

OFFICIAL MINUTES
Clearwater River Watershed District
Board of Managers Meeting
March 9, 2016 - 6:30PM
City Hall, Annandale, MN

Chair Schiefelbein called the regular meeting to order at 6:30pm. Managers Paul DeGree, Kathy Jonsrud, Robert Rocheleau, Robert Schiefelbein, and Chris Uecker were present. Also in attendance were: Brian Koski, Robert Rowbottom, Engineer Rebecca Kluckhohn, Advisor Merle Anderson Assistant Administrator Dennis Loewen and Administrator Cole Loewen.

Motion #16-3-1: Jonsrud/Rocheleau, moved to adopt the agenda with the following changes: moved items 4.3.7VI & 4.3.7VIII from the consent agenda to the end of old business, and cover item 6.2 under presentations. **All Managers voted aye.**

Presentations

Brian Koski of Septic Check presented the end of year report for the Clearwater Harbor, Hidden River and Rest-A-While Sewer Systems. The Board instructed staff to implement the following recommendations from the report:

- Work with new vendor for pumping of septic tanks at sewer system
- Replace battery backups as needed
- Clean collection line as needed near lift station #19
- Contact vendors to solicit quotes on costs to replace control panels at lift stations and main control panels at Clearwater Harbor and Hidden River Sewer System, including seal fail alarms
- Continue with established maintenance activities
- Check with Stearns County Environmental Services about having inspections or proof given at point-of-sale to ensure sump pumps and/or geothermal units are not discharging to CRWD sewer systems.

Engineer Kluckhohn presented various options for Board consideration regarding implementation of the nitrogen mitigation and analysis plan (NMAP) at Clearwater Harbor & Hidden River. Lengthy discussion was held on various options, grant/ loan funding opportunities and financing methods.

Motion #16-3-2: Uecker/Jonsrud, moved to authorize the engineer, staff and Septic Check to develop necessary plans, designs, cost estimates and drawings for a phased-in approach of options 2 (recirculating gravel filter and anoxic denitrification filter) and 3 (aerobic treatment unit and anoxic denitrification unit) in the preliminary NMAP for Clearwater Harbor & Hidden River Sewer System, as well as comparisons of costs to pipe wastewater to connect to Annandale's municipal wastewater system, in order to pursue point source implementation grant (PSIG) funding. **All Managers voted aye.**

Staff was instructed to draft a letter to residents of Clearwater Harbor & Hidden River Sewer Systems for eventual dissemination of said plans, designs, estimates and drawings once completed. Brian Koski left at 8:46pm.

Robert Rowbottom relayed concerns with School Section Lake Outlet Control Structure. Mr. Rowbottom was informed he would have to take his concerns to the MN Dept. of Natural Resources, as the CRWD is following the operating permit for the structure and will not deviate from said permit. Robert Rowbottom left at 9:05pm.

Consent Agenda

Motion #16-3-3: Jonsrud/Rocheleau, moved to adopt the consent agenda. **All Managers voted aye.**

March 9, 2016 Financial Report

Motion #16-3-4: Jonsrud/Rocheleau, moved to authorize 1) payment of pay request #4 from Peterson Companies, totaling \$8,612.70 for East Swartout component of Cedar Lake Watershed Protection & Improvement Project, and 2) payment of bills, subject to audit. **All Managers voted aye.**

OLD BUSINESS

Set agenda for March 30th strategic planning special meeting

The Board approved the draft special meeting agenda with one addition, and instructed staff to post and notice per statutory requirements. The advisory committee will be invited to attend the entire meeting.

Watkins Area Stormwater Treatment Project Update

Engineer Kluckhohn had no new information to report. Administrator Loewen encouraged the Board to consider what to do with property that will not be used in the construction portion of the project. Staff was instructed to look into creating a wetland bank on remaining property and to farm the property one more year, as construction is not slated to begin until early winter 2016-17.

Rough Fish Management

Administrator Loewen presented results of sonar surveys for rough fish on Lakes Albion, Henshaw, Louisa, Marie and Swartout. Commercial Fisherman Ken Seemann recommends the Board conduct test netting to better determine population of rough fish present and whether open water seining would be cost effective on these lakes.

Motion #16-3-5: Jonsrud/Uecker, moved to authorize test netting of Albion, Henshaw, Louisa, Marie and Swartout. **All Managers voted aye.**

Targeted Fertilizer Project Update

Administrator Loewen presented an update on the Targeted Fertilizer Project along with a request for an extension from the MN Pollution Control Agency (MPCA) on the grant agreement for this project.

Motion #16-3-6: Uecker/Rocheleau, moved to authorize an extension request to the MPCA for the Targeted Fertilizer Project. **All Managers voted aye.**

NEW BUSINESS

Proposed 2016 Water Quality Monitoring (WQM) Program

Administrator Loewen reviewed a memo on the proposed 2016 WQM Program.

Motion #16-3-7: Uecker/Jonsrud, moved to authorize the base and supplementals 3-5 of the proposed 2016 WQM Program, and delete proposed vegetation surveys. **All Managers voted aye.**

Alternative Tile Intake Program

Administrator Loewen presented the first enrollment ready for entry into the alternative tile intake program. The Board clarified that for future enrollments formal motions will not be necessary; a review by the Board and verbal directive to allow enrollment will suffice.

Motion #16-3-8: Jonsrud/DeGree, moved to enroll Ronald Kuechle's 4 proposed intake replacements into the alternative tile intake program. **All Managers voted aye.**

Annandale & Kimball Business Expos- staffing

The Board set the schedule for manning CRWD booths at both Expos.

Record of attendance in meeting minutes

The Board directed staff to record attendance in the body of the minutes.

CRWD co-signing Pheasants Forever CREP support letter to USDA

Motion #16-3-9: Jonsrud/Rocheleau, moved to authorize the CRWD as a co-signer of the Pheasants Forever CREP support letter to Unites States Dept. of Agriculture. **All Managers voted aye.**

MN Board of Water and Soil Resources (BWSR) PRAP review

Administrator Loewen reviewed MN BWSR’s Performance Review and Assistance Program for local government units. The Board agreed with staff’s request to expend time to prepare for eventual review of CRWD by MN BWSR under said PRAP.

Administrator Loewen – Other Business

Administrator Loewen reviewed a suggestion made by MN BWSR Board Conservationist Jason Weirnerman for the CRWD to submit the Kimball Stormwater Phases I&II Projects to MN Finance & Commerce Magazine’s Top Projects of 2015. Engineer Kluckhohn will look into the award to see if it is a good fit for promotion via Wenck Associates, Inc.

Loewen informed the Board that the CRWD website lists Norm Wenck as the CRWD engineer. The Board instructed staff to list Engineer Kluckhohn as the CRWD engineer on the website.

Loewen reviewed a request from Wright County Soil & Water Conservation District (SWCD) for the CRWD to comment on Wright County’s proposed amendment to its water plan. Staff asked the Board to review and offer comment on said plan. This will be an agenda item at the Board’s April meeting.

Loewen reviewed comments received from Corinna Township regarding the comments letter sent by the CRWD on the City of Annandale’s proposed stormwater work at Hemlock Ave and Conservation Club Rd. The Board instructed staff to take no further action on this matter.

Loewen reviewed a request received from the United States Dept. of Commerce regarding the voluntary 2016 Government Units Survey. Since there are greater priorities, the Board instructed staff to complete survey if time allows.

Advisor Anderson – Other Business

None

Advisory Committee assignments are:

1. No-wake “flag” notices

Items noted for the April 13, 2016 regular meeting are:

- Presentation – Adam Hjelm, CRWD education program
- Project Updates
- Clearwater Harbor/ Hidden River NMAP Implementation
- Review of strategic planning meeting
- Wright County Water Plan Update
- Watkins Area Stormwater Treatment Project

Managers’ Reports

None

Motion #16-3-10: Uecker/DeGree, moved to adjourn at 10:12pm. **All Managers voted aye.**

THESE MINUTES ARE AVAILABLE AT: www.crawd.org.
CRWD AUDIT REPORTS ARE AVAILABLE AT THE ANNANDALE PUBLIC LIBRARY

Chair, Bob Schiefelbein

Secretary, Paul DeGree