

Pursuant to notice and due call a regular meeting of the Upper Minnesota River Watershed District Board was held Monday May 20, 2019 at the district office at 211 Second Street SE in Ortonville, MN. Board members present were: Toelle, Holker, Gillespie and Meyer. Staff members present were Radermacher and Doschadis. Visitors were: Darwin Karsky, Todd Larson, Anthony Hillman, Al Webster, Dalen Roe, Tim Burdick, Paul Maas, Steve Strei, Wayne Schoon and David Maas.

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

#### MINUTES

Minutes from the April 9, 2019 regular meeting were reviewed. Motion to approve the minutes by Toelle, seconded by Meyer. Motion carried. All in favor: 4, against: 0.

#### VISITORS:

1. Houston Engineering attended the meeting to introduce their staff and update the board on current District Projects with them.

#### CORRESPONDENCE

1. Highway 12 Project- Landowners attending the meeting to discuss water that was over the road on Highway 12 upstream from the district's Highway 12 tile inlet. After discussion with the landowners it was decided that the district will proceed with contacting MnDOT to set up meetings on how they would like to proceed. Landowners were informed that the district will begin work with MnDOT, hold another meeting with updates and hire an engineer for cost estimates. Maintenance to the existing project was also discussed and will be reviewed by an engineer.

Anthony Hillman, Al Webster, Dalen Roe, Tim Burdick, Paul Maas, Steve Strei, Wayne Schoon and David Maas left the meeting at 2:30 pm.

2. Swenson Lake update was given. County Highway Department was present to discuss the erosion happening at the south east outlet this spring.

3. Drainage Complaint in North Half of Almond 33 was discussed and board managers have been informed that landowners have resolved the issue amongst themselves.

4. Drainage Complaint in Lower Prior 1 was reviewed. Landowners were in attendance to discuss the history of tile in the area as well as options going forward.

5. Drainage Complaint in Almond 32 onto Big Stone 5 was discussed and staff has been notified by landowners that drainage out of the basin as ceased.

6. Drainage Complaint in Foster 20 was discussed. A motion was made by Gillespie, seconded by Toelle to invite downstream landowners to the June meeting.

7. Drainage Concerns in Otrey 16 and 17 were presented by Holker. A motion was made by Toelle, seconded by Gillespie to invite USFWS and DNR to the June Meeting to open discussion on basins that are over their ordinary water levels in the area.

#### OLD BUSINESS:

1. Whetstone River Restoration

a. Agreement/ Response from Paul Strong/Hedge Family has not been received. There were weather delays in getting all parties available to sign the agreement. Staff will follow-up with our attorney.

2. Toelle Coulee
  - a. Easement update was given.
  - b. MN DOT cost share was reviewed when HEI gave their report.
3. Hold Harmless Agreement with Doug Gronholz has been signed and returned to the attorney.

#### NEW BUSINESS

1. FEMA Update was given by Doschadis.
2. 2019 Lake Level/ Dam Update and need for debris removal was given.
3. Browns Valley Diversion Channel- Haying Contract. A motion was made by Toelle seconded by Holker to advertise for haying contract bids.  
Browns Valley Diversion Channel Silt and Debris from Spring Run-Off. A motion was made by Meyer seconded by Toelle to have staff work with HEI to have the diversion channel surveyed for any damages and sedimentation caused by the 2019 Spring Flooding. Then proceed with requesting quotes for work in the diversion channel from Serocki and Goodhart after water goes down.
4. Board Manager Opening- Retirement of Robert Toelle was discussed and staff has notified Traverse County.
5. Employee Handbook- Benefit Changes. A motion was made by Holker, seconded by Gillespie to adopt policy 4.2.5.1, effective June 1, 2019 to allow a monthly insurance stipend to all full time employees.
6. Administrator Retirement and Position Changes. A motion was made by Holker seconded by Toelle to officially accept Radermacher's retirement and approve Amber Doschadis as Administrator effective May 31, 2019 and Dylan Hiepler as Technician/ Project Assistant effective May 17, 2019.
7. District Cell Phone will transfer to Doschadis at this time. Staff will look into a call forward system.
8. Water Cooler Purchase. A motion was made by Gillespie, seconded by Meyer to purchase the water cooler currently located in the district office from Radermacher.

#### NEW PERMITS

- David Arens #19-19** (N1/2, SW1/4 Toqua 8) Motion to Approve-Toelle. Second- Meyer. Carried.
- Curtiss Olson #33-18** (NE1/4, Malta 31) Install Flap Gate to Existing Outlet. Motion to Approve-Holker. Second- Gillespie. Carried.
- Mike Vangsness # 20-19** (NE1/4 L. Prior 1) Hold pending results of ditch cleaning
- Brian Kleindl #21-19** (SE 1/4 Otrej 5) Motion to Approve Pending Required Signatures-Holker. Second-Toelle. Carried
- Doug Gronholz #22-19** (N 1/2 of NW 1/4 Shible 30) Motion to Approve -Gillespie. Second- Meyer. Carried.
- Jeff Haanen #23-19** (NE 1/4 of Browns Valley 5) Motion to Approve -Toelle. Second- Gillespie. Carried
- Foster Township #24-19** (SE 1/4 Foster 8 and SW Foster 9) Motion to Approve -Gillespie. Second- Toelle. Carried.
- Matt Hipple #25-19** (SW 1/4 Big Stone 13) Motion to Approve pending county signature -Gillespie. Second- Meyer. Approved. 4-0
- Thomas Holker #27-19** After-the-Fact (NE 1/4 Foster 20) Hold pending downstream landowner attendance at June Meeting.
- Greg Thompson #28-19** (SE, SE 1/4 of Otrej 17) Motion to Approve -Toelle. Second- Holker. Carried.
- Dan Chase #32-19** (NW 1/4 Almond 30) Motion to Approve -Holker. Second- Gillespie. Carried.
- Dan Morrill #34-19** (SW 1/4 Malta 8) Motion to Approve -Holker. Second- Gillespie. Carried.
- Doug Nelson #35-19** (NW 1/4 Big Stone 5) Motion to Approve pending require signature -Toelle. Second- Gillespie. Carried.
- Wanda Holker #44-16** (N1/2 of NW1/4 Odessa 11) Add additional tile. Motion to Approve -Gillespie. Second- Meyer. Carried with Holker abstaining.
- Tom Holker #45-19** (E 1/2 of SW 1/4 Foster 20) Motion to Approve -Toelle. Second- Meyer. Carried with Holker abstaining.
- Mike Vangsness #46-19** (NE 1/4 L Prior 1) Motion to Approve -Toelle. Second- Meyer. Carried.
- Todd Sandberg #47-19** (SW 1/4 of NW 1/4 L Prior 1) Motion to Approve -Toelle. Second- Meyer. Carried.

ADMINISTRATOR APPROVED

Ron and Candy Willenbring #17-19 (SW ¼ Big Stone 29, Lakeshore)  
Chance Haugen #18-19 (SW1/4 L. Prior 5, Lakeshore)  
Dan Chase # 29-19 (SW 1/4 of NW 1/4 Almond 30)  
Mark Chase #30-19 (NW 1/4 Prior 25)  
Darin Seifert #26-19 (SW 1/4 Malta 34)  
Mike and Jeanine Mills #36-19 (SW 1/4 Almond 30)  
Paul Radermacher #37-19 (SE 1/4 Big Stone 28)  
Foster Township #33-19 (N 1/2 Foster 28)  
Scott Doschadis #38-19 (N1/2 of NW1/4 Foster 28)  
Big Stone County Highway Department #31-19 (NW 1/4 Otrej 28)

PERMITS PENDING

Shible Twp. - #9-18(SE ¼, SE ¼ Sec. 3 Shible Twp.)  
Steve Mitlyng - #20-18(75855 Sunset View, Sec. 18 Big Stone Twp.)  
Bruce Moberg - #22-18(SW ¼ Sec. 27 Almond Twp.)  
Paul Volkenant - #31-18(NW ¼, SW ¼ Sec. 9 Odessa Twp.)  
David Botker - #36-18(SW ¼ Sec. 1 Prior)  
Koosman Farms - #37-18(S ½ Sec. 13 Akron Twp.)  
Todd Sandberg - #50-18(NE ¼ Sec. 36 Prior Twp.)  
Gary Haugen - #54-18(NW ¼ Sec. 25 Almond Twp.)  
Kyle Gillespie -#55-18(NW ¼ Sec. 32 Malta Twp.)  
Kevin Gloege - #60-18(NE ¼ Sec. 22 Odessa Twp.)  
Greg Thompson - #67-18(N ½, SE ¼ Sec. 17 Otrej Twp.)  
David Botker - #7-19 (SE ¼ Sec. 1 Prior)  
Paul Strong - #8-19 (NE ¼ Sec. 4 Otrej) –Signature Obtained  
Randy Nessman #9-19 (SE ¼ Sec. 24 Prior)  
ASF Inc. #10-19 (E ½ Sec. 23 Big Stone)  
ASF Inc. #11-19 (SE ¼ Sec. 2 Otrej)  
Baby Blue Farms - #13-19 (SE ¼, NE ¼ Sec 29 Malta)  
Eugene Tesch - #14-19 (E ½, SE ¼ Sec 27 Foster)  
Eugene Tesch - #15-19 (NW ¼ Sec 35 Foster)  
Evan Holker - #16-19 (S ½ Sec 33 Big Stone) – Signature Obtained

UPCOMING EVENTS:

UMRWD Regular Meeting – June 11, 2019 – 1:00 p.m.  
MAWD Summer Tour- Moorhead, MN June 26-28, 2019

**May 2019 Disbursements**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Amount</u>
<b>CenBank Administrative</b>				
05/01/2019	8210	Payroll Expenses	PR # 9	-3,278.82
05/01/2019	8212	Amber Doschadis	Equipment/Mileage Expense	-450.44
05/01/2019	8213	Dianne Radermacher	Equipment/Mileage Expense	-168.20
05/01/2019	8214	First National Bank	-SPLIT-	-417.72
05/01/2019	8215	NCPERS	Insurance	-16.00
05/01/2019	8216	Rinke Noonan	Legal Fees	-629.50

05/01/2019	8217	Houston Engineering	Whetstone Project	-5,783.25
05/01/2019	8218	Ricoh USA, Inc.	Copier Lease	-90.58
05/01/2019	8219	LMCIT	Insurance	-617.00
05/02/2019		PERA	Payroll Expense - ER PERA	-634.26
05/06/2019		CBSA	-SPLIT-	-111.93
05/16/2019	8220	Payroll Expenses	PR #10	-3,272.16
05/17/2019		PERA	Payroll Expense - ER PERA	-633.02
05/20/2019	8222	Houston Engineering	Whetstone Project	-436.00
05/20/2019	8223	Discover Card	Office Supplies	-46.75
05/20/2019	8224	Rinke Noonan	Legal Fees	-399.00
05/20/2019	8225	Verizon Wireless	Phone	-72.79
05/20/2019	8226	Greg Peterson	Office Rent	-395.00
05/20/2019	8227	Robert Toelle	Managers - Expenses	-112.76
05/20/2019		VOID	void	
05/20/2019	8229	Gene R Meyer	Managers - Expenses	-94.78
05/20/2019	8230	Terry Gillespie	Managers - Expenses	-90.14
05/20/2019	8231	Wanda Holker	Managers - Expenses	-225.30
05/23/2019		MPCA	WRAPS	4,880.00
05/28/2019		Stevens County	Tax Levy	855.24
05/28/2019		IRS	Payroll Expense	-2,111.00
05/31/2019		Midcontinent	-SPLIT-	-144.20
05/31/2019			Interest	<u>4.89</u>
				-
Total CenBank Administrative				14,490.47
 <b>CenBank BV Mitigation Project</b>				
	05/31/2019		Interest	<u>7.18</u>
Total CenBank BV Mitigation Project				7.18
 <b>Cenbank Certificate</b>				
Total Cenbank Certificate				
 <b>CenBank Municipal Savings</b>				
	05/31/2019		Interest	<u>0.07</u>
Total CenBank Municipal Savings				0.07
 <b>Minnwest Bank Maintenance Fund</b>				
05/01/2019	2564	Dianne Radermacher	Equipment Maint/Mileage	-60.90
05/01/2019	2565	Amber Doschadis	Equipment Maint/Mileage	-220.40
05/03/2019	2566	City of Ortonville MN	Electric	-109.80
05/20/2019	2567	Discover Card	Repair & Materials	-118.72
05/20/2019	2568	Big Stone County Highway Dept.	Highway 12 Flood Project	<u>-120.76</u>
Total Minnwest Bank Maintenance Fund				-630.58

Holker adjourned the meeting at 4:35 pm.

Respectfully Submitted by,

Approved by,

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Amber Doschadis, Administrator

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Gene Meyer, Secretary