

**OFFICIAL MINUTES  
CLEARWATER RIVER WATERSHED DISTRICT  
BOARD OF MANAGERS MEETING  
MAY 15, 2019 – 6:00 PM  
ANNANDALE CITY HALL - ANNANDALE, MN**

1. **CALL TO ORDER** A regular meeting of the Clearwater River Watershed District was called to order at 6:01 PM, Wednesday, May 15, 2019 by President Robert Schiefelbein at the Annandale City Hall, 30 Cedar Street East, Annandale MN 55302.

Attendees: Robert Schiefelbein, Kathy Jonsrud, Dale Homuth, Paul DeGree, Sonja Moseley, Merle Anderson, Rebecca Carlson.

By phone: Chris Uecker (excused at 6:58 PM)

2. **AGENDA** Motion by Jonsrud, second by Homuth to approve the agenda with the addition of WRAPS update, funding and GIS tools. **Motion 19-5-1 carried unanimously.**
3. **CONSENT AGENDA** Motion by Jonsrud, second by DeGree to adopt the consent agenda. **Motion 19-5-2 carried unanimously.**

- a. April regular meeting minutes
- b. Administrator's report
- c. Engineer's report
- d. Watkins area stormwater treatment project grant reporting
- e. Press release

4. **FINANCIAL REPORT**

- A. **MONTHLY FINANCIAL REPORT** Administrator Moseley provided the managers with a monthly financial report stating cash balances, including investments at \$875,822.59, April revenues totaling \$497.40 and April expenses totaling \$32,11.76. The final payment for the Watkins Area Stormwater Project grant will be coming in the near future. The district audit is scheduled for June 12 – 13 at the JASS office.

Motion by Jonsrud, second by Homuth to approve checks totaling \$49,042.89 and debit card purchases of \$20.92. **Motion 19-5-3 carried unanimously.**

5. **OLD BUSINESS**

- A. **CH/HR UPDATE** Engineer Carlson provided the following timeline of activities: advertise mid-the week of May 19; bidding open for three weeks; prebid meeting the last week of May; bids due the mid/end of the June 9 week; construction could start the end of July; allowing four months of construction, substantial completion by November 30, 2019; and, final payment after one-year warranty period November 30, 2020.

Engineer Carlson will organize a meeting between administrator Moseley, Amy Juntunen and Kathe Barrett to go through accounting procedures. The board recommended rolling CDs over to the district bank account as they mature to ensure additional funds are available if needed. Administrator Moseley will begin this process.

- B. **PLEASANT LAKE OUTLET** Pleasant Lake outlet was opened on May 14<sup>th</sup>. Manager Homuth noted significant erosion issues and engineer Carlson visited the site to assess the needed repairs. Administrator Moseley will contact the landowner and engineer Carlson will meet

with a contractor this week. Motion by Jonsurd, second by Homuth to approve expenditure of up to \$10,000 in emergency repairs needed for the Pleasant Lake Outlet. **Motion 19-5-4** carried unanimously.

**C. RULE REVISION: COMMUNITY SANITARY SEWER OPERATION AND MAINTENANCE**

**ACCOUNTS** One comment was received and is part of the record. Motion by DeGree, second by Homuth to adopt the Resolution adopting revisions to district rules 2.0, 4.0 and 5.0 Community Sanitary Sewer Operation & Maintenance Accounts. **Motion 19-5-5** carried unanimously.

**D. 10-YEAR COMP PLAN** BWSR comments were received and the district is moving forward in the planning process. Administrator Moseley, Engineer Carlson and Advisor Anderson will put together a communications plan. The advisory committee will be meeting on June 4<sup>th</sup> and will play a pivotal role in the planning process.

**E. FUNDING** Engineer Carlson provided an update on funding for future projects.

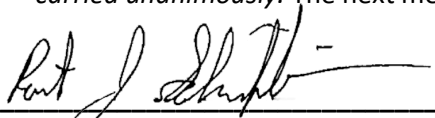
**F. WATERSHED RESTORATION AND PROTECTION STRATEGY (WRAPS)** Administrator Moseley and engineer Carlson attended the Mississippi River St. Cloud WRAPS meeting on Tuesday, May 14. A workplan was created from previous meetings and discussed in this session. A small amount of funding is still available and additional monitoring at Theil Creek was discussed, but the amount offered would not be enough to cover the project needs and thus the board did not recommend moving forward. Engineer Carlson will explore other opportunities.

**6. NEW BUSINESS**

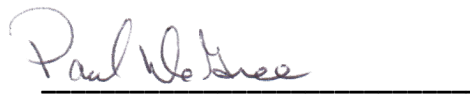
**G. SUMMER TOUR** The district plans to hold a public event on Saturday, August 3<sup>rd</sup> and is exploring an outdoor, open house format.

**H. MAPPING AND DATA MANAGEMENT** Engineer Carlson shared a new mapping and data management tool that may be of assistance to the district.

**7. ADJOURNMENT** Motion by Jonsurd, second by Homuth to adjourn at 7:58 PM. **Motion 19-5-6** carried unanimously. The next meeting of the CRWD board will be held June 19<sup>th</sup> at 6:00 PM.



Chair Robert Schiefelbein



Secretary Paul DeGree