

Pursuant to notice and due call a regular meeting of the Upper Minnesota River Watershed District Board was held Tuesday December 11, 2018 at the district office at 211 Second Street SE in Ortonville, MN. Board members present were: Toelle, Holker, Haugen and Meyer. Staff members present were Radermacher and Doschadis.

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

### MINUTES

Minutes from the November 13, 2018 regular meeting were reviewed. Motion to approve the minutes by Meyer, seconded by Haugen. Motion carried. All in favor: 4, against: 0.

### CORRESPONDENCE

1. Ditch Cleanout After-the-Fact Permit in Section 19 Prior Twp. (Gene Weihe) was discussed. It was decided to table this permit until Township Signature is obtained for work done in Prior 20 right-of-way.
2. Letter to Shible Twp. Tile in Section 3 Shible regarding opening tile. Per Manager Meyer the tile is open.
3. Easement and Hold Harmless Agreement/Doug Gronholz is being drafted by the landowner's attorney.
4. Letter to Anita Ronning regarding Todd Sandberg's permit was discussed.
5. Drainage Section 4 Big Stone Township – Folkens/ Carlson was reviewed and the board noted an area that appeared to be an outlet for the basin on Carlson's property in the past.
6. Johnson & Roggenbuck – Understanding of Services 2018 Audit. A motion was made by Toelle, seconded by Meyer to approve Holker to sign the document. Motion carried. All in favor: 4, against: 0.
7. Swenson Lake updated was given by Administrator.

### OLD BUSINESS

1. Whetstone River Restoration
  - a. Agreement/Response from Paul Strong/Hedge Family- Waiting on information from Rinke Noonan regarding the title transfer options and right of first refusal process.
  - b. Response to EPA on Debris site is being drafted by Houston Engineering.
  - c. Wetland delineation field work was done this fall, report is underway.
  - d. Cultural Resource study will be completed in Spring of 2019.
2. Toelle Coulee
  - a. Easements have all been sent and staff is beginning to receive signed agreements.
  - b. New Highway 28 culvert – MN DOT/Bypass Road cost share was discussed.
3. Marsh Lake Project
  - a. Bike Trail abutments at Marsh Lake Dam. Administrator is working with the COE to ensure these remain part of the project.

### NEW BUSINESS

1. Petition for Watershed District Boundary Change – Public Meeting on Nov. 26, 2018 was discussed.
2. Draft Meeting dates for 2019 were presented to the board.
2. Administrator announced plans to retire on June 1, 2019.

### NEW PERMITS

1. Greg Thompson - #66-18(NE ¼ Sec. 26 Otrej Twp.) A motion was made by Toelle to approve the permit as submitted, seconded by Holker. All in favor: 4, against: 0.
2. Greg Thompson - #67-18(N ½, SE ¼ Sec. 17 Otrej Twp.) The board tabled this permit until staff is able to discuss placing a culvert under the crossing.
3. Paul Strong - #68-18(SE ¼ Sec. 19 Prior Twp.)(After-the-Fact Permit) The board tabled this permit until the landowner receives a signature from Prior Township for work done in the right-of-way.

ADMINISTRATOR APPROVED

1. Sherrie Giese - #64-18(Meadowbrook Road E)(Rip-rap maintenance)
2. Malta Township - #65-18(Between Sec. 19 & 30 of Malta Twp.)(Culvert Replacement)
3. Curtiss Olson - #7-18(SE ¼ Sec. 31 Malta & NE ¼ Sec. 31 Otrey)(Extension)

PERMITS PENDING

1. Ray Arens - #31-17 (SE ¼ Sec. 6 Toqua Twp.)
2. Richard Ehrenberg - #39-17(S ½, SW ¼ Sec. 15 Akron Twp.)
3. Lismore Colony - #54-17(SE ¼ Sec. 28 Prior Twp.)
4. Lismore Colony - #55-17(NE ¼ Sec. 31 Prior Twp.)
5. Lismore Colony - #56-17(SE ¼ Sec. 29 Prior Twp.)
6. Kevin Gloege - #61-17(NE ¼ of Sec. 22 Odessa Twp.)
7. Shible Twp. - #9-18(SE ¼, SE ¼ Sec. 3 Shible Twp.)
8. Steve Mitlyng - #20-18(75855 Sunset View, Sec. 18 Big Stone Twp.)
9. Bruce Moberg - #22-18(SW ¼ Sec. 27 Almond Twp.)
10. Paul Strong - #27-18(NW ¼ Sec. 21 Prior Twp.)
11. Paul Volkenant - #31-18(NW ¼, SW ¼ Sec. 9 Odessa Twp.)
12. David Botker - #36-18(SW ¼ Sec. 1 Prior)
13. Koosman Farms - #37-18(S ½ Sec. 13 Akron Twp.)
14. Todd Sandberg - #50-18(NE ¼ Sec. 36 Prior Twp.)
15. **Todd Sandberg - #51-18(SE ¼ Sec. 33 Almond Twp.)** A motion was made by Haugen to approve this permit as submitted, with the email from A. Ronning attached stating that she will allow the tile to be placed as she is the downstream landowner, seconded by Holker. All in favor: 4, against: 0,
16. Gary Haugen - #54-18(NW ¼ Sec. 25 Almond Twp.)
17. Kyle Gillespie - #55-18(NW ¼ Sec. 32 Malta Twp.)
18. Kevin Gloege - #60-18(NE ¼ Sec. 22 Odessa Twp.)

UPCOMING EVENTS

1. UMRWD Regular Meeting – January 8, 2019 – 1:00 p.m.
2. Buffer Compliance Mtg.- December 14, 2018

**December 2018 Disbursements**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Amount</u>
<b>GenBank Administrative</b>				
12/04/2018	8113	Dianne Radermacher	Managers - Expenses	-200.59
12/04/2018	8114	First National Bank	-SPLIT-	-1,699.10
12/04/2018	8115	Ricoh USA, Inc.	Copier Lease	-90.58
12/04/2018	8116	Big Stone County Treasurer	WRAPS	-548.28
12/04/2018	8117	NCPERS	Insurance	-16.00
12/04/2018	8118	Payroll # 23	Payroll Expenses	-3,136.89
12/05/2018		CBSA	-SPLIT-	-111.93
12/05/2018		PERA	Payroll Expense - ER PERA	-608.36
12/11/2018	8120	Wanda Holker	-SPLIT-	-542.91
12/11/2018	8121	Gene R Meyer	-SPLIT-	-514.17
12/11/2018	8122	Gary Haugen	-SPLIT-	-473.30
12/11/2018	8123	Robert Toelle	-SPLIT-	-202.29
12/11/2018	8124	Terry Gillespie	-SPLIT-	-193.02
12/11/2018	8125	Ricoh USA, Inc.	Copier Lease	-12.19
12/11/2018	8126	Verizon Wireless	Phone	-72.85
12/11/2018	8127	Rinke Noonan	Whetstone Project	-697.50

12/11/2018	8128	Rinke Noonan	Marsh Lake Project	-260.00
12/12/2018		Tax Levy	-SPLIT-	13,341.58
12/17/2018	8129	Payroll #24	Payroll Expenses	-3,100.81
12/17/2018	8131	Amber Doschadis	Payroll Expense	-380.00
12/17/2018	8132	Amber Doschadis	Managers - Expenses	-155.33
12/17/2018	8133	Kjohlaug Environmental Services	Kleindl Wetland	-805.00
12/17/2018	8134	Houston Engineering	Whetstone Project	-6,736.76
12/18/2018		PERA	Payroll Expense - ER PERA	-601.01
12/18/2018		LMCIT	Dues and Fees	208.00
12/20/2018		Blue Cross Blue Shield of MN	Insurance	-403.56
12/20/2018		Cenbank	Misc. Expense	-2.50
12/20/2018		MN Dept. of Revenue	Payroll Expense	-1,116.02
12/21/2018		IRS	Payroll Expense	-2,163.36
12/26/2018		Tax Levy	State of MN Subsidy	6,747.43
12/31/2018			Interest	<u>9.94</u>
Total CenBank Administrative				-4,537.36
<b>CenBank BV Mitigation Project</b>				
12/04/2018		UMV Regional Development Commission	Browns Valley Flood Mitigation	23,760.41
12/04/2018	233	Houston Engineering	Browns Valley Flood Mitigation	28,972.91
12/04/2018	234	Rinke Noonan	Browns Valley Flood Mitigation	-2,270.00
12/21/2018		UMV Regional Development Commission	Browns Valley Flood Mitigation	9,178.00
12/31/2018			Interest	<u>7.34</u>
Total CenBank BV Mitigation Project				1,702.84
<b>Cenbank Certificate</b>				
Total Cenbank Certificate				
<b>CenBank Municipal Savings</b>				
12/31/2018			Interest	<u>0.07</u>
Total CenBank Municipal Savings				0.07
<b>Minnwest Bank Maintenance Fund</b>				
12/04/2018	2547	City of Ortonville MN	Electric	-82.10
12/04/2018	2548	Dianne Radermacher	Managers - Expenses	-98.16
12/11/2018	2549	Big Stone County Highway Dept.	Repair & Materials	<u>-55.00</u>
Total Minnwest Bank Maintenance Fund				-235.26

A motion was made by Meyer, seconded by Holker to adjourn the meeting at 2:20 pm.

Respectfully Submitted by,

Approved by,

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Amber Doschadis, Coordinator

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Wanda Holker, Secretary