



**Final Agenda- Regular Board of Managers Meeting  
January 17, 2024 – 6:00 PM**

1. CALL TO ORDER
2. ADOPT AGENDA
3. PRESENTATIONS
  - a. Draft O+M Report
4. CONSENT AGENDA
  - a. Staff Notes
  - b. Staff Notes 2- Confidential
  - c. Correspondence
  - d. December 2023 Meeting Minutes
  - e. Lease Renewal Signature – approved in December
  - f. Annual Drainage System Buffer Report
  - g. BWSR Annual Grant Reporting
5. MONTHLY FINANCAL REPORT
  - a. Monthly Report – December 2023
  - b. Windstream Billing Summary
  - c. Auditor Summary
6. OLD BUSINESS
  - a. Clear Lake Update
  - b. Theil Creek
  - c. Clearwater Harbor Lift 19 Pump
7. NEW BUSINESS
8. OTHER BUSINESS
  - a. CD 20- Extent of CRWD Jurisdiction/ Site Visit
  - b. Set annual meeting location/ time
  - c. Approval of Official Newspaper Publications (Annandale Advocate)
  - d. Election of Officers
  - e. Consideration of 2 new CAC members
  - f. Smith Partners Annual Rate Increase
  - g. Septic Check Contract- Rest a While
  - h. PRI Annual Contract
  - i. Staff Notes 2
  - j. MAWD Dues
9. MANAGERS REPORTS
10. ADJOURNMENT

**Upcoming:**

February 21, 2024, 6pm Regular Board Meeting and Annual Planning Session

CAC First 2024 Meeting- March 7, 2024 7pm, via zoom

March 20, 2024, 6pm Regular Meeting

**OFFICIAL MINUTES**  
**CLEARWATER RIVER WATERSHED DISTRICT**  
**BOARD OF MANAGERS MEETING**  
**January 17, 2024 – 6:00 PM**

- 1. CALL TO ORDER** A regular meeting of the Clearwater River Watershed District was called to order at 6:01 PM, Wednesday, January 17, 2024 by Bob Schiefelbein.

Attendees:

Board Members- Bob Schiefelbein, Chris Uecker, Dale Homuth, Dawn Cole, Brian Tommerdahl

Staff- Rebecca Carlson, Olive Weston (via zoom)

Guests- Bruce Hall & Greg Bartley from CAC (via zoom)

**2. ADOPT AGENDA**

Motion by Homuth, second by Uecker to adopt the agenda. **Motion 24-01-1: carried unanimously.**

**3. PRESENTATIONS**

Staff presented findings from O&M inspections and got feedback from the Board about the RFQ and will present as quoted costs for O&M work proposed in February.

**4. CONSENT AGENDA**

- a. Staff Notes
- b. Staff Notes 2- Confidential
- c. Correspondence
- d. December 2023 Meeting Minutes
- e. Lease Renewal Signature – approved in December
- f. Annual Drainage System Buffer Report
- g. BWSR Annual Grant Reporting

Motion by Cole second by Homuth to approve the Consent Agenda. **Motion 24-01-2: carried unanimously.**

**5. MONTHLY FINANCIAL REPORT**

- a. Monthly Report- December 2023

Motion by Homuth second by Uecker to approve the financial report and payment of check in the amount of \$74,832.60, subject to audit. **Motion 24-01-3: carried unanimously.**

- b. Windstream Billing Summary

Staff summarized the Windstream Billing Summary

- c. Auditor Summary

Staff summarized the auditor cost increase relative to other Districts costs for their audits and proposed state intervention.

**6. OLD BUSINESS**

- a. Clear Lake Update

Staff and Chair updated the Board on easement efforts and calls with USFWS.

- b. Theil Creek

Staff updated the Board on Stearns SWCD work on Theil Creek

c. Clearwater Harbor Lift 19

Staff updated the Board on the costs to repair or replace the down pump in lift station 19. The pump failure is directly related to clogs incurred earlier in the year. Costs to repair the pump are very close to the cost of a new pump. The lead time on the pump is several weeks.

Motion by Cole, seconded by Uecker to approve purchase of a new pump for lift station 19 in the amount of \$9,556.00. **Motion 24-01-4: carried unanimously.**

**7. NEW BUSINESS**

**8. OTHER BUSINESS**

a. CD 20- Extent of CRWD Jurisdiction/ Site Visit

Staff advised Board of the extent of CD 20 under jurisdiction and site visits planned with City of Watkins.

b. Set annual meeting location/ time

Motion by Homuth, second by Cole to establish the 2024 CRWD Regular Board meeting time at the 3<sup>rd</sup> Wednesday of the month, 6pm at the District office. **Motion 24-01-5: carried unanimously.**

The Board also agreed that the tentative date for the Budget Hearing would be September 11, 2024 at 6pm at the District office.

c. Approval of Official Newspaper Publications (Annandale Advocate)

Motion by Cole, second by Homuth to set the Annandale Advocate as the district's official Publication for 2024. **Motion 24-01-6: carried unanimously.**

d. Election of Officers

Motion by Uecker, second by Homuth to elect officers to the Board of Managers as listed: Chair- Schiefelbein, Vice Chair- Uecker, Treasurer- Homuth, Secretary- Cole for 2024. **Motion 24-01-7: carried unanimously.**

e. Consideration of 2 new CAC members

Motion by Homuth, second by Uecker to appoint Wes Boll and Bill Langenbacher to the Citizen Advisory Committee. **Motion 24-01-8: carried unanimously.**

f. Smith Partners Annual Rate Increase

Staff updated the Board on the Smith Partners hourly rate increase.

g. Septic Check Contract- Rest a While

Staff updated the Board on the Septic Check contract prices. Motion by Homuth, second by Cole to approve the Septic Check Contract for Rest A While Shores Operation and Maintenance. **Motion 24-01-9: carried unanimously.**

h. PRI Annual Contract

Staff updated the PRI contract prices for vegetative management. Motion by Homuth, second by Uecker to approve the PRI Contract for vegetative maintenance with ongoing coordination on specific tasks (ie the prescribed burn). **Motion 24-01-10: carried unanimously.**

i. Staff Notes 2

Staff updated the Board on a neighbor dispute that impacts District Rolls for 3 District "P" projects.

j. MAWD Dues

Motion by Uecker, second by Homuth to pay the annual 2024 dues for Minnesota Watershed. **Motion 24-01-11: carried unanimously.**

**9. MANAGERS REPORTS**

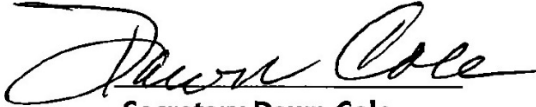
Chair Schiefelbein noted the Excel Energy alignment may have changed and advised staff to review the new proposal and comment on behalf of the District. Staff had heard the same from CAC Chair Thelen and planned to address it. The response letter will be in your next packet.

**10. ADJOURNMENT**

Motion by Homuth to adjourn. **Chair Schiefelbein adjourned the meeting at 7:38pm.**



Chair Robert Schiefelbein



Secretary Dawn Cole