

**OFFICIAL MINUTES**  
**Clearwater River Watershed District**  
**Board of Managers Meeting**  
**January 17, 2018 - 6:00PM**  
**City Hall, Annandale, MN**

Chair Schiefelbein called the meeting to order at 6:02pm. Managers Paul DeGree, Kathy Jonsrud, Robert Schiefelbein and Chris Uecker were present. In attendance were Darek Vetsch (entered at 6:11pm) Dale Homuth, Engineer Rebecca Carlson, Advisor Merle Anderson, Assistant Administrator Dennis Loewen and Administrator Cole Loewen.

Motion #18-01-1: Uecker/Jonsrud moved to adopt the agenda. **All Managers voted aye.**

**PRESENTATIONS**

**Oath of Office for new manager appointment**

Administrator Loewen gave the oath of office to Dale Homuth. Manager Homuth was welcomed to the Board of Managers.

**Draft Technical & Cost Specifications Report for Clearwater Harbor and Hidden River NMAP Implementation**

Engineer Carlson handed out a draft version of the Technical & Cost Specifications Report. The Board provided feedback and requested additional information regarding the report.

**CONSENT AGENDA**

Action items in the consent agenda were as follows: 1) Approve December 20, 2017 CRWD Board of Managers' regular meeting minutes, 2) Designate Annandale Advocate as CRWD's official newspaper for 2018, 3) Designate CRWD Depositories for 2018 and 4) Authorize Board and staff attendance at upcoming events.

Motion #18-01-2: Uecker/Jonsrud, moved to adopt the consent agenda. **All Managers voted aye.**

**DECEMBER 31, 2017 AND JANUARY 17, 2018 FINANCIAL REPORT**

Administrator Loewen reviewed the financial report and reported on current CRWD investments and status of current task orders between the CRWD and Wenck Associates, Inc.

Motion #18-01-3: Jonsrud/Uecker, moved to authorize payment of bills, subject to audit. **All Managers voted aye.**

**OLD BUSINESS**

**Lake Augusta Erosion Control repairs update**

Engineer Carlson gave an update on this item. The Board directed further repair work be held until late spring 2018 to allow time for vegetation to establish in the work area, and for this item to come back to the Board at that time for further discussion.

**East Swartout repairs update**

Engineer Carlson gave an update on this item.

**School Section Lake Project #17-1 update: construction & funding**

Administrator Loewen provided a status of special assessment prepayments collected for this project. Engineer Carlson gave an update on this item, including requests from the landowners where the project is located regarding concerns with riprap type, placement and color for this project. The Board directed staff to work with the landowners to address their concerns, but to be clear any costs beyond

the current project design are to be borne by the landowner. The Board directed staff to track all additional costs related to the landowners' concerns.

#### **Clearwater Lake AIS Project #17-2 update**

Administrator Loewen informed the Board the goal is to have the draft engineer's report to the Board at its February 2018 regular meeting.

#### **Cedar Creek re-platting update**

Administrator Loewen gave an update on this item. The Board directed for this item to move forward with the common interest owners of Cedar Creek.

#### **Lake Louisa Hills 2<sup>nd</sup> Addition development agreement update**

Motion #18-01-4: Jonsrud/Homuth, moved to send the rescission agreement to the property owner for review, comment and/or execution, and authorize the Board Chair to sign and execute the document pending agreement by the property owner. **All Managers voted aye.**

#### **NEW BUSINESS**

##### **March 2018 strategic planning session**

The Board directed for the session to be held starting at 4pm on March 21, 2018 as part of the Board's planned regular meeting, and for location preferences to be as follows: 1) City Hall in Annandale, MN, 2) City Hall in Kimball, MN.

##### **Administrator Loewen- Other Business**

*Wandering Pond Sanitary Sewer System: WRM Services – 2017 report, 2018 proposal for services; Stearns County Environmental Services – SSTS operating permit renewal*

Motion #18-01-5: Jonsrud/Jecker, moved to 1) accept the 2017 monitoring & maintenance report from WRM Services for the Wandering Pond Sanitary Sewer System (WPSSS), 2) accept the proposed contract between the CRWD and WRM Services for 2018 monitoring & maintenance of the WPSSS, 3) authorize the Board chair to execute the contract and 4) approve and submit the SSTS operating permit renewal with Stearns County for the WPSSS. **All Managers voted aye.**

Administrator Loewen also mention the Clear Lake Property Owners Association received a \$5K grant from Meeker County Coalition of Lakes for a feasibility study to address soluble phosphorus loading at the north inlet to Clear Lake, and the associations desire to partner with the CRWD on such a study, including additional funding from the CRWD. The Board directed staff to continue discussions with the association on such a study.

##### **Advisor Anderson- Other Business**

Advisor Anderson plans to follow up with Meeker and Stearns SWCDs to see if they have been contacted by any property owners that were contacted in the past couple of months regarding agricultural best management practices adoption.

Engineer Carlson presented Wenck Associates, Inc. 2018 Fee Schedule for services to-be-rendered in 2018. A contract addendum will be on the Board's agenda in February regarding this schedule.

##### **Advisory Committee assignments are:**

1. Aquatic Invasive Species ideas/ suggestions
2. Review and discussion of the CRWD's current Watershed Management Plan

**Potential items noted for the February 21, 2018 regular meeting are:**

- Amend Wenck Associates, Inc. contract: 2018 Fee Schedule
- Presentation on 2017 Water Quality Monitoring Results
- Presentation of Clearwater Lake Project #17-2 Engineer's Report
- Presentation of CH/HR Technical & Cost Specs. Report and Engineer's Report
- Cedar Creek re-platting update
- East Swartout repairs update
- Clearwater Lake Project #17-2 proceedings
- February 2018 financial report
- Lk Louisa Hills 2<sup>nd</sup> Addition Rescission Agreement
- School Section Lake Project #17-1 update
- March 21, 2018 strategic planning session
- Other project/ programs update

**MANAGERS' REPORTS**

Manager Jonsrud noted the discussions at Wright County regarding potential zoning changes for schools located at non-profit organizations' properties in the county. Commissioner Vetsch provided additional information on this item.

Commissioner Vetsch asked questions of the Board regarding buffer strip programming, buffer law enforcement and public ditch buffer strips.

Motion #18-01-6: Jonsrud/Uecker, moved to adjourn at 8:36pm. **All Managers voted aye.**

THESE MINUTES ARE AVAILABLE AT: [www.crw.org](http://www.crw.org).

CRWD AUDIT REPORTS ARE AVAILABLE AT THE ANNANDALE PUBLIC LIBRARY

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Chair, Robert Schiefelbein

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Secretary, Paul DeGree