

**OFFICIAL MINUTES  
CLEARWATER RIVER WATERSHED DISTRICT  
BOARD OF MANAGERS MEETING  
January 19, 2022 – 6:00 PM  
VIA TELECONFERENCE**

- 1. CALL TO ORDER** A regular meeting of the Clearwater River Watershed District was called to order at 6:01 PM, Wednesday, January 19, 2022 by Chairman Schiefelbein via teleconference.

Attending via teleconference: Robert Schiefelbein, Chris Uecker, Dale Homuth, Dawn Cole, Rebecca Carlson, Ron Graham (CAC, Clear Lake Resident). Bruce Hall (CAC, Clear Lake Resident) joined the meeting at 6:16pm. Hall and Graham left meeting at 7:05pm.

- 2. ADOPT AGENDA** Motion by Homuth, second by Uecker to adopt the agenda as edited. **Motion 22-01-1** carried unanimously by roll call.

- 3. PRESENTATIONS**

Clear Lake Restoration Grant/ Project: Staff pointed Managers to the notification received of the award for Board of Soil and Water Resources grant funds for the restoration of Clear Lake. Graham presented a resolution by the Lake Association for Clear Lake which he reports passed with all in favor:

Lake Association for Clear Lake: *Motion that the Board (1) Commends CRWD for obtaining a \$361,000 grant in support of the Clear Lake North End project requiring 25% matching funding of \$90,250, and (2) Requests CRWD Managers consideration for using CRWD reserve funds in support of 30% (\$27,075) to satisfy 30% of the \$90,250 match, with 70% (\$63,175) to be levied equally from all owners of property on Clear Lake, and (3) Our lake association agrees to seek signatures from 25% of property owners as required to support the levy proposed.*

The following was discussed:

1. The Lake Association will submit a petition to the Board of Managers for the project with the required 41 + signatures. Board advised 1 signature per parcel, and getting more is advised in the event some cannot be confirmed. The petition will be submitted at the February Board of Managers meeting.
2. All present discussed assessing unique land owners vs. individual parcels. As noted, the precedent is to assess each buildable parcel, and parks, boat launches and other categories. Some owners have opted to legally combine parcels to successfully avoid multiple assessments.
3. Staff will perform a technical evaluation to determine appropriate, science-based matching funds directly from CRWD general fund based on benefits of the project downstream and statutory requirements. The science-based approach was discussed and all in attendance voiced support for it. The match provided has to meet 103d state statute requirements.
4. Staff will continue with the forms, and contract signatures with BWSR.
5. The CRWD Board Chair and Admin/ Engineer will meet with Ron/ Bruce next week to continue discussion. Staff will:
  - a. Support the Lake Association in getting a list of riparian parcels.
  - b. Support the Lake Association with petition language by providing a sample petition.
  - c. Support development of a press release by the Lake Association to announce the project to residents through reviewing what the Association prepares and offering edits/ clarifications if needed.

6. CRWD noted that the levy will be the sum of the required 25% match plus the required maintenance for the term of the initial project financing, less whatever CRWD general fund match is found appropriate. If financing period is 5 years, funds for the first 5 years of maintenance will also be levied as part of the initial Project. The maintenance was not included in the \$90,250 total match required. Maintenance is a requirement of 103D and of the grant agreement but is not eligible for grant funding.

#### 4. CONSENT AGENDA

- a. **November 2021 regular meeting minutes**
- b. **Correspondence**
- c. **2022 Meeting Dates**

Motion by Homuth second by Cole to accept the Consent Agenda. **Motion 22-01-2** carried unanimously by roll call with staff direction to consider sale of a portion of the Watkins parcels on the February agenda.

#### 5. FINANCIAL REPORT

- a. **MONTHLY FINANCIAL REPORT – December 2021** Carlson summarized the monthly financial report for the Board. **Motion 22-01-3** by Homuth second by Cole to approve December paper and electronic checks, and financial report subject to audit and review and approval by Treasurer Homuth. Motion carried unanimously by roll call.

#### 6. OLD BUSINESS

- a. Annual Planning Session.
  - i. Annual plan of work was discussed.
  - ii. Managers Education Plan was discussed.
  - iii. Policy Book Revisions were discussed.

**Motion 22-01-4** by Homuth second by Uecker in favor of the items listed under the work plan (See January 19, 2022 Minutes attachment 1), with the understanding this is an ambitions list. Direction within this motion to publish a formal inspection report, and walk Watkins Isolation Unit as soon as conditions allow, and inspect (on foot or with drone) after major storms. Motion carried unanimously by roll call.

- b. Citizen Advisory Committee Update. Staff pointed Board to the CAC packet and minutes from the meeting the week prior. The CAC requested a letter from the Board of Managers clarifying the CAC role, and the edits to the policy book discussed in the previous item regarding the CAC. Managers directed staff to prepare a letter clarifying CAC roles based on previous feedback from Managers on CAC roles, and to initiate the revision of the CAC section of the policy book for the February Regular Meeting. Managers will review the letter and offer comments in February.
- c. Service Contracts. Staff pointed managers to the responses received from attorneys and engineers. After consideration of submissions, **Motion 22-01-5** by Homuth second by Uecker to initiate new service contracts with Smith Partners as District Attorney and Resilience Resources as District Engineer carried unanimously by roll call.
- d. Maintenance. Staff reviewed a draft summary of maintenance conducted between 2017 and 2021. Managers directed staff to the previously carried motion on annual plan of work regarding maintenance.

7. **NEW BUSINESS**

None

8. **OTHER BUSINESS**

- a. Audit field work scheduled for May 19, 2022 with scheduled audit presentation at the June meeting. Managers directed staff to hold a phone conference with Finance Administrator Juntunen and Auditor Burkhardt regarding outstanding items from last year prior to audit field work.
- b. Landowner rescinded his request for cost share for the seeding on Three Mile Creek, it conflicted with CRP funding.
- c. Meeting scheduled next week with BWSR to get collateral piece prepped for CRWD delistings.
- d. Staff offered a report on work done around 109<sup>th</sup> Street Erosion Reduction for Lake Marie. CAC member Haataja reported that the township switched gravel sources at the recommendation of Engineer Carlson and he reported a significant reduction in erosion on the roads in the area. This is an example of work done by the District under the administration/ general category. A site inspection and several meetings, and research comprised the work done to support the reduction in sediment to Lake Marie.


9. **MANAGER REPORTS**

Manager Uecker reported that federal relief funds may be available from townships for stormwater projects. Managers directed staff to coordinate with Wright SWCD.

10. **ADJOURNMENT**

Motion by Cole to adjourn. **Chair Schiefelbein adjourned the meeting at 8:18 pm.** The next meeting of the CRWD board will be held February 16, 2022 at 6:00 PM via teleconference.

  
Chair Robert Schiefelbein

  
Secretary Pro Tem ~~Chris Uecker~~  
Dale Homuth