

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
May 16, 2019**

- CALL TO ORDER** The meeting was called to order by President Vavra at 8:00 a.m. Present: Linda Vavra, Doug Dahlen, Jerome Deal, Scott Gillespie, and Allen Wold. Absent: Jason Beyer, Ben Brutlag, John Kapphahn, and Steven Schmidt. Also present: Engineer Chad Engels, Engineer James Guler, Technician Troy Fridgen, Attorney Lukas Croaker, and Administrator Jamie Beyer.
- AGENDA** Upon motion by Deal, seconded by Dahlen and carried unanimously, the agenda was approved.
- CLAIMS** Upon motion by Dahlen, seconded by Deal and carried unanimously, the Claims of May 16, 2019 were approved as presented.
- MINUTES** Upon motion by Deal, seconded by Dahlen and carried unanimously, the minutes of April 16, 2019 were approved.
- TREASURER'S REPORT** Upon motion by Dahlen, seconded by Gillespie and carried unanimously, the April Treasurer's Report was approved.
- PUBLIC COMMENT** The meeting was opened for public comment. Landowner Dale Webb relayed concerns about cornstalks in his drain tile and the direction of flow for a neighboring tile system. Technician Fridgen will follow-up.
- FLOOD 2019 UPDATE** Earlier this month, staff met with employees from Minnesota's Homeland Security and Emergency Management, FEMA, and the offices of Representative Colin Peterson and Senator Tina Smith. Flood emergency response invoices and site pictures were provided. District staff have inspected approximately 90% of the drainage ditch systems, and documented damages. Repairs will be ordered quickly to prevent any safety issues.
- PERMIT #18-109  
D. BAKKE &  
D. STOCK** Attorney Croaker has been notified that operator David Stock and landowner David Bakke are being represented by Gary Leistico, Rinke Noonan. Attorney Croaker informed the Board that Mr. Stock and Mr. Bakke may choose to reapply with a new after-the-fact permit application. Mr. Stock is responsible for a \$250 fee for After-the-Fact Permit Application #18-109, along with associated legal and engineering costs. If Mr. Stock chooses to reapply, he will be responsible for an additional \$250 fee and legal and engineering costs associated with the after-the-fact permit.
- TREE, BRUSH & CATTAIL REMOVAL** Upon motion by Gillespie, seconded by Dahlen and carried unanimously, Fridgen is authorized to continue with annual tree, brush, and cattail removal according to the District's policy of working on the ditch systems in thirds, contracting with Leo Splonskowski of LM Road Service.
- WCD #8** Existing culverts are being lowered to the legal ditch grade near the Deal property by Comstock. The prime contractor has not yet completed the punch list schedule. Attorney Croaker presented a WCD #8 culvert maintenance agreement with Wilkin County that formalizes the District's responsibility to remove silt and sediment from a 24" culvert installed through a Wilkin County road in the northeast corner of Section 21, Bradford Twp. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the agreement was approved.
- WCD #9** A pre-construction meeting will be held next week with Riley Brothers. Right-of-way for construction has been staked. Twenty-three landowners have completed the necessary project easement paperwork; four remain. Board managers reviewed the Engineer's Statement of Probable Cost, and considered cost-share policy amounts and recommended bonding amount. Gillespie made motion, seconded by Dahlen and carried unanimously to approve the Resolutions Authorizing the Transfers of Funds for the Culvert and Clean Water Retrofit Cost Share Policies. Roll call vote: Dahlen – aye, Deal – aye, Gillespie – aye, Wold – aye, Vavra – aye. Administrator Beyer recommended that \$100,000 be included in the final bond amount in order to provide funds for project development engineering costs. Upon motion by Dahlen, seconded by Gillespie and carried unanimously, the recommended base bonding amount was set at \$1,722,000. Issuance costs and capitalized interest will be added by Wilkin County.
- WILKIN COUNTY BUFFER COST-SHARE** Board managers reviewed a buffer cost-share program proposed by Wilkin County Soil and Water Conservation District. Wilkin County SWCD is offering to pay 75% of buffer seeding costs for landowners in

Wilkin County, in the Bois de Sioux Watershed District, for legal drainage system buffers. Participation is mandatory, 100% participation is not required, and landowners must commit to maintaining their buffer for 10 years. A penalty of 150% will be charged for buffers that are not maintained. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the program was approved and the District's attorney is authorized draft landowner sub-agreements.

**2018 ANNUAL REPORT**

A draft of the 2018 Annual Report was handed-out and will be considered for approval at the June 20, 2019 board meeting.

**MNDOT PROJECTS**

Engineer Guler attended a MNDOT summer project meeting on the District's behalf.

**MEAL REIMBURSEMENT POLICY**

Board managers reviewed the current meal reimbursement policy: "Reimbursements will be made for the actual cost of the meal, not to exceed the amounts listed below. Cost of a meal includes tax and reasonable gratuity. Breakfast: \$9.00. Lunch: \$11.00. Dinner: \$16.00." Upon motion by Gillespie, seconded by Deal and carried unanimously, the policy is changed to: "Reimbursements will be provided at the following amounts. Breakfast: \$15.00. Lunch: \$18.00. Dinner: \$25.00. Receipts and board approval will be required for any meal charge above the reimbursement rate."

**DRIVEWAY APPROACH**

Board managers reviewed price quotes from Serocki Excavating (\$9,426.96) and Riley Brothers (\$7,870.00) to replace the driveway approach. Upon motion by Deal, seconded by Gillespie and carried unanimously, the price quote from Riley Brothers was approved.

**NORTH OTTAWA GRAVEL**

Upon motion by Gillespie, seconded by Dahlen and carried unanimously, Fridgen is authorized to have 300 yards of gravel placed on North Ottawa interior roads.

Gillespie left the meeting. Without a quorum, the meeting was adjourned.