

OFFICIAL MINUTES
Clearwater River Watershed District
Board of Managers Meeting
April 13, 2016 - 6:30PM
City Hall, Annandale, MN

Chair Schiefelbein called the regular meeting to order at 6:30pm. Managers Paul DeGree, Kathy Jonsrud, Robert Rocheleau, Robert Schiefelbein, and Chris Uecker were present. Also in attendance were: Adam Hjelm (left at 6:52pm), Commissioner Chris Husom, Engineer Peter Miller (left at 7:55pm), Advisor Merle Anderson Assistant Administrator Dennis Loewen and Administrator Cole Loewen.

Motion #16-4-1: Jonsrud/Uecker, moved to adopt the agenda with the following changes: moved items 4.7.3VIII from the consent agenda to the beginning of old business. **All Managers voted aye.**

Presentations

Adam Hjelm from the Sauk River Watershed District gave a presentation on the school-age educational programming CRWD and SRWD have partnered on for the 2015-2016 school year.

Adam Hjelm left the meeting at 6:52pm.

Peter Miller of Wenck Associates Inc. gave an update on the implementation of the nitrogen mitigation and analysis plan (NMAP) for the Clearwater Harbor and Hidden River Sanitary Sewer Systems (CH/HRSSS). The Board instructed staff to send a letter to residents on both systems inviting them to an informational session on May 11, 2016 to learn more about the implementation of the NMAP and to seek resident comments. The Board also instructed staff to send a letter of support for House File 3692 and Senate File 3415 (state grant funding) to the state legislators that represent portions of the CRWD.

By Board consensus, attorney-client privilege for a letter from the CRWD attorney regarding legal questions on how to properly proceed with the NMAP implementation was waived. The letter was discussed by the Board. Staff was instructed to develop a draft timeline for the Board showing how legal and administrative requirements would be met as NMAP implementation proceeds.

Administrator Loewen presented the quotes Septic Check obtained from Primex to make updates to the lift station control panels for the CH/ HR SSS in order to restore proper alarm noticing as well as improve remote monitoring. Three panels at Clearwater Harbor and one panel at Hidden River are in need of said updates.

Motion #16-4-2: Jonsrud/DeGree, moved to accept the quote of \$5,075/ panel for Primex's Pump watch express premium option with an annual monitoring fee of \$360; acceptance is capped at \$5,075 per panel, with any exceedance to be reviewed by the Board before acceptance. **All Managers voted aye.**

Administrator Loewen informed the Board one of the drainfield pumps at Hidden River was found to have failed by Septic Check. Septic Check is seeking quotes to have the pump repaired/ replaced; current estimate is less than \$2,000.

Motion #16-4-3: Rocheleau/Uecker, moved to authorize Septic Check to have the failed drain field pump at Hidden River repaired/ replaced, and to have staff check into whether insurance will cover the repair/ replacement. **All Managers voted aye.**

Consent Agenda

Motion #16-4-4: Rocheleau/Jonsrud, moved to adopt the consent agenda. **All Managers voted aye.**

Peter Miller left the meeting at 7:55pm.

April 13, 2016 Financial Report

Motion #16-4-5: Jonsrud/Rocheleau, moved to authorize 1) changing of terms on two CDs at Farmers State Bank that came due in March and April 2016 from current terms to 12 month terms, and 2) payment of bills, subject to audit. **All Managers voted aye.**

OLD BUSINESS

School Section Lake Outlet Control Structure

Administrator Loewen reported that when staff was onsite on April 13th to open the valve on the School Section Lake Outlet Control Structure and to conduct the annual inspection, it was found that the inlet pipe had an unknown amount of sand present. This causes the pipe to lose a significant amount of its water conveyance potential. The Board directed staff to seek to have the pipe jetted out from the valve outwards to the lake, and to have the CRWD engineer design a solution to place on the inlet pipe lake side to minimize the amount of sand entering the pipe.

Approve amendment to Targeted Fertilizer Project' grant agreement

Motion #16-4-6: Rocheleau/Jonsrud, moved to authorize amending the Targeted Fertilizer grant agreement with the MN Pollution Control Agency, including a one-month extension, the unencumbering of \$30,000 back to the state and the moving of \$90,000 from objective 2 to the other objectives in the project work plan. **All Managers voted aye.**

Wright County Water Plan Update

Administrator Loewen informed the Board that Wright County's water plan update is on hold; once a draft update is available, it will be sent to the CRWD for comment.

Vegetation Management Quotes

Administrator Loewen reviewed the two quotes received from Prairie Restorations Inc. and Natural Shores Technology Inc. and described the difference between the two.

Motion #16-4-7: Jonsrud/DeGree, moved to accept the one-year vegetation management quotes for sites 1-4 from Prairie Restorations at a total cost of \$12,450, with the addition of requiring monthly progress report with pictures, and contingent on a favorable reference check. **All Managers voted aye.**

NEW BUSINESS

Request for comment from Wright County on term limits for Watershed District manager appointments

Commissioner Husom provided background on the reason for the request for comment. The Board indicated that since the CRWD has never had any substantial problems with Board governance and turnover, term limits would likely not provide much benefit for the county commissioners.

Suggestion: change regular meeting date and time

Administrator Loewen presented reasons for changing the meeting date to the 3rd Wednesday of the month.

Motion #16-4-8: Jonsrud/Rocheleau, moved to change the regular meeting of the CRWD Board of Managers from the 2nd to the 3rd Wednesday of the month, for the start time of that meeting to be 6:00pm and for said changes to go into effect at the June regular meeting (June 15th). **All Managers voted aye.**

Administrator Loewen – Other Business

Administrator Loewen reviewed a potential project on lower Warner Creek, initiated by property owner interest. The Board instructed staff to work with Wright County SWCD to determine potential Wetland Conservation Act issues as well as determine whether the potential project provides adequate water quality benefits to warrant involvement.

Administrator Loewen requested the Board think about what sites they'd like to visit on the upcoming watershed tour. The Board gave ideas on who should be invited to the tour.

Administrator Loewen suggested the Board consider having Wenck Associates conduct a channel survey of the Annandale Wetland Treatment System's west channel. The Board instructed staff to schedule such a survey with Wenck Associates.

Advisor Anderson – Other Business

None

Advisory Committee assignments are:

1. No-wake "flag" notices

Items noted for the May 11, 2016 regular meeting are:

- Informational session on CH/ HR NMAP Implementation
- Project Updates
- CLWP&I – Old Highway 55 Spoil Pile
- Watershed Tour
- Lower Warner Creek- potential project

Managers' Reports

Manager DeGree asked about conducting an aerial flight of the CRWD to assist with project inspection, view how conservation adoption has progressed, and see how land uses are affecting the watershed. Assistant Administrator Loewen indicated he will look into such a flight.

Motion #16-4-9: Rocheleau/Jonsrud, moved to postpone the strategic planning agenda item until the May meeting. **All Managers voted aye.**

Motion #16-4-10: DeGree/Rocheleau, moved to adjourn at 9:48pm. **All Managers voted aye.**

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Chair, Bob Schiefelbein

Secretary, Paul DeGree