

OFFICIAL MINUTES
Clearwater River Watershed District
Board of Managers Meeting
February 10, 2016 - 6:30PM
City Hall, Annandale, MN

*Denotes partial attendance

Chair Schiefelbein called the regular meeting to order at 6:33pm. Managers Paul DeGree, Kathy Jonsrud, Robert Rocheleau, Robert Schiefelbein, and Chris Uecker were present. Also in attendance were: Jack Gleason*, Chris Husom*, Advisor Merle Anderson Assistant Administrator Dennis Loewen and Administrator Cole Loewen. Engineer Rebecca Kluckhohn entered at 6:37pm.

Motion #16-2-1: Uecker/DeGree, moved to adopt the agenda with following changes: moved items 4.4.1V & 4.4.1X from the consent agenda to the beginning and end of old business, respectively. **All Managers voted aye.**

Presentations

Jack Gleason reviewed the Lake Augusta Association's plans to conduct a pilot hand-harvesting AIS treatment program in 2016. Results of the pilot will be shared with the CRWD.

Engineer Kluckhohn gave an overview of the CRWD's 2015 Water Quality Monitoring Program results as well as a review of activities completed in regards to the CRWD's watershed management plan.

Consent Agenda

Motion #16-2-2: Jonsrud/Rocheleau, moved to adopt the consent agenda. **All Managers voted aye.**

February 10, 2016 Financial Report

Assistant Administrator Dennis Loewen informed the Managers that he and Administrator Loewen viewed the Lake Augusta Erosion project site this afternoon with contractor Michael Watercott who presented a payment request for 95% of the quoted amount. The maintenance work is 95% complete and has met expectations. Watercott will return this spring when conditions are favorable to replace fence posts and finish site restoration.

Motion #16-2-3: Jonsrud/Rocheleau, moved to authorize payment of pay app #1 from Michael Watercott (\$21,265.75) for the Lake Augusta Erosion Control Cleanout and to pay bills of \$113,513.02 in 27 payments, subject to audit. **All Managers voted aye.**

OLD BUSINESS

Clearwater Harbor & Hidden River Sewer Systems' NMAP Implementation & Sand Filters

Engineer Kluckhohn gave an update on current status of this project and asked for authorization to submit grant applications.

Motion #16-2-4: Jonsrud/DeGree, moved to authorize up to 12 hours of engineering and administrator time for submitting grants for the implementation of the NMAP for Clearwater Harbor & Hidden River Sewer Systems'. **All Managers voted aye.**

Wenck Associates Inc. Professional Services Agreement

Administrator Loewen presented the finalized professional services agreement between the CRWD and Wenck Associates. Engineer Kluckhohn reviewed the agreement's fee schedule in relation to individual staff persons.

Motion #16-2-5: Jonsrud/Uecker, moved to accept the professional services agreement between the CRWD and Wenck Associates Inc. and authorize the chair to sign. **All Managers voted aye.**

RFQ for Vegetation Management

Administrator Loewen presented a draft RFQ for vegetation management at five CRWD project sites where native plantings have been/ will be installed.

Motion #16-2-6: Uecker/Jonsrud, moved to approve the RFQ for vegetation management. **All Managers voted aye.**

CRWD Incentive Program

Administrator Loewen reviewed an informational memo on the CRWD's Incentive Program.

Proposed policy re: CRWD sewer systems

Administrator Loewen presented a draft Policy #2016-1, titled "Ownership of Components at CRWD Sewer Systems," and review the purpose of the policy.

Motion #16-2-7: Jonsrud/DeGree, moved to adopt policy #2016-1, titled "Ownership of components at CRWD Sewer Systems." **All Managers voted aye.**

Targeted Fertilizer Application Reduction Project

Engineer Kluckhohn and Administrator Loewen provided updates on this project. The Board directed staff to work with the partnering cooperatives to ensure GPS-aided fertilizer application invoices have been submitted for payment, as well as seek to conduct end-of-project soil testing.

NEW BUSINESS

Watkins Area Stormwater Project Update

Engineer Kluckhohn provided a project update.

March strategic planning work session

Motion #16-2-8: Uecker/Rocheleau, moved to set the strategic planning meeting on March 30, 2016 at 3:30pm at Triple 'R' Grill & Bar in Kimball, MN. **All Managers voted aye.**

Annandale & Kimball Business Expos

The Board directed staff to reserve space at the Kimball Business Expo, to have booth time assignments as an agenda item for the March regular meeting, and to investigate the borrowing/ rental of interactive games for use at the expos.

Session with CRWD Advisory Committee re: support of AIS strategies

The Board directed staff to have this session scheduled as part of the March strategic planning work session at the top of the agenda, and to inform the advisory committee of this scheduling.

Administrator Loewen – Other Business

Administrator Loewen reviewed a technical memo on the City of Annandale's plans regarding a stormwater proposal along Hemlock Ave and Conservation Club Rd. The Board directed staff to send a letter with the CRWD's concerns to the city, Wright County SWCD and Corinna Township, and to contact the township to discuss the option to use road ditch for the proposed stormwater conveyance.

Loewen reviewed discussions with landowners regarding the CRWD seeking spoil disposal locations for the Kingston Wetland basin. The Board directed staff to wait until the late spring to continue discussions.

Loewen reviewed the upcoming MN Assoc. of Watershed District's legislative reception. The Board took no action.

Loewen reviewed the 2016 quote from PLM Lake & Land Management to treat algae in the Rest-A-While Shore's eastern sedimentation basin for \$206.00. The Board directed staff to accept the quote.

Loewen reviewed grant opportunities for water quality improvement work. The Board took no action.

Assistant Administrator Loewen informed the Board of a proposed hog operation just north of School Section Lake. The Board instructed staff to continue to watch the proposal as it develops.

Advisor Anderson – Other Business

None

Advisory Committee assignments are:

1. No-wake "flag" notices

Items noted for the March 9, 2016 regular meeting are:

- Presentation – Septic Check, annual report of mgmt. of CRWD sewer systems
- Project Updates
- Set agenda for Strategic Planning Meeting
- Staffing of booths at upcoming business expos
- RFQ for vegetation management
- Review of CRWD Incentive Programs

Managers' Reports

None

Motion #16-2-9: Jonsrud/Rochelleau, moved to adjourn at 9:55pm. **All Managers voted aye.**

THESE MINUTES ARE AVAILABLE AT: www.crwd.org.

CRWD AUDIT REPORTS ARE AVAILABLE AT THE ANNANDALE PUBLIC LIBRARY

Chair, Bob Schiefelbein

Secretary, Paul DeGree