

**BOIS DE SIOUX WATERSHED DISTRICT
BOARD MEETING MINUTES
October 2, 2017**

CALL TO ORDER The meeting was called to Order by President Vavra at 8:00 a.m. Present: Linda Vavra, Jason Beyer, Doug Dahlen, Scott Gillespie, John Kapphahn, Steven Schmidt, and Allen Wold. Also Present: Engineer Technician Troy Fridgen, Accountant Renee Kannegiesser, and Interim Administrator Jamie Beyer.

REVIEW JOB APPLICANTS Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the meeting was closed to review Office Manager applications, data not classified as public *pursuant to MS 13.43 Subd. 3*. Upon motion by Beyer, seconded by Gillespie and carried unanimously, the meeting was opened. Board managers requested staff organize interviews on Monday, October 9th and Tuesday, October 10th.

TCD #37 PAY REQUEST Upon motion by Kapphahn, seconded by Beyer and carried unanimously, TCD #37 Application for Payment #2 in the amount of \$86,246.53 was approved.

SWCD BUFFER GRANTS Traverse County SWCD's Sara Gronfeld and Bruce Johnson discussed buffer grant opportunities through their office, and the availability for funds for cost structures and seeding. Gronfeld described a cooperative weed grant recently applied for, which will cover the cost of education, administration and spray equipment upgrades. The objective of the grant is to provide more timely detection of noxious weeds and more precise spray application.

Gillespie left the meeting. Wold proposed changes to BDSWD Buffer options policy.

Upon motion by Dahlen, seconded by Beyer and carried unanimously, the meeting was adjourned at 9:50 pm.

**BOIS DE SIOUX WATERSHED DISTRICT
BOARD MEETING MINUTES
October 10, 2017**

CALL TO ORDER The meeting was called to order by President Vavra at 6:32 p.m. Present: Linda Vavra, Allen Wold, Doug Dahlen, Scott Gillspie. Absent: Jason Beyer, Jerome Deal, Kurt Erlandson, John Kapphahn, Steven Schmidt.

No quorum.

**REVIEW JOB
APPLICANTS**

At 8:30 pm, Stephen Schmitz joined the meeting by telephone.

Upon motion by Dahlen, seconded by Gillespie and carried unanimously, Board Managers authorized a survey for JD #6 Retrofit.

**TCD #37 PAY
REQUEST**

Upon motion by Gillespie, seconded by Dahlen and carried unanimously, RFM #015-17 and RFM #017-17, regarding TCD #27, were approved.

**SWCD BUFFER
GRANTS**

Board Managers requested that RFM #016-17, regarding TCD #28, be added to the next Drainage Committee agenda.

The meeting was adjourned at 8:37 pm.

**BOIS DE SIOUX WATERSHED DISTRICT
BOARD MEETING MINUTES
October 19, 2017**

CALL TO ORDER The meeting was called to Order by President Vavra at 8:02 a.m. Present: Linda Vavra, Doug Dahlen, Scott Gillespie, John Kapphahn, Steven Schmidt, and Allen Wold. Also Present: Attorney Thomas C. Athens, Engineer Chad L. Engels, Engineer Jim Guler, Engineer Technician Troy Fridgen, Accountant Renee Kannegiesser, and Interim Administrator Jamie Beyer. Absent: Jason Beyer (arrived later), Scott Gillespie (arrived later), Kurt Erlandson.

PERMITS ADDED TO AGENDA The meeting was opened and Engineer Chad Engels requested that Permit #17-019, #17-044 and TCD #31 Field Approach be added to the agenda. Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the agenda was amended to include the recommended items.

CLAIMS Upon motion by Deal, seconded by Dahlen and carried unanimously, the Claims of September 19, 2017 were approved as presented.

Gillespie entered the meeting.

MINUTES Upon motion by Wold, seconded by Deal and carried unanimously, the Minutes of September 21, 2017 were approved. Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the Minutes of October 10, 2017 were approved.

**#17-072
R. MATHIAS** Permit #17-072 filed by Richard Lee Mathias. Board members reviewed the information, and this permit will be processed according to District policy.

**#17-065
STEVE GRIMES** Permit #17-065 filed by Steve Grimes. Gene Mensen from Ag Tech described the permit, showing the Board how the path of the water will be different, depending on whether the tile-line supports a gravity design or is pump powered. In either case, the eventual destination of the water will be the same outside of the watershed.

Beyer entered the meeting.

Upon motion by Gillespie, seconded by Schmidt and carried unanimously, the permit was approved.

**#17-069
DALE MEIS** Permit #17-069 filed by Dale Meis. This permit will be processed according to current District policy.

Permit #17-019 filed by Mark Lampert. Gillespie made motion, seconded by Dahlen, to set the public hearing for the petition to add to the drainage system for November 16th at 2 pm. Board discussed that Bernard Van Zomeren had also expressed interest in joining the TCD #37 drainage system. The motion was rescinded. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the public hearing was approved, and staff are authorized to include Van Zomeren's request if his petition is received in time to meet publication and posting deadlines.

Steven Schmidt relayed information from landowner Dean Frisch regarding a field approach on TCD #31. Larry Haukos requested that the cost of the project be shared between the landowner, the County, and the Watershed. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the costs will be split: Frisch, \$9,000; County, \$6,000; Watershed, \$6,000.

**DITCH RFM:
TCD #7** Requests for Maintenance:
TCD #7 Upon motion by Schmidt, seconded by Gillespie and carried unanimously, approval was granted to spend up to \$12,000 to clean the ditch from the road. Staff are directed to work with adjacent neighbors to spread spoils.

JD #12 Lat. 5 JD #12 Lat. 5 Upon motion by Beyer, seconded by Schmidt and carried unanimously, engineering staff are authorized to review the grade line for two miles.

TCD #44 TCD #44 Upon motion by Beyer, seconded by Dahlen and carried unanimously, staff are authorized to remove a plug in Section #16 NW1/4.

JD #3	JD #3	Upon motion by Dahlen, seconded by Beyer and carried unanimously, engineering staff are authorized to verify the size of pipe that would be needed to create a field approach, and provide estimated costs.
MOORE ENGINEERING	Gillespie encouraged Fridgen to delegate tasks to Moore Engineering, if needed, in order to free up time to get ditches cleaned before winter.	
JD #11	Gillespie made motion, seconded by Beyer and carried unanimously, to set the public hearing for the repair and redetermination of benefits for JD #11 for November 16 th at 11 am.	
WCD #9 & 10	Gillespie made motion, seconded by Deal and carried unanimously, to appoint Moore Engineering to WCD #9 & 10 Improvements. Moore Engineering filed Oath and Bond. Upon motion by Gillespie, seconded by Schmidt and carried unanimously, Moore Engineering is authorized to proceed with a Preliminary Engineer's Report.	
TCD #37 PARTIAL PAY REQUEST #3	Engineers reported that Whaley Excavating did not meet the September 15, 2017 substantial completion date for TCD #37. Per the contract, the Board could choose to institute \$2,000/day liquidated damages. Managers discussed the severity of rainfall received in August and September. Whaley Excavating had submitted a revised schedule, to complete the project by October 1 st , but rainfall affected their ability to meet this deadline. Additionally, Contractor Brad Krenz received requests from landowners to remove the temporary diking (protected TCD #37 during construction) in order to alleviate September flooding conditions. Krenz did open the ditch prematurely, knowing that doing so would delay construction another week. Guhler presented Partial Pay Application Request #3, in the amount of \$33,573.71, and asked Board Managers if they wished to reduce that amount for liquidated damages or additional retention. Landowner Scott Leininger requested that the Board discontinue all payments to the contractor until his case is settled. Engineering staff estimated that the value of Krenz's offer of 10 loads of topsoil would be valued at around \$2,000. Attorney Tom Athens recommended that the Board consider adding to the amount retained, because Leininger and his family represent a contract claim. Upon motion by Gillespie, seconded by Wold and carried unanimously, Partial Pay Application Request #3 was approved in the amount of \$28,573.71 and \$5,000 shall be added to retainage.	
JD #6	Upon motion by Dahlen, seconded by Beyer and carried unanimously, engineering staff are authorized to prepare an Engineer's Report to include hydrology and cost estimates for JD #6.	
	Gillespie left the meeting.	
REDPATH	Engels reported that the LHOSC was extended for three years. He encouraged the Board to consider renting all Redpath farmland for 2018. Former Redpath landowner Dr. Gallagher received correspondence that his land's CRP contract had been cancelled and is now due to USDA in the amount of \$42,372.81. The CRP contract was cancelled by Michelle Swenson on July 27, 2017 by email. Upon motion by Beyer, seconded by Dahlen and carried unanimously, staff are authorized to return the amount to USDA. Upon motion by Beyer, seconded by Dahlen and carried unanimously, Board authorized staff to have Michelle Swenson removed from USDA CRP authorizations and replaced with POA's for Linda Vavra and Jamie Beyer. Athens asked staff to follow-up with other land purchases made in 2017.	
COMPUTER BACK-UP	Upon motion by Dahlen, seconded by Schmidt and carried unanimously, a price quote from Lakes Country Technology was approved in the amount of \$1613.75 for on- and off-site backup computer services.	
FRAUD AUDIT	Meranda Wendlandt, of CliftonLarsonAllen, presented information on their fraud investigation services. Dahlen made motion, seconded by Wold and carried unanimously, to proceed with a fraud audit initial assessment.	
SERVICE AGREEMENT BEYER	Upon motion by Schmidt, seconded by Beyer and carried unanimously, a Professional Services Agreement with Jamie Beyer for part-time administrator services was approved.	
STORMWATER REUSE	Engels discussed with the Board future opportunities for stormwater reuse projects, specifically for the Redpath and North Ottawa projects. Beyer was instructed to write a letter opposing proposed state stormwater reuse regulations.	
RRWBC	Lance Yohe, of the Red River Water Basin Commission, asked Board Managers to consider securing project and research funding directly from the BWSR, NRCS and the U of M.	

The meeting was adjourned at 11:30 am.