

Pursuant to notice and due call a regular meeting of the Upper Minnesota River Watershed District Board was held Tuesday January 8, 2019 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 Holker called the meeting to order at 1:05 p.m.

MINUTES

Minutes from the January 8, 2019 regular meeting were reviewed. Motion to approve the minutes by Toelle, seconded by Haugen. Motion carried. All in favor: 4, against: 0.

VISITORS:

1. Greg Thompson was unable to attend.

CORRESPONDENCE:

1. Swenson Lake updated was given by Administrator.

OLD BUSINESS

1. Whetstone River Restoration
 - a. Agreement/Response from Paul Strong/Hedge Family- Administrator notified the board that legal counsel for the Strong/Hedge Family has been in contact, they are working on resolving a few matters before the agreement can be signed.
2. Toelle Coulee
 - a. Easements are still needed from a few landowners. Staff will send another correspondence soon.
 - b. New Highway 28 culvert–MN DOT/Bypass Road cost share and DOT involvement was discussed.
3. Marsh Lake Project
 - a. Administrator reported that work is continuing on the fish passage.

NEW BUSINESS

1. Ortonville Highway 12 Project – Reconstruction project from Ortonville to Highway 59 was discussed.
2. Steve Grimes Wetland – Protected Waters Basin 246-W, NW ¼ Sec. 1 Prior Twp. Administrator updated that a meeting with DNR and USF&WS will be scheduled soon.
3. Meeting with COE and DNR on possible changes to the Browns Valley Project. Administrator will attend a meeting with COE and DNR on concerns of walleye passage through the Browns Valley Project.
4. Employee Reviews/ New Job Descriptions.
A motion was made by Toelle, seconded by Haugen to close the meeting for employee review discussion.

A motion was made by Meyer, seconded by Holker to reopen the meeting.

A motion was made by Haugen, seconded by Meyer to internally promote Amber Doschadis to District Administrator upon the retirement of Dianne Radermacher this spring. All in favor: 4, against 0.

A motion was made by Meyer seconded by Toelle to approve the hiring of a Technician/ Project Assistant with a starting salary of \$39,500 that is negotiable depending on the applicant's qualifications. All in favor: 4, against 0. Staff will compose a job listing to be posted with an application deadline of March 8, 2019.

NEW PERMITS

1. Scott Gilsdorf - #3-19(SW ¼ Sec. 34 Almond Twp.) A motion to approve permit as submitted was made by Toelle, seconded by Holker. All in favor: 4, against 0.

2. John/Bruce Wellendorf - #4-19(SW ¼ Sec. 25 Otrey Twp.) A motion to approve permit as submitted, pending the receipt of downstream landowner was made by Toelle, seconded by Haugen. All in favor: 4, against 0.

ADMINISTRATOR APPROVED-

Mike and Sharon Trulson - #5-19(SE ¼ Sec. 29 Foster)(replace existing tile)

PERMITS PENDING

1. Shible Twp. - #9-18(SE ¼, SE ¼ Sec. 3 Shible Twp.)
2. Steve Mitlyng - #20-18(75855 Sunset View, Sec. 18 Big Stone Twp.)
3. Bruce Moberg - #22-18(SW ¼ Sec. 27 Almond Twp.)
4. Paul Strong - #27-18(NW ¼ Sec. 21 Prior Twp.) Board withdrew this permit per applicant's email request.
5. Paul Volkenant - #31-18(NW ¼, SW ¼ Sec. 9 Odessa Twp.)
6. David Botker - #36-18(SW ¼ Sec. 1 Prior)
7. Koosman Farms - #37-18(S ½ Sec. 13 Akron Twp.)
8. Todd Sandberg - #50-18(NE ¼ Sec. 36 Prior Twp.)
9. Gary Haugen - #54-18(NW ¼ Sec. 25 Almond Twp.)
10. Kyle Gillespie - #55-18(NW ¼ Sec. 32 Malta Twp.)
11. Kevin Gloege - #60-18(NE ¼ Sec. 22 Odessa Twp.)
12. Greg Thompson - #67-18(N ½, SE ¼ Sec. 17 Otrey Twp.)

UPCOMING EVENTS:

1. UMRWD Regular Meeting – March 12, 2019 – 1:00 p.m.
2. COE/DNR Meeting February 22, 2019 – Detroit Lakes – January 25, 2019
3. Rinke Noonan - Drainage and Water Conference – February 14, 2019
4. Legislative Session - Day at the Capitol – February 20-21, 2019

February 2019 Disbursements

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Amount</u>
CenBank Administrative				
02/01/2019	8152	University of Minnesota	Managers - Expenses	-35.00
02/01/2019	8153	Payroll # 3	Payroll ExpenseS	-3,349.61
02/01/2019		UMRWD Maint.	2017&18 Payroll Reimbursement	46,000.00
02/01/2019	8155	NCPERS	Insurance	-16.00
02/01/2019	8156	First National Bank	-SPLIT-	-513.88
02/01/2019	8157	Ricoh USA, Inc.	Copier Lease	-90.58
02/01/2019	8158	UMRWD Admin. Kjohlaug Environmental	Petty Cash	-104.96
02/01/2019	8159	Services	Kleindl Wetland	-596.25
02/01/2019	8160	UMRWD Maint.	Big Stone County - Maint.	64,500.00
02/04/2019		PERA	Payroll Expense - ER PERA	-631.64
02/05/2019		CBSA	-SPLIT-	-111.93
02/12/2019	8161	Verizon Wireless	Phone	-72.92
02/12/2019	8162	Gary Haugen	Managers - Compensation	-83.76
02/12/2019	8163	Wanda Holker	Managers - Expenses	-212.54
02/12/2019	8164	Robert Toelle	Managers - Expenses	-225.52
02/12/2019	8165	Gene R Meyer	Managers - Expenses	-94.78

02/16/2019	8166	Payroll #4	Payroll Expenses	-3,191.34
02/20/2019		Blue Cross Blue Shield of MN	Insurance	-416.06
02/20/2019		Cenbank	Misc. Expense	-2.50
02/25/2019		PERA	Payroll Expense - ER PERA	-616.93
02/25/2019		IRS	Payroll Expense	-2,085.02
02/28/2019		Midcontinent	-SPLIT-	-131.96
02/28/2019			Interest	<u>7.46</u>
				-
Total CenBank Administrative				31,075.72

CenBank BV Mitigation Project

02/04/2019		UMVRDC	Whetstone Project	7,216.00
02/04/2019	236	Rinke Noonan	Whetstone Project	-3,476.00
02/04/2019	237	Houston Engineering	Whetstone Project	-3,740.00
02/28/2019			Interest	<u>6.59</u>
Total CenBank BV Mitigation Project				6.59

Cenbank Certificate

Total Cenbank Certificate

CenBank Municipal Savings

02/20/2019		U.S. Department of the Treasury	Administrative	11.68
02/28/2019			Interest	<u>0.07</u>
Total CenBank Municipal Savings				11.75

Minnwest Bank Maintenance Fund

02/01/2019	2551	UMRWD Admin.	Payroll Expenses	46,000.00
02/01/2019		UMRWD Admin.	Maintenance	64,500.00
02/12/2019	2552	City of Ortonville MN	Electric	<u>-90.53</u>
Total Minnwest Bank Maintenance Fund				18,409.47

Holker adjourned the meeting at 3:10 pm.

Respectfully Submitted by,

Approved by,

Amber Doschadis, Coordinator

Gene Meyer, Secretary