or if it should be increased.

IT WAS MOVED BY John Hanson, SECONDED BY, Bob Brauchler, to accept the estimate submitted by Nate Bettis in the amount of \$87,964.30 for tree removal on Branches 1, 2, 3, 4 and 5, which includes the bond.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Hanson and Wuertz

Abstained: Gary Berndt

MOTION CARRIED.

Babekuhl Letter. Skonard reported a letter was received from Ben Babekuhl regarding backup on Branch 6, north of Sedan. Skonard believes it is a beaver issue. Attorney Deter commented beaver dams can be removed and beavers can be eliminated.

Other Ditch Business. Skonard referred to the letter from Fluegel Anderson law firm concerning maintenance of CD37 downstream of V & J Farm (Virgil Fuchs) and future redetermination of benefits meetings. Attorney Deter reported he will prepare a response. Steve Fuchs inquired of the plan to address the concerns. Attorney Deter stated once the redetermination of benefits is made, an engineer will propose a possible repair plan. It was noted redetermination of benefits is part of the boundary change. Fuchs inquired what has changed since 1991 as he has never had water on his land before. He requested a culvert replacement and that it be restored to its original state. Attorney Deter suggested obtaining information on the culvert. Skonard will make a site visit to look at the culvert.

CD32. Boyd Fischer inquired of the status with Border States Construction regarding CD32. Skonard reported there has been no update. He will look into the issue.

Board Member Reports.

- Manager Brauchler attended a drainage seminar meeting.
- Brauchler also attended the Bonanza Ground Water Management meeting noted that future irrigation permits may be limited under drought conditions.

Items for Next Meeting Agenda.

- Koronis Lake Association-Kevin Farnum

Calendar Review.

- Wednesday, December 12: SWAG, Spicer
- Thursday, December 13: 1W1P-PWG, Litchfield
- Friday, December 14: BWSR Grants
- Thursday, December 20: BWSR-1W1P RCPP, Grand Rapids
- Wednesday, January 2: 1W1P-PC, Litchfield
- Monday, January 7: Stearns SWCD, Brooten

FYI Items. None.

ADJOURNMENT—

IT WAS MOVED BY John Hanson, SECONDED BY Gary Berndt, to adjourn the meeting.
MOTION CARRIED.

The meeting was adjourned at approximately 2:50 p.m.

Employee reviews continued after adjournment.

NEXT MEETING—The next board meeting is Monday, January 14, 2019 at 1:00 p.m.

John Hanson, Secretary

North Fork Crow River Watershed District
Proposed Special Meeting Minutes
December 26th, 2018

Managers Present: Barchenger, Berndt, Hanson, Wuertz

Managers Absent: Brauchler

Staff Present: Cris Skonard, Christopher Lundeen

Others Present: Mary Kay Hanson, Kurt Deter-Rinke Noonan

1. Call to Order:

Chairperson Wuertz called the meeting to order at 10:00 am.

2. Review and Approve Agenda

Motion to approve the agenda made by Manager Hanson, seconded by Manager Barchenger. Motion carried.

3. 2018 Year End Bills

Skonard presented bills to be paid. Noted they will be reflected in the January financials.

Motion to approve payment of bills made by Barchenger, seconded by Manager Berndt.

Roll call vote.

Affirmative: Barchenger, Berndt, Hanson, Wuertz

Opposed: None

Motion Carried

4. BVSF Line of Credit Interest Payment

Skonard noted that accrued interest on the line of credit at the Bonanza Valley State Bank amounted to \$3,620.65 through December 31, 2018.

Motion to pay BVSF line of credit interest in the amount of \$3,620.65 through December 31, 2019 made by Barchenger, seconded by Hanson.

Roll call vote.

Affirmative: Barchenger, Berndt, Hanson, Wuertz

Opposed: None

Motion Carried

5. Employee Wage Adjustments

Motion to approve the 2019 employee wage adjustments made by Hanson, seconded by Barchenger.

Roll call vote

Affirmative: Barchenger, Berndt, Hanson, Wuertz

Opposed: None

Motion Carried

6. JD1 Multi-Purpose Drainage Water Management Plan

Skonard provided an explanation as to the need to reclassify some grant expenses.

Motion to reclassify \$1,858.00 of Houston Engineering, Inc bill to be paid from the NFCR Watershed Wide Projects Fund made by Barchenger, seconded by Hanson.

Roll call vote

Affirmative: Barchenger, Berndt, Hanson, Wuertz

Opposed: None

Motion Carried

7. CAC Appointment

Lundeen provided a list of CAC candidates who have indicated a willingness to serve on the 2019 CAC.

Motion to appoint the list of candidates to the 2019 CAC made by Hanson, seconded by Barchenger. Motion Carried.

5. Adjournment:

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

John Hanson - Secretary

North Fork Crow River Watershed District

Resolution #2019-01

Resolution Authorizing Managers' per diems, Mileage Rate, Meeting Times and Dates, Newspapers for Publications, Legal Firm, Engineers, Business Address, Testing Lab, Auditor, Bank and Credit Cards.

Be It Resolved by the North Fork Crow River Watershed District Board of Managers that PO Box 40, 1030 Front Street, Brooten, MN will be the Watershed's official address.

Be It Further Resolved that meeting times be set as the second Monday of each month held at the Watershed District office meeting room at 1030 Front Street, Brooten, MN, with meeting starting at 7:00 PM for the months of April, May, June, July, August, September, October and November and the meeting starting at 1:00 PM for the months of December, January, February and March.

Be It Further Resolved that Managers' per diems be set at \$75.00 per day for all regularly scheduled Board meetings and \$25.00 per hour for additional Board approved meeting attendance and duties. The Board President will receive \$50.00 per month extra compensation for extra duties performed as president.

Be It Further Resolved that the official mileage rate paid for use of private vehicles be set at the IRS mileage rate.

Be It Further Resolved that Bonanza Valley State Bank of Brooten, MN is the official bank for the Watershed District with checking, CDs, savings accounts, and safe deposit box for Watershed District business and that four watershed credit cards are issued through the Central Minnesota Credit Union of Melrose, MN.

Be It Further Resolved that the Paynesville Press, Pope County Tribune, Sauk Centre Herald, Belgrade Observer and Bonanza Valley Voice are the official newspapers for the publication of legal notices, unless other papers are needed, due to location of certain properties and or events.

Be It Further Resolved that Rinke-Noonan (Attorneys at Law) located at Suite 300, US Bank Plaza, PO Box 1497, St. Cloud, MN is the official legal firm for the business of the North Fork Crow River Watershed District and be retained on a retainer agreement with the Watershed District.

Be It Further Resolved that BergenKDV of St. Cloud, MN is engaged to audit the Watershed District's financial statements for the year ended December 31, 2018. The audit for the Watershed District will be completed within seven months of the end of the fiscal year.

Be It Further Resolved that RMB Testing Labs of Detroit Lakes is the official water testing lab used for water testing and sample analysis.

Be It Further Resolved that the District is currently contracted with Houston Engineering of Maple Grove, MN, I+S Group of Mankato, MN, and RESPEC Consulting of Roseville MN for ongoing projects. The District will request proposals from various qualified firms to be approved for projects and drainage work providing the work cannot be performed by the West Central Technical Service Area Engineer.

Be It Further Resolved that Central Minnesota Insurance Agency of Paynesville is the official insurance agent for insurance through the League of Minnesota Cities Insurance Trust and other insurances unless otherwise approved by the managers.

Be It Further Resolved that parts of the Resolution can be modified without voiding the entire Resolution and this Resolution remains in affect until by action of the Board of Managers the resolution is modified or rescinded.

WHEREUPON the above resolution was adopted by the North Fork Crow River Watershed District Board of Managers at its regular meeting on January 14th, 2019.

James Wuertz, President NFCRWD

January 14, 2019

, Acting Secretary NFCRWD

January 14, 2019

North Fork Crow River Watershed District

Resolution # 2019-02

Resolution Setting the 2019 Annual Percentage Interest Rate for Money Borrowed To Drainage Ditch Systems

WHEREAS, the North Fork Crow River Watershed District is acting drainage authority for Stearns County public drainage systems CD 3, CD 5, CD 7, CD 8, CD 21, CD 29, CD 32, CD36, CD 37, CD 38;

WHEREAS, the North Fork Crow River Watershed District is acting drainage authority for Meeker County public drainage systems CD 4, CD 43, CD 40;

WHEREAS, the North Fork Crow River Watershed District is acting drainage authority for Stearns-Pope County judicial public drainage system JD 1;

WHEREAS, the North Fork Crow River Watershed District is acting drainage authority for Stearns-Kandiyohi County judicial public drainage system JD 2;

WHEREAS, county drainage ditch bank accounts held by NFCWRD do not contain sufficient funds to cover approved proceedings costs;

THEREFORE, county ditch systems borrow necessary funds from the North Fork Crow River Watershed to pay drainage proceedings costs until sufficient funds have been collected through assessments to cover insufficient balances;

THEREFORE, be it hereby Resolved that the North Fork Crow River Watershed District establishes the 2019 annual percentage interest rate for borrowed unrestricted administrative funds to be set at 4% annually, accrued monthly, or equal to the rate set in Minnesota Statue 549.09, whichever rate is higher, for any money borrowed to drainage ditch systems for expenses incurred after January 1, 2019.

WHEREUPON, the above resolution was adopted by the Board of Manager of the North Fork Crow River Watershed District at it regular meeting January 14th, 2019.

James Wuertz, President NFCRWD

January 14, 2019
Dated

, Acting Secretary NFCRWD

January 14 2019
Dated

North Fork Crow River Watershed District Resolution # 2019-03

Resolution Authorizing the Payment of Regular Monthly Expenditures

WHEREAS, due to billing due dates, regular monthly checks issued for payment need to be paid prior to monthly meetings and Board Manager’s approval;

WHEREAS, due to billing due dates, Central MN Credit Union credit card account billings may be due before the next regular scheduled Board meeting date for expense approval and could potentially incur delinquent fees;

THEREFORE, be it hereby resolved that regular monthly bills, including SRF loan payments, payroll and reimbursements to staff and managers, payroll liabilities, TDS, US Able Life, Xcel Energy, SpeeDee, Premium Waters, AmeriPride Services, Verizon, Minnesota Copy Systems and automobile/UTV renewal fees are approved for payment by the North Fork Crow River District Board of Managers.

THEREFORE, be it hereby resolved that monthly Central MN Federal Credit Union credit card statements are approved for payment by the NFCRWD Board of Managers upon the condition of preapproval by the District Administrator and one Manager.

WHEREUPON the above resolution was adopted by the North Fork Crow River Watershed District Board of Managers at its regular meeting January 14th, 2019.

James Wuertz, President NFCRWD

January 14, 2019
Dated

, Acting Secretary NFCRWD

January 14, 2019
Dated

North Fork Crow River Watershed District

Resolution # 2019-04

Resolution to set staff Billable Rates for 2019

WHEREAS, the North Fork Crow River Watershed District is acting drainage authority for legal county drainage ditch systems within their boundaries and in order to fulfill the responsibilities of drainage authority, the North Fork Crow River Watershed District Staff spend work hours managing drainage system activities;

WHEREAS, the North Fork Crow River Watershed District manages grant funding and in order to complete outcomes required in the grant contract, staff must track and bill time directly or indirectly to those grants;

WHEREAS, the North Fork Crow River Watershed District partners with other entities on various events and projects and must track and bill time directly or indirectly to those entities;

THEREFORE, be it hereby Resolved that the North Fork Crow River Watershed District will bill staff time spent working on eligible activities as the following: District Administrator / Drainage Inspector time billed at \$ 59.88 / hour, Funds Manager / Administrative Assistant time billed at \$ 53.39 /hour, Watershed Project Coordinator time billed at \$ 47.45 / hour or as written in contract documents.

WHEREUPON, the above resolution was adopted by the Board of Managers of the North Fork Crow River Watershed District at its regular meeting January 14th 2019.

James Wuertz, President NFCRWD

January 14, 2019
Dated

, Acting Secretary

January 14, 2019
Dated



Option 2: Calculate Billing Rates, Including the Costs of: Salary, Benefits, Leave, Facilities, and Administration.

This optional template is provided to assist local units of government in calculating the billing rates to charge expenses to BWSR grants. You need only enter the figures in the red outlined rows. The spreadsheet will automatically populate the other figures. Except for the red outlined rows, the spreadsheet is locked for editing.

DATE REVISED: NAME	1/10/2019	Administrative Staff				Technical Staff				
		Employee 1	Employee 2	Employee 3	Employee 4	Employee 5	Employee 6	Employee 7	Employee 8	Employee 9
		Skonard		Knutson		Lundeen				
HOURS										
YEARLY HOURS BASED ON FTES	6264	2088	2088			2088				
HOURS WORKED	5877.2	2018.5	1936	0	0	1922.7	0	0	0	0
SALARY										
BASE RATE		33.53	26.77			21.90				
ANNUAL SALARY		70,000.20	55,895.76	-	-	45,727.20	-	-	-	-
TOTAL		\$ 33.53	\$ 26.77	\$ -	\$ -	\$ 21.90	\$ -	\$ -	\$ -	\$ -
BENEFITS (1)										
FICA (2)	6.20%	2.08	1.66	-	-	1.36	-	-	-	-
Medicare (2)	1.45%	0.49	0.39	-	-	0.32	-	-	-	-
PERA (2)	7.50%	2.51	2.01	-	-	1.64	-	-	-	-
INSURANCE (YEARLY PREMIUM)		8,649.00	8,670.00			8,466.00				
PREMIUM PER HOUR		4.14	4.15	-	-	4.05	-	-	-	-
TOTAL		\$ 42.75	\$ 34.98	\$ -	\$ -	\$ 29.27	\$ -	\$ -	\$ -	\$ -
LEAVE										
LEAVE HOURS TAKEN		69.5	152			165.3				
COST OF LEAVE		2,970.87	5,316.65	-	-	4,838.74	-	-	-	-
LEAVE PER HOUR		1.47	2.75	0.00	0.00	2.52	0.00	0.00	0.00	0.00
TOTAL		\$ 44.22	\$ 37.72	\$ -	\$ -	\$ 31.79	\$ -	\$ -	\$ -	\$ -
FACILITIES (3)										
EDUCATION/TRAINING	6,546.37	1.11	1.11	-	-	1.11	-	-	-	-
NEWSLETTERS	902.36	0.15	0.15	-	-	0.15	-	-	-	-
OFFICE MAINTENANCE	4,031.71	0.69	0.69	-	-	0.69	-	-	-	-
OFFICE SUPPLIES	985.37	0.17	0.17	-	-	0.17	-	-	-	-
POSTAGE	448.71	0.08	0.08	-	-	0.08	-	-	-	-
PROFESSIONAL ASSOCIATIONS (4)	5,135.00	0.87	0.87	-	-	0.87	-	-	-	-
PROFESSIONAL SERVICES Ex: audit fees	19,988.50	3.40	3.40	-	-	3.40	-	-	-	-
RENT	-	-	-	-	-	-	-	-	-	-
TELEPHONE/INTERNET/FAX	3,379.20	0.57	0.57	-	-	0.57	-	-	-	-
UNEMP / WORKERS COMP INS	1,168.00	0.20	0.20	-	-	0.20	-	-	-	-
UTILITIES	3,422.81	0.58	0.58	-	-	0.58	-	-	-	-
VEHICLE GAS/MAINTENANCE	2,272.79	0.39	0.39	-	-	0.39	-	-	-	-
Liability Insurance	6,265.00	1.07	1.07	-	-	1.07	-	-	-	-
LIST EXPENSE:		-	-	-	-	-	-	-	-	-
LIST EXPENSE:		-	-	-	-	-	-	-	-	-
TOTAL	54,545.82	\$ 53.50	\$ 47.01	\$ -	\$ -	\$ 41.07	\$ -	\$ -	\$ -	\$ -
ADMINISTRATION										
DOCUMENTED GEN ADMIN HRS		626.4				Administrative Hours for Technical Staff are Not Allowed in Administrative Overhead Calculation.				
ADMIN HOURS ALLOWED	626.4	626.4	0	0	0					
COST OF ADMIN	33,511.78	33,511.78	-	-	-					
TOTAL		\$ 59.88	\$ 53.39	\$ -	\$ -	\$ 47.45	\$ -	\$ -	\$ -	\$ -

1 Only the employer's portion of these expenses are allowed to be used in the billing rate calculation. Employee's portions are not allowed.

2 FICA, Medicare and PERA percentages may need to be adjusted based on the determined percentages for the previous or current year.

3 Costs that you are directly charging cannot also be included in any billing rate calculation.

4 Dues or fees paid to associations that are not relevant to conservation work are not allowable. Contributions are not allowable.

INSTRUCTIONS

A: Enter employees' names.

B: Enter the yearly hours based on FTE for each employee.

C: Enter the hourly rate from the employee's pay stub.

D: Enter the yearly insurance and other benefits paid by the employer.

E: Enter the actual number of hours taken in leave (sick, holiday, vacation) by each employee.

F: Enter the total yearly expenses for each of the items in the Facilities column.

G: Allowable Facilities expenses that do not fit into the existing categories may be added in here.

H: Enter the hours documented as general administration. These are hours from administrative staff supporting the overall operation of the organization.

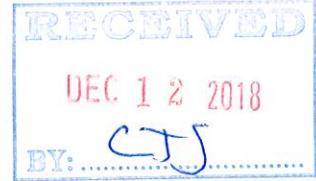
These are hours that cannot be associated with a grant.



MINNESOTA CAMPAIGN FINANCE BOARD

December 5, 2018

District Administrator
North Fork Crow River WD
1030 Front St
PO Box 40
Brooten, MN 56316



From: Campaign Finance and Public Disclosure Board

Subject: Requirement for public officials to annually recertify statement of economic interest

You are receiving this notice because you are the contact person for an agency that has members or employees who are public officials. All public officials must review their statements of economic interest annually, make any modifications necessary to reflect changes that occurred during the past calendar year, and recertify the statements as true and correct.

A public official must review and recertify his or her statement **even if he or she left the public official position during the year, or if nothing on it has changed**. Please be sure that the public officials leaving your agency at the end of the year are aware of the filing requirement. The annual recertification must be filed **after January 1, 2019, but no later than January 28, 2019**.

The Board is asking for your help in reminding your public officials of the need to certify their statements. A public official who does not file a recertification by the deadline will be subject to the imposition of late filing fees and a potential civil penalty.

Letters will be sent directly to all public officials in late December notifying them of the filing requirement and giving them the information necessary to file using the Board's online reporting system. A paper copy of the annual form is enclosed with this letter. Please make copies available to any of your agency's public officials who are not able to file online.

In addition, commissioners, supervisors, members, and managers who've been newly elected or appointed to their first terms must file original statements of economic interest within 60 days of taking office. Although the Board also will be in touch with these officials about filing electronically, copy of the original form is always available at this link:

cfb.mn.gov/reports/#!/public_officials_disclosures/

If you have questions about the reporting requirements in general, please contact Kevin Lochner at 651-539-1184, 800-657-3889 or kevin.lochner@state.mn.us.

Thank you in advance for your assistance.



CONNECTING & INNOVATING
SINCE 1913



December 12, 2018

Dear Member,

We are pleased to enclose a check for your share of the \$2.7 million dividend the League of Minnesota Cities Insurance Trust (the Trust) is returning to members of the property/casualty program for 2018. Also included is a summary of the data used to calculate your specific city's dividend and your dividend history. Your insurance agent will receive a copy of this information, and we encourage you to share it with your city council or other governing body.

This year's dividend was primarily determined based on all Trust members' recent claim experience. During 2017 and 2018, property claims were higher than anticipated, largely because of a few large fire losses and several weather-related events. The Trust sets premium levels to prepare for years in which claims exceed projections, as happened in 2018, and then returns unneeded funds to our members. This year, we evaluated loss patterns and determined a \$2.7 million dividend could be returned to members while maintaining appropriate rate stability going forward.

The formula for calculating dividends is designed to return proportionally larger amounts to members that have been with LMCIT longer and that have been most successful in avoiding and controlling losses. Your share was determined based on your gross earned premiums and total adjusted losses for the past 20 years, as shown on the enclosed graphs and charts. As you review it, keep these definitions in mind:

- *Gross Earned Premium:* This is your total of all earned premiums for the past 20 years as of May 31.
- *Adjusted Loss:* This is your claim costs for the past 20 years, minus applicable deductibles, and after capping each individual large claim. Individual claims are capped at the lesser of \$200,000 or 200 percent of your annual premium for the year of the loss to mitigate the impact of a catastrophic claim.

The goal of the Trust is to manage *risk* – in other words, uncertainty. Because it is impossible to know precisely what claims will occur or how much they will cost, it's impossible to guarantee a dividend in any given year, and the amounts will vary in years when they are paid. That's why the efforts you've made to avoid losses are so important to you and all the members of the Trust.

We remain committed to working with you to minimize claims, keep premium rates stable, and return unneeded funds to members when possible. Since 1987, we have returned nearly \$330 million to members in dividends.

Thank you for your continued participation in the Trust. Feel free to contact Laura Honeck, Trust Operations Manager, at lhoneck@lmc.org or 651-281-1280 if you have any questions or need additional information.

Sincerely,

Your Board of Trustees

Jake Benson, Councilmember, Proctor

Dave Callister, Manager, Plymouth

Clint Gridley, Administrator, Woodbury

D. Love, Councilmember, Centerville

Dave Unmacht, Executive Director, League of Minnesota Cities

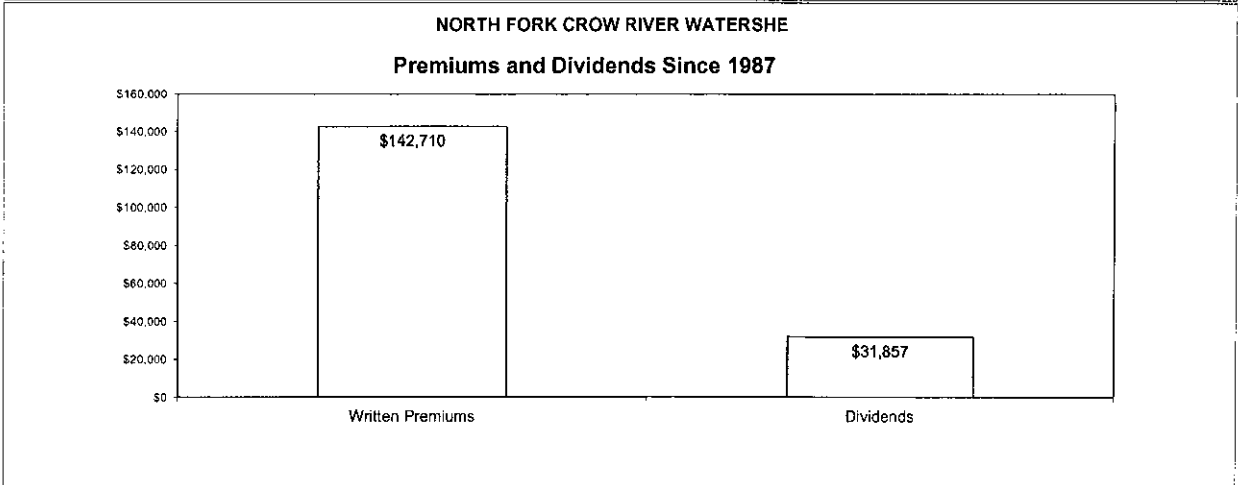
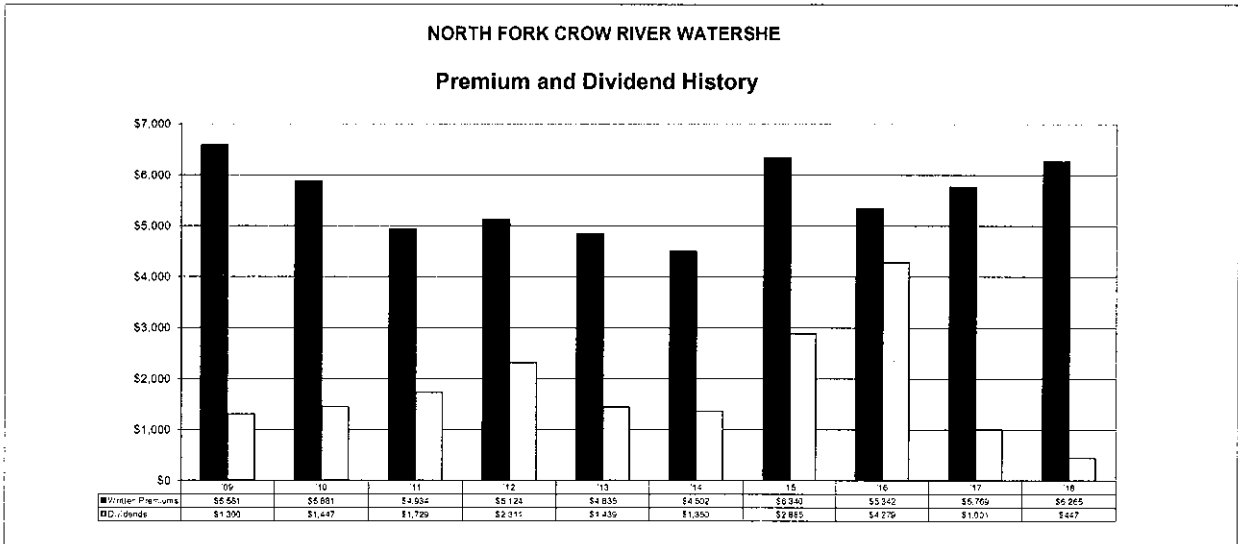
Alison Zelms, Deputy City Manager, Mankato

**LEAGUE OF MINNESOTA CITIES INSURANCE TRUST
PROPERTY/CASUALTY
2018 DIVIDEND CALCULATION
AT MAY 31, 2018**

Central Minnesota Insurance Agency LLC
113 W James St
Paynesville MN 56362-1216

North Fork Crow River Watershed
1030 Front Street PO Box 40
Brooten, MN 56316-0040

GROSS EARNED PREMIUM \$108,665
ADJUSTED LOSSES \$0
MEMBERS DIVIDEND PERCENTAGE 0.00016545419
DIVIDEND AMOUNT \$447



The league earned premium figure is the member's total earned premium for 2018 (May 31, 2018) for the year 2018. This is the premium figure to be used in the dividend calculation.
The 2018 dividend amount figure is the member's total dividend for the member's microrecords covered for the year 2018 (May 31, 2018) from all member's independent annual 2018 dividend payments plus carried over May 31, 2018.



LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.
- The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____

League of Minnesota Cities Insurance Trust
Group Self-Insured Workers' Compensation Plan
145 University Avenue West St. Paul, MN 55103-2044 Phone (651) 215-4173

Notice of Premium Options for Standard Premiums of Less than \$25,000

NORTH FORK CROW RIVER WATERSHED DISTRICT
 PO BOX 40
 BROOTEN, MN 56316-0040

Agreement No.: WC 1001632_Q-3
 Agreement Period:
 From: 02/16/2019
 To: 02/16/2020

Enclosed is a quotation for workers' compensation deposit premium. **Note: Renewal Coverage will be bound as per the expiring coverage arrangement, including coverage for elected and appointed officials, with the premium indicated on the quote, unless the member or agent sends a written request not to bind renewal coverage.**

<u>PAYROLL DESCRIPTION</u>	<u>CODE</u>	<u>RATE</u>	<u>ESTIMATED PAYROLL</u>	<u>DEPOSIT PREMIUM</u>
----------------------------	-------------	-------------	--------------------------	------------------------

SEE ATTACHED SCHEDULE FOR DETAILS

	Manual Premium		1,494
Credit		0.90	-149
	Standard Premium		1,345
	Deductible Credit	0.00%	0
	Premium Discount		0
	Net Deposit Premium		1,345

Agent:
 00663 Central Minnesota Insurance Agency LLC
 Po Box 206
 Paynesville, MN 56362-0206

Notice of Premium Options for Standard Premiums of Less than \$25,000 (Con't)

OPTIONS

Please indicate below the premium option you wish to select. You may choose only one option and you cannot change options during the agreement period.

NET DEPOSIT PREMIUM

1. **Regular Premium Option**

1,345

2. **Deductible Premium Option**

Deductible options are available in return for a premium credit applied to your estimated standard Premium of \$ 1,345. The deductible will apply per occurrence to paid medical costs only. There is no aggregate limit.

	<u>Deductible per Occurrence</u>	<u>Premium Credit</u>	<u>Credit Amount</u>	<u>Net Deposit Premium</u>
<input type="checkbox"/>	\$250	1.00%	-13	1,332
<input type="checkbox"/>	\$500	1.70%	-23	1,322
<input type="checkbox"/>	\$1,000	2.90%	-39	1,306
<input type="checkbox"/>	\$2,500	5.00%	-67	1,278
<input type="checkbox"/>	\$5,000	7.50%	-101	1,244
<input type="checkbox"/>	\$10,000	10.50%	-141	1,204
<input type="checkbox"/>	\$25,000	17.00%	-229	1,116
<input type="checkbox"/>	\$50,000	22.50%	-303	1,042

This quotation is for a deposit premium based on your estimate of payroll and selected options. Your final actual premium will be computed after an audit of payroll subsequent to the close of your agreement year and will be subject to revisions in rates, payrolls and experience modification. While you are a member of the LMCIT Workers' Compensation Plan, you will be eligible to participate in dividend distributions from the Trust based upon claims experience and earnings of the Trust.

If you desire the coverage offered above, please return this signed document for the option you have selected.

This quotation should be signed by an authorized representative of the city requesting coverage.

Signature
Title
Date

**Notice of Premium Options for Standard Premiums of Less than \$25,000
(Con't)**

CONTINUATION SCHEDULE FOR QUOTATION PAGE

<u>REMUNERATION</u>	<u>RATE</u>	<u>CODE</u>	<u>DESCRIPTION</u>	<u>EST. PREM</u>
1,000	9.14	5506	GENERAL MAINTENANCE	91
62,500	0.72	8810	CLERICAL OFFICE EMPLOYEES NOC	450
600	5.54	9102	PARKS	33
134,000	0.62	9410	MUNICIPAL EMPLOYEES	831
18,200	0.49	9411	ELECTED OR APPOINTED OFFICIALS	89
Manual Premium				1,494

DRAINAGE & WATER CONFERENCE

FEBRUARY 14, 2019 ■ ST. CLOUD RIVER'S EDGE CONVENTION CENTER

SCHEDULE February 14, 2019

ST. CLOUD RIVER'S EDGE CONVENTION CENTER

8:15 - 9:00 AM	Registration & Continental Breakfast
9:00 - 10:00 AM	Redetermination of Benefits & Technology
10:15 - 11:15 AM	Funding Multi-purpose Drainage Management Features
11:15 - 12:00 PM	Re-establishment of Drainage System Records
12:00 - 1:00 PM	Lunch
1:00 - 1:50 PM	DNR Repair Guidance
2:00 - 3:00 PM	Case Law & Legislative Updates
3:00 - 4:00 PM	Drainage System Inspections

WHAT IS THE FOCUS?

Preserving drainage infrastructure is essential to sustain our agricultural economy and support modern advances in efficient farming practices. This objective, however, is shaped and influenced by important issues related to the impacts of altered hydrology and policies that seek balance between the need for effective water management practices and ecological, land use, and conservation policies. This year's conference focuses on practical and innovative strategies that utilize current technology within drainage law to address these emerging challenges to successful drainage system management.



Register at RinkeNoonan.com

WHERE TO STAY

This seminar is being submitted for CLE credits.

Discounted Hotel Pricing Available at:

Courtyard by Marriott - 320.654.1661

Questions? Contact Trish Hendrickson, thendrickson@rinkenoonan.com

SPEAKERS



John Kolb, Partner: Rinke Noonan Law Firm

John's practice includes the areas of water, environment and natural resources, agriculture, land use and municipal law. John is a frequent speaker on issues related to storm water and waste water management, establishment of flood control, storm water and agricultural drainage projects.



Loren Engelby, Kandiyohi County Drainage Manager

Loren currently manages 101 ditch systems which includes nearly 900 miles of public ditching and tiles. A graduate of Mankato State University he has installed numerous blind inlets, stream barbs, rock check dams and a bio reactor on the public drainage systems. Loren is also responsible for developing the annual ditch system levy.



Kale Van Bruggen, Partner: Rinke Noonan Law Firm

Kale practices in agriculture and environmental law with a focus on issues related to water management. Kale frequently represents clients on issues related to local, state and federal wetland regulation, public drainage, USDA program appeals, drainage and riparian property rights.



Bryan Murphy, CEO at H2Over Viewers

Bryan has designed and installed over 7 million feet of sub-surface drainage tile in North Dakota, Minnesota, Iowa and Texas. A former drainage contractor he has experience in GIS LIDAR drainage mapping and can often be found teaching classes in LIDAR theory and implementation.



Kurt Deter, Partner: Rinke Noonan Law Firm

Kurt can often be found on the speaking throughout the State of Minnesota on water related issues. His practice focuses on water, drainage, environmental law with extensive experience in regulatory compliance on state and federal wetland issues. Kurt represents many Counties, Watershed Districts and Other Local Government Entities.



Joe Lewis, Principal/Project Manager: Houston Engineering

Joe is a professional engineer experienced in public drainage. He leads projects to develop engineer's reports for repairs and improvements; multi-purpose drainage plans; reestablish records; regulatory coordination; and construction management.



Jon Roeschlein, Ditch & Permit Coordinator: Sauk River WD

Joe works with the Sauk River Watershed District which extends from the Mississippi River near St. Cloud into the eastern portions of Douglas County to within 3 miles of Alexandria. Joe brings a wide variety of experience with him.

Additional information on topics and speakers can be found at www.rinkenoonan.com

REGISTRATION FORM

Seminar fee is \$95 for each participant attending and includes continental breakfast, lunch, afternoon snack, and materials.
Register at RinkeNoonan.com
 or complete and send in the form below:

ATTENDEE NAMES _____

BUSINESS/ORGANIZATION _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____

EMAIL(S) _____

NO. OF ATTENDEES _____ x \$95 = TOTAL _____

Registration deadline is February 6, 2019
 Send this form along with your check made payable to:
Rinke Noonan Law Firm
 P.O. Box 1497
 St. Cloud, MN 56302-1497

MINNESOTA VIEWERS ASSOCIATION

402 VALLEY VIEW DRIVE
Phone 507-627-1150

REDWOOD FALLS, MINNESOTA 56283
email viewer@mchsi.com

NOTICE OF JANUARY SEMINAR



The Minnesota Viewers Association's will be holding it's first seminar of 2019 on **Thursday, January 17, 2019 at 10:00 a.m. at the Jackpot Junction Hotel and Convention Center, Morton, Minnesota.**

The seminar will be a presentation and discussion on the analysis and development of benefit values through the use of farm sales and the sales comparison approach to market value.

This will be the first Minnesota Viewers Association Seminar of the 5 for those that are looking for accreditation for the 2019 year.

The registration fee of \$25.00 for the seminar includes morning coffee, noon lunch and seminar materials. 2019 membership fees are \$25.00 for individual membership, or \$200.00 for Associate membership. For accreditation individuals must be paid members and attend a minimum of 2 seminars annually.

Hope you can attend.

Ron Ringquist
Secretary/ Treasurer

Board Meeting will be at 9:45 prior to the regular seminar.

Memo

DATE: January 9, 2019
TO: Watershed District Administrators
FROM: Emily Javens, Executive Director
CC: MAWD President Ruth Schaefer and Treasurer Sherry Davis White
MAWD Accountant Angie Fischer Obremski

RE: 2019 ANNUAL DUES STATEMENT

Please find attached the 2019 MAWD Membership Dues Worksheet that shows the amounts each watershed organization will pay to be members of MAWD this year. The dues formula remained the same from last year, but your dues amount may have gone up or down based on the updated taxable market values for your watershed. The current dues payment is equal to 0.5% of each watershed district's maximum general levy as defined in statute (before applying the \$250,000 levy limit), not to exceed \$7,500. (Note: more information on the general levy calculation is attached from the MN Board of Water and Soil Resources.)

After voting in December to allow watershed management organizations (WMOs) as full voting members of MAWD, the MAWD Board of Directors set their dues at \$500 this year. Dues for WMOs will be formula driven next year.

2019 WD Dues = 2017 Taxable Market Value x 0.00048 x 0.005, not to exceed \$7,500
2019 WMO Dues = \$500

Please remit payment by February 28, 2018 to the MAWD Accountant:

MN Association of Watershed Districts
c/o Obremski Ltd.
1005 Mainstreet (yes, it is one word)
Hopkins, MN 55343

Please contact me if you have any questions at exec.mawd@gmail.com or (612) 790-0700.

Attachments: 2019 MAWD Dues Worksheet
BWSR Memo dated July 17, 2018 re: 2018 Taxable Market Values

Thank you for your support!

2019 MAWD Membership Dues Worksheet				Dues Calculation		PAY THIS AMOUNT
ID	Watershed District Name	Taxes Payable	(TMV x .00048)	Max Levy	(\$7,500 Max)	
		2018 Total Market Value	Max Levy	x 0.005		
001	BEAR VALLEY WATERSHED	205,879,400	98,822	494	494	
003	BELLE CREEK WATERSHED	383,815,100	184,231	921	921	
031	BOIS DE SIOUX WATERSHED	4,479,973,132	2,150,387	10,752	7,500	
069	BROWNS CREEK WATERSHED	1,783,049,000	855,864	4,279	4,279	
005	BUFFALO CREEK WATERSHED	2,303,417,038	1,105,640	5,528	5,528	
007	BUFFALO-RED RIVER WTRSHED	8,371,757,685	4,018,444	20,092	7,500	
070	CAPITOL REGION WATERSHED	20,305,213,400	9,746,502	48,733	7,500	
010	CARNELIAN-MARINE WTRSHED	1,552,710,400	745,301	3,727	3,727	
002	CEDAR RIVER WATERSHED	2,654,226,549	1,274,029	6,370	6,370	
009	CLEARWATER RIVER WTRSHED	1,428,957,406	685,900	3,429	3,429	
071	COMFORT LAKE WATERSHED	1,826,385,900	876,665	4,383	4,383	
013	COON CREEK WATERSHED DIST	14,147,729,777	6,790,910	33,955	7,500	
015	CORMORANT WATERSHED	525,855,500	252,411	1,262	1,262	
016	CROOKED CREEK WATERSHED	321,364,898	154,255	771	771	
024	HERON LAKE WATERSHED DIST	2,471,229,919	1,186,190	5,931	5,931	
018	HIGH ISLAND WATERSHED	1,136,122,307	545,339	2,727	2,727	
020	JOE RIVER WATERSHED DIST	229,009,500	109,925	550	550	
021	KANARANZI-LITTLE ROCK WS	1,643,928,603	789,086	3,945	3,945	
022	LAC QUI PARLE-YELLOW BANK	2,818,355,002	1,352,810	6,764	6,764	
060	LOWER MN RIVER WATERSHED	8,691,731,516	4,172,031	20,860	7,500	
074	MIDDLE FORK-CROW RIVER WS	1,689,203,482	810,818	4,054	4,054	
026	MIDDLE SNAKE TAMARAK RVR WS	2,638,273,514	1,266,371	6,332	6,332	
062	MINNEHAHA CREEK WATERSHED	49,900,464,943	23,952,223	119,761	7,500	
058	NINE MILE CREEK WATERSHED	19,421,163,421	9,322,158	46,611	7,500	
008	NO FORK-CROW RIVER WTRSHD	1,306,117,464	626,936	3,135	3,135	
028	OKABENA-OCHEDEA WATERSHED	878,569,427	421,713	2,109	2,109	
030	PELICAN WATERSHED	1,989,247,300	954,839	4,774	4,774	
032	PRIOR LAKE-SPRING LAKE WS	3,800,171,600	1,824,082	9,120	7,500	
034	RAMSEY-WASHINGTON METRO	14,692,832,300	7,052,560	35,263	7,500	
036	RED LAKE WATERSHED DIST	7,919,650,215	3,801,432	19,007	7,500	
038	RICE CREEK WATERSHED DIST	20,505,004,449	9,842,402	49,212	7,500	
064	RILEY-PURGATORY WATERSHED	13,683,090,433	6,567,883	32,839	7,500	
040	ROSEAU RIVER WATERSHED	698,528,751	335,294	1,676	1,676	
042	SANDHILL WATERSHED DIST	1,087,217,418	521,864	2,609	2,609	
043	SAUK RIVER WATERSHED	7,682,580,435	3,687,639	18,438	7,500	
073	SHELL ROCK WATERSHED	1,846,691,699	886,412	4,432	4,432	
014	SOUTH WASHINGTON WATERSHD	11,312,745,700	5,430,118	27,151	7,500	
044	STOCKTON-ROLLINGSTONE WS	467,658,294	224,476	1,122	1,122	
048	TURTLE CREEK WATERSHED	1,088,618,600	522,537	2,613	2,613	
050	TWO RIVERS WATERSHED DIST	1,504,573,019	722,195	3,611	3,611	
052	UPPER MN RIVER WATERSHED	1,248,266,423	599,168	2,996	2,996	
054	VALLEY BRANCH WATERSHED	4,263,270,101	2,046,370	10,232	7,500	
056	WARROAD WATERSHED DIST	318,284,300	152,776	764	764	
066	WILD RICE WATERSHED DIST	3,505,569,799	1,682,674	8,413	7,500	
068	YELLOW MEDICINE RIVER	2,457,041,279	1,179,380	5,897	5,897	
	TOTALS	253,185,546,398	121,529,062	607,645	217,206	
	WATERSHED MANAGEMENT ORGANIZATIONS				500	

Memo

Date: July 17, 2018

To: Watershed District Administrators and Managers

From: Annie Felix-Gerth, Water Programs Coordinator

Cc: Emily Javens, MAWD

Rob Sip, RRWMB

BWSR: John Jaschke, Angie Becker Kudelka, Doug Thomas, Dave Weirens, Jeremy Olson,
Regional Managers and Board Conservationists

RE: 2018 Taxable Market Values

Please find attached a table containing the recently released total real and personal taxable market values (TMV) for 2018 from the Minnesota Department of Revenue. The 2018 abstract of tax list was used as the basis for calculating the table.

In order to determine the annual maximum General Fund levy for a watershed district, the TMV listed in the table must be multiplied by 0.048 percent (0.00048) and then compared to the maximum General Fund levy limit of \$250,000. Use whichever value is less. See Minn. Stat. § 103D.905, Subd. 3 for reference.

Please contact me if you have any questions,

Annie Felix-Gerth

Annie.Felix-gerth@state.mn.us | 651-238-0677

Attachment: Taxes Payable 2018 Taxable Market Values For Watersheds in Minnesota

TAXES PAYABLE 2018 TAXABLE MARKET VALUES FOR WATERSHEDS IN MINNESOTA*SOURCE: 2018 PRISM SUBMISSION #3 - FINAL ASSESSMENT AND TAXATION, MN Dept. of Revenue*

WATERSHED CODE	WATERSHED NAME	TOTAL TMV
001	BEAR VALLEY WATERSHED	205,879,400
002	CEDAR RIVER WATERSHED	2,654,226,549
003	BELLE CREEK WATERSHED	383,815,100
005	BUFFALO CREEK WATERSHED	2,303,417,038
007	BUFFALO-RED RIVER WTRSHED	8,371,757,685
008	NO FORK-CROW RIVER WTRSHD	1,306,117,464
009	CLEARWATER RIVER WTRSHED	1,428,957,406
010	CARNELIAN-MARINE WTRSHED	1,552,710,400
013	COON CREEK WATERSHED DIST	14,147,729,777
014	SOUTH WASHINGTON WATERSHD	11,312,745,700
015	CORMORANT WATERSHED	525,855,500
016	CROOKED CREEK WATERSHED	321,364,898
018	HIGH ISLAND WATERSHED	1,136,122,307
020	JOE RIVER WATERSHED DIST	229,009,500
021	KANARANZI-LITTLE ROCK WS	1,643,928,603
022	LAC QUI PARLE-YELLOW BANK	2,818,366,002
024	HERON LAKE WATERSHED DIST	2,471,229,919
026	MIDDLE RVR-SNAKE RVR WS	2,638,273,514
028	OKABENA-OCHEDEA WATERSHED	878,569,427
030	PELICAN WATERSHED	1,989,247,300
031	BOIS DE SIOUX WATERSHED	4,479,973,132
032	PRIOR LAKE-SPRING LAKE WS	3,800,171,600
034	RAMSEY-WASHINGTON METRO	14,692,832,300
036	RED LAKE WATERSHED DIST	7,919,650,215
038	RICE CREEK WATERSHED DIST	20,505,004,449
040	ROSEAU RIVER WATERSHED	698,528,751
042	SANDHILL WATERSHED DIST	1,087,217,418
043	SAUK RIVER WATERSHED	7,682,580,435
044	STOCKTON-ROLLINGSTONE WS	467,658,294
048	TURTLE CREEK WATERSHED	1,088,618,600
050	TWO RIVERS WATERSHED DIST	1,504,573,019
052	UPPER MN RIVER WATERSHED	1,248,266,423
054	VALLEY BRANCH WATERSHED	4,263,270,101
056	WARROAD WATERSHED DIST	318,284,300
058	NINE MILE CREEK WATERSHED	19,421,163,421
060	LOWER MN RIVER WATERSHED	8,691,731,516
062	MINNEHAHA CREEK WATERSHED	49,900,464,943
064	RILEY-PURGATORY WATERSHED	13,683,090,433
066	WILD RICE WATERSHED DIST	3,505,569,799
068	YELLOW MEDICINE RIVER	2,457,041,279
069	BROWNS CREEK WATERSHD DST	1,783,049,000
070	CAPITOL REGION WATERSHED	20,305,213,400
071	COMFORT LAKE WATERSHED	1,826,385,900
073	SHELL ROCK WATERSHED	1,846,691,699
074	MIDDLE FORK-CROW RIVER WS	1,689,203,482



Minnesota Association of Watershed Districts
www.mnwatershed.org | mnwatershed@gmail.com

Event Registration Form
Legislative Reception & Day at the Capitol
February 20 – 21, 2019
The DoubleTree Hotel, 411 Minnesota Street, Saint Paul, MN 55101

Please fill out the information below and mail or email back a copy.
(One form per person please - make copies as needed).

Name: _____

Organization: _____

Title: _____

Address: _____

City, Zip Code: _____

Phone: _____

Email: _____

Registration Rate: \$100 per person, \$125 after Feb 13th

*Envelopes postmarked after Feb 13th will be charged \$125 per person.

Make checks payable to: Minnesota Association of Watershed Districts (MAWD)

Mail checks to:

Maddy Bohn

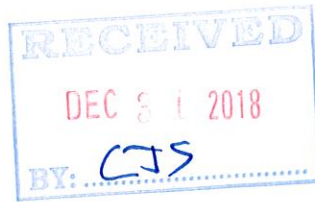
Attn: MAWD

1273 Arkwright Street

St. Paul, MN 55130

Please fill out the authorization form if you prefer to pay with a credit card.

Questions: Maddy Bohn at 651-900-3285 or email mnwatershed@gmail.com



Esri Inc
380 New York Street
Redlands CA 92373

Subject: Renewal Quotation

Date: 12/31/2018
To: Josh Reed
Organization: North Fork Crow River Watershed District
Fax #: **Phone #:** 320-346-2869

From: Pete Bennett
Fax #: 909-307-3083 **Phone #:** 888-377-4575 Ext. 2063
Email: pbennett@esri.com

Number of pages transmitted
(including this cover sheet): 4

Quotation #25882341
Document Date: 12/31/2018

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level
<http://www.esri.com/apps/products/maintenance/qualifying.cfm>

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit
<http://www.esri.com/legal/licensing/software-license.html>

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.



esri[®] 380 New York Street
 Redlands, CA 92373
 Phone: 888-377-4575/2063
 Fax #: 909-307-3083

Quotation

Date: 12/31/2018

Quotation Number: 25882341

Contract Number: 2014MPA1154

Send Purchase Orders To:

Environmental Systems Research Institute, Inc.
 380 New York Street
 Redlands, CA 92373-8100
 Attn: Pete Bennett

Please include the following remittance address on your Purchase Order:

Environmental Systems Research Institute, Inc.
 P.O. Box 741076
 Los Angeles, CA 90074-1076

North Fork Crow River Watershed
 District
 P.O. Box 40
 Brooten MN 56316-0040
 Attn: Josh Reed

Customer Number: 195129

For questions regarding this document, please contact Customer Service at 888-377-4575.

Item	Qty	Material#	Unit Price	Extended Price
10	1	122187 ArcGIS Spatial Analyst for Desktop Single Use Primary Maintenance Start Date: 04/01/2019 End Date: 03/31/2020	500.00	500.00
1010	1	87192 ArcGIS Desktop Basic Single Use Primary Maintenance Start Date: 04/01/2019 End Date: 03/31/2020	400.00	400.00
2010	1	87193 ArcGIS Desktop Basic Single Use Secondary Maintenance Start Date: 04/01/2019 End Date: 03/31/2020	300.00	300.00
			Item Subtotal	1,200.00
			Estimated Tax	0.00
			Total	USD 1,200.00

DUNS/CEC: 06-313-4175 CAGE: 0AMS3

Quotation is valid for 90 days from document date.

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

Issued By: Pete Bennett **Ext:** 2063

[CSBATCHDOM]

To expedite your order, please reference your customer number and this quotation number on your purchase order.



esri[®]

380 New York Street
Redlands, CA 92373
Phone: 888-377-45752063
Fax #: 909-307-3083

Quotation

Page 2

Date: 12/31/2018

Quotation Number: 25882341

Contract Number: 2014MPA1154

Item Qty Material#

Unit Price

Extended Price

IF YOU WOULD LIKE TO RECEIVE AN INVOICE FOR THIS MAINTENANCE QUOTE YOU MAY DO ONE OF THE FOLLOWING:

- RESPOND TO THIS EMAIL WITH YOUR AUTHORIZATION TO INVOICE
- SIGN BELOW AND FAX TO 909-307-3083
- FAX OR EMAIL YOUR PURCHASE ORDER TO 909-307-3083/Service@esri.com

REQUESTS VIA EMAIL OR SIGNED QUOTE INDICATE THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION AND THAT YOUR ORGANIZATION DOES NOT REQUIRE A PURCHASE ORDER.

If there are any changes required to your quotation please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <http://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <http://www.esri.com/en-us/legal/terms/state-supplemental> apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.

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Quotation

Page 3

Date: 12/31/2018 **Quotation No:** 25882341 **Customer No:** 195129 **Contract No:** 2014MPA1154

Item	Qty	Material#	Unit Price	Extended Price
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In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

By signing below, you are authorizing Esri to issue a software support invoice in the amount of USD _____ plus sales tax, if applicable.

Please check one of the following:

I agree to pay any applicable sales tax.

I am tax exempt. Please contact me if Esri does not have my current exempt information on file.

Signature of Authorized Representative

Date

Name (Please Print)

Title

[CSBATCHDOM]

DELEGATION AGREEMENT
Aquatic Invasive Species (AIS) Prevention
Inspection of Water-related Equipment

This agreement is made by and between the Department of Natural Resources (referred to as DNR), an administrative agency of the State of Minnesota and

(referred to as Governmental Unit), a local government unit (individually referred to generally as a Party or together as Parties). This agreement is entered into under authority granted to DNR pursuant to Minnesota Statutes section 84D.105.

WHEREAS AQUATIC INVASIVE SPECIES (AIS) are nonnative species that cause or may cause economic or environmental harm or harm to human health or threatens or may threaten natural resources or the use of natural resources in the state;

WHEREAS DNR has been authorized and charged with responsibility by the state legislature to establish a statewide program to prevent and manage the spread of AIS in coordination with other governmental entities; DNR has in its employ conservation officers trained and authorized to enforce the state invasive species laws; and DNR has developed AIS inspection protocols;

WHEREAS pursuant to Minnesota Statutes section 84D.105, Subdivision 2(a), Governmental Unit is a Tribal or local government that agrees to assume legal, financial, and administrative responsibilities for inspection programs on some or all public waters within their jurisdiction; and

WHEREAS DNR and Governmental Unit are committed to the following three core principles:

- Coordination of their authority and resources to develop a reasonable and effective water-related equipment inspection requirement to stop the spread of AIS in the state and prevent the introduction of new AIS;
- a collaborative, cooperative approach to AIS management and prevention;
- ensuring continued access to public waters.

NOW, THEREFORE it is mutually agreed by and between the Parties as follows:

1. PURPOSE. The purpose of this agreement is to enhance Minnesota's capacity to prevent the spread of AIS by enabling local governmental entities to perform AIS inspections and manage access to water resources in keeping with the three principles stated above.

2. TASKS AND RESPONSIBILITIES.

A. DNR or its delegee will provide training of individuals employed by Governmental Unit and/or individuals working for contractors to Governmental Unit as inspectors and, upon successful completion of training and testing requirements, the DNR will certify individuals as authorized inspectors in accordance with Minnesota Statutes section 84D.105, subd. 2(a). DNR will assume all obligation for training to the extent set forth in Minnesota Statutes section 84D.105.

- B. When requested by a law enforcement agency, DNR Enforcement will provide AIS training to licensed peace officers
- C. Governmental Unit will work with their local city and county law enforcement to ensure that local licensed peace officers are available to support Governmental Unit inspectors. Governmental Unit inspectors shall utilize local city and county law enforcement agencies as their primary law enforcement support when inspection stations are operated. DNR Conservation Officers may assist with support if a local agency officer is unavailable and there is an egregious violation.
- D. Governmental Unit will design and implement an AIS inspection program, detailed in a Watercraft Inspection Program Plan, which must be approved by DNR, on some or all public waters within their jurisdiction utilizing existing authorities and the authority granted to inspectors under Minnesota Statutes sections 84D.105, subd. 2(b) and 84D.10, subd. 3(a), clauses 1, 3, and 4 (the Program). The program must comply with all requirements in Minnesota Statutes section 84D.105 and in DNR Watercraft Inspection Program procedures and manuals.
- E. Governmental Unit will designate individuals employed by the Governmental Unit and/or individuals working for contractors to Governmental Unit to serve as inspectors for the Program and ensure that these individuals complete the required training and certification in paragraph 2A of this agreement prior to performing inspections. Governmental Unit will help coordinate training of licensed peace officers as provided under paragraph 2B of this agreement.
- F. Governmental Unit will provide one or more inspection stations established under the Program with trained and certified inspectors, who will exercise inspection authorities in accordance with current DNR procedures and manuals. General inspection procedures include:
- i. Visually and tactilely inspecting water-related equipment to determine whether aquatic invasive species, aquatic macrophytes, or water is present;
 - ii. Instructing persons on how to comply with AIS laws by removing AIS, draining, decontaminating, or treating AIS and water-related equipment to prevent the transportation and spread of aquatic invasive species, aquatic macrophytes, and water;
 - iii. Issuing verbal orders to prohibit placing water-related equipment, that has AIS attached or water that has not been drained, into waters of the state;
 - iv. With owner's consent, assisting with the removal of AIS and decontamination of water-related equipment; and
 - v. Contacting local law enforcement or Conservation Officers if a person transporting watercraft or water-related equipment refuses to take corrective actions to remove AIS or fails to comply with requirements to drain water prior to leaving the water access.
- G. Governmental Unit will support education and outreach projects and programs designed to increase public awareness and knowledge of the risks AIS pose to water resources and public capacity to contribute to the effort to prevent and manage the spread of AIS.
- H. Governmental Unit assumes legal, financial, and administrative responsibilities for their staff and/or individuals working for contractors and the actions of their staff/contractors and will bear costs incurred in completing the tasks and responsibilities herein, except that DNR will provide, at its sole expense, staff and/or contracted professionals to coordinate and conduct the training described herein.
- I. Governmental Unit and DNR will regularly meet or consult with each other to collaboratively develop the above-described elements of Governmental Unit AIS Program and potential models that could be used by other local government entities to help prevent the spread of AIS, guided by the three core principles stated above.

J. Governmental Unit must submit an End-of-Season Watercraft Inspection Report to the DNR summarizing the results and issues related to implementing the inspection program.

3. LIABILITY. Each Party to this agreement shall be liable for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party, its agents, volunteers or employees. It is understood and agreed that liability and damages arising from the Parties' acts and omissions are governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes Chapter 466, the Minnesota Tort Claims Act, Minnesota Statutes section 3.736, and other applicable laws.

4. TERM AND TERMINATION. The agreement becomes effective on the date of final signature. This agreement expires on December 31; . The agreement may be terminated with or without cause by 30-day written notice to the other Party.

5. ENTIRE AGREEMENT. This agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between DNR and Governmental Unit, and contains the entire agreement with regard to the subject matter herein.

6. AMENDMENTS. This agreement may be amended only by the mutual consent of the Parties in writing, signed by each of the Parties.

7. NOTICE. Any written communication required under this agreement will be addressed to the other Party as follows, except that any Party may change its representative and/or address for notice by so notifying the other Party in writing:

To DNR:

Watercraft Inspection Program Coordinator
Minnesota Department of Natural Resources
500 Lafayette Road, Box 25
St. Paul MN 55155-4025

To Governmental Unit:

Name/Title:

Governmental Unit:

Address:

Address:

8. GOVERNING LAW AND VENUE. This agreement will be governed by and interpreted in accordance with the laws of the State of Minnesota. Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

9. WAIVERS. The waiver by DNR or Governmental Unit of any breach or failure to comply with any provision of this agreement by the other Party will not be construed as nor will it constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this agreement.

10. STATE AUDITS. Under Minnesota Statutes section 16C.05, subd. 5, Governmental Unit books, records, documents, and accounting procedures and practices relevant to this agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this agreement.

11. GOVERNMENT DATA PRACTICES. Governmental Unit and DNR must comply with the Minnesota Government Data Practices Act, Minnesota Statute Chapter 13, as it applies to all data provided by DNR under this agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Governmental Unit under this agreement. The civil remedies of Minnesota Statute section 13.08 apply to the release of the data referred to in this clause by either Governmental Unit or DNR.

If Governmental Unit receives a request to release the data referred to in this Clause, Governmental Unit must immediately notify the DNR's Data Practices Compliance Official. The Governmental Unit's response to the request shall comply with applicable law.

The state complies with Minnesota Government Data Practices Act regarding the released of any data created, collected, received, stored, used, maintained, or disseminated by the respective party under this agreement. The state and the Governmental Unit shall let each other know when a data request has been received.

IN WITNESS WHEREOF, intending to be legally bound, the Parties hereto execute and deliver this agreement.

DEPARTMENT OF NATURAL RESOURCES

By: _____

Title: Director, Division of Ecological and Water Resources

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____

Title: _____

Date: _____

GOVERNMENTAL UNIT:

By: _____

Title: _____

Date: _____

December 18, 2018

Dear Earth Day Supporter:

Our local Earth Day event got its start over 15 years ago at Prairie Woods Environmental Learning Center. Each April the community gathers for a day of fun, learning and a free breakfast. Past topics for the event have included conservation, the ethanol industry, soil health, and Minnesota's natural history. In recent years, the event has been focusing on teaching people about watersheds and water quality issues.

The Earth Day celebration has grown each year, with up to an estimated 1,000 people attending. The event is a fantastic opportunity for local organizations and vendors to network with the public as they wander the display area and take in the keynote speaker. We find that often people come to the event with an interest in just one area of conservation or green living and leave with knowledge about several ways they can help our environment. There are activities for all ages, including a special area for kids.

For Earth Day 2019, we are requesting your support to help fund our Earth Day event. Expenses for the event include advertising, speaker fees, apparel for volunteers and committee members, so that they are more accessible to the public and supplies for the free breakfast. **We are suggesting that each sponsoring organization contribute \$400.00 to the event this year. Checks should be made to Prairie Woods Environmental Learning Center with Earth Day in the memo.** Please consider this request, and we'll see you at Earth Day on April 13th from 8am – 1pm at Prairie Woods ELC!

Sincerely,
Earth Day at PWELC Finance Committee