

Pursuant to notice and due call a regular meeting of the Upper Minnesota River Watershed District Board was held Tuesday January 9, 2018 at the district office at 211 Second Street SE in Ortonville, MN. Board members present were: Haugen, Toelle, Holker and Meyer. Staff members present were Radermacher and Doschadis. Members of the public present today were Charles and Tom Maanum.

Chairperson Toelle called the meeting to order at 1:00 p.m.

MINUTES

Minutes from the December 12, 2017 regular meeting were reviewed. Motion to approve the minutes by Haugen, seconded by Holker. Motion carried. All in favor: 4, against: 0.

Bank Signature cards for Minnwest Bank were signed by Chairperson Toelle.

ELECTION OF OFFICERS:

Motion to nominate Toelle as Chairperson by Haugen, seconded by Holker. Motion carried. All in favor: 3, against:0.

Motion to nominate Haugen as Vice Chair by Meyer, seconded by Toelle. Motion carried. All in favor: 3, against: 0.

Motion to nominate Gillespie as Treasurer by Meyer, seconded by Haugen. Motion carried. All in favor: 3, against: 0.

Motion to nominate Holker as Secretary by Toelle, seconded by Meyer. Motion carried. All in favor: 3, against: 0.

1. Designation of Depositories. A motion was made by Haugen, seconded by Meyer to remain with Cenbank for Administrative and BV Project and remain with Minnwest Bank for the Whetstone River Account. All in favor: 4, against: 0
2. Designation of official Newspapers – Ortonville, Clinton, Browns Valley, Appleton. A motion was made by Toelle, seconded by Holker to continue with these newspapers for 2018. All in favor: 4, against: 0
3. Designation of Engineer and Attorney –A motion was made by Holker, seconded by Haugen to designate Houston Engineering as our engineering firm and Rinke-Noonan as our attorney. All in favor: 4, against: 0
4. Approval of 2018 Board Meeting Dates. Dates were reviewed and a motion was made by Toelle, seconded by Meyer to approve these dates. All in favor: 4, against: 0
5. Designation of Employee Review/Employee Handbook committee- A motion was made by Haugen and seconded by Toelle to have Gillespie and Meyer sit on the 2018 committee. All in favor: 4, against: 0
6. Administrative Assistant Benefits were discussed and additions to the Employee Handbook will be drafted and voted upon at the February meeting.

CORRESPONDENCE

1. Lake Eli Outlet in Clinton was discussed and the City of Clinton, with help from the County will be addressing the issue.
2. Drainage complaint from Big Stone County Sec. 32 Malta Twp. was discussed and the Administrator reported that Big Stone County will be working with the land owner to resolve the drainage issue.
3. Rinke Noonan Drainage & Water Conference will be held on February 15th.

VISITORS:

1. Charles/Tom Maanum of Section 22 Browns Valley E. came to discuss a drainage complaint made against them. They explained their ditch cleaning process and a motion was made by Toelle and seconded by Meyer to approve an after the fact permit #01-18. All in favor: 4, against: 0

OLD BUSINESS

1. Whetstone River Restoration meeting with landowners was held in 2017. The board discussed the matter further and a motion was made by Toelle and seconded by Haugen to allow Rinke-Noonan to move forward with a Memorandum on the Purchase/ Remediation Terms Proposal and to authorize District Administrator to confer with MPCA regarding property concerns. All in favor: 4, against: 0
2. Toelle Coulee funding update was given by the Administrator.

NEW BUSINESS

1. PTM APP. Grant – Grant Audit will take place at the District Office on January 18th and Doschadis will ensure all information is readily available for the auditor with BWSR.
2. Drainage complaint in Section 10 Big Stone Township was discussed and the Administrator informed the Board that the landowner notified her that they were not done with the project and that they plan to resume in spring of 2018.

PERMITS PENDING:

1. Todd Dybdahl - #27-16 (SW ¼ Sec. 19 Stevens County)
2. David Maas - #37-16 (NW ¼ Sec. 14 Otreyp Twp.)
3. Doug Adelman - #40-16 (SE ½, SE ¼ Sec. 7 Big Stone Twp.)
4. G&C FLP, Richard Strei, Greg Peterson - #02-17(N ½, SW ¼ & NW ¼ Sec. 13 Ort. Twp.) A motion was made by Toelle, seconded by Holker to approve this permit. All in favor: 4, against: 0. Motion carried.
5. Ray Arens - #31-17 (SE ¼ Sec. 6 Toqua Twp.)
6. Richard Ehrenberg - #37-17(S ½, SW ¼ Sec. 15 Akron Twp.)
7. Gary Haugen - #41-17(SW ¼ Sec. 13 Almond Twp.)
8. Lismore Colony - #54-17(SE ¼ Sec. 28 Prior Twp.)
9. Lismore Colony - #55-17(NE ¼ Sec. 31 Prior Twp.)
10. Lismore Colony - #56-17(SE ¼ Sec. 29 Prior Twp.)
11. Shible/Hegbert Twp. - #60-17(E ½, SE ¼, SE ¼ Sec. 3 Shible Twp.). Motion made by Haugen, seconded by Meyer that Shible Twp. will need to solely complete a new permit to operate any new structure they plan to place. All in favor: 4, against: 0. Motion carried.
12. Kevin Gloege - #61-17(NE ¼ of Sec. 22 Odessa Twp.)

UPCOMING EVENTS:

1. UMRWD Regular Meeting – February 13, 2018 – 1:00 p.m.
2. Rinke Noonan Drainage Conf. – February 15, 2018 – 8:30 a.m. – 4:30 p.m.

January 2018 Disbursements

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Amount</u>
CenBank Administrative				
01/02/2018	7892	Minn West Bank- Dianne Radermacher HAS	ER Contribution to Staff HSA	-3,000.00
01/02/2018		Staff Expense	Payroll #1	-2,876.01
01/02/2018	7895	NCPERS	Payroll Expense - Insurance	-16.00
01/02/2018		CBSA	-SPLIT-	-111.93
01/02/2018		Midcontinent	-SPLIT-	-129.33
01/03/2018		PERA	-SPLIT-	-553.24
01/03/2018		Traverse County	Tax Levy	6,624.84
01/05/2018		Cenbank	Misc. Expense	-6.00
01/09/2018	7896	UMRWD Maint.	Highway 12 Flood Project	-827.10
01/16/2018	7897	Staff Expense	Payroll #2	-2,989.66
01/16/2018		Traverse County	Tax Levy	1,112.19
01/16/2018		PERA	-SPLIT-	-575.85

01/16/2018	7899	Wanda Holker	-SPLIT-	-207.05
01/16/2018	7900	Robert Toelle	-SPLIT-	-110.14
01/16/2018	7901	Gene R Meyer	-SPLIT-	-93.24
01/16/2018	7902	Gary Haugen	-SPLIT-	-167.41
01/16/2018	7903	Verizon Wireless	Phone	-72.82
01/16/2018	7904	Houston Engineering	PTMApp	-1,219.50
01/16/2018	7905	Petty Cash- Office Supplies	Petty Cash	-109.89
01/16/2018		Swift County	Tax Levy	570.93
01/16/2018	7906	Rinke Noonan	Whetstone Project	-4,230.70
01/16/2018	7907	Houston Engineering	Whetstone Project	-3,190.21
01/16/2018	7908	Dianne Radermacher	Managers - Expenses	-97.01
01/16/2018	7909	Greg Peterson	Office Rent	-395.00
01/17/2018		Traverse County	Traverse County - Admin.	819.03
01/17/2018		IRS Blue Cross Blue Shield of	Payroll Expense	-2,022.46
01/22/2018		MN	Payroll Expense - Administrator	-403.56
01/22/2018		Cen Bank	Misc. Expense	-2.50
01/31/2018		Midcontinent	-SPLIT-	-132.51
01/31/2018		Interest	Administrative	<u>7.32</u>
				-14,404.81

CenBank BV Mitigation Project

01/23/2018	219	Houston Engineering	BV Mitigation Project Account	-2,729.00
01/23/2018	220	UMRWD Maint.	Whetstone Project	170,000.00
01/31/2018			BV Mitigation	<u>13.13</u>
				-
				172,715.87

CenBank Municipal Savings

01/31/2018				<u> </u>
01/05/2018		UMRWD Admin. (Trav Cty Levy)	Move to Admin Account	-6,624.84
01/31/2018			Interest	0.13

Minnwest Bank Whetstone Fund

01/02/2018	2512	City of Ortonville MN	Electric	-76.00
01/16/2018	2513	Dianne Radermacher UMRWD BV Mitigation	Equipment Maint/Mileage	-30.56
01/17/2018		Project	Misc. Receipts	170,000.00
01/17/2018		UMRWD Maint.	Misc. Receipts	<u>827.10</u>
				170,720.54

Motion to adjourn by Meyer, seconded by Haugen. The meeting was adjourned at 2:25 p.m.

Respectfully Submitted by,

Approved by,

Amber Doschadis, Coordinator

Wanda Holker, Secretary