

December4(a)2017.min

APPROVED (as corrected December 18, 2017)
**REGULAR MEETING OF THE BOARD OF MANAGERS OF THE
MIDDLE- SNAKE-TAMARAC RIVERS WATERSHED DISTRICT
HELD AT 453 NORTH MCKINLEY STREET, WARREN, MN
8:30 A.M. December 4, 2017**

The meeting was called to order by President John W Nelson. Managers John W Nelson, Roger Mischel, Bill Petersen, Brad Blawat, David Bakke, Eric Johnson and Robert Kovar were present. Connie Kujawa, Tony Nordby, Kyle Schlomann, LeRoy Vonasek, Joel Praska, Tyler Larson, and Dillon Nelson were also present.

Motion by Mr. David Bakke, seconded by Mr. Robert Kovar that the agenda be approved, as amended with the addition of Zutz/Stengrim request, WD#5, and NWSC. Motion unanimously carried.

Motion by Mr. Robert Kovar, seconded by Mr. Bill Petersen that the minutes of the November 20, 2017 meeting be approved, as presented. Motion unanimously carried.

Administrator Praska reported:

- The WD #7 Improvement outlet repair project has been completed. He also reported the Marshall County SWCD will be funding the District, approximately \$12,000.00 for the repair.
- Olson Construction TRF, Inc has completed the brushwacking on Judicial Ditch #14, Branch D. He also reported there are beaver dams in Branch B to be removed. The Board directed Administrator Praska to have the beaver dams removed when conditions are possible.
- the District received the remaining \$69,435.32 from the Marshall County SWCD for the works performed on Judicial Ditch #29 Main and Laterals 1 and 2.
- the District's legal counsel has reviewed the Petition of Loren Zutz, Deborah Zutz and Ronnie Zutz to remove properties from the benefited area of Judicial Ditch #25-1. Administrator Praska reported Attorney Jeff Hane has reported the petition meets the requirements of Minnesota Statute and a date should be set to hold a hearing on the Petition.

Motion by Mr. Brad Blawat, seconded by Mr. Bill Petersen that the hearing on the Petition of Loren Zutz, Deborah Zutz and Ronnie Zutz to remove properties from the benefited area of Judicial Ditch #25-1 be scheduled for January 18, 2018, at 1:30 p.m., at the District office and that the Notice of Hearing be given as required by Statute. Motion unanimously carried.

Administrator Praska reported a beaver dam has been located on Watershed Ditch #5, approximately 1 mile West of Polk County Highway #22. It was the consensus of the Board that Administrator Praska and Technician Omdahl be directed to have the dam removed.

Dillon Nelson, HDR Engineering, reported a meeting was held at HDR, in Thief River Falls to review the draft alternatives of the Newfolden/Middle River project. He stated a Project Work Team meeting is tentatively scheduled for January 8th, in Newfolden, Minnesota and he will be working out the details with Administrator Praska.

Administrator Praska stated the Notice of Hearing on the Draft Buffer Rule/Ordinance of the District has been mailed and that the Notice is also being published in the newspapers within the Counties of the District. The Hearing is scheduled for January 18, 2018, at 9:00 a.m., at the Bremer Bank in Warren, Minnesota.

APPROVED (as corrected December 18, 2017)

Chairman Nelson requested the Riparian/Buffer Aid be added to the next meeting agenda.

Ben Kleinwachter joined the meeting at approximately 9:10 a.m.

Chairman Mr. John W Nelson stated the Minnesota Association of Watershed Districts, at their 2017 Annual Meeting held November 30th - December 2, 2017, in Alexandria, Minnesota presented an award to Ben Kleinwachter, which he accepted on his behalf. Chairman John W Nelson presented the award to Ben Kleinwachter.

Tony Nordby reported he had a discussion with the Red River Watershed Management Board regarding possible funding for the Swift Coulee project. He stated he was informed the District could submit another application for \$5,000.00 in Acceleration Grant Funds. Administrator Praska stated the District could also expend General Project funds to proceed with the modeling of the Swift Coulee.

Motion by Mr. Roger Mischel, seconded by Mr. Eric Johnson that the District expend General Project Funds and that Houston Engineering submit an application for Acceleration Grant Funds with the Red River Watershed Management Board to fund the modeling of the Swift Coulee Project and that Houston Engineering be directed to proceed with the modeling. Motion unanimously carried.

Administrator Praska reported the District has received a letter supporting the Purpose and Need statement of the Judicial Ditch #14 RCPP project from the Army Corps of Engineers.

Administrator Praska reported the viewers on the Determination and Redetermination of Benefits of Polk County Ditch #175 are progressing with the viewing and appear to be on schedule.

Administrator Praska reported two data practice requests were received. One request sought copies of the District's Personal Liability Insurance. The second sought clarification on the viewing services of H2Overviewers. He stated the requested documents have been sent.

A discussion was held concerning utilizing the Sentence to Serve program to remove deadfalls and debris from river areas within the District.

Ben Kleinwachter left the meeting at approximately 9:38 a.m.

Motion by Mr. Eric Johnson, seconded by Mr. Bill Petersen that the District expend up to \$5,000.00 with the Sentence to Service program to remove deadfalls and debris from river areas within the District. Motion unanimously carried.

Administrator Praska reported the City of Newfolden is requesting the District assist with removing dead falls and beaver dams from the river within the City of Newfolden. It was the consensus of the Board that Administrator Praska work with the City of Newfolden and utilize some of the funding being allocated to the Sentence to Serve program to assist with clean up of the river within the City of Newfolden. Administrator Praska was also directed to visit with the Marshall County Engineer regarding this matter.

Administrator Praska reported Naomi Goral, Administrator of the Red River Watershed Management Board and Dan Wilkens, Administrator of the Wild Rice Watershed District, will meet with the Marshall County Commissioners on December 7, 2017 at 10:00 a.m., at the Courthouse in Warren. He also stated that himself and Chairman John W Nelson will be attending and encouraged other Board managers to attend.

APPROVED (as corrected December 18, 2017)

Motion by Mr. Robert Kovar, seconded by Mr. Roger Mischel that the following 2018 Schedule of Board Meetings be adopted:

Middle Snake Tamarac Rivers Watershed District			
Regular Monthly Meetings	Time	**Alternate Date	Time
January 2, 2018	8:30 a.m.	January 8, 2018	8:30 a.m.
January 16, 2018	8:30 a.m.	January 17, 2018	8:30 a.m.
February 5, 2018	8:30 a.m.	February 12, 2018	8:30 a.m.
February 20, 2018	8:30 a.m.	February 21, 2018	8:30 a.m.
March 5, 2018	8:30 a.m.	March 12, 2018	8:30 a.m.
March 19, 2018	8:30 a.m.	March 20, 2018	8:30 a.m.
April 2, 2018	8:30 a.m.	April 9, 2018	8:30 a.m.
April 16, 2018	8:30 a.m.	April 17, 2018	8:30 a.m.
May 7, 2018	8:30 a.m.	May 14, 2018	8:30 a.m.
May 21, 2018	8:30 a.m.	May 22, 2018	8:30 a.m.
June 4, 2018	8:30 a.m.	June 11, 2018	8:30 a.m.
June 18, 2018	8:30 a.m.	June 19, 2018	8:30 a.m.
July 2, 2018	8:30 a.m.	July 9, 2018	8:30 a.m.
July 16, 2018	8:30 a.m.	July 17, 2018	8:30 a.m.
August 6, 2018	8:30 a.m.	August 13, 2018	8:30 a.m.
August 20, 2018	8:30 a.m.	August 21, 2018	8:30 a.m.
September 4, 2018	8:30 a.m.	September 10, 2018	8:30 a.m.
September 17, 2018	8:30 a.m.	September 18, 2018	8:30 a.m.
October 1, 2018	8:30 a.m.	October 8, 2018	8:30 a.m.
October 15, 2018	8:30 a.m.	October 16, 2018	8:30 a.m.
November 5, 2018	8:30 a.m.	November 12, 2018	8:30 a.m.
November 19, 2018	8:30 a.m.	November 20, 2018	8:30 a.m.
December 3, 2018	8:30 a.m.	December 10, 2018	8:30 a.m.
December 17, 2018	8:30 a.m.	December 18, 2018	8:30 a.m.
NOTE: The First Meetings of the Month may be cancelled if there is a lack of District business.			
**Inclement Weather Alternate Date			

Motion unanimously carried.

Manager Mr. Bill Petersen reported that he and Mr. Roger Mischel met with the District staff to review and discuss employee compensation and recommend the Administrator and Technicians Schlomann and Larson be given a .50¢/hour increase, effective January 1, 2018.

Motion by Mr. Robert Kovar, seconded by Mr. Eric Johnson that Administrator Praska and Technicians Schlomann and Larson be given a .50¢/hour salary increase, effective January 1, 2018. Motion unanimously carried.

APPROVED (as corrected December 18, 2017)

Motion by Mr. Robert Kovar, seconded by Mr. Mr. Eric Johnson that Administrative Assistant, Kujawa, be given a 2% salary increase and Technician, Omdahl, be given a 6% salary increase, effective January 1, 2018. Motion unanimously carried.

Motion by Mr. Brad Blawat, seconded by Mr. Eric Johnson that the District increase the District's contribution to the Employees' health insurance by \$100.00 for a single policy and \$100.00 for a family policy, for a total contribution of \$550.00 per month for single coverage and \$1,050.00 per month for family coverage. Motion unanimously carried.

The Managers who attended the 2017 Minnesota Association of Watershed Districts Annual Meeting gave a brief recap of the meeting.

Connie Kujawa reported the Northwest Service Cooperative will be transitioning the Blue Cross/Blue Shield Insurance payment from check to ACH Debit, in February 2018. She stated an authorization form for the ACH withdrawal will need to be executed.

Motion by Mr. Robert Kovar, seconded by Mr. Bill Petersen that the Chairman be authorized to execute the ACH debit withdrawal consent form, with the Northwest Service Cooperative, for the District's insurance payments to Blue Cross/Blue Shield of Minnesota. Motion unanimously carried.

A letter received from Jim Stengrim and Loren Zutz was distributed. It was the consensus of the Board that Administrator Praska forward the letter to the District's legal counsel for advice.

The following meetings were announced:

December 18, 2017 - Regular Meeting, 8:30 a.m., District Office
December 18, 2017 - Hearing-Amended Rules, 1:30 p.m., Bremer Bank
January 2, 2018 - Regular Meeting, 8:30 a.m., District Office
January 18, 2018 - Hearing-Buffer Rule/Ordinance, 1:30 p.m., Bremer Bank
January 23-25, 2018 - RRB Land & Water Conference, Winnipeg

Motion by Mr. Eric Johnson, seconded by Mr. Robert Kovar the meeting be adjourned. Motion unanimously carried.

The meeting was adjourned at approximately 10:54 a.m.

Connie Kujawa
Recording Secretary

David Bakke
Secretary