OFFICIAL MINUTES
CLEARWATER RIVER WATERSHED DISTRICT
BOARD OF MANAGERS MEETING
June 17, 2020 – 6:00 PM
VIA TELECONFERENCE

1. CALL TO ORDER A regular meeting of the Clearwater River Watershed District was called to order at 6:07 PM, Wednesday, June 17, 2020 by Chairman Schiefelbein via teleconference with two managers in person at 93 Oak Avenue S, Suite 5, Annandale MN 55302.

In person attendees: Robert Schiefelbein, Chris Uecker, Rebecca Carlson. In person attendees did not report fever and maintained social distance.

Attending via teleconference: Kathy Jonsrud, Dale Homuth, Paul DeGree.

Also in attendance via teleconference included: Jeff Burkhardt, Dawn Cole and Brian Koski.

2. ADOPT AGENDA Motion by Uecker, second by Jonsrud to adopt the agenda as amended.

Motion 20-6-1 carried unanimously by roll call of each Board Member.

3. PRESENTATIONS
   a. Audit Presentation: Jeff Burkhardt provided a summary of the audit report for 2019. Motion by Jonsrud second by Degree to accept the audit report.

      Motion 20-6-2 carried unanimously by roll call of each Board Member. Jeff Burkhardt left the teleconference at 6:22pm.
   c. Clearwater Harbor/ Hidden River Maintenance Costs, Progress Towards 10 mg/L Standard, Permit Update: Brian Koski provided an update on the Clearwater Harbor/ Hidden River Nitrogen Mitigation System Commissioning, the progress towards securing lower cost for chemical feed. Administrator Carlson provided an update on the system permit renewal. Though the Board applied for the updated permit in February of 2019, and Justin Barrick confirmed that the MPCA had the information, fees and materials they needed to process the permit, the permit writer determined they would hold off until such time the system was meeting standard to re-issue the permit. MPCA contact Justin Barrick indicated multiple systems are operating under similar circumstances and noted the District had communicated and acted proactively to update the system and he continued to have no concern over any regulatory liability for the District or the system.
Carlson also provided a summary from Eric Blasing at Wenck regarding costs to date for the system.

d. Rest-a-While Shores Alarm Update: Brian Koski and Rebecca Carlson provided an update on the alarm at Rest-a-While Shores. The plan of action was to ensure the right phone number contacts were in place on the systems, provide a letter to residents with a refrigerator magnet so all residents understand the procedure for addressing alarms, and to work with Septic Check to use a code to identify the systems, and update the script to enable better response.

Motion by Jonasrud second by Uecker to approve pay request #5 from Septic Check on the CWH/HR System in the amount of $147,681.91. **Motion 20-6-3 carried unanimously by roll call of each Board Member.**

Brian Koski left the teleconference at 7:05pm.

4. **CONSENT AGENDA**
   a. May regular meeting minutes
   b. Staff Report
      o Motion will include accepting Annual Reports and Submit to BWSR with updated information from Audit received tonight.
      o Motion will include authorization to closeout Lake Louisa Hills Account referencing previous board motion from April 2020 Meeting:
        Excerpt from April 2020 Meeting Minutes as reflected in minutes:
        ‘Motion by Homuth, second by Uecker to verify with Auditor and Attorney and shift funds as recommended to close out Fund 640.
        **Motion 20-4-7 carried unanimously by roll call of each Board Member.’**
   c. Correspondence

Motion made by Jonasrud second by Uecker to accept the Consent Agenda. **Motion 20-6-4 carried unanimously by roll call of each Board Member.**

5. **FINANCIAL REPORT**
   a. **MONTHLY FINANCIAL REPORT** Carlson summarized the monthly financial report for the Board. This billing cycle, funds in the amount of $183,345.50 including a check for $118,232.64 to Stearns County for pre-pays for the CWH/HR NMAP system were included in the checks.

Motion by Homuth Second by Jonasrud to approve June paper and electronic checks subject to audit. **Motion 20-6-5 carried unanimously by roll call of each Board Member.**
6. **OLD BUSINESS**
   a. Fish Migration Barriers- Carlson provided an update on progress.
   b. Swartout Lake Outlet - Carlson provided an update on progress: Last month, a resident notified the District that the boards on the outlet to Swartout Lake at CR 6 were damaged and the lake was draining to a lower than permitted elevation. Virgil Hawkins at Wright County was contacted, as was the DNR Area Hydrologist James Bedel. The County stated they do not wish to maintain the lake elevation for that outlet, and previously the CRWD had come to an agreement with the County and the DNR to repair the boards (stop logs) to the approved elevation. A report on the outlet elevation was provided by James Bedel. While Wright County issued a permit for the work, the Board directed staff to obtain a letter from the county explicitly stating approval for maintenance of the culvert.
   c. Watkins Project Outlet Update- Carlson provided an update on maintenance conducted in the project outlet.

7. **NEW BUSINESS**
   None

8. **OTHER BUSINESS**
   Carlson let the board know that Budgeting was to begin in July and that the staff would be working on maintenance inspections.

9. **MANAGER REPORTS**
   Jonsrud- Manager Jonsrud indicated she would not be seeking another Term with the Board. All members and staff thanked her and wished her well.

10. **ADJOURNMENT**
    Motion by Hornuth to adjourn at 8:08 pm. **Motion 20-6-6 carried unanimously via roll call.** The next meeting of the CRWD board will be held July 15, 2020 at 6:00 PM via teleconference.

[Signatures]
Chair Robert Schiefelbein
Secretary Pro Tem Chris Uecker