

# ***BUFFALO-RED RIVER WATERSHED DISTRICT***

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## **MINUTES FOR MANAGERS' MEETING**

**June 8, 2015**

The Board of Managers, Buffalo-Red River Watershed District (BRRWD), held their regular meeting on Monday, June 8, 2015, at 7:00 PM in the Barnesville office. BRRWD Managers present were Gerald L. Van Amburg, Breanna L. Kobiela, Mark T. Anderson, John E. Hanson, Catherine L. Affield, Troy E. Larson, and Peter V. Fjestad. BRRWD Staff attending included: Bruce E. Albright, BRRWD Administrator, and Erik S. Jones, Engineer; Houston Engineering, Inc. (HEI). Others attending included: Jenny Mongeau, Clay County Commissioner, and landowners: Dan Bradow, Dwight Hanson, Duane Hanson, Kyle Schiefert, and Priscilla Schiefert.

Chairman Van Amburg called the meeting to order at 7:07 PM. He announced that the proceedings were being recorded to aid in the preparation of the minutes.

**Secretary's Report.** The Board reviewed draft minutes for the 05/26/15 regular meeting and the 03/31/15 Advisory Committee annual meeting. **Motion** by Anderson to approve the minutes. **Seconded** by Affield. **Approved.**

**Treasurer's Report.** The Board reviewed the BRRWD's monthly financial statements, including the project account balance sheet, administrative disbursements, summary of income, and the accounts receivable report. Cash on hand is currently \$1,209,901.67. Income since the last meeting totaled \$261.18 from the three BRRWD bank accounts' interest and HEI's monthly office rent payment. To date, our total income is \$1,709,818.49. Administrative disbursements for the year total \$148,965.78. Total current accounts receivable total is \$3,624,656.66. We received payments today from Wilkin and Otter Tail Counties for their 2015 first-half property tax proceeds, totaling \$544,940.80. These payments will be reflected in next month's financial report. We also received a refund check (\$4,393.03) today from Vogel Law Firm that will also be added to next month's financials. The Minnesota Department of Natural Resources (DNR) forwarded a contract for \$134,032.60 to close out the current grant amendment for Project No. 49, Oakport Township. The total cash on hand including these pending deposits is \$1,759,235.50. Albright noted that Harold J. Rotunda, Certified Public Accountant (CPA), has completed the 2014 BRRWD audit, and will present it later tonight. Midwest Bank has also asked for a copy of the 2014 Audit as part of our documentation to renew the line of credit, so if the Board accepts the audit tonight, the office will forward that information to the Midwest Bank. **Motion** by Hanson to approve the Treasurer's Report. **Seconded** by Fjestad. **Approved.** The Board briefly discussed Midwest Bank's request about moving our checking account from Wells Fargo.

### **Business brought before the Board included:**

**Wilkin/Otter Tail Judicial Ditch No. 2 (J.D. No. 2).** Landowner Dan Bradow discussed weekend flooding problems along J.D. No. 2 in Sections 7 and 18, Orwell Township, Otter Tail County. He explained that water flowing down the J.D. No. 2 system overtopped the east spoil bank and flooded approximately 100 acres of his property. HEI conducted an investigation of the ditch system last fall, and according to Jones' report, the ditch channel in this area is deeper than the 1978-79 improvement project grade line. At the time of the improvement project, the elevations of the two DNR protected waters in this area (Lake Alice and Shaw Slough) set the maximum grade of the channel through this section of the ditch. There is a dike on the west side of J.D. No. 2 to provide protection benefits for landowners on the Wilkin County side. It was suggested that the four inlet pipes on Bradow's property could be angled to match the

direction of water flow in the ditch. Bradow pointed out that the west spoil bank is much higher than the east berm along his property. Albright explained that landowners on the west side of the ditch (Wilkin County) use the ditch for protection benefits and landowners on the east side (Otter Tail County) use the ditch for drainage. That's why the berm is higher on the west side of the ditch. Bradow explained that the overtopping wasn't caused by the local rainfall, but from upstream drainage coming into the ditch. It has been suggested that the ditch benefits might need to be redetermined. Albright pointed out that the J.D. No. 2 outlet to the Otter Tail River also needs work. The Board discussed solutions to Bradow's concerns: build up the east berm and angle the inlet culverts. Bradow also mentioned that when HEI is in the area, they should take a look at the culvert on the north side of 190<sup>th</sup> ST on the south line of Section 18, Orwell Township, Otter Tail County, which is washing out on J.D. No. 2. Currently, J.D. No. 2 is a joint ditch system with Wilkin and Otter Tail Counties, so this work needs to be coordinated with the Otter Tail County Drainage Inspector. **Motion** by Fjestad to authorize Jones to prepare a repair report to raise the spoil bank in the low areas on the east berm along Bradow's property with the understanding that it still needs to be lower than the west side and to work with Otter Tail County to change the angle of Bradow's inlet culverts and repair the road ditch culvert along 190<sup>th</sup> ST outletting into to J.D. No. 2. **Seconded** by Anderson. **Approved.** Anderson commented that the Board should consider a redetermination of benefits for this ditch system in the near future. Albright mentioned that the BRRWD's application for a United States Environmental Protection Agency (EPA) grant to be used to analyze the Otter Tail River channel and tributaries from the Red River of the North to the Orwell Dam was recently approved with funds becoming available in early 2016. The grant application includes funds to analyze the J.D. No. 2 outlet.

**Scott McCaslin Tiling Outlet Concerns.** Albright gave a brief history of a drainage/tiling dispute in the NW<sup>1</sup>/<sub>4</sub>, Section 24, Hamden Township, Becker County, with landowners Scott McCaslin and Duane and Dwight Hanson. In 2013, McCaslin replaced 8" dia. clay tile lines with 12" dia. lines on his property and in 2014, he installed a new overflow ditch, outletting north along 220<sup>th</sup> AVE and eventually to Becker County Ditch (C.D.) No. 15. He attempted to direct as much of the tile discharge along the east side of the road as possible, but about 10% of the tile water cannot drain north. Because of the flat ditch grade, this water needs to go west through the road via the original 8" dia. tile, across the Hanson property via their tile system. Last fall, McCaslin's 8" dia. tile outlet was plugged with concrete on the Hanson property in the NE<sup>1</sup>/<sub>4</sub>, Section 23, Hamden Township. Albright sent a letter to McCaslin and the Hansons, who all attended the 05/11/15 BRRWD meeting. The Board authorized HEI to conduct an elevation survey to determine the grade/capacity of the new overflow ditch along the east side of 220<sup>th</sup> AVE. After Jones filed the survey report on 5/26/15, Albright forwarded the information to the affected parties and invited them to tonight's meeting.

Albright explained that in order for the north overflow ditch to drain 100% of the McCaslin's tile water, it would have to be lowered another 2', which would bring the bottom of the ditch nearly to the bottom of the pipe that goes through the road. The Township already has safety concerns about the slope of the ditch in its current state, so making it deeper would only make their concerns worse. He would also have to install an approach with a gated culvert to keep water from backing out of waterway and possibly washing out the road. Hanson asked if McCaslin was going to fill in the road ditch excavation to address the Township's safety concerns. Albright thought that the ditch would probably remain as is, but the question is how to handle the remaining tile water that won't flow north. The group discussed drainage options for McCaslin's tiling system and the outlets through the road to Hanson's tile system.

Van Amburg commented that McCaslin's overflow ditch is reducing the amount of water that would historically have drained to the Hanson property, leaving only a small percentage of the original drainage to outlet via Hanson's tile system. He suggested that the outlet on Hanson's property should be opened to restore McCaslin's historic tile drainage.

The group discussed possible repairs to the overflow ditch to address the Township's safety concerns for 220<sup>th</sup> AVE, and the Hanson's concerns about excess water on their property from McCaslin's tile system. Albright noted that the BRRWD's Attorney, BRRWD Attorney Tami Norgard, Vogel Law Firm, found a similar legal case where the Court directed that a downstream landowner could not plug an existing tile system.

Dwight Hanson filed a permit application (15-041) to install a 4' long x 8' wide dike with 4:1 sideslopes and a sediment stand pipe to reduce runoff on their property, and he has already done some minor tiling work on his property in Section 23, Hamden Township. At the last meeting, the Board tabled action on his application because of the pending drainage dispute. The group discussed the plans for Hanson's sediment control basin project. Albright suggested Becker County Soil and Water Conservation District (SWCD) might have cost share funding available for their project.

**Motion** by Hanson to order Duane Hanson to remove the tile outlet block on his property with the understanding that McCaslin must maintain the elevation of his overflow ditch and work with Hamden Township regarding their road/ditch safety concerns. The motion also includes approval of **Permit No. 15-041** for a sediment control structure on the Hanson property in Section 23, Hamden Township. **Seconded** by Anderson. Fjestad opposed. **Approved.**

**Kyle Schiefert Drainage Complaint.** Albright gave a brief history of the drainage issues in the SE<sup>1</sup>/<sub>4</sub>, Section 18, Humboldt Township, Clay County. Using the overhead monitors, the Board reviewed a LiDAR map of the area. In 2009, after getting permission from Minnesota Department of Transportation (MNDOT) and BRRWD Permit No. 09-06, Schiefert installed a ditch with a 4' berm north of the Interstate-94 (I-94) and east of Trunk Highway (T.H.) No. 9 on the east side of his property to direct field drainage water north to the ditch along County Road (C.R.) No. 55. Following the heavy rainfall event on 06/06/15, washouts occurred in the field upstream of Schiefert's house and dog kennel facility, which overtopped his dike and flooded his yard. All the water from the washouts on Chris and Bruce Bang's field ended up in Schiefert's front yard and the sediment has filled in the ditch. Schiefert is concerned that if the problem is not addressed, future heavy rainfall events could cause water to enter his basement egress windows. There is an approach along C.R. No. 55 to Erdman's field with a 24" dia. culvert that was installed to allow water to drain west, eventually to T.H. No. 9 and I-94. When Albright conducted a field review today, he observed that Schiefert's ditch/dike is full of trees, and the west end of the 24" dia. culvert in Erdman's approach was bent down, and the pipe is full of dirt. He noted that in 2009, the Bangs filed a complaint about Schiefert's dike, asking for a better outlet for their upstream drainage to the ditch along I-94. There is also a cut in a ridge in the field that aligns with Schiefert's buildings, and drains a low spot in the field west towards Schiefert.

The group had an extended discussion regarding possible drainage options for the upstream property. One solution for Schiefert would be to continue to build up his dike. Schiefert didn't feel he had the funds or material to work on the dike, and Priscilla Schiefert pointed out that something needs to be done soon because the next big rainfall could flood their basement. Van Amburg suggested that the Board schedule a meeting with the landowners and renters in an attempt to find a solution. **Motion** by Anderson to meet with the affected parties to discuss the drainage concerns, as referenced, as soon as possible. **Seconded** by Fjestad. **Approved.** Albright advised Schiefert to consider removing the trees in his drainage ditch if he plans to use it to convey water.

**Permit No. 14-159, Goltz Farms LCC.** Applicant proposes to install 6" dia. drain tile for 10 acres in the SW<sup>1</sup>/<sub>4</sub>, Section 2, Atherton Township, Wilkin County, outletting to the C.R. No. 32 ditch and then draining west. This work is an addition to a tiling project completed under Permit No. 13-140. Opsahl

contact Troy Goltz to update his plan information. The work is already done. There were downstream concerns regarding this work from Roger Ellefson. Anderson commented that he has concerns about approving permits for work that is completed without a permit. He felt that it is too difficult for the BRRWD to penalize landowners who don't abide by our Rules and permitting system in a significant way. **Motion** by Fjestad to take no action on Permit No. 14-159 because the work was done without a permit. **Seconded** by Anderson. **Approved.** Larson suggested the permit could be approved with downstream landowner's approval.

**Permit No. 15-036, Jerry Butenhoff.** Applicant proposes to remove a field approach with a 24" dia. culvert along 110<sup>th</sup> ST S on the west line of Section 12, Alliance Township, in the SW¼, and add a field approach without a culvert on 140<sup>th</sup> AVE S in the southwest corner of Section 12 to make field access more convenient and accommodate larger equipment. The water outlets to Whiskey Creek. Albright conducted a field review and found no problems with the proposed work. **Motion** by Fjestad to approve Permit No. 15-036, subject to Clay County (C.R. No. 69) and Alliance Township approval to work in their road right-of-way (r-o-w). **Seconded** by Kobiela. **Approved.**

**Permit No. 15-046, Darwin Hendrickson.** Applicant proposes to install sediment control basins in Sections 18 and 19, Audubon Township, Becker County, designed by the Natural Resources Conservation Service (NRCS) to reduce erosion. **Motion** by Hanson to approve Permit No. 15-046. **Seconded** by Anderson. **Approved.**

**Permit No. 15-047, Todd Johnson.** Applicant proposes to install random tiling in low areas that have been chronically wet in the N½, Section 25, Prairie View Township, Wilkin County. The project will drain via gravity flow eventually to Wilkin C.D. Nos. 42 and 43 to which the property is assessed via Deerhorn Creek. **Motion** by Anderson to approve Permit No. 15-047. **Seconded** by Affield. **Approved.**

**Permit No. 15-048, Jeff Pender.** Applicant proposes to install an approach with a 30" dia. culvert on the north side of 110<sup>th</sup> AVE S in the SE¼, Section 28, Skree Township, Clay County, to provide access to his field.

**Permit No. 15-049, Skree Township.** Applicant proposes to install an 18" dia. culvert through a minimum maintenance road (110<sup>th</sup> AVE S) in between Sections 29 and 32 in the NW¼.

**Permit No. 15-050, David Grommesh.** Applicant proposes to install a 24" dia. x 40' long culvert in a new approach in the SW¼, Section 21, Barnesville Township, Clay County, to provide field access for larger equipment. The structure will be installed at the existing ditch grade.

**Motion** by Anderson to approve Permit Nos. 15-048, 15-049, and 15-050, subject to the applicable road authority approval to work in their road r-o-w. **Seconded** by Fjestad. **Approved.**

**Tim Kressin Culvert Concern.** The Wilkin County Highway Department contacted Albright regarding a dispute about the operation of a culvert/flapgate along C.R. No. 16 in Section 13, Nilson Township. A landowner opened the flapgate to allow water to escape to the south to drain across his neighbor's property and then back into the road ditch further downstream. Albright will schedule a meeting Dan Swedlund, Wilkin County Highway Department, to investigate this issue.

**Project No. 77, Clay C.D. No. 51-Lateral No. 3.** The Viewers (Ron Ringquist, Rick Battles, and Rod Knutson) will hold their first meeting at 8:00 AM on June 12, 2015. Attorney Norgard has notified the two

opposing Attorneys, Roger Minch and Zenas Baer, that they will have an opportunity to meet with the Viewers at 9:30 AM on the same day.

Later in the meeting, Albright mentioned that we received comments from BWSR regarding the Detailed Survey Report. Jones visited with the BWSR representative, who found only a few minor issues with his report.

**Project No. 75, Wilkin C.D. No. 31-Lateral.** Albright revised Sharon Josephson's easement and will send her a copy via email for her review.

**Project No. 71, City of Moorhead, 50<sup>th</sup> AVE S.** The final item remaining on the contractor's punch list was to replace the seals on a 48" dia. sluice gate to address an opening problem. Because replacing the seals was as expensive as installing a new gate, Gladen Construction Inc. decided to replace the entire gate. They are now waiting for the gate delivery. The City of Moorhead has indicated that they would like get a project maintenance agreement drafted with the BRRWD once the project has been completed.

Albright mentioned that Peter Lewis contacted him regarding possible haying of the project dike. Albright noted that the City of Moorhead should be consulted for their permission. The City is familiar with Lewis because he mows other areas for the City. The BRRWD had no problem with the mowing request.

**Project No. 61, Clay C.D. No. 11N & S.** We are still waiting for the soils analysis from Terracon, Inc. Jones is meeting with Terracon to go over some alternatives for the ditch. He hopes to have recommendations and cost estimates ready for the Board's review at the next meeting. The Board has authorized Albright to schedule a ditch informational meeting/hearing, as soon as possible, which will include replacement of the other culvert.

**Project No. 56, Manston Slough Restoration.** Albright received a complaint from Jerome Briks regarding the placement and repair of inlet culverts on the Briks property north of Tower Road (210<sup>th</sup> ST) in the SE<sup>1</sup>/<sub>4</sub>, Section 1, Nordick Township, Wilkin County. Albright will supervise the repairs. He suggested the Board hire LeRoy Ehlert to do the work. **Motion** by Anderson to correct the inlet installations. **Seconded** by Kobiela. **Approved.**

**Project No. 54, Whiskey Creek Tributaries.** The authorized ditch repairs for Tim Thompson and Scott and Betty Anderson will be addressed in the near future pending the current wet conditions.

**Project No. 52, Clay C.D. No. 69.** The Board authorized repairs for this ditch system last fall. Work will begin as soon as conditions permit. Jones noted that Wade S. Opsahl, Technician, Houston Engineering, Inc., will be meeting with the contractor, JBX LLC, tomorrow to get the work underway.

**Project No. 49, Oakport Flood Mitigation.** Albright reported that it now appears that there is a good chance to get our funding (\$5.66 million) to finish Phase 4 of the Oakport project if the Governor calls for a Special Session, which should take place before July 1.

**Project No. 48, Clay C.D. No. 59.** Last fall, Jones submitted a Minnesota Board of Water and Soil Resources (BWSR) Clean Water Fund (CWF) grant application for 36 inlet culverts on C.D. No. 59, which was not funded. The total repair cost estimate was approximately \$60,000. We will need to investigate a funding source for this work. Jones noted that the Buffalo River Total Maximum Daily Load (TMDL) Study could be completed this year. Using the information from this Study, we might have a more competitive grant application to submit to BWSR for 2016 CWF funding.

**Project No. 40, Clay C.D. No. 41-Outlet.** Albright and Jones met with Terracon, Inc. to discuss options for the outlet repair. Another meeting with Terracon is scheduled for tomorrow. Albright suggested that when we have viable alternatives to address the slump failure in the factory site on the outlet, we should also meet with American Crystal Sugar (ACS) representatives.

**Project No. 39, Georgetown Levee.** The City of Georgetown has prepared a punch list of items they would like to have completed. Attorney Jordan Weir, Vogel Law Firm, is preparing the Petition of Condemnation. Albright will provide information to Weir so he can have the documentation ready by 06/16/15 to be filed for the Greywind house. The Court will schedule a hearing date in mid-July.

**Project No. 37, Clay C.D. No. 41-Lateral No. 1 Channel Repair.** The Board approved the ditch outlet repairs at their last meeting. Jones is working on plans and specifications to be distributed to a number of local contractors for a bid opening.

**Project No. 31, Deerhorn Creek Levees.** Rick Maier recently contacted the BRRWD regarding the proposed Phase 3 of the Deerhorn project, which included upstream retention. Phase 1 addressed the problem of the Creek east of C.R. No. 52 overtopping C.R. No. 188 almost every spring. Phase 2 was the installation of the setback levees along the Creek channel from C.R. No. 52 to the outlet of the South Branch of the Buffalo River. Jones noted that we had identified some retentions sites back when the project was developed in 1999-2000. The Board felt that once we have some of our current projects completed, this work should be added to our "to-do" list.

**Project No. 30, Clay/Wilkin J.D. No. 1.** Albright is still working on redrafting the petition to construct a ditch to divert water from the ditch at the county line to Wolverton Creek/Comstock Coulee. A meeting to discuss the outlet stabilization of J.D. No. 1 in conjunction with the Wolverton Creek/Comstock Coulee Restoration project will be scheduled for some time in July. Anderson commented that once the Wolverton Creek/Comstock Coulee Restoration project is completed, he thought there would be more landowner support for a diversion.

**Project No. 29, Buffalo River Maintenance.** Albright received a complaint about debris on the Buffalo River at 100<sup>th</sup> AVE S. HEI will investigate and solicit bids for the work.

**2014 Audit.** Harold J. Rotunda, CPA, presented the 2014 audit. In 2014, the District's total revenue was \$6,450,092 and the total expenses were \$6,824,821. The year-end cash fund balance was \$652,558. Rotunda discussed the BRRWD's ability to assess and levy the various projects/ditch systems to manage the "red ink", and he observed that the Board has done a good job of addressing the ditch systems' negative balances by levying more aggressively last year. Rotunda noted no problems associated with the audit. The group discussed the detailed process the office uses to manage the financial accounts, and Rotunda commented that they were being managed very well. Van Amburg asked Rotunda for his opinion about the administrative expenditures. Based on the staff's workload and accomplishments, Rotunda felt that the BRRWD's administrative outlay is very cost-effective compared with other Watershed Districts.

The approved audit will be added to the 2014 annual report document, which will then be distributed to the appropriate agencies. **Motion** by Anderson to accept the 2014 audit and approve the 2014 annual report. **Seconded** by Kobiela. **Approved.** Midwest Bank has also asked for a copy of the 2014 audit to process our 2015 operating loan. The Board will also schedule time to meet with the Board of Commissioners from each County to review the audit and present our annual report.

**Project No. 24, Wilkin C.D. No. 44.** Albright is working on a draft petition for the Township to review and will work with them to move the process forward to abandon the north ditch, remove the centerline pipe, and relocate the ditch on the south side of 170<sup>th</sup> ST as part of the legal ditch system.

**Project No. 23, Becker C.D. No. 15 Repair.** The United States Fish and Wildlife Service (USFWS) contractor has finished their repairs on C.D. No. 15 through the Hamden Slough National Wildlife Refuge (NWR). Opsahl will work with Chad Mattson to continue the repair work south of the NWR on the remaining portions of the ditch system, including the SW<sup>1</sup>/<sub>4</sub>SE<sup>1</sup>/<sub>4</sub>, Section 11, Audubon Township, as petitioned for by Kraig Nelson.

**Project No. 01, Wilkin C.D. No. 22.** A ditch system hearing will be scheduled regarding the installation of buffer strips (Lateral Nos. 1 and 2) and outlet grade stabilization in conjunction with the Wolverton Creek/Comstock Coulee restoration.

**Mediation PT.** The next PT meeting will be held on July 9, 2015.

**Upper South Branch of the Buffalo River.** Jones plans to continue to look for options for Phase 1, which is to restore the channel from Wilkin C.R. No. 30 upstream to T.H. No. 9, including potential flood control retention sites. He hopes to have some proposals for the Board to review at their 07/13/15 meeting.

**Barnesville Township Area Drainage.** The landowner informational meeting was held 05/28/15 to review the survey data and discuss area potential problems. They also discussed what a comprehensive project for the area might involve. Albright has visited with a number of the landowners, who encouraged the Board to move forward with the proposed project. He advised the landowners that a project of this scope will take several years to develop. The landowners thought about three miles of channel on an unnamed tributary in Wilkin County should have been included in the study. **Motion** by Fjestad to add the referenced waterway to the comprehensive study survey. **Seconded** by Kobiela. **Approved.** Albright suggested that the next step will be for the Board to meet with owners of the land identified as possible retention sites.

#### **Wetlands Reserve Enhancement (WRE) Sites.**

**South Reep Lake.** Albright plans to schedule a meeting with landowners Mike and Zita Jacobson to determine their interest in an easement with the Watershed District.

**John Bohn WRE.** There is a potential WRE site in Section 33, Norwegian Grove Township, Otter Tail County, along the south side of T.H. No. 108, which would involve four landowners, including John Bohn. With the recent rainfall, that area is now standing water. Albright will schedule a meeting with these landowners in the near future.

**Agricultural Conservation Easement Program (ACEP).** Albright attended a NRCS meeting in Thief River Falls regarding ACEP. There might be an opportunity for the BRRWD to apply for easement funding through their appraisal process.

**Stony Creek Comprehensive Project.** Sherwood Peterson contacted Albright today regarding the status of the project. Terracon, Inc. is still working on their soils analysis. Jones noted that their preliminary estimates for an embankment with a 10' wide top and 5:1 side slopes. He expected to have more information for the next meeting.

**Revised Watershed Management Plan (RWMP)/Watershed District Enlargement (WDE).** John Roeschlein, Bois de Sioux Watershed District, reported to Albright that the proposed boundary changes have been forwarded to Otter Tail County for their approval. Once they have approved it, they will send it

on to our office. We will then file the entire order for the boundary changes with BWSR. As Jones completes sections of the draft RMWP, he will forward them to Albright for review in an effort to complete the draft document finished by the end of June. Once the document is completed, we will schedule one more meeting with the Technical and Citizen Advisory Committees for their review.

**Army Corps of Engineers (COE) F-M Diversion.** The next Diversion Authority meeting is scheduled for 06/11/15. The Board briefly discussed the Court decision to order a halt to work on the Oxbow/Hickson/Bakke dike project.

**Stakke Lake.** Albright and Manager Hanson met with three Stakke Lake property owners on 06/02/15 to discuss options, including a control structure to stabilize the outlet. Albright suggested that we should meet with Becker County to discuss their shoreland regulations. We should also include Roger Hemphill, DNR Area Hydrologist, in the discussions, and we should also have a discussion with the landowner on the north side, who is concerned about drainage of Olive Lake. Albright suggested that he should be advised about the potential for him to enroll his property in wetland mitigation banking. Albright suggested that all three meetings could be held the same day, and he would be available to attend, if the Lake Association wants.

**MAWOCP.** The next pilot area meeting is scheduled for June 17-18, 2015, in Winona, MN. Albright and Fjestad plan to attend.

**Elkton Township Wetland Restoration.** Chuck and Tami Anderson signed their revised easement. Bruce Manston still needs to sign his easement. In regards to Chuck Anderson's crop damage claim, we still have not received any response from Ziegler Construction, Inc. His insurance company has advised that we should file the claim directly with them.

**MAWD Summer Tour.** MAWD is hosting their Summer Tour on June 24-26, 2015, at the Radisson Duluth Harborview. Albright made reservations for Managers Van Amburg, Hanson, Affield, and Fjestad. Albright plans to meet with the Duluth Watershed Committee to discuss the process for creating a new watershed district.

**Wilkin C.D. No. 5A/26.** The office has prepared the mailing lists, and Albright will schedule hearings for these ditch systems regarding the installation of buffer strips and outlet stabilizations in conjunction with the Wolverton Creek Restoration project.

**Upper Red River TMDL/ Watershed Restoration and Protection Strategy (WRAPS) Study.** We are now at the stage to start preparing the draft TMDL/WRAPS reports. The Board discussed HEI staffing for the work. Public informational meetings will be scheduled to review those documents. The Study deadline is June 30, 2016.

**Buffalo River TMDL Study.** Albright explained that the Minnesota Pollution Control Agency (MPCA) let the study contract expire with the BRRWD on 12/31/14, so at this time, there is no contract in place for the BRRWD to do any work on the Buffalo River TMDL/WRAPS project. MPCA received comments from two agencies regarding the TMDL/WRAPS reports, which they will address.

**Wolverton Creek/Comstock Coulee.** Jones submitted two grant applications by the deadline last Friday to the Lessard-Sams Outdoor Heritage Council (LSOHC) Conservation Partners Legacy Grants (CPLG) Program (\$4,963,000) and the other application was submitted to Enbridge Inc. (\$300,000) in association with the Minnesota Association of Resource Conservation and Development Councils, Inc. (MARC&D), who is offering a grant opportunity for natural resource enhancement (nre) projects for their pipeline in Minnesota, North Dakota, and Wisconsin.



Albright noted that we will need to start work on setting up the watershed management district (wmd) to provide a local funding/matching source for the project. Hearings will be scheduled to review bufferstrip requirements for Wilkin C.D. Nos. 5A, 22-Laterals 1 and 2, and 26; and the grade control recommendations for C.D. Nos. 5A, 26, 22, and 53. We will use funds from the current BWSR grant to help pay for the grade control structures, which expires 12/31/15.

**Clay C.D. Nos. 21/58 Slumping Concerns.** Terracon, Inc. is working on a soils analysis for these ditch systems.

**Otter Tail River Restoration.** As discussed earlier, the BRRWD's application for a EPA grant was approved (subject to federal funding) for this project.

**EPA Clean Water Rule.** Albright distributed some information regarding agricultural impacts from the new EPA rule.

**Clay C.D. Nos. 40 and 11N Repairs.** Landowner Jimmie R. Nelson requested the replacement of four field inlet culverts that drain water from the SE¼, Section 21, Kurtz Township, through C.R. No. 65 into C.D. No. 40. Nelson says the existing culverts are not adequate to handle the water and are in poor condition. The probable opinion of cost is \$15,000 to \$18,000 for materials and labor. There is also a damaged flapgate in the NE¼, Section 25, Kurtz Township, that should be replaced. The estimated cost for this work is \$500-\$750 for materials and labor. Jones recommended the Board approve the repairs.

Kurtz Township requested the repair of a culvert in C.D. No. 11N through 28<sup>th</sup> ST S between Sections 33 and 34. The culvert has separated joints, causing damage to the road surface. Jones recommended that we have the culvert excavated and wrap the joints with geotextile fabric to prevent water from washing soil through the joints. The opinion of probable cost is \$2,000-\$2,500. **Motion** by Hanson to approve both repair requests. **Seconded** by Anderson. **Approved.**

**Wilkin C.D. Nos. 6A/3 Repairs.** Dennis and Ron Aksamit submitted repair requests for these two ditch systems. C.D. No. 3 is full of sediment and needs to be cleaned. Aksamit only wants the portion of the ditch along his property cleaned as far downstream as is necessary to restore the gradeline. The spoil material can be piled on the edge of the field. The landowner requests that the work be done as soon as possible. Jones can provide recommendations for the requested work.

The Aksamits also submitted a request for an investigation of the stretch Wilkin C.D. No. 6A along the SW¼, Section 3, Akron Township. The west edge of their pasture is currently under water. More research will be necessary prior to any repairs being done to determine if this waterway is part of the C.D. No. 6A system. Albright will contact the Wilkin County Highway Department for more information.

**BRRWD Network Server.** The network server recently started to fail. The cost estimate to replace the 10-year old server is approximately \$6,000. The Board also discussed a proposal from HEI to host our email service at no charge. Currently, the City of Barnesville provides our email service. Our email backup files (pst files) are very large and are stored on the office server, creating very large and time consuming server backup files. The change would provide more secure email storage and remove the large pst files from our server. **Motion** by Fjestad to approve the purchase of the new server and for HEI to host our email service. **Seconded** by Kobiela. **Approved.**

**Clay C.D. No. 51 Repair.** Curt Brendemuhl called the office to report that C.D. No. 51 is not draining properly and needs repair. This ditch system hasn't been cleaned since the early 1980s. **Motion** by Larson to authorize Jones to conduct a repair investigation and provide recommendations. **Seconded** by Anderson. **Approved.**

**The following bills were presented for approval:**

<b>Accounts Payable</b>	<b>Description</b>	<b>Account</b>	<b>Amount</b>
Ackerman Land Surveying	#15090, R/W surveying	Wilkin C.D. Nos. 12/28	\$ 7,245.00
Ackerman Land Surveying	#15090-WR, R/W surveying	Wilkin C.D. Nos. 12/28	\$ 1,560.00
Ackerman Land Surveying	#15103, R/W surveying	Wilkin C.D. No. 31	\$ 2,014.00
AmeriPride	05/31/15 statement-office rugs (2)	Admin.	\$ 53.44
Barnesville Phone Co.	05/25/15 phone billing	Admin.	\$ 289.36
City of Barnesville	03/29/15-04/29/15 utilities	Admin.	\$ 487.37
Clay SWCD	PF position, 07/01/14-06/30/15	M.S.A. 103D.905, Subd. 3	\$ 2,500.00
H.E.	May billing statement	Varies-see attached	\$ 126,149.10
Haugen's Landscaping, Inc.	#1186, 270th ST N seeding	Pj. 16, Stinking LK	\$ 800.00
Lawn & Driveway Service, Inc.	2015 seeding	Wilkin C.D. Nos. 12/28	\$ 31,556.40
Petty Cash	Postage, supplies, etc.	Admin.	\$ 200.00
Premium Waters, Inc.	05/31/15 statement	Admin.	\$ 42.24
Purchase Power	6/28/15 billing-meter postage	Admin.	\$ 100.00
RMB Laboratories, Inc.	#264179, WQ analysis	M.S.A. 103D.905, Subd. 3	\$ 474.00
RMB Laboratories, Inc.	#264449, WQ analysis	M.S.A. 103D.905, Subd. 3	\$ 26.00
Sellin Brothers, Inc.	#11684, 270th ST N fill	Pj. 16, Stinking LK	\$ 287.50
Vogel Law Firm	#154864, May billing	Pj. 39, Georgetown	\$ 676.50
Wm. Nichol Excavating, Inc.	#170, beaver dam removal	Becker C.D. No. 19	\$ 2,730.00
Wm. Nichol Excavating, Inc.	#171, cattail removal	Pj. 13, Bjornson	\$ 835.00
WREC	04/19/15-05/19/15 service (2)	Pj. 46, Turtle Lake	\$ 204.01
Xcel Energy	04/26/15-05/26/15 NG service	Admin.	\$ 67.32
Xcel Energy	04/27/15-05/27/15 service (2)	Pj. 49, Oakport	\$ 215.46
			<b>\$ 178,512.70</b>

**Motion** by Affield to approve payment of the bills. **Seconded** by Fjestad. **Approved.**

**Office Staff.** The Board discussed the status of the administrative staff, and the hiring of a third administrative assistant.

**Next Meeting.** The next regular meeting will be held on Monday, June 22, 2015, at 7:00 PM in our Barnesville office.

**Adjournment.** **Motion** by Fjestad to adjourn the meeting. **Seconded** by Kobiela. **Approved.** Chairman Van Amburg adjourned the meeting at 11:00 PM.

Respectfully submitted,

John E. Hanson, Secretary