

Regular Meeting – Agenda

September 9, 2019

Located at: 1030 Front Street at 7:00 p.m.

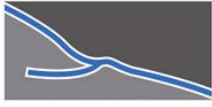
Agenda Codes: BA-Board Action Required, D-Discussion Item

<u>Time</u>		<u>Packet Page</u>	<u>BA / D</u>
7:00	1. Call to Order – Chairperson Brauchler		
	2. Review & Approve Agenda – President Brauchler <i>Additional items or correction to be added to the agenda for action or information.</i>		BA
	3. Consent Agenda Items (All items approved by one motion) <u>Treasurer’s Report and Bills to September 9, 2019.</u>		BA
	a. Check Register - 106 Bonanza Checking Acct	Page 1	
	b. P & L Detail – All Accounts	Page 2	
	c. Balance Sheet – All Accounts	Page 5	
	4. <u>Minutes</u>		
	a. August 12, 2019 Regular Meeting Minutes	Page 7	BA
	5. Open Discussion from the Public <i>Opportunity for the public to address the NFCRWD Board of Managers.</i>		
8:00	6. 2020 Budget Hearing		
	a. Budget Presentation	Page 13	
	b. Public Comment		
	c. Adopt Budget – Resolution 2019-06	Page 15	D/BA

REGULAR AGENDA ITEMS

7. **Staff Reports**

- | | | |
|--|---------|-------------|
| a. Administrator’s Report – Cris Skonard | | |
| 1. Activity Report | | D |
| 2. Administrator Review Committee | | D |
| 3. Ditch Assessment Committee | | D |
| 4. Boundary Change Update | | D |
| 5. CAC Update | | D |
| 6. LMC Dues | Page 16 | D/BA |
| 7. Cover Crop Field Day | Page 18 | D |
| 8. BWSR Academy | Page 19 | D/BA |
| 9. <u>Additional Business</u> | | |
| b. Watershed Project Coordinator’s Report – Christopher Lundeen | | |



<u>Time</u>	<u>Packet Page</u>	<u>BA / D</u>																													
1. Activity Report		D																													
2. AIS Meeting Update		D																													
3. Grants Update		D																													
4. MN AIS Research and Management Showcase	Page 21	D/BA																													
5. <u>Additional Business</u>																															
c. Funds Manager / Administrative Assistant's Report – Christine Knutson																															
1. As reported in Financial Statements																															
8. Program Reports																															
a. Permit Report - None																															
b. Drainage Report – Cris Skonard																															
1. <u>JD 1: Update</u>		D																													
2. <u>CD 32: Boyd Fischer-trench leveling</u>		D/BA																													
3. <u>CD38: Update</u>		D																													
4. <u>CD29, CD36, CD37-ROB</u>		D/BA																													
5. <u>Other Ditch Business -</u>		D																													
c. Board Member Reports																															
9. Items for Next Meeting Agenda																															
10. Calendar Review																															
<table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Meeting Date</u></th> <th style="text-align: left;"><u>Meeting Description</u></th> <th style="text-align: left;"><u>Meeting Location</u></th> <th style="text-align: left;"><u>Meeting Time</u></th> </tr> </thead> <tbody> <tr> <td>Thu, Sept 10th</td> <td>Coop Weed Mgmt</td> <td>Waite Park</td> <td>12:30 pm</td> </tr> <tr> <td>Fri, Sept 13th</td> <td>Pope Waterfest</td> <td>Glenwood</td> <td>All Day</td> </tr> <tr> <td>Thu, Sept 19th</td> <td>1W1P-TAC</td> <td>Litchfield</td> <td>9:00 am</td> </tr> <tr> <td>Thu, Sept 26th</td> <td>Pope/Stevens Cons Day</td> <td>Morris</td> <td>All Day</td> </tr> <tr> <td>Wed, Oct 2nd</td> <td>1W1P-PC</td> <td>Litchfield</td> <td>9:30 am</td> </tr> <tr> <td>Thu, Oct 10th</td> <td>DWG</td> <td>St. Paul</td> <td>10:00 am</td> </tr> </tbody> </table>				<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>	Thu, Sept 10 th	Coop Weed Mgmt	Waite Park	12:30 pm	Fri, Sept 13 th	Pope Waterfest	Glenwood	All Day	Thu, Sept 19 th	1W1P-TAC	Litchfield	9:00 am	Thu, Sept 26 th	Pope/Stevens Cons Day	Morris	All Day	Wed, Oct 2 nd	1W1P-PC	Litchfield	9:30 am	Thu, Oct 10 th	DWG	St. Paul	10:00 am
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11. FYI Items																															
12. Adjournment																															
*** Next meeting: Monday, October 14, 2019 at 7:00 pm ***																															

NORTH FORK CROW RIVER WATERSHED DISTRICT

9/4/2019 10:58 AM

Register: 106 · Bonanza Checking

From 08/13/2019 through 09/09/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/13/20...	15387	Minnesota Assoc. of...	623 · Seminar & Work...	Registration fe...	25.00			-33,568.59
08/13/20...			108 · Data Acquisition...	transfer to cov...			1,597.00	-31,971.59
08/13/20...			116 · CD-5	transfer to cov...			238.90	-31,732.69
08/13/20...			113 · CD-7	transfer to cov...			213.35	-31,519.34
08/13/20...			107 · Bonanza Adm. ...	transfer to cov...			58,338.50	26,819.16
08/13/20...			2006 · Line of Credit:...	advance LOC t...			655.84	27,475.00
08/15/20...	15388	MBC Drainage, LL...	609 · Ditch Repair Ex...	inv 5681	8,900.00			18,575.00
08/15/20...	15389	Ag Water Managem...	609 · Ditch Repair Ex...	inv # 19-286 C...	5,750.00			12,825.00
08/15/20...	15390	Barchenger, James R	-split-		109.42			12,715.58
08/15/20...	15391	Berndt, Gary C	-split-		111.64			12,603.94
08/15/20...	15392	Brauchler, Robert H	-split-		429.79			12,174.15
08/15/20...	15393	Hanson, John T	-split-		143.02			12,031.13
08/15/20...	15394	Wuertz, James E	-split-		180.15			11,850.98
08/15/20...	15395	Knutson, Christine	-split-		1,725.47			10,125.51
08/15/20...	15396	Lundeen, Christophe...	-split-		1,822.72			8,302.79
08/15/20...	15397	Skonard, Cristopher J	-split-		2,388.28			5,914.51
08/15/20...	15398	Struwve, Timothy A	-split-	final check	945.48			4,969.03
08/15/20...	15399	Christine Knutson H...	2102 · Employee 125 ...	BVSB HSA ac...	333.33			4,635.70
08/15/20...	15400	PERA	-split-	9361-00 paid ...	1,095.45			3,540.25
08/16/20...	15401	Cristopher Skonard -...	-split-	claim	291.74			3,248.51
08/16/20...			2006 · Line of Credit:...	LOC advance t...			8,900.00	12,148.51
08/19/20...			107 · Bonanza Adm. ...	transfer to cov...			5,750.00	17,898.51
08/30/20...	15402	Cristopher Skonard -...	-split-	claim	100.92			17,797.59
08/30/20...	15403	Christopher Lundee...	-split-	Claim	85.88			17,711.71
08/31/20...	15404	Knutson, Christine	-split-		1,725.47			15,986.24
08/31/20...	15405	Lundeen, Christophe...	-split-		1,822.72			14,163.52
08/31/20...	15406	Skonard, Cristopher J	-split-		2,388.27			11,775.25
08/31/20...	15407	Christine Knutson H...	2102 · Employee 125 ...	BVSB HSA ac...	333.33			11,441.92
08/31/20...	15408	PERA	-split-	9361-00 Paid ...	1,007.94			10,433.98
08/31/20...	15409	Mn Department of R...	2100 · Payroll Liabilit...	1150230	718.00			9,715.98
09/05/20...	ACH106	United States Treasury	-split-	41-1529282	3,949.78			5,766.20
09/09/20...	To Print	AmeriPride Services...	614 · Maintenance/Re...	cust#:2200010...	131.01			5,635.19
09/09/20...	To Print	RMB Environmental...	-split-	inv# 463973, 4...	423.50			5,211.69
09/09/20...	To Print	Tom's Backhoe Serv...	614 · Maintenance/Re...	inv 17087	2,600.00			2,611.69
09/09/20...	To Print	Legal & Administrat...	639 · Contract Labor	inv 12846	143.75			2,467.94
09/09/20...	To Print	Paynesville Press, Inc.	-split-	subscription re...	378.85			2,089.09
09/09/20...	To Print	MBC Drainage, LL...	-split-	inv 5722, 5723...	30,351.25			-28,262.16
09/09/20...	To Print	Quill Corporation	-split-	Acct#C294902...	237.98			-28,500.14
09/09/20...	To Print	Houston Engineerin...	-split-	inv 44796, - 9...	3,760.45			-32,260.59
09/09/20...	To Print	Verizon Wireless	625 · Phone/Internet/...	acct# 4420960...	35.01			-32,295.60
09/09/20...	To Print	LAMB Labor Servic...	-split-	inv 3824	11,604.00			-43,899.60
09/09/20...	To Print	Roadside Tavern	615 · Miscellaneous E...	8/29/19 mtg ro...	175.00			-44,074.60

Profit & Loss Detail

August 13 through September 9, 2019

Type	Date	Num	Name	Memo	Class	Split	Amount
Ordinary Income/Expense							
Income							
401 - Grants							
General...	08/13/2019	mtgDefRev		CD5, 29,37 Subwtr Grant 7/8/19 board mtg aprpd expenses	Administrative	2675.09 - CD...	63.77
General...	08/13/2019	mtgDefRev		AIS Stearns Grant 8/12/19 board mtg aprpdv expenses	Administrative	2675.09 - CD...	12,880.00
Total 401 - Grants							12,943.77
418 - Add'l Intergov'tl Income							
Deposit	09/04/2019	147502	Meeker County Audi...	Meeker 2019 Riparian Aid from MN Revenue/BWSR	Administrative:Riparian Aid...	107 - Bonanz...	2,436.00
Total 418 - Add'l Intergov'tl Income							2,436.00
425 - Project Billings/Reimbursement							
Deposit	08/19/2019	256462	Wright County Audit...	WPLMN May reimb from Wright Co	Administrative:WPLMN Proj...	107 - Bonanz...	1,660.87
Total 425 - Project Billings/Reimbursement							1,660.87
Total Income							17,040.64
Gross Profit							
Expense							17,040.64
600 - Administrator Mi. reimb non-tax							
Check	08/16/2019	15401	Cristopher Skonard ...	57m@.58/mi Admin - meet w/BB 8/2	Administrative	106 - Bonanz...	33.06
Check	08/16/2019	15401	Cristopher Skonard ...	64m@.58/mi Admin- Rice Lake Assoc mtg 8/3	Administrative	106 - Bonanz...	37.12
Check	08/16/2019	15401	Cristopher Skonard ...	25m@.58/mi CD32- meet w/ Jim Weller-check manhole (commute adjusted) 8/7	32-CD:Redetermined CD32	106 - Bonanz...	14.50
Check	08/16/2019	15401	Cristopher Skonard ...	223m@.58/mi Adm -DWG mtg St Paul (commute adjusted) 8/8	Administrative	106 - Bonanz...	129.34
Check	08/16/2019	15401	Cristopher Skonard ...	44m@.58/mi Adm - meet w/Mike Heveron re: computer issues 8/9	Administrative	106 - Bonanz...	25.52
Check	08/16/2019	15401	Cristopher Skonard ...	22m@.58/mi Adm-Regional WD Admin mtg -Roscoe (commute adjusted) 8/13	Administrative	106 - Bonanz...	12.76
Check	08/16/2019	15401	Cristopher Skonard ...	68m@.58/mi Adm- MADI/MVA mtg - Alexandria (commute adjusted) 8/15	Administrative	106 - Bonanz...	39.44
Check	08/30/2019	15402	Cristopher Skonard ...	18m@.58/mi JD1 - Inspect JD1Br7 (commute adjusted) 8/19	1-JD	106 - Bonanz...	10.44
Check	08/30/2019	15402	Cristopher Skonard ...	17m@.58/mi CD7- meet Jim Weller re: field benefits 8/19	7-CD	106 - Bonanz...	9.86
Check	08/30/2019	15402	Cristopher Skonard ...	44m@.58/mi Adm - attend Pope Co Commissioner mtg 8/20	Administrative	106 - Bonanz...	25.52
Check	08/30/2019	15402	Cristopher Skonard ...	32m@.58/mi Adm -obtain BB signature for Boundary Change 8/20	Administrative	106 - Bonanz...	18.56
Check	08/30/2019	15402	Cristopher Skonard ...	31m@.58/mi CD5 - inspect culvert installation Hwy 4 (commute adjusted) 8/21	5-CD	106 - Bonanz...	17.98
Check	08/30/2019	15402	Cristopher Skonard ...	32m@.58/mi CD32 - check on unpermitted tiling (commute adjusted) 8/23	32-CD:Redetermined CD32	106 - Bonanz...	18.56
Total 600 - Administrator Mi. reimb non-tax							392.66
601 - Administrator Salary							
Paycheck	08/15/2019	15397	Skonard, Cristopher J		Administrative	106 - Bonanz...	2,916.67
Paycheck	08/31/2019	15406	Skonard, Cristopher J		Administrative	106 - Bonanz...	2,916.66
General...	09/03/2019	AugDitchBil		5 hrs@42.75/hr Payroll Aug Admin JD1 inspection	1-JD	6221 - Admin...	213.75
General...	09/03/2019	AugDitchBil		5 hrs@42.75/hr Payroll Aug Admin CD32 landowner followup	32-CD:Redetermined CD32	6221 - Admin...	213.75
General...	09/03/2019	AugDitchBil		2 hrs@42.75/hr Payroll Aug Admin CD5 landowner followup, proj plan, mtg	5-CD	6221 - Admin...	85.50
General...	09/03/2019	AugDitchBil		.5 hrs@42.75/hr Payroll Aug Admin CD4 drng assmts	4-CD Meeker:Redetermined ...	6221 - Admin...	21.38
General...	09/03/2019	AugDitchBil		Aug total Admin billable payroll exp to ditches	Administrative	6221 - Admin...	-534.38
General...	09/03/2019	AugPirzBil		22.5 hrs@42.75/hr Payroll Aug Admin Pirz Lake Project work, followup, prep & mtg	Pirz Lake AIS Project 2019-1	6221 - Admin...	961.68
General...	09/03/2019	AugPirzBil		Aug total Admin billable payroll exp to Pirz Lake Project	Administrative	6221 - Admin...	-961.68
Total 601 - Administrator Salary							5,833.33
601.2 - Admin. Cell Phone Stipend							
Paycheck	08/15/2019	15397	Skonard, Cristopher J		Administrative	106 - Bonanz...	25.00
Paycheck	08/31/2019	15406	Skonard, Cristopher J		Administrative	106 - Bonanz...	25.00
Total 601.2 - Admin. Cell Phone Stipend							50.00
601A - WD FlexPlan Contribution/Admin							
Paycheck	08/15/2019	15397	Skonard, Cristopher J		Administrative	106 - Bonanz...	350.00
Paycheck	08/31/2019	15406	Skonard, Cristopher J		Administrative	106 - Bonanz...	350.00
Total 601A - WD FlexPlan Contribution/Admin							700.00
606 - Data Collection Expense							
Check	09/09/2019		Grove Lake	inv 463973: 8/13 collect: GLO	Survey & Data Acquisition	106 - Bonanz...	23.00
Check	09/09/2019		JD1Br12	inv 463973: 8/13 collect: JD1Br12	Survey & Data Acquisition	106 - Bonanz...	63.50
Check	09/09/2019		CD32	inv 463973: 8/13 collect: CD32N	Survey & Data Acquisition	106 - Bonanz...	63.50
Check	09/09/2019		CD7	inv 463973: 8/13 collect: CD7S	Survey & Data Acquisition	106 - Bonanz...	63.50
Check	09/09/2019		Hwy 27	inv 463973: 8/13 collect: NF Hwy27	Survey & Data Acquisition	106 - Bonanz...	48.50
Check	09/09/2019		RMB Environmental ...	inv 463973: 8/13 collect: courier cost NF samples to RMB Labs	Survey & Data Acquisition	106 - Bonanz...	15.00
Check	09/09/2019		CD-4	inv 464280: 8/14 collect: CD4 E coil	Survey & Data Acquisition	106 - Bonanz...	15.00
Check	09/09/2019		CD-5	inv 464280: 8/14 collect: CD5 E coil	Survey & Data Acquisition	106 - Bonanz...	15.00
Check	09/09/2019		Hwy 19	inv 464280: 8/14 collect: NF Hwy19	Survey & Data Acquisition	106 - Bonanz...	63.50
Check	09/09/2019		365th St	inv 464280: 8/14 collect: NF 365th	Survey & Data Acquisition	106 - Bonanz...	38.00
Check	09/09/2019		RMB Environmental ...	inv 464280: 8/14 collect: courier cost NF samples to RMB Labs	Survey & Data Acquisition	106 - Bonanz...	15.00
Total 606 - Data Collection Expense							423.50
609 - Ditch Repair Expense							
Check	08/15/2019	15388	MBC Drainage, LLC ...	JD1 CoRd 22 Erosion Control Project (board aprvd 8/12/19)	1-JD	106 - Bonanz...	8,900.00
Check	08/15/2019	15389	Ag Water Managemen...	CD38 tile tele/report, surveyor,backhoe,travel, archiving records (aprvd 8/12)-NE4SE4NFse...	38-CD	106 - Bonanz...	5,750.00
Check	09/09/2019		MBC Drainage, LLC ...	inv5722: JD1Br10 repair - mobilization, excavation, seeding	1-JD	106 - Bonanz...	2,290.00
Check	09/09/2019		MBC Drainage, LLC ...	inv5723: JD1Br12FK6 repair - mobilization, excavation, seeding, backhoe	1-JD	106 - Bonanz...	2,380.00
Check	09/09/2019		MBC Drainage, LLC ...	inv5724: JD1Br11 repair - mobil, clear/grubbing, exc., seeding, culvert, drop inlet	1-JD	106 - Bonanz...	19,061.25
Check	09/09/2019		MBC Drainage, LLC ...	inv5725: JD1Br12FK6 Spur 1&2 repair - seeding	1-JD	106 - Bonanz...	6,600.00
Total 609 - Ditch Repair Expense							45,001.25
612 - Manager Mileage							
612A - Taxable Manager Mileage							
Paycheck	08/15/2019	15391	Berndt, Gary C		Administrative	106 - Bonanz...	20.88
Paycheck	08/15/2019	15392	Brauchler, Robert H		Administrative	106 - Bonanz...	38.28
Paycheck	08/15/2019	15393	Hanson, John T		Administrative	106 - Bonanz...	18.56
Paycheck	08/15/2019	15394	Wuertz, James E		Administrative	106 - Bonanz...	78.88
Paycheck	08/15/2019	15390	Barchenger, James R		Administrative	106 - Bonanz...	25.52
Total 612A - Taxable Manager Mileage							182.12
612B - Non-Taxable Manager Miles							
Paycheck	08/15/2019	15392	Brauchler, Robert H		Administrative	106 - Bonanz...	61.04
Paycheck	08/15/2019	15393	Hanson, John T		Administrative	106 - Bonanz...	10.44
Total 612B - Non-Taxable Manager Miles							61.48
Total 612 - Manager Mileage							243.60
613 - Manager Pay							
Paycheck	08/15/2019	15391	Berndt, Gary C		Administrative	106 - Bonanz...	75.00
Paycheck	08/15/2019	15391	Berndt, Gary C		Administrative	106 - Bonanz...	25.00
Paycheck	08/15/2019	15392	Brauchler, Robert H		Administrative	106 - Bonanz...	75.00
Paycheck	08/15/2019	15392	Brauchler, Robert H		Administrative	106 - Bonanz...	275.00
Paycheck	08/15/2019	15393	Hanson, John T		Administrative	106 - Bonanz...	50.00
Paycheck	08/15/2019	15393	Hanson, John T		Administrative	106 - Bonanz...	75.00
Paycheck	08/15/2019	15394	Wuertz, James E		Administrative	106 - Bonanz...	80.00
Paycheck	08/15/2019	15394	Wuertz, James E		Administrative	106 - Bonanz...	75.00
Paycheck	08/15/2019	15390	Barchenger, James R		Administrative	106 - Bonanz...	80.00
Paycheck	08/15/2019	15390	Barchenger, James R		Administrative	106 - Bonanz...	75.00
Paycheck	08/15/2019	15390	Barchenger, James R		Administrative	106 - Bonanz...	25.00
Total 613 - Manager Pay							850.00
614 - Maintenance/Repair							

NORTH FORK CROW RIVER WATERSHED DISTRICT

Profit & Loss Detail

August 13 through September 9, 2019

Table with columns: Type, Date, Num, Name, Memo, Class, Split, Amount. Contains detailed financial entries for maintenance, office equipment, project billables, and engineering services.

NORTH FORK CROW RIVER WATERSHED DISTRICT

Profit & Loss Detail

August 13 through September 9, 2019

Type	Date	Num	Name	Memo	Class	Split	Amount
Paycheck	08/15/2019	15394	Wuertz, James E		Administrative	106 - Bonanz...	9.38
Paycheck	08/15/2019	15390	Barchenger, James R		Administrative	106 - Bonanz...	7.50
Total 629M - PERA - managers							46.88
639 - Contract Labor							
Check	09/09/2019		Legal & Administrati...	attend 8/12 board mtg, take minutes,prep draft, proof/edit	Administrative	106 - Bonanz...	143.75
Check	09/09/2019		LAMB Labor Service...	183.25 Aug AIS inspect hours Lake Koronis Hwy 55 landing	Administrative:AIS Steams ...	106 - Bonanz...	2,932.00
Check	09/09/2019		LAMB Labor Service...	148 Aug AIS inspect hours Lake Koronis Veterans Park	Administrative:AIS Steams ...	106 - Bonanz...	2,368.00
Check	09/09/2019		LAMB Labor Service...	110 Aug AIS inspect hours Lake Koronis County Park	Administrative:AIS Steams ...	106 - Bonanz...	1,760.00
Check	09/09/2019		LAMB Labor Service...	110 Aug AIS inspect hours Rice Lk N #1 Shaumans	Administrative:AIS Steams ...	106 - Bonanz...	1,760.00
Check	09/09/2019		LAMB Labor Service...	126 Aug AIS inspect hours Rice Lk S #2 CR 34	Administrative:AIS Steams ...	106 - Bonanz...	2,016.00
Check	09/09/2019		LAMB Labor Service...	48 Aug AIS inspect hours Grove Lake	Administrative:AIS project	106 - Bonanz...	768.00
Total 639 - Contract Labor							11,747.75
646A - Water Technician's wages							
Paycheck	08/15/2019	15396	Lundeen, Christoph...		Administrative	106 - Bonanz...	1,927.20
Paycheck	08/31/2019	15405	Lundeen, Christoph...		Administrative	106 - Bonanz...	1,927.20
General...	09/03/2019	AugDitchBil		4.5 hrs@29.27/hr payroll Aug ProjCoord CD38 mapping-data analysis	38-CD	6221 - Admin...	131.72
General...	09/03/2019	AugDitchBil		Aug total ProjCoord billable payroll exp to ditches	Administrative	6221 - Admin...	-131.72
General...	09/03/2019	AugGrantBil		2 hrs@47.45/hr Aug ProjCoord CD5,29,37 Subwtrshed INKIND mapping/data analysis (PD)	Administrative:Inkind -CD5, ...	6221 - Admin...	94.90
General...	09/03/2019	AugGrantBil		2 hrs@47.45/hr Aug ProjCoord CD5,29,37 Subwtrshed INKIND mapping/data analysis (PD)	Administrative	6221 - Admin...	94.90
General...	09/03/2019	AugGrantBil		2 hrs@47.45/hr Aug ProjCoord JD1 Subwtrshed INKIND mapping/data, (PD)	Administrative:Inkind-JD1 s...	6221 - Admin...	94.90
General...	09/03/2019	AugGrantBil		11 hrs@29.27/hr payroll Aug ProjCoord JD1 Pirz Lake Proj design, mapping, mtg	Pirz Lake AIS Project 2019-1	6221 - Admin...	321.97
General...	09/03/2019	AugPirzBil		Aug total ProjCoord billable payroll exp to Pirz Lake Project	Administrative	6221 - Admin...	-321.97
General...	09/04/2019	AugWPLM...		4.75 hrs@29.27/hr payroll Aug ProjCoord WPLMN reimbursable work	Administrative:WPLMN Proj...	6221 - Admin...	139.03
General...	09/04/2019	AugWPLM...		Aug total ProjCoord billable payroll exp to WPLMN	Administrative	6221 - Admin...	-139.03
Total 646A - Water Technician's wages							3,854.40
646B - Seasonal Employee							
Paycheck	08/15/2019	15398	Struwve, Timothy A	final check	Administrative:Intern Fund	106 - Bonanz...	1,136.42
General...	09/03/2019	Intern pymt		Board apprvd 8/12 NFCRW Wide Proj Fund to cover remaining intern final payroll	NFCRWD Wide Projects	646B - Seaso...	319.93
General...	09/03/2019	Intern pymt		Intern fund out of funds - board apprvd 8/12 NFCRWW Proj Funds covers remainder	Administrative:Intern Fund	646B - Seaso...	-319.93
General...	09/03/2019	AugDitchBil		7 hr @13.99/hr Payroll Aug Intern JD1 site visit/mapping	1-JD	6221 - Admin...	97.93
General...	09/03/2019	AugDitchBil		3.25 hr @13.99/hr Payroll Aug Intern CD21 Data mgmt/drng mod grant inkind	21-CD	6221 - Admin...	45.97
General...	09/03/2019	AugDitchBil		3.5 hr @13.99/hr Payroll Aug Intern CD29 - data mgmt -Drng Mod. inkind	29-CD	6221 - Admin...	48.97
General...	09/03/2019	AugDitchBil		16.75 hr @13.99/hr Payroll Aug Intern CD32 data mgmt-Drng Mod. inkind	32-CD:Redetermined CD32	6221 - Admin...	234.33
General...	09/03/2019	AugDitchBil		2.5hr @13.99/hr Payroll Aug Intern CD38 data mgmt-Drng Mod. inkind	38-CD	6221 - Admin...	34.98
General...	09/03/2019	AugDitchBil		1 hr @13.99/hr Payroll Aug Intern CD7 data mgmt/mapping-Drng Mod. inkind	7-CD	6221 - Admin...	13.99
General...	09/03/2019	AugDitchBil		13.75 hr @13.99/hr Payroll Aug Intern CD4 site visit	4-CD Meeker:Redetermined ...	6221 - Admin...	192.36
General...	09/03/2019	AugDitchBil		Aug total Intern billable payroll exp to (project)	Administrative:Intern Fund	6221 - Admin...	-668.03
General...	09/03/2019	AugGrantBil		\$91.16 Aug Intern inkind Drng Modern Grant 3.25 hrs on CD21 records	Administrative:Inkind - Drn...	6221 - Admin...	0.00
General...	09/03/2019	AugGrantBil		\$98.18 Aug Intern inkind Drng Modern Grant 3.5 hrs on CD29 records	Administrative:Inkind - Drn...	6221 - Admin...	0.00
General...	09/03/2019	AugGrantBil		\$469.84 Aug Intern inkind Drng Modern Grant 16.75 hrs on CD32 records	Administrative:Inkind - Drn...	6221 - Admin...	0.00
General...	09/03/2019	AugGrantBil		\$70.13 Aug Intern inkind Drng Modern Grant 2.5 hrs on CD38 records	Administrative:Inkind - Drn...	6221 - Admin...	0.00
General...	09/03/2019	AugGrantBil		\$28.05 Aug Intern inkind Drng Modern Grant 1 hrs on CD7 records	Administrative:Inkind - Drn...	6221 - Admin...	0.00
General...	09/03/2019	AugGrantBil		\$385.69 Aug Intern inkind Drng Modern Grant 13.75 hrs on CD4 records	Administrative:Inkind - Drn...	6221 - Admin...	0.00
General...	09/03/2019	AugPirzBil		.75hr @13.99/hr Payroll Aug Intern Pirz Lake Project reimbursable work	Pirz Lake AIS Project 2019-1	6221 - Admin...	10.49
General...	09/03/2019	AugPirzBil		Aug total Intern billable payroll exp to Pirz Lake Project	Administrative:Intern Fund	6221 - Admin...	-10.49
Total 646B - Seasonal Employee							1,136.42
646C - WD FlexPlanContribution/Lundeen							
Paycheck	08/15/2019	15396	Lundeen, Christoph...		Administrative	106 - Bonanz...	350.00
Paycheck	08/31/2019	15405	Lundeen, Christoph...		Administrative	106 - Bonanz...	350.00
Total 646C - WD FlexPlanContribution/Lundeen							700.00
650 - Technician Miles Reimb. non-tax							
Check	08/30/2019	15403	Christopher Lunde...	68m@.58/mi Stearns AIS mtg & pickup supplies 8/6 (commute adjusted)	Administrative	106 - Bonanz...	39.44
Check	08/30/2019	15403	Christopher Lunde...	78m@.58/mi Stearns Co Commissioners mtg 8/20 (commute adjusted)	Administrative	106 - Bonanz...	45.24
Check	08/30/2019	15403	Christopher Lunde...	parking - Stearns Co Commissioners mtg 8/20	Administrative	106 - Bonanz...	1.20
Total 650 - Technician Miles Reimb. non-tax							85.88
6560 - Payroll Expenses-SS&Medicare							
Paycheck	08/15/2019	15391	Berndt, Gary C		Administrative	106 - Bonanz...	7.49
Paycheck	08/15/2019	15391	Berndt, Gary C		Administrative	106 - Bonanz...	1.75
Paycheck	08/15/2019	15392	Brauchler, Robert H		Administrative	106 - Bonanz...	27.17
Paycheck	08/15/2019	15392	Brauchler, Robert H		Administrative	106 - Bonanz...	6.36
Paycheck	08/15/2019	15393	Hanson, John T		Administrative	106 - Bonanz...	8.90
Paycheck	08/15/2019	15394	Wuertz, James E		Administrative	106 - Bonanz...	2.08
Paycheck	08/15/2019	15394	Wuertz, James E		Administrative	106 - Bonanz...	12.64
Paycheck	08/15/2019	15395	Knutson, Christine		Administrative	106 - Bonanz...	2.96
Paycheck	08/15/2019	15395	Knutson, Christine		Administrative	106 - Bonanz...	145.46
Paycheck	08/15/2019	15396	Lundeen, Christoph...		Administrative	106 - Bonanz...	34.02
Paycheck	08/15/2019	15396	Lundeen, Christoph...		Administrative	106 - Bonanz...	141.19
Paycheck	08/15/2019	15397	Skonard, Cristopher J		Administrative	106 - Bonanz...	33.02
Paycheck	08/15/2019	15397	Skonard, Cristopher J		Administrative	106 - Bonanz...	204.06
Paycheck	08/15/2019	16390	Barchenger, James R		Administrative	106 - Bonanz...	47.73
Paycheck	08/15/2019	16390	Barchenger, James R		Administrative	106 - Bonanz...	7.78
Paycheck	08/15/2019	15398	Struwve, Timothy A	final check	Administrative	106 - Bonanz...	1.82
Paycheck	08/15/2019	15398	Struwve, Timothy A	final check	Administrative:Intern Fund	106 - Bonanz...	70.46
Paycheck	08/31/2019	15404	Knutson, Christine		Administrative:Intern Fund	106 - Bonanz...	16.48
Paycheck	08/31/2019	15404	Knutson, Christine		Administrative	106 - Bonanz...	145.46
Paycheck	08/31/2019	15405	Lundeen, Christoph...		Administrative	106 - Bonanz...	34.02
Paycheck	08/31/2019	15405	Lundeen, Christoph...		Administrative	106 - Bonanz...	141.19
Paycheck	08/31/2019	15406	Skonard, Cristopher J		Administrative	106 - Bonanz...	33.02
Paycheck	08/31/2019	15406	Skonard, Cristopher J		Administrative	106 - Bonanz...	204.06
Paycheck	08/31/2019	15406	Skonard, Cristopher J		Administrative	106 - Bonanz...	47.73
Total 6560 - Payroll Expenses-SS&Medicare							1,378.89
710 - Truck/ATV Expenses							
General...	09/04/2019	AugTruckBil		37m@.58/mi JD1 - WD truck to check parsnip&beaver dam - remove 8/5 &8/8	1-JD	710 - Truck/A...	21.46
General...	09/04/2019	AugTruckBil		37m@.58/mi JD1 - WD truck to check parsnip&beaver dam - remove 8/5 &8/8	Administrative	710 - Truck/A...	-21.46
Total 710 - Truck/ATV Expenses							0.00
Total Expense							86,277.32
Net Ordinary Income							-69,236.68
Net Income							-69,236.68

NORTH FORK CROW RIVER WATERSHED DISTRICT
Balance Sheet
 As of September 9, 2019

Sep 9, 19

ASSETS

Current Assets

Checking/Savings

106 · Bonanza Checking	-44,074.60
107 · Bonanza Adm. Svg.	339,007.69
108 · Data Acquisition Svg	13,179.29
110 · Rice /Koronis Proj. Svg	1,946.50
112 · JD-1	100.00
113 · CD-7	10,498.39
114 · CD-32	100.57
115 · SRF / Co. Assessments	61,969.51
116 · CD-5	4,130.75
117 · CD-38	100.24
119 · CD-37	100.00
120 · CD-21	100.00
121 · CD-36	100.00
122 · JD-2	100.00
123 · SRF Interest	32,531.31
126 · CD-29/ 9019883	100.57
128 · Meeker CD4 NEW(prev. 4,40,& 43)	100.87
128B · Meeker Co. 40	160.98
128C · Meeker Cty 43	2,378.83
130 · SRF Watershed Wide	8,169.48
131 · SRF0218/2010-1	122,468.68
132 · NFCR Watershed Wide Projects	43,641.68
133 · SRF0268	32,072.14

Total Checking/Savings 628,982.88

Accounts Receivable

1201 · Due From Other Governments	3,978.37
1211 · Delinq Property Taxes Recvble	
1211A · Delinq Prop. Taxes Recvble.-ADM	5,163.05
1211B · Delinq Prop. Taxes Recvble-DATA	73.70
1211C · Delinq Prop. Taxes Recvble-PROJ	47.09

Total 1211 · Delinq Property Taxes Recvble 5,283.84

1215 · Deferred Assessment Receivable 614,553.60

1216 · Delinquent Assessment Receivabl 11,657.20

Total Accounts Receivable 635,473.01

Other Current Assets

1100 · Prepaid Liab Insurance/expenses	2,191.75
1120 · Inventory Asset	12,786.20
1300 · Projects -Receiveable (Due T/F)	531,506.21

Total Other Current Assets 546,484.16

Total Current Assets 1,810,940.05

TOTAL ASSETS

1,810,940.05

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	5,608.00

Total 2005 · Accts Payable+retainag-Projects 30,392.82

2006 · Line of Credit

 2006.01 · JD1 - Line of Credit 31,928.85

Total 2006 · Line of Credit 31,928.85

2010 · Proj. Pay. to Adm (DueT/F)

2015 · CD-37	22,305.69
2016 · JD-1	294,878.80
2018 · CD21	7,519.10
2020 · JD2	18,742.32
2023 · CD-7	14,796.41

NORTH FORK CROW RIVER WATERSHED DISTRICT
Balance Sheet
As of September 9, 2019

	Sep 9, 19
2024 · CD-32	16,292.83
2025 · CD-36	17,693.78
2028 · CD-29	56,464.07
2030 · Meeker CD4	58,237.16
2034 · Meeker CD43	24,576.05
Total 2010 · Proj. Pay. to Adm (DueT/F)	531,506.21
2013 · Deferred Revenue-tax/assmt	
2013.01 · Deferred Revenue-taxes-Admin	5,163.05
2013.02 · Deferred Revenue-taxes-Septic	43.12
2013.03 · Deferred Revenue-taxes-R&KLevy	3.97
2013.06 · Deferred Revenue-tax -Data	73.70
2013 · Deferred Revenue-tax/assmt - Other	626,210.80
Total 2013 · Deferred Revenue-tax/assmt	631,494.64
2102 · Employee 125 Flex Benefit Plan	
2102E · Limited ME FLEX -Chris	421.76
Total 2102 · Employee 125 Flex Benefit Plan	421.76
2675 · Deferred Revenue	
2675.05 · Stearns AIS grant DefRev	15,366.00
2675.09 · CD5,29,37 Subwtr Grant C17-3891	4,404.33
2675.12 · Drng Records Grant FY18 DefRev	2,997.75
Total 2675 · Deferred Revenue	22,768.08
Total Other Current Liabilities	1,248,512.36
Total Current Liabilities	1,248,512.36
Total Liabilities	1,248,512.36
Equity	
3000 · Fund Balance	834,976.00
3002 · Fund Bal. CD-5	-666.00
3003 · Fund Bal. CD-37	-32,573.00
3004 · Fund Bal. JD-1	-271,341.00
3006 · Fund Bal. R & K	95,361.00
3010 · SRF WW/Mid	44,938.00
3011 · Fund Bal-CD 21	-10,933.00
3012 · Fund Bal-CD 38	531.00
3014 · Fund Bal-JD 2	-15,765.00
3015 · Fund Bal-CD-7	-183,026.00
3016 · Fund Bal-CD-32	-14,158.00
3017 · Fund Bal-CD-36	-11,512.00
3018 · Fund Bal. - CD4	-98,009.00
3019 · Fund Bal. - CD40	159.00
3020 · fund Bal. - CD43	-31,995.00
3021 · Fund Bal. SRF0218	139,268.00
3022 · Fund Bal.- SRF0268	28,598.00
3100.06 · Fund Bal. Reserved-CD29	-28,713.00
3100.14 · Fund Bal. Resvd-NFCRW Wide Proj	44,947.00
3100.20 · Fund Bal Reserved-Data Acq	21,510.00
32000 · Retained Earnings	-144,917.63
Net Income	195,748.32
Total Equity	562,427.69
TOTAL LIABILITIES & EQUITY	1,810,940.05

NORTH FORK CROW RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
Proposed Regular Meeting Minutes
August 12, 2019

Managers Present: James Barchenger, Gary Berndt, Bob Brauchler, John Hanson and James Wuertz
Manager Absent: None
Staff Present: Cris Skonard, Christine Knutson, Christopher Lundeen and Tim Struwve (Intern)
Others Present: Dave Albrecht, Kurt Deter (Rinke Noonan), Boyce Fischer, Boyd Fischer, Virgil Fuchs, Roger Imdieke (Kandiyohi County Commissioner), Richard Kirckof, Larry Ladwig, Joe Lewis (Houston Engineering, Inc.), Paul Osbourn, Steve Notch (Stearns County Commissioner), John Shorba and others
Recording Secretary: Diane Beck, Legal & Administrative Assistants, Inc.

1. **CALL TO ORDER**—President Bob Brauchler called the meeting to order at approximately 7:00 p.m.
2. **REVIEW & APPROVE AGENDA**—Cris Skonard asked to add under Administrator’s Report: Pirz Lake Update.

IT WAS MOVED BY Jim Wuertz, SECONDED BY James Barchenger, to approve the Agenda with the addition of Pirz Lake Update to the Administrator’s Report. MOTION CARRIED.
3. **CONSENT AGENDA**—

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

 1. Treasurer’s Report and bills to August 12, 2019
 - a. Check register—106 Bonanza checking account
 - b. Profit & Loss Detail—all accounts
 - c. Balance Sheet—All accounts

Roll call vote was taken.
Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz
Opposed: None
MOTION CARRIED.
4. **MINUTES**—

IT WAS MOVED BY James Wuertz, SECONDED BY John Hanson, to approve the July 8, 2019 Regular Meeting Minutes. MOTION CARRIED.
5. **Open Discussion from the Public.** Paul Osbourn expressed concerns regarding the removal of weeds via the harvester and wants the weed removal stopped as it may spread the weeds. Attorney Kurt Deter interjected that if the representatives are here to take a position on the project, there will be a public hearing on August 29th in Roscoe to hear reports from engineers and appraisals and concerns/comments from the public and a determination made if the statute has been followed. The North Fork Crow River Watershed District (NFCRWD) board will need to approve the Pirz Lake Aquatic Invasive Management Project petition. Skonard shared the Department of Natural Resources (DNR) issues permits for vegetation removal and the NFCRWD does not have jurisdiction. John Shorba inquired how many people signed the Pirz Lake petition to meet the 25% and why 25% was selected. Skonard reported there were approximately 45 or 46 properties in the proposed project area; he will send Shorba the exact number. Attorney Deter shared he is not aware of why the 25% number was set and feels it was set years ago. Shorba inquired about the notification process for the upcoming public

hearing in Roscoe. Attorney Deter and Skonard explained the notification process. Every landowner receives a notice and the notice will be published in the *Paynesville Press*. The NFCRWD board will attend the public hearing to hear comments and determine the status of the project. Dave Albrecht inquired about the purchase of the harvester. Skonard provided an explanation and stated the project is not rubber stamped at this point as it will be determined if the statute has been followed. Virgil Fuchs inquired if landowners can appeal the assessment if the project is approved. Skonard shared appraisals will be mailed and again reiterated the statute must be followed.

6. **STAFF REPORTS—**

a. **Administrator's Report.**

1. **Activities.** Skonard reported the following:

- He attended the Drainage Work Group meeting in St. Paul and shared highlights of the meeting regarding drainage, water quality, etc. No consensus was reached during the meeting regarding submitting recommendations to the legislature this year.
- He met with Howard Green Engineering regarding Highway 23 road construction and CD 3. There are BMP's proposed for the project to improve water quality.
- He attended the Koronis Lake Association Annual Meeting and Rice Lake Association meeting.
- Issues continue with bouncing emails and reported NFCRWD will switch to Microsoft Exchange, which is a minimal cost increase. Mike Heveron of Glacial Ridge Computing is checking into the details and cost. Also discussed were computer upgrades; a free Windows 10 upgrade may be possible. Christopher Lundeen's computer is soon out of date and may need replacing. Skonard shared most of this expense will come from the physical hardware purchase budget line item.

2. **Budget Update.** Skonard and the Budget Committee worked on the 2020 budget; he highlighted areas with proposed budget changes. Manager Berndt inquired if there is carryover in the administrative budget. Christine Knutson reported the carryover is large enough to cover additional expenses, i.e., cash flow. Knutson shared the auditor said it is in good standing. President Brauchler suggested Manager pay should be addressed and placed in the proposed budget. Discussion was held. Skonard will discuss the recommendations with the Budget Committee. Skonard shared he is required to publish the proposed 2020 budget two weeks prior to the September 9th board meeting.

IT WAS MOVED BY James Barchenger, SECONDED BY John Hanson, to set the 2020 North Fork Crow River Watershed budget hearing for 8:00 p.m., September 9, 2019. MOTION CARRIED.

3. **Watershed Boundary Change.** Skonard mentioned he will attend the Pope County commissioner meeting and Lundeen will attend the Stearns County commissioner meeting, both of which will be held the week of August 19. The Board of Water and Soil Resources (BWSR) board meeting will be held in September; Manager Berndt suggested the BWSR hearing meeting be changed to November after harvest. BWSR is responsible for setting the meeting date.

4. **2019 New Laws Impacting Watersheds.** Skonard referred to the email from Emily Javens of the Minnesota Association of Watershed Districts (MAWD) regarding new laws impacting watersheds: Minnesota's New Wage Theft Law, Open Meeting Law when using Interactive Television and Watershed District Per Diem Increase. Manager Berndt commented the open meeting law portion does not address attendance by phone. Skonard shared attendance must

be via interactive television, i.e., TV/Skype to be considered present and have voting rights. Skonard reviewed BWSR's Board Member Per Diem and Expenses Policy on page 25.

5. **Stearns SWCD Buffer MOA.** Skonard shared Stearns County Soil and Water Conservation District (SWCD) wants to enter into new Memorandum of Agreement (MOA) for the buffer law, which he feels is standard procedure. Sauk River WD would also consider the MOA regarding the buffer law. Attorney Deter provided an explanation of the buffer law.

IT WAS MOVED BY John Hanson, SECONDED BY James Wuertz, approving the North Fork Crow River Watershed District entering into a new Memorandum of Agreement with the Stearns County Soil and Water Conservation District. MOTION CARRIED.

6. **MAWD Update.** Skonard reported MAWD dues will remain the same this year as reflected in the proposed 2020 budget. Skonard discussed the memo to MAWD members regarding the 2019 request for comment on the 2020-2022 MAWD Strategic Plan. If the NFCRWD board has comments they are to be emailed to Emily Javens or Mary Texer.
7. **MAWD/SWCD Governance Conference.** Skonard referred to the Governance 101 Conference handout; the conference will be held on September 12-13, 2019 in Bloomington.
8. **CAC Meeting.** Skonard inquired if there are topics to be discussed at the next Citizens Advisory Committee (CAC) meeting. In the past, discussions on manure management, etc. have been held. Manager Berndt mentioned meetings have included various speakers; Skonard asked for speaker suggestions. Manager Berndt and Manager Wuertz attended the last CAC meeting. Manager Berndt and Manager Hanson volunteered to attend the next CAC meeting on August 27th at 10:00 a.m.
9. **Intern Fund.** Skonard announced that Thursday will be the last day for intern Tim Struwve. Struwve commented his internship has been great and thanked the board for the opportunity. He was able to enhance his GIS skills and will use what he has learned in the future. Skonard reported the intern fund is low and suggested using the North Fork Crow River Watershed-Wide Project Fund for Struwve's last paycheck; the amount would be less than \$1,000.

IT WAS MOVED BY James Barchenger, SECONDED BY Gary Berndt, to approve using the North Fork Crow River Watershed District Watershed-Wide Project Fund to fulfill Tim Struwve's last paycheck.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

10. **MPCA 319 Grant-Interview.** Skonard reported the interview went well and it was a positive meeting. NFCRWD will be notified by the end of August, if it has been approved for the grant. The grant provides for BMP installing and water quality improvement. Skonard shared approximately 20 were interviewed and 10 will receive funding.
11. **MADI Conference.** Skonard requested permission to attend the Minnesota Association of Drainage Inspectors (MADI) fall meeting on August 15, 2019 in Alexandria at a cost of \$25.00. He briefly reviewed the agenda.

IT WAS MOVED BY John Hanson, SECONDED BY James Barchenger, to approve paying

the \$25.00 registration fee for Cris Skonard to attend the Minnesota Association of Drainage Inspectors fall meeting on August 15, 2019.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

12. **Pirz Lake Update.** Skonard reported he is in the process of getting landowner reports out and will place the ad in the *Paynesville Press* for the public hearing at 7:00 p.m., August 29th at the Roadside Tavern in Roscoe. Skonard reiterated the engineering and appraiser's reports will be available at the public hearing and on the district website. Skonard will also send Shorba the appraiser's report.

13. **Additional Business.** None.

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

1. **Activity Report.**

- Monitoring has slowed down; he continues to obtain samples.
- Water clarity on Rice Lake and Lake Koronis is not good. Rice Lake water clarity is 2½ feet and Lake Koronis is 3½ feet.
- He is sending in monitoring data.
- Two water festivals will be held in September.
- The Stearns County Aquatic Invasive Species (AIS) Committee approved the response plan at last month's meeting. They are looking to amend the budget regarding funding for projects.
- The 2019 Minnesota AIS Research and Management Showcase will be held on September 18th in St. Paul.

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

7. PROGRAM REPORTS

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

b. **Drainage Report.**

1. **CD 32 Update:** Skonard reported he heard back from States Borders Construction. Greg Vold will contact Skonard on August 15th as they may subcontract the tile replacement project.

Mitchell Control Structure. Skonard shared an update and showed photographs of the installed structure. The invoice was approved in the financials. The total cost was \$12,950.

2. **CD 38: Update.** Skonard reviewed the area showing tile collapse areas videoed by Ag Water Management. Skonard shared the \$5,750 invoice is more than expected due to the length of time it took to do the video and repair the collapsed sections of tile. Skonard has all the reports.

IT WAS MOVED BY James Wuertz, SECONDED BY Gary Berndt, to approve payment of \$5,750.00 to Ag Water Management for Invoice No. 19-286 for videoing in CD38 in the NE¼ and SE¼ of North Fork Section 20.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED.

Richard Kirckof feels the 12-inch tile placed years ago is too small and shared a portion of his property floods due to water from the culvert under County Road 18. Attorney Deter commented a larger tile cannot be installed without an improvement petition from the landowners as NFCRWD only has the authority to fix what is there. Other sections need to be videoed. Kirckof feels the tile lines need to be looked at to determine if there is a restriction. A lengthy discussion was held. Manager Wuertz suggested installing a control structure/berm on the west side of County Road 18. Attorney Deter suggested to either install a control structure/berm or replace the tile. It was the consensus of the NFCRWD board to authorize Skonard to work with Joe Lewis on this issue. Skonard will report at the September 9th meeting.

3. **JD 1: Update.** Skonard spoke with Nate Bettis about coordinating the tree removal with MBC Drainage LLC, but he has not heard back. Skonard reviewed the \$8,900 invoice from MBC Drainage LLC for repairs to JD 1 near Grove Lake; Lewis shared details of the project. Skonard recommended payment of the invoice.

IT WAS MOVED BY Gary Berndt, SECONDED BY John Hanson, to approve payment of \$8,900 to MBC Drainage LLC for Invoice No. 5681 for repairs to JD 1 Pope County Road 22.

Roll call vote was taken.

Affirmative: Barchenger, Brauchler, Berndt, Hanson and Wuertz

Opposed: None

MOTION CARRIED

Skonard reported the U.S. Fish and Wildlife Service did not receive the engineering assistance grant; Lewis stated a construction drawing will be prepared and shared with Scott Gulp of the U.S. Fish and Wildlife Service.

The Board was notified of unpermitted tiling on the upper end of the system.

4. **CD 5 Update.** Skonard shared a Minnesota Department of Transportation project update to lower the CD 5 culvert along Highway 4 north of Highway 55 is underway. MnDot has not replaced the culvert yet.
5. **Boyce Fischer-CD 32/CD 7 Benefits.** Skonard has reviewed the information and he feels Boyce Fischer has a valid claim that his benefits were incorrect on CD 32 and CD 7 ditches. Attorney Deter suggested a meeting be held to review the issues in order for the NFCRWD board to clearly document and take appropriate action. Skonard and Fischer will meet in this regard and Skonard will present the information at the September 9th board meeting. Boyd Fischer inquired if information has been received regarding the soil borings and as-built on CD 32. Skonard shared RESPEC has the information.

6. **Other Ditch Business - None**

c. **Board Member Reports.**

- Manager Hanson attended the Koronis Lake Association annual meeting and reported it was an informative meeting and well attended.
- President Brauchler attended the Pirz Lake Association annual meeting.

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

9. **Calendar Review.**

- August 13: Region WD Admin Meeting
- August 15: MADI Meeting, Alexandria
- August 21: 1W1P-TAC, Litchfield
- August 27: CAC Meeting
- September 3: AIS meeting in St. Cloud

10. **FYI Items.**

- **Rosholt Field Day.** Skonard reviewed the Rosholt Field Day flyer. The field day is scheduled for August 27th, 9:00 a.m.-1:00 p.m. in Westport, MN; Skonard inquired if any board member is planning to attend.
- **Heron Lake Watershed District/Jackson County-Drainage Authority.** Attorney Deter explained the memo from Jan Voit of the Heron Lake Watershed District regarding turning over drainage authority to Jackson County.

11. **Administrative Policy Review (Time Permitting).** The NFCRWD board continued the meeting to review/revise the Administrative Policy. No action taken. Discussion to continue on September 9th.

12. **ADJOURNMENT—**

IT WAS MOVED BY James Wuertz, SECONDED BY John Hanson, to adjourn the meeting. MOTION CARRIED.

The meeting was adjourned at approximately 9:50 p.m.

NEXT MEETING—The next board meeting is Monday, September 9, 2019 at 7:00 p.m.

John Hanson, Secretary

ADMINISTRATIVE REVENUES

2020

		<i>2020 Budget</i>
		<i>Amount</i>
Property Taxes		
General Levy (Includes Delinquents)	\$ 250,000.00	\$ 250,000.00
Insurance & Bonding Levy (Includes Delinquents)	\$ 9,000.00	\$ 9,000.00
Levy Total		\$ 259,000.00

ADMINISTRATIVE EXPENDITURES

		<i>2020 Budget</i>
		<i>Amount</i>
Current		
General Watershed District		
Employee Expenses		
<i>Administrator Salary</i>	601	\$ 72,700.00
<i>Admin. Cell Phone Stipend</i>	601.2	\$ 600.00
<i>Water Project Coordinator Wages</i>	646A	\$ 47,500.00
<i>Admin. Assistant Wages</i>	6221	\$ 58,000.00
<i>Project Reimbursements</i>		\$ (32,740.00)
<i>MNUI</i>	602	\$ -
<i>FLEX Plan Contribution</i>	635	\$ -
<i>FLEX Plan Expenses</i>	656	\$ -
<i>WD FlexPlan Contribution/Admin</i>	601A	\$ 8,400.00
<i>WD FlexPlanContirbution/Lundeen</i>	646C	\$ 8,400.00
<i>WD FlexPlan Contr.Bookkeeper</i>	6221A	\$ 8,400.00
<i>FLEX Plan Documentation & Testing</i>		\$ 600.00
<i>LIFE & ADD</i>	635A	\$ 600.00
PERA	629	\$ -
<i>PERA Staff</i>	629E	\$ 13,365.00
<i>Payroll Expenses: SS & Medicare</i>	6560	\$ 13,650.00
Employee Expenses Total		\$ 199,475.00
Managers and Administrative		
<i>Manager Pay</i>	613	\$ 11,000.00
<i>Manager Mileage</i>	612	\$ 2,200.00
<i>Manager's Expense</i>	643	\$ 100.00
<i>PERA - Managers</i>	629M	\$ 552.00
<i>Payroll Expenses: SS & Medicare</i>	6560M	\$ 1,000.00
Managers and Administrative Total		\$ 14,852.00
Mileage and Expenses		
<i>Administrator Mileage</i>	600	\$ 1,500.00
<i>Technician Mileage</i>	650	\$ 300.00
<i>Funds Manager Mileage</i>	647	\$ 50.00
<i>Other Employees</i>		\$ -
<i>Truck & ATV Expenses</i>	710	\$ 250.00
Mileage and Expenses Total		\$ 2,100.00

Professional Fees		
Misc. Dues	640	\$ 3,700.00
Accounting (Audit)	648	\$ 12,500.00
Bookkeeping Expense	603	\$ 500.00
Legal - Monthly Retainer - Levy	611A	\$ 2,400.00
Legal	611	\$ 8,000.00
Consulting Fees	605	\$ -
Engineering	626	\$ -
Professional Fees Total		\$ 27,100.00
Office Expenses		
Utilities	645	\$ 4,400.00
Maintenance / Repair	614	\$ 2,500.00
Office Equipment	617	\$ 500.00
Office Expense and Supplies	619	\$ 1,500.00
Computer Expense	604	\$ 2,000.00
Equipment Expense	6171	\$ -
Phone / Internet / Website Expense	625	\$ 4,500.00
Postage Expense	620	\$ 600.00
Miscellaneous Expense	615	\$ 150.00
Insurance & Bonding	610	\$ 9,000.00
Bank Service Charge	644	\$ -
Grant / Project Billable Office Expenses (B.R. Overage)	618	\$ (21,827.00)
Office Expenses Total		\$ 3,323.00
Public and Professional Education (Meal & Incidental Reimburse for Training/Mtgs)		
Administrator Expense	636	\$ 150.00
Technician Expense	651	\$ 100.00
Funds Manager Expense	647A	\$ 100.00
Printing Expense	621	\$ -
Education (Public Education)	641	\$ 1,300.00
Seminar and Workshop Fees w/Mileage	623	\$ 5,500.00
Lodging	637	\$ 2,000.00
Public and Professional Education Total		\$ 9,150.00
Other		
Newspaper Notices	616	\$ 300.00
District Projects & Goals	607	\$ -
Contract Labor	639	\$ 2,200.00
Project Equipment and Materials	6172	\$ -
Data Collection Expense	606	\$ -
Other Total		\$ 2,500.00
Capital Outlay		
General Government		
Office Expenses - Capital Expenditures	627 (642)	\$ 500.00
Office Expenses Total		\$ 500.00
Total Expenditures		\$ 259,000.00

North Fork Crow River Watershed District

Resolution # 2019-06

Resolution to Approve 2020 Budget

WHEREAS, as required under Minn. Stat. 103D.911 Sub 2, on or before September 15 of each year, the Managers shall adopt a budget for the next year and decide on the total amount necessary to be raised from ad valorem tax levies to meet the watershed district's budget;

WHEREAS, the staff and Managers have prepared a budget for the year 2020;

WHEREAS, the Board has held a required public hearing noticed as required under Minn. Stat. 103D.911 Sub 1;

NOW THEREFORE, BE IT HEREBY RESOLVED that the 2020 budget of the NFCRWD presented as Exhibit A to this Board resolution, is hereby approved and shall be allocated;

BE IT FURTHER RESOLVED, that the Board approves the certification of a \$250,000 general levy and a \$9,000 insurance levy;

WHEREUPON, the above resolution was adopted by the Board of Managers of the North Fork Crow River Watershed District at its regular meeting September 9, 2018.

Bob Brauchler, Board Chair NFCRWD

Dated

John Hanson, Secretary NFCRWD

Dated



CONNECTING & INNOVATING
SINCE 1913

August 2019

Dear Member City Official,

Greetings from the Board of Directors and staff at the League of Minnesota Cities!

Attached is your 2019 membership dues invoice effective September 1, the start of the League's fiscal year. I'm writing to let you know that the League Board of Directors gave final approval to a 3% dues schedule increase at its August meeting. Please also note that, aside from that increase, a shift in your city's population might also affect your city's 2019 dues (*to learn more about how your dues are calculated, visit www.lmc.org/dues*).

In travels to member cities over the past year, I've had the pleasure of catching-up with old friends while meeting many new ones. While each Minnesota community has unique sources of pride and unique challenges, they all have mayors, council members, and staff who are deeply committed to public service. Your membership dues help to sustain a financially healthy League. In turn, we can help you honor your commitment by continuing to deliver high quality services while identifying and addressing our members' emerging needs.

We hope that the League remains your go-to place when it comes to providing you with information to help you make informed decisions about governing your city. Our experienced staff is on-the-ready and eager to help. You might be interested in two upcoming opportunities to connect with us this fall. Please see our web site (<https://www.lmc.org/page/1/upcoming-events.jsp>) to learn about attending one of our Regional Meetings or Safety & Loss Control Workshops held throughout the state.

And, aside from our scheduled trainings, we will continue to arrange personal visits with members in the coming year. Until the time we next have an opportunity to chat in-person, feel free to call or email me with your questions, concerns, and ideas about your membership dues and any of the services we provide to your city. Best wishes—I hope to see you soon.

Sincerely,

David J. Unmacht
Executive Director
League of Minnesota Cities

dunmacht@lmc.org

Membership Dues Invoice

Effective during 2019-2020



North Fork Crow River Watershed District

Dues Amount: \$1,954

(Dues amount rounded to nearest dollar.)

Population: N/A

(Population represents the 2018 State Demographer and Metropolitan Council Estimates.)

Dues are based on your population. See how we calculated your dues at: www.lmc.org/dues

For membership dues in the League of Minnesota Cities for the year beginning September 1, 2019. Annual dues for membership in the League of Minnesota Cities include subscriptions to Minnesota Cities magazine.* Pursuant to the disclosure requirements of Minnesota Statutes, Section 6.76, the proportionate amount of dues spent for lobbying purposes is 10.0%. This percentage is reported to the State Auditor as required by statute.

Payment from Public Funds Authorized by Minn. Stats, Sec. 465.58

I declare under the penalties of law that the foregoing account is just and correct and that no part of it has been paid.

Dated: September 1, 2019

David J. Unmacht
Executive Director, League of Minnesota Cities

Please Remit To:

Finance Department
League of Minnesota Cities
145 University Ave W
St Paul, MN 55103-2044

Include this invoice or reference
invoice #298422 with your
payment.

Questions: billing@lmc.org

* Annual dues include subscriptions to *Minnesota Cities* magazine at \$30 per subscription according to the following schedule based on population: 249 or less, 6; 250-4999, 11; 5000-9999, 15; 10000-19999, 20; 20000-49999, 25; 50000-299999, 30; 300000+, 35. For further information on subscriptions contact the League offices. This information is given in order to meet postal regulations. Please do not use as a basis for payment.

SOIL HEALTH & COVER CROP FIELD DAY

Friday, September 20, 2019

8:00 am - 12:30 pm (registration, coffee, and rolls 8:00 am - 8:30 am)

Start at the **Maynard Community Center** (321 Mabel St), then load buses to field locations, followed by a free lunch to those who RSVP'd

RSVP by Friday, September 13

*Contact the Hawk Creek Watershed Project at
320-523-3666 or heidi@hawkcreekwatershed.org*

Visit local farms implementing cover crops and no-till/strip-till:

- using cover crops in a corn/soybean rotation
- interseeding cover crops early in the growing season
- seeding after early harvest crops (small grain, canning, silage)
- realizing the benefits of cover crops with livestock and grazing

Earn
Soil
and
Water
Continuing
Education
Credits!

Detailed agenda posted soon on
hawkcreekwatershed.org and
renvilleswcd.com

For more information, contact the Hawk Creek Watershed Project (hawkcreekwatershed.org, 320-523-3666) or the Renville Co SWCD (renvilleswcd.com, 320-523-1559)



2019 BWSR Academy



October 29-31, 2019 Breezy Point Conference Center Breezy Point, Minnesota

This year's Academy has a daily capacity limit of 420 registrants. Registration will close if this limit is reached. Additionally, each session has a capacity limit. When session limits are reached, a session will be closed.

BWSR Academy Cancellation Policy

Registration cancellation requests must be received via email to carla.swanson-cullen@state.mn.us (<mailto:carla.swanson-cullen@state.mn.us>) by 4:30 PM on October 14 in order to receive a refund of your registration fee.

No Academy registration refunds will be given after the cancellation deadline.

Registration

- Early Bird Registration: \$45 per day
 - Early Bird registration will be open through 4:30 PM on September 27.
- Regular Registration: \$50 per day (after September 27)
- Registration will close at 4:30 PM on October 8 for Academy sessions that have not reached session capacity limits.

Based on your interests and goals, please register for the sessions you will attend during the Academy. Session Descriptions link below provides details to help in your decision.

- [Session Schedule \(https://bwsr.state.mn.us/sites/default/files/2019-08/2019_Academy_Schedule.pdf\)](https://bwsr.state.mn.us/sites/default/files/2019-08/2019_Academy_Schedule.pdf)
- [Session Descriptions \(https://bwsr.state.mn.us/sites/default/files/2019-09/2019_Academy_Session_Descriptions_0.pdf\)](https://bwsr.state.mn.us/sites/default/files/2019-09/2019_Academy_Session_Descriptions_0.pdf)
- [Registration Form \(https://www.cognitofrms.com/BWSR1/2019BWSRAcademy\)](https://www.cognitofrms.com/BWSR1/2019BWSRAcademy)

If you have questions regarding your BWSR Academy registration, please contact Carla Swanson-Culler 507-344-2826 or [carla.swanson-cullen@state.mn.us \(mailto:carla.swanson-cullen@state.mn.us\)](mailto:carla.swanson-cullen@state.mn.us).

Lodging

Registrants are responsible for making (or canceling, if necessary) their lodging reservation directly with Breezy Point Conference Center. Preferred lodging held until October 13, 2019.

- [Breezy Point Conference Center Lodging Form \(https://bwsr.state.mn.us/sites/default/files/2019-08/BWSR_Breezy_Reservation_Form_2019.docx\)](https://bwsr.state.mn.us/sites/default/files/2019-08/BWSR_Breezy_Reservation_Form_2019.docx)

Questions

If you have questions regarding BWSR Academy, please contact BWSR Training Coordinator Barbara Radke at 507-884-0442 or [barbara.radke@state.mn.us \(mailto:barbara.radke@state.mn.us\)](mailto:barbara.radke@state.mn.us).

The 2019 BWSR Academy includes seven tracks with concurrent sessions designed to build conservation skills and increase your organization's effectiveness. Please note - We've added two new tracks to the program this year, and will no longer be offering a "repeat" track.



Minnesota Aquatic Invasive Species Research Center

SEP
18

2019 Minnesota Aquatic Invasive Species Research and Management Showcase

by Minnesota Aquatic Invasive Research Center

Follow

\$40

Tickets

Description

Register today for the 2019 Minnesota Aquatic Invasive Species Research and Management Showcase!

Join us on campus on Wednesday, September 18 for a selection of talks about the latest MAISRC research on starry stonewort, zebra mussels, spiny waterfleas, invasive carp, harmful fish diseases, and much more. The breakout session schedule is available here. Lab tours will include the Whooshh fish transport system (back by popular demand! Watch a video of the system in action here), using sediment cores to identify when spiny waterflea entered a lake, and using Koi herpesvirus as a biocontrol for common carp.

Note: Lab tours are currently full; please email Christine at leex2315@umn.edu to be added to the waitlist.

Interact with faculty and researchers over lunch as they share the latest about their work, get an inside look at our state-of-the-art AIS Lab and Holding Facility, and enjoy a poster session reception.

To get your tickets:

1. Click on the bright green "Tickets" button on the top-right of your screen
2. Select how many tickets you would like to purchase and whether you'd like the lab tour option. *Please note:* Lab tours are all identical.
3. Click "order now" and complete your check out
4. See you on September 18!

Ticket cost includes on-campus talks, lunch with researchers, a tour of the state-of-the-art lab (if you wish), and a post-event reception.

Date And Time

Wed, September 18, 2019
8:00 AM – 5:00 PM CDT
[Add to Calendar](#)

Location

Continuing Education and Conference Center
1890 Buford Avenue
Saint Paul, MN 55108
[View Map](#)

Refund Policy

Refunds up to 1 day before event. Eventbrite's fee is nonrefundable.