

BUFFALO-RED RIVER WATERSHED DISTRICT

BARNESVILLE, MINNESOTA 56514

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MINUTES FOR MANAGERS' MEETING January 14, 2013

The Board of Managers, Buffalo-Red River Watershed District (BRRWD), held their annual meeting on Monday, January 14, 2013, at 7:00 PM in the Barnesville office. BRRWD Managers present were Gerald L. Van Amburg, Roger G. Ellefson, Curtis M. Nelson, John E. Hanson, Breanna L. Paradeis Kobiela, Peter V. Fjestad, and Troy E. Larson. BRRWD Staff attending included: Bruce E. Albright, BRRWD Administrator, Erik S. Jones, Engineer, and Julie Jerger, Resident Secretary, Houston Engineering, Inc. (H.E.); Mona Barker, BRRWD Administrative Assistant; and Charles Fritz, Director, International Water Institute (IWI).

Chairman Van Amburg called the meeting to order at 7:08 PM. He announced that the proceedings were being recorded to aid in preparation of the minutes.

Secretary's Report. The Board reviewed draft minutes for the 12/10/12 regular meeting. **Motion** by Nelson to approve the minutes. **Seconded** by Paradeis Kobiela. **Approved.**

Treasurer's Report. The Board reviewed the 2012 year-end financial reports, the current 2013 monthly statements, and the year-end transactions, which include 2012 interest allocation and account transfers. Albright explained the funding/interest allocations for the various project/ditch accounts. The Board discussed the concern of ditch/project accounts carrying long-term negative balances. Currently, the BRRWD has approximately \$3 million tied up in ditch system/project deficits. While this amount includes a few projects still in the development stage that are eligible for State funding, one solution for the chronic account deficits is to set aggressive annual tax levies to pay off the negative balances in a timely manner. Albright reported that the accounts are all in order and ready for the 2012 audit. The office is putting together the 2012 W-2/1099 tax information for Salber & Associates Tax Office. The Board also reviewed the Accounts Receivable Summary. We currently have \$255,471.21 cash on hand. From 12/20/12 to 12/31/12, we received \$587,200.73, primarily from Clay County for their final ditch/project tax payment (\$303,836.89) and the Minnesota Department of Natural Resources (DNR) for Project No. 39, Georgetown (\$88,033.12) and Project No. 65, County Line Outlet (\$1,045.87). We also received our final 2012 Market Value Credit payment from the State of Minnesota (\$94,350.37), a reimbursement payment from the City of Moorhead for Project No. 71, 50th AVE S (\$89,762.67), and a petitioner's bond increase payment for Project No. 74, Clay County Ditch No. 51-Lateral (\$10,000). Since 1/01/13, we received a total of \$42,879.06, primarily from Dick Wang, Inc. (\$39,177.29) for their ring dike payment, Otter Tail County (\$1,408.77) for delinquent tax payments, and a buyout escrow refund (\$2,000) for Project No. 39, Georgetown Flood Control Levee. The balance of the income came from various other sources. **Motion** by Ellefson to approve the Treasurer's Report and the year-end account transfers. **Seconded** by Fjestad. **Approved.**

Business brought before the Board included:

Chuck Fritz, IWI. Fritz discussed the history of IWI and provided handouts relating to the Next Generation Red River Basin Decision Network (RRBDIN) project, which was developed as part of the Army Corps of Engineers (COE) watershed feasibility study, to provide a comprehensive decision support network for the Red River Basin local land resource managers and the public. The project's local sponsors are the Red River Watershed Management Board (RRWMB) and the North Dakota Red River Joint Water

Resources Board. The support tools include a Flood Forecast Display Tool, Light Detecting and Ranging (LiDAR) Portal, LiDAR Viewer, River Watch Water Quality Database, a Project Planning Tool (PPT), Social Networking, Water Quality Decision Support Tool, and an Integrated Warning Team, which provides real-time flood-related information.

The majority of Fritz's presentation focused on the PPT, which is a component of the RRBDIN's support system. It incorporates web-based technologies, geospatial (LiDAR) information, and Geographic Information Systems (GIS) to coordinate local districts' strategic watershed planning in accordance with the Clean Water Act Section 404 permit evaluation process. The goal of the PPT is to assist local governments with the permitting process, flood damage reduction (fdr)/natural resource enhancement (nre) planning, and to obtain agreements from regulatory agencies to accept the PPT information/reports as fulfillment of agency requirements, for example, the COE Points of Concurrence. Use of the PPT should make it more likely that BRRWD projects would qualify for federal and state funding. Because the BRRWD is not a member of the RRWMB, Fritz is not able to share the fdr planning tool info with the BRRWD. However, he would be able to work with the BRRWD on a similar tool for a separate fee. The IWI already has the tool in operation in several RRWMB member watershed districts on the Minnesota side of the Red River. He would like to work with Erik Jones, H.E., to coordinate modeling information for the BRRWD. Fritz thought that the BRRWD already has most of the data needed to develop the PPT. The PPT can be used to generate various mapping products including a problem and project mapping tool, permit complexity analysis, depression analysis, and hydrology/time of concentration graphs, which could be used to identify potential storage areas and produce planning reports including a scenario report, problem areas, goals, project evaluation, alternative analysis, watershed conditions, and fatal potential environmental project flaws. Fritz estimated that the BRRWD's initial cost would be approximately \$20,000. Another RRBDIN Goal is the Water Quality Decision Support Application (WQDSA) that can be used to identify higher erosion areas on the landscape for targeting best management practices (BMP).

The Board briefly discussed the modeling work being conducted by the Red River Basin Commission (RRBC). Jones explained that the BRRWD's goal is to have the quality control checking on the modeling done by the end of February. The RRBC has challenged each watershed district in the Red River Valley to identify sites to provide 20% storage allocation goals in accordance with their Long Term Flood Study (LTFS). Fritz explained that the COE will accept the 20% allocation goals as compliance with their "purpose and need" criteria for project funding/approval. Fritz said he will do more investigation on the cost of the developing the support tools for the BRRWD and forward the information to Albright. He would like to do full presentation in the future once the BRRWD's audio-visual system is installed.

Permit No. 12-160, Clay County Highway Department. Applicant proposes to perform safety improvements (stop lights) along and adjacent to Trunk Highway (T.H.) No. 10 in Hawley, MN, at the intersections with County State Aid Highway (CSAH) No. 31/33, 15th ST, Michael ST, and 8th ST. **Motion** by Nelson to approve Permit No. 12-160. **Seconded** by Paradeis Kobiela. **Approved.**

Permit No. 12-163, City of Moorhead. Applicant proposes to complete the Phase 2 detention pond for the Horizon Shores Detention pond in South Moorhead. **Tabled**, pending Jones' review.

Permit No. 13-01, Bruce Nelson. Applicant proposes to install 120 acres of tiling in the NW¹/₄, Section 16, Atherton Township, Wilkin County. The parcel includes a small tract of native prairie and wetlands. The project will outlet north to an unnamed waterway via a lift station. Nelson is working with Wilkin County Natural Resources Conservation Service (NRCS) regarding the native prairie and wetland issues. **Tabled**, pending Manager field review.

Permit No. 13-02, Matthew Hasbargen. Applicant proposes to install 160 acres of patterned tiling in the SW¼, Section 21, Sunnyside Township, Wilkin County. Part of the project is in the BRRWD and part is in the Bois de Sioux Watershed District. **Tabled**, pending further investigation.

Permit No. 13-03, Gordon Kassenborg. Applicant proposes to install 138.8 acres of tiling in the NE¼, Section 18, Moland Township, Clay County, to outlet via a lift station to County Ditch No. 35 for which it is assessed. Kassenborg plans to install a control structure on the system. **Motion** by Larson to approve Permit No. 13-03, subject to our standard tiling disclaimer and road authority approved for any work in their right-of-way (r-o-w). **Seconded** by Hanson. **Approved**.

Permit No. 13-04, Burlington Northern/Sante Fe (BNSF) Railroad. Applicant proposes to replace a deteriorated bridge in their tracks in the NE¼, Section 8, Wolverton Township, Wilkin County, with two lines of 73" dia. x 55" dia. corrugated metal pipe arch (CMP-A). **Tabled**, pending Jones' recommendations regarding the structure hydraulics and Manager field review.

Permit No. 13-05, Xcel Energy/CAPX2020. Applicant proposes to install 11 temporary approaches and culverts within the BRRWD boundary to facilitate project construction. **Motion** by Paradeis Kobiela to approve Permit No. 13-05. **Seconded** by Fjestad. **Approved**.

Permit No. 13-06, Detroit Lakes Wetland Management District (WMD)/United States Fish and Wildlife Service (USFWS). Applicant proposes to install water control structures and fish barriers for the development of the Anderson Waterfowl Production Area (WPA) in Section 1, Audubon Township, Becker County. **Tabled**, pending Jones' review and recommendations.

Permit No. 13-07, Clay County Highway Department. Applicant proposes to replace a structurally deficient bridge over the South Branch of the Buffalo River and reconstruct a section of the township road adjacent to the bridge on the line between Sections 17 and 20, Elmwood Township, Clay County, west of the intersection of County Road (C.R.) No. 63 and Township Road No. 229. In conjunction with this work, the County also plans to grade the south road ditch and install a new culvert to provide better drainage on the south side of the project. **Tabled**, pending Jones' review.

Permit Software Suite. Van Amburg discussed a proposal from H.E. to develop a custom permit software suite to stream line permit management, designed specifically for the BRRWD. Brian Fischer, H.E., would like to meet with the Board to present the product. Paradeis Kobiela explained that Fischer will be available on 1/30/13 or 2/01/13 to meet with the Board to give a demonstration of the software. The Managers discussed the proposal and agreed to meet with Fischer on 01/30/13. Paradeis Kobiela will contact Fischer.

Akron Township, Wilkin County Drainage Concern. There is a drainage concern in Akron Township, Wilkin County, involving the sizing of culverts in several roads. Bob Westfall called the BRRWD regarding his concerns. Manager Larson reported that Wilkin County is still investigating the issue. **Tabled**.

Jeff Schneider Ditching Concerns. Albright described a ditch cleaning project Schneider's neighbor conducted that encroached on his property north of Hawley and could have impacted a wetland area. His property is located in the NW¼, Section 36, Cromwell Township, on the east side of C.R. No. 33. Schneider will work with his neighbor regarding the issue.

Project No. 74, Clay County Ditch No. 51-Lateral. Robert Norby has filed an appeal of the proposed project's Preliminary Order. His attorney, Zenas Baer, has requested a large amount of information. The office will try to provide the requested documents. A NRCS wetland determination is still pending on the

Minch property in Section 28, Kragnes Township, Clay County. The petitioner, Minch Family Limited Partnership, has increased their bond amount.

Project No. 73, Country Heritage Ditch. Ulteig Engineers, Inc. (UEI) has sent the contracts to Steven Johnson Excavation for signature. Chairman VanAmburg signed the contracts.

Project No. 72, Wilkin County Ditch No. 22-Lateral No. 3. The contractor, William Nichol Excavating, Inc., has stopped work for the season.

Project No. 71, City of Moorhead/50th AVE Flood Control. Landowner LeRoy Johnson has decided not to be included in the project. The City had agreed to ringdike his property. Appraisers completed their Report after a tour of the site last week and found \$6,237,160 in total benefits. The City of Moorhead will be assessed for the flood protection benefit portion of the project (\$6,000,000.) There are a number of landowners outside of Moorhead's jurisdiction who will be assessed drainage benefits (\$174,360). The Appraisers' Report was filed tonight. **Motion** by Paradeis Kobiela to accept the Appraisers' Report and to authorize Albright to schedule the Final Hearing. **Seconded** by Nelson. **Approved.**

Project No. 70, Crystal Creek/McCann's Addition. The Appraisers met last week to work on this project. Albright explained the project would convert the temporary diking left from the 2011 spring flood to permanent structures. The Appraisers' Report was filed tonight. **Motion** by Hanson to accept the Report and schedule the Final Hearing. **Seconded** by Paradeis Kobiela. **Approved.**

Project No. 66, Ranum/Tansem. The office will prepare the final billing to Wynne Consulting for the Department of Employment and Economic Development (DEED) funding.

Project No. 56, Manston Slough Restoration. Albright reported that the office has been working on finalizing the easement options. Letters were sent to a number of landowners explaining the project development schedule with their easement option documents for signature. The goal will be to finish mailing the rest of the options in the next two weeks. Albright has advised Rick St. Germain, Engineer, H.E., that we will need project construction plans and specifications by 04/01/13. The Board had an extended discussion about easement acquisition, easement values, project features, and goals. The Lessard-Sams Outdoor Heritage Council (LOHC) Conservation Partners Legacy Grant (CPLG) for \$350,000 will expire on 6/30/13. The money can only be used for construction, so we hope to have significant construction completed by this date.

Project No. 49, Oakport Flood Mitigation. Albright met with our some of local Legislators last week to discuss the funding needed to complete the project. The Board reviewed a letter sent to our local Legislators/Lobbyist regarding project funding, stating that we will need \$5.62 million to finish Phase 4 in 2013 and pay for work done to date. Any legislation will need to specifically include the 2% median household income (MHI) language for Oakport Township. Albright pointed out that Phase 4 is a "shovel ready" project. Albright pointed out that approximately \$11.1 million of the current project cost was used to buyout out 67 properties in the floodplain, which was not in the original project estimate. He felt the Legislators should remember that the State has funded other programs to remove homes from flood prone areas. The Board discussed the assistance we have received from Joel Carlson, BRRWD Lobbyist. UEI is ready to prepare bid documents as soon as funding has been secured. The Board briefly discussed the project costs. Kris Carlson, UEI, is close to finalizing the levee certification process for the Brentwood/Rolyn Acres areas.

Project No. 42, Clay County Ditch No. 67. The Viewers' Report was filed. The redetermination of benefits/assessments will equalize landowner assessments for project maintenance. Albright suggested that we could schedule this hearing in conjunction with the Project No. 70, Crystal Creek final hearing.

Motion by Ellefson to accept the Viewers' Report and scheduled the hearing. **Seconded** by Nelson. **Approved.**

Project No. 39, Georgetown Levee Improvements. Albright met with Gabe Bladow, H.E., and Corey Elmer, Vogel Law Firm to discuss easement negotiations. The contractor will be ready to finish the levee construction as soon as weather permits this spring. Albright gave the Board an update on easement acquisitions/buyouts. The Board discussed authorizing Albright to sign on behalf of the BRRWD in the buyout negotiations with Coldwell Realty on the Berger/Leegard acquisition. **Motion** Ellefson by to approve Resolution 13-01, making Albright an authorized signatory for the referenced transaction. **Seconded** by Paradeis Kobiela. **Approved.**

Project No. 38, Farmstead Ringdikes. Wang forwarded a check for his share of his ring dike, as mentioned in the Treasurer's Report.

Project No. 32, Hawley EDA Diversion. Steven Johnson Excavating completed the 60" dia. culvert repair work last fall. The cost of the repair will be split equally among the City of Hawley, H.E., and the BRRWD (\$13,933.39 each). Pay requests will be forwarded to Hawley and H.E.

Project No. 29, Buffalo River Log Jams. Gust Johanson submitted a quote to remove log jams at Site SBA10 for \$2,000, which was identified last year as a site that needed work. Casey Leach filed a complaint about this log jam on his property along the South Branch of the Buffalo River. Wade Opsahl/Justin Johnson, H.E., field reviewed the site and determined that the work needs to be completed. **Motion** by Hanson to authorize Johanson to do the proposed work for \$2,000. **Seconded** by Fjestad. **Approved.**

Mediation PT. The next PT meeting is tentatively scheduled for January 17, 2013, at 1:30 PM in our new Barnesville office.

Watershed District Enlargement. The boundary hearing is scheduled for January 31, 2013 at 7:00 PM, Rothsay High School auditorium. Hearing notices are ready for mailing and will go out this week. Notices will also be published in the Fergus Falls Daily Journal twice this month. Dan Swedlund, Wilkin County Highway Department, would like to schedule a hearing to transfer the Wilkin County ditches to the BRRWD. Wilkin County still plans to continue their scheduled ditch maintenance work using their Minnesota Board of Water and Soil Resources (BWSR) grant after they transfer the ditches. The transfer will include ditch system financial account balances. Fjestad will contact Otter Tail County to discuss transferring their ditch systems to the BRRWD.

COE Fargo-Moorhead Diversion. The Board reviewed copies of the latest COE committee meetings. They discussed a possible COE offer to fund tiling projects for agricultural land that might be flooded by the project.

Clay County Ditch Nos. 9, 32, and 33. The Board discussed the redetermination process, including the buffer strip installation/r-o-w acquisition. BWSR has awarded a Clean Water Fund (CWF) grant for the project (\$333,590), which needs to be signed. Jones submitted the work plan to BWSR for review. Once the grant is in place, project expenses will be eligible for reimbursement. As soon as the contract is signed, H.E. can start the bufferstrip r-o-w analysis, and the BRRWD can schedule an informational meeting this spring to notify landowners regarding planting intentions. When the authorized r-o-w payments and staking are completed, project construction can get underway with the goal of completing the project construction and seeding in 2013.

2011 Annual Report. The Board received the Annual Report at the last meeting for review. **Motion** by Nelson to accept the 2011 Annual Report. **Seconded** by Larson. **Approved.**

Hawley Buffalo River Restoration. The City of Hawley and Albright met with landowner Dean Whaley to discuss an agreement regarding his easement. Whaley would prefer to sell the property to the City.

Buffalo River Total Maximum Daily Load (TMDL). Albright mentioned that the draft report for the TMDL process is expected to be out by the end of this year and submitted to the Environmental Protection Agency for review.

Elkton Township Wetland Restoration. Albright noted that this project will be done in 2013. Jones has contacted Harlan Henderson, CRO's Custom Services, regarding seeding requirements/costs. Albright noted that there are differences between banking credits processes between State and Federal agencies.

Whisky Creek/Clay Soil and Water Conservation District (SWCD) Project. The Board authorized H.E. to do an r-o-w analysis for Clay County Ditch No. 34. Albright suggested that the BRRWD will need to schedule a workgroup meeting with the Clay SWCD to discuss the landowner incentives to encourage their participation.

Clay County Ditch No. 21. An informational meeting with the affected landowners will be held sometime this winter.

Clay County Request for RRWMB Meeting. The Board had an extended discussion about Clay County's request for the BRRWD to schedule a meeting with all four County Board of Commissioners, local Legislators, local/state agency personnel, and the public to discuss the BRRWD's membership in the RRWMB. **Motion** by Ellefson to table this issue until the 1/28/13 BRRWD meeting to allow the office time to work on the Manston Slough Restoration easements. **Seconded** by Nelson. **Approved.** Albright offered to get copies of the RRWMB Handbook and financial information for Larson and Fjestad to review.

BWSR FY2013 CWF Targeted Drainage Water Management Grant. Albright will be meeting with the Wilkin County and BWSR representatives on 1/16/13 to discuss funding opportunities associated with the BWSR grant.

30th Annual Red River Basin Land & Water International Summit Conference. The RRBC has scheduled their annual conference for January 22-24, 2013, in the Alerus Center & Canad Inns, Grand Forks. Albright will be making a presentation on Wolverton Creek/Comstock Coulee Restoration on Tuesday and will set up the BRRWD booth. Managers Hanson and Fjestad also plan to attend.

South Branch of the Buffalo River CWF. BWSR has agreed to fund (\$336,860) the Upper South Branch of the Buffalo River BMP Implementation project again in 2013. Landowner John Boen was in the office to discuss more restoration work for his property in Otter Tail County.

New Office. The Board discussed the clean-up list. Margaret Follingstad, YHR Partners, and Albright did a walk through with the contractor, Bob Bristlin. There are still a number of items to complete before the BRRWD will release the contractor's final payment. The BRRWD pedestal sign has been installed. The Audio-Visual training will take place when the installation is finished. The Board discussed Mona Barker's quote for cleaning the office. **Motion** by Paradeis Kobiela to accept Barker's quote to clean the office twice a month for \$150/month. **Seconded** by Fjestad. **Approved.**

Employee Medical Insurance. The Board has agreed to reimburse Barker for her medical insurance premiums retroactive from September 2012 through January 2013. The Board agreed to give Barker a pay

raise on 11/26/12, but no one notified Salber and Associates, Inc. until recently. She will receive her back pay for the 11/26/12-12/23/12 pay period at the new rate. Van Amburg and Paradeis Kobiela will work with Payroll Professionals to make the transition from Salber and Associates, Inc. for payroll preparations.

Professional Liability Insurance. Albright noted that the insurance renewal application form requires the Chairman's signature. **Motion** by Fjestad to authorize Van Amburg to sign the application. **Seconded** by Paradeis Kobiela. **Approved.**

2013 BRRWD Annual Meeting.

Election of 2013 Officers. Chairman VanAmburg called for nominations for Board officers. **Motion** by Larson to reelect the current officers. **Seconded** by Fjestad. **Approved.** The BRRWD officers for 2013 will be as follows: Chair-Gerald VanAmburg, Vice Chair-Paradeis Kobiela, Treasurer-Curtis Nelson, and Secretary-John Hanson.

Appointment of 2013 Consultants. The Board discussed 2013 consultant appointments. Harold Rotunda, Certified Public Accountant (CPA), submitted a letter of agreement regarding his services to conduct the 2012 audit. He indicated that the fee for his services would be the same as last year at \$2,100. The Board discussed Lobbyist Joel Carlson's contract for \$850/month, which is on a 2-year basis, and is up for review this year. Vogel Law Firm also submitted a proposal for 2013 legal services with a small fee increase. Jones presented H.E.'s 2013 proposal for engineering services. The individual H.E. staff members will remain the same. The fee schedule reflects about a 3% increase. The Board discussed H.E.'s proposal, including staffing. **Motion** by Fjestad to appoint H.E. as the BRRWD's 2013 engineering consultant; Joel Carlson as the BRRWD Lobbyist; Vogel Law Firm as the 2013 legal consultant on an as needed basis at the BRRWD's discretion; and to hire Harold Rotunda to complete the 2012 audit. **Seconded** by Hanson. **Approved.**

2013 Financial Designation. **Motion** by Nelson to designate Wells Fargo Bank and Midwest Bank, Barnesville, as the official 2013 BRRWD depositories, subject to the use of any other depositories within the District as needed throughout the year, provided they are FDIC insured, and. **Seconded** by Paradeis Kobiela. **Approved.**

Motion by Ellefson to hire Salber and Associates, Inc. to prepare the 2012 W-2s and 1099s. **Seconded** by Paradeis Kobiela. **Approved.**

The following bills were presented for approval:

Accounts Payable	Description	Account	Amount
American Enterprises, Inc.	#1078, pipe repairs	Pj. 64, La Belle/Boyer	\$ 17,176.00
AmeriPride Services	#160153545, rugs	Admin.	\$ 26.93
Breanna Paradeis Kobiela	Voucher #12-34, 11/01/12-12/31/12	Varies	\$ 710.62
Bruce E. Albright	Perkins/Viewers' dinner	Becker C.D. 10/19	\$ 62.85
Coldwell Banker	Earnest money, 141 Elmer ST	Pj. 39, Georgetown	\$ 1,000.00
Cooper's Technology	#297446/29595, files/stamp	Admin.	\$ 66.04
Curtis M. Nelson	Voucher #12-32, 11/01/12-12/31/12	Varies	\$ 391.55
Fuchs Sanitation	12/31/12 statement/garbage	Admin.	\$ 37.44
Gerald L. Van Amburg	Voucher #12-33, 11/01/12-12/31/12	Varies	\$ 1,362.81
H.E.	December billing summary	Varies-see attached	\$ 91,172.09
Herman Clark	Maurstad trailer deposit	Pj. 39, Georgetown	\$ 1,000.00
HES, Inc.	#697605, material inspection	Pj. 39, Georgetown	\$ 300.00
Independent School Dist. #152	Retreat (2) registrations	Admin.	\$ 90.00

IRS	Form 9414th Qtr. Taxes-Barker	Admin.	\$ 381.96
IRS	Form 9414th Qtr. Taxes-Managers	Admin.	\$ 418.98
Jeffrey B. Mangas, LTD.	Barker IRS health insurance research	Admin.	\$ 75.00
John E. Hanson	Voucher #12-31, 11/01/12-12/31/12	Varies	\$ 841.38
MN Dept. of Revenue	Barker 4th Qtr. Withholding	Admin.	\$ 227.00
PERA	1/15/13 EFT payment-Barker	Admin.	\$ 222.76
Peter Fjestad	Voucher #12-33, 9/01/12-12/31/12	Admin.	\$ 553.33
Petty Cash	Postage, supplies, etc.	Admin.	\$ 200.00
Plath Excavating	#1543, Robert Braton repair	Wilkin 41, Branch 3	\$ 1,187.50
Premium Waters, Inc.	#366590-12-12, water	Admin.	\$ 32.47
Ramona L. Barker	12/23/12-1/13/13 Payroll	Varies	\$ 1,239.64
Roger G. Ellefson	Voucher #12-30, 11/01/12-12/31/12	Varies	\$ 624.10
Rothsay Public Schools	1/31/13 boundary hearing rental	WD Enlargement	\$ 50.00
Ryan Nelson	1/3 NRCS grade stabilization	M.S.A. 103D.905, Subd. 3	\$ 7,754.81
Tim Brendemuhl	#701128, ditch repairs/debris	Clay C.D. No. 20	\$ 310.00
Troy Larson	Voucher #12-29, 9/01/12-12/31/12	Admin.	\$ 441.50
UEI	#34640, thru 12/31/12, Phase 3	Pj. 49, Oakport	\$ 2,852.00
WREC	11/19/12-12/19/12 service (2)	Pj. 46, Turtle Lake	\$ 58.11
Xcel Energy	11/21/12-12/22/12 service (2)	Pj. 49, Oakport	\$ 85.80
			\$ 130,952.67

Motion by Hanson to approve payment of the bills. **Seconded** by Paradeis Kobiela. **Approved.**

Next Meeting. The next regular meeting will be held on Monday, January 28, 2013, at 7:00 PM.

Adjournment. Chairman Van Amburg adjourned the meeting at 11:00 PM.

Respectfully submitted,

John E. Hanson, Secretary