OFFICIAL MINUTES
CLEARWATER RIVER WATERSHED DISTRICT
REGULAR BOARD OF MANAGERS MEETING
JUNE 16, 2021 – 6:00 PM
VIA TELECONFERENCE

1. **CALL TO ORDER** at 6:04pm
   Board Members In Person: Bob Schiefelbein, Dale Homuth, Chris Uecker, Dawn Cole
   Via Teleconference: Paul DeGree

   Staff: In person: Rebecca Carlson, via Teleconference: Merle Anderson

   Guests Ron Graham, CAC + CLPO vice Chair and Bruce Hall, resident Clear Lake, Jeff Westrom, Clearwater Harbor HOA, Matt Stupnik of Cedar Creek Energy, John Heid and one anonymous caller all via teleconferences.

2. **ADOPT AGENDA**
   Chair Schiefelbein asked if there were changes to the agenda, Administrator Carlson offered changes, then asked the CLPO guests if they would like to be moved to presentations and go first on the agenda, or remain under New Business. Bruce Hall indicated that they did not.

   Motion by Homuth, second by Uecker to adopt the agenda as edited. ***Motion*** *21-06-1 carried unanimously*.

3. **PRESENTATIONS**
   a. Carlson provided an update on the nitrogen mitigation system:
      i. There is a need to consider releasing the retainage, at least in part.
      ii. No clogs were reported, so the changes to the control panels to address the capacitor issues remain untested.
      iii. Permit is underway at MPCA, we should see a draft for comment by next meeting.
      iv. Carbon filters will be chanced tomorrow at 10am, operator Koski has ordered a large reserve of carbon and increased the carbon filter changeout schedule.
      v. Carlson updated the Board on a data request received from Stearns Environmental Services regarding a parcel on Hidden River. Jeff Westrom summarized concerns of residents over potential impacts on the sewer system from the proposed land use and requested the Board offer a letter of background information to Stearns County Summarizing the system operation and distribution of costs.

   Motion by Homuth, second by Cole authorize staff to draft a letter to Stearns Environmental Services on the nuances of the system operation and how costs are distributed as background for the residents concerns. ***Motion*** *21-06-2 carried unanimously*.

b. Matt Stupnick of Cedar River Energy offered a summary of their program to convert two District-owned parcels n Watkins on which stormwater infrastructure is located to solar energy.

Motion by Uecker, second by Homuth to authorize Attorney Holtman to review the lease agreement. ***Motion*** *21-06-3 carried with 4 affirmative votes. There was one vote against the motion.*

4. CONSENT AGENDA

a. May 2021 REGULAR meeting minutes
b. Correspondence
c. Staff Report

Motion by Homuth, second by Cole to approve the consent agenda. ***Motion*** *21-06-4 carried unanimously.*

5. MONTHLY FINANCAL REPORT

a. Monthly Report- May 2021

Motion by Homuth second by Uecker to approve financial report subject to audit and to pay bills, except for the bills associated with control panel issues for the Nitrogen Mitigation System which will continue to be held, and to accept financial report pending audit. The Invoice for CD 20 cleanout will also be held until staff inspect the work. ***Motion*** *21-06-5 carried unanimously.*

6. OLD BUSINESS

None.

7. NEW BUSINESS

a. Annual Report- Carlson provided the draft annual report without financials. Auditor reported staffing issues around illness and they are not ready. The Audit will be provided at the July meeting. Staff requested approval to submit the annual report with the draft financial data when it arrives from the auditor.

Motion by Homuth second by Degree to submit annual report. ***Motion*** *21-06-6 carried unanimously.*

b. Maintenance Clear Lake Projects- Carlson presented information on two Clear Lake Projects. The South V-Notch weir required maintenance, it is anticipated to be minimal <$6,000 as long as the filter is functioning. Carlson also presented information about how this project and the Clear Lake North V-Notch Weir were originally funded. This information was necessary to determine how project maintenance costs would be allocated.

Motion by Degree second by Homuth to request quotes for the maintenance of the south weir and authorize repair if costs are <$6,000. Funds will likely be pulled from the general fund. If inspection of the flow rate through the filter indicates media replacement is necessary, staff will work with the Board Chair. ***Motion*** *21-06-7 carried unanimously.*

Residents expressed frustration with lack of funding for the project.

8. OTHER BUSINESS

a. Beaver Dams, Maintenance- Carlson updated Board of Managers on a beaver dam removed on the Cedar System. Additional beaver dams are popping up, they are only addressed by CRWD operation + maintenance budgets if they impact a District project. The maintenance contractor was authorized for a field visit to remove the dam.

9. MANAGERS REPORTS

None.

10. ADJOURNMENT

Motion 21-07-8 to adjourn by Cole. Chair Schiefelbein adjourned the meeting at 7:51 pm.

Chair Bob Schiefelbein

Acting Secretary Pro-Tem Chris Uecker