

**UNOFFICIAL MINUTES  
CLEARWATER RIVER WATERSHED DISTRICT  
BOARD OF MANAGERS MEETING  
DECEMBER 18, 2019 – 6:00 PM  
CLEARWATER RIVER WATERSHED DISTRICT OFFICES – ANNANDALE, MN**

1. **CALL TO ORDER** A regular meeting of the Clearwater River Watershed District was called to order at 5:54 PM, Wednesday, December 18, 2019 by Chairman Schiefelbein at 93 Oak Avenue S, Annandale MN 55302.

Attendees: Robert Schiefelbein, Kathy Jonsrud, Dale Homuth, Paul DeGree, Chris Uecker, Merle Anderson, Rebecca Carlson, Kristine Jenson  
A full list of meeting attendees is available at the District Office.

2. **ADOPT AGENDA** Administrator Carlson said no changes were needed. Motion by Jonsrud, second by Degree to adopt the agenda. **Motion 19-12-1 carried unanimously.**
3. **PRESENTATIONS**
4. **CONSENT AGENDA**
  - a. **November regular meeting minutes**
  - b. **Monthly Report from Administrator/Engineer**
  - c. **Contract for Web Site Update – approved in November**

The contractor, Skol Marketing has been hired and will begin immediately on building a new website.  
Motion made by, second by to accept the consent agenda.  
Motion made by Jonsrud, second by Uecker to accept the Consent Agenda. **Motion 19-12-2 carried unanimously.**
5. **FINANCIAL REPORT**
  - a. **MONTHLY FINANCIAL REPORT** Administrator Carlson summarized the monthly financial report for the Board. Motion by Uecker, second by Homuth to approve paper and electronic checks totaling \$60,906.63 subject to audit. **Motion 19-12-3 carried unanimously.**
6. **OLD BUSINESS**
  - a. **Rough Fish Management**
  - b. **CWH HR – Other Business**

Carlson provided update on loading for Board discussion.  
Rebecca reviewed the pay request form which was included in Board packets. One item came in a little lower than expected so that gives us a little breathing room.  
Septic Check is essentially done and off site now.  
Anderson asked if the generator is plugged in and installed. Carlson said she believed it is there and ready to be used when needed.



Jonsrud asked if the generator maintenance has been included in the maintenance schedule. Carlson said the first year is covered but then we would have to plan for maintenance after that. Jonsrud commended staff for getting the grant money and to handle the funding and wanted Carlson to share their appreciation for JASS's efforts.

Motion by Jonsrud, second by Homuth to approve 2<sup>nd</sup> pay request of \$502,924.36 from Septic Check. **Motion 19-12-4 carried unanimously.**

Anderson also commended staff and Board for their communication efforts with this project. Jonsrud suggested getting information about this project out to the public – through the Annandale Advocate. Carlson said she wants the website to be up and running first so the public has some place to go to get more information. A newsletter is also planned to give updates about what is happening in the watershed.

**c. Theil Creek/School Section Lake Update**

Carlson provided an update. We are currently .2 above lake elevation. The valve is leaking at about 2 cfs. Carlson said we will need to go out there and check the valve to better understand what the issue is and then plan on fixing it later. Schiefelbein said we should do it once the fund is built back up again.

**d. Comprehensive Plan Update - Discussion**

Carlson and Anderson have been discussing about how much has been accomplished and there are still things that were not completed due to staff changes and weather issues. We usually have a planning meeting February but Jonsrud will be gone in February so we should have it in March for 2020. Carlson asked Board which date would work best – March 4 or March 11. The Board agreed to have a planning meeting at 6pm on March 11.

Motion made by DeGree, second by Jonsrud to set a special meeting for March 11 and to post it. **Motion 19-12-5 carried unanimously.**

Anderson stated the following for the upcoming 10 Year Comp Plan:

- We need to touch on our success stories of past 10 years
- Cover our remaining issues
- Standard boiler plate for monitoring and maintenance

Anderson proposes new items to include in the plan:

- cover crop/grazing/manure application to address Clear Lake concerns and working with SWCD and Meeker County to help the people on both sides of the issue.
- We need to include the word "pollinators" in the plan, work with the SWCDs to establish some sort of program/incentive to promote pollinators
- Address internal loading of the lakes; abatement of soluble Phosphorus
- Changing weather patterns and how that will affect our projects and maintenance

Schiefelbein said we have to tie into the One Watershed One Plan as well to have more avenues for funding since more money is going towards those rather than to individual districts.

**7. NEW BUSINESS**

**a. Workman's Comp Insurance Update**



Carlson informed that we just received notice that this needs to be updated. She will bring it to the January meeting.

**b. Kingston area erosion control project**

Discussion among the Board regarding this project. Consensus made that it would not provide enough benefit to be worthy of funding. Homuth stated that a concern he has is that our current policy doesn't provide strong criteria to turn down assistance with this project. Schiefelbein stated that it ultimately falls to the Board to determine how funding is allotted. Homuth stated it may be a good idea to review the policy to solidify wording.

**8. OTHER BUSINESS**

We got a notice regarding Campaign Finance Board updates which the Board will need to fill in between 1/1-1/27. Jonsrud said they will receive a letter with the information required to log in and get this done.

Carlson stated she will be out of town with limited phone and internet access from 1/5-1/9.

Carlson stated that the Pleasant Lake project will be ready to go soon.

**9. MANAGER REPORTS**

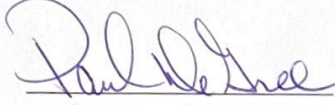
Uecker stated he was at the MAWD conference which was a good event.

**10. ADJOURNMENT**

Motion by Homuth, second by Uecker to adjourn at 7:12 PM. **Motion 19-12-6** carried unanimously.

The next meeting of the CRWD board will be held January 15, 2020 at 6:00 PM at the CRWD offices in Annandale.

  
Chair Robert Schiefelbein

  
Secretary Paul DeGree