



1303 4TH Ave. NE
Barnesville, MN 56514
218-789-3100
www.brrwd.org

Board Meeting Minutes

Monday July 8, 2024

Managers Present: Peter Fjestad; Catherine Affield; John Hanson; Troy Larson; William Davis; Curtis Stubstad; Gerald Van Amburg.

Staff Present: Kristine Altrichter, Administrator; Matthew Schlauderaff, Watershed Specialist.

Consultants Present: Bennett Uhler, Engineer, Houston Engineering, Inc. (HEI).

Others Attending: Brett Arne, Board of Water and Soil Resources (BWSR); Jon Braton, Wilkin County Commission; Paul Krabbenhoft, Clay County Commission (remote).

President Fjestad called meeting to order at 7:00 PM.

Agenda: Additions to agenda:

Clay County Ditch No. 50. Bridge Repair Update.

Motion to approve agenda with addition by Davis, **Seconded** by Stubstad. **Motion Carried.**

Citizens to be Heard:

Brett Arne, BWSR. Legislative Update. Arne presented update from 2024 legislative session. Legislature made several changes to Minnesota water laws in an effort to streamline laws and ensure similar processes have similar requirements.

Consent Agenda: **Motion** to approve consent agenda items:

June 10, 2024 Board Meeting Minutes

Financial Report

Permit Nos.

24-053, Brad Abel – tiling, NE ¼, Section 35, Meadows Township, Wilkin County with conditions;

24-057, Tammy Grommesh – culvert modification, NE ¼, Section 25, Barnesville Township, Clay County with conditions;

24-058, Gerald Zimmerman – tiling, NE ¼, Section 35, Glyndon Township, Clay County with conditions;

24-060, Dirk Swanson – tiling, SW ¼, Section 19, Kragnes Township, Clay County with conditions;

24-057, John Ready – culvert installation, SW ¼, Section 12, Holy Cross Township, Clay County with conditions

Project No. 80 – Stony Creek Restoration, Pay Estimate No. 6 for \$172,796.70

Project No. 81 – Whiskey Creek Enhancement, Phase 3. Pay Estimate No. 7 for \$222,984.00

by Affield **Seconded** by Hanson. **Motion Carried.**

Permits for Discussion:

Permit No. 23-075. Hawley Middle School. BRRWD approved permit in January 2024 with condition that applicant obtain permission from Clay County Highway to work in road right-of-way (ROW). At the June 2024 Board Meeting, Board of Managers were informed construction had begun, but Clay County Highway Department had concerns about drainage through ROW. Board of Managers directed staff to contact superintendent and school board to notify them of concerns. Letter was sent following the June 2024 Board Meeting. Plans have now been updated, Clay County Highway Department no longer has concerns with proposed plan. Uhler reviewed revised plan and recommended Hawley Middle School obtain approval from City of Hawley, as water is now directed through town.

Permit No. 24-054. Andy Boen. Applicant proposing to install water and sediment control basins (WASCOB) in SE ¼, Section 28, Norwegian Grove Township, Otter Tail County. Project has been designed to Natural Resources Conservation Service (NRCS) standards. Natural flow path of water remains unchanged. Tile outlets onto applicant’s property and downstream landowner notification received without concerns. Uhler recommended approval subject to standard tile conditions and approval from County to work in road ROW.

Permit No. 24-062. Brady Johnson. Applicant proposing to tile S ½, Section 9, Trondhjem Township, Otter Tail County. Natural flow path of water remains unchanged. Proposed tile outlets into adequate outlet on applicant’s property. Uhler recommended approval subject to standard tile conditions, approval from West Otter Tail Soil and Water Conservation District (SWCD) regarding Wetland Conservation Act (WCA) compliance, and approval from County to work in road ROW.

Permit No. 24-065. Kraig Nelson. Applicant proposing to tile SE ¼, Section 9, Audubon Township, Becker County. Permit originally approved under Permit No. 20-059, but work was not completed. Natural flow path of water remains unchanged. Proposed tile outlets into adequate outlet on applicant’s property. Uhler recommended approval subject to standard tile conditions.

Motion to approve Permit Nos. 24-054, 24-062, and 24-065 with conditions outlined above by Larson, **Seconded** by Hanson. **Motion Carried.**

Projects:

Whisky Creek South Tributary Channel Restoration. Environmental Assessment Worksheet (EAW). **Motion** to authorize Altrichter to sign EAW and submit document to agencies by Van Amburg, **Seconded** by Stubstad. **Motion Carried.**

Ditches:

Wilkin County Culvert Cost Share Request. Wilkin County Highway Department is repaving Wilkin County Highway 19 in Summer 2025. Five culverts in-line with public ditches will be replaced. Three culverts are on Wilkin County Ditch No. 4 and two are on Wilkin County Ditch No. 27. Wilkin County Highway Department requested BRRWD purchase culverts and Wilkin County Highway Department will install them. Per Minnesota Statute §103E.701 Subd. 4 and §103E.525 Subd. 2, road authorities are responsible for maintenance of bridges and culverts on public roads. **Motion** to deny request to pay for culverts by Hanson, **Seconded** by Stubstad. **Motion Carried.**

Drainage and Project Repair Recommendations

Drainage System	Township	Section	Problem/Proposed Work	Estimated Cost
Clay County Ditch No. 32	Elmwood	18	Haul in 15 yards class 3 rip rap to guard outlet end of cmp.	\$2,000 - \$2,500
Wilkin County Ditch No. 3	Nilsen	21	Channel cleanout for 3/4 mile and seed spoil.	\$12,000 - \$14,000
Project No. 56, Manston Slough	Nordick	1	Damaged culvert end. Cut off 6' cmp and add 18"x6' cmp with flapgate.	\$1,500 - \$2,000
Project No. 56, Manston Slough	Nordick	1	Damaged culvert end. Cut off 2' cmp and add 18" flapgate.	\$1,500 - \$2,000
Project No. 56, Manston Slough	Nordick	1	Damaged culvert end. Cut off 6' cmp and add 18"x6' cmp with flapgate.	\$1,500 - \$2,000
Project No. 56, Manston Slough	Nordick	1	Damaged culvert end. Cut off 2' cmp and add 18" flapgate.	\$1,500 - \$2,000
Project No. 56, Manston Slough	Nordick	1	Install 18"x40' cmp with flapgate. Haul in 200 yards of clay and seed.	\$12,000 - \$14,000

Motion to approve repairs as presented, by Davis, **Seconded** by Affield. **Motion Carried.**

Drainage System Spraying Recommendation.

Drainage System	Estimated Miles of Spraying	Estimated Cost
Becker County Ditch No. 15	4	\$2,000
Clay County Ditch No. 2	4.5	\$2,000
Clay County Ditch No. 3	1.5	\$1,500
Clay County Ditch No. 5	2	\$2,000
Clay County Ditch No. 9	1.5	\$1,500
Clay County Ditch No. 10	1.5	\$1,500
Clay County Ditch No. 12	2	\$2,000
Clay County Ditch No. 16	2	\$1,000
Clay County Ditch No. 17	1	\$500
Clay County Ditch No. 21	2	\$2,000
Clay County Ditch No. 32	0.5	\$250
Clay County Ditch No. 33	0.5	\$200
Clay County Ditch No. 34	0.5	\$250
Clay County Ditch No. 35	2	\$2,000
Clay County Ditch No. 39	5.5	\$2,000
Clay County Ditch No. 41	7	\$3,500
Clay County Ditch No. 51	1.5	\$1,500
Clay County Ditch No. 53	3	\$1,500
Clay County Ditch No. 54	1.5	\$2,000
Clay County Ditch No. 55	1	\$500
Clay County Ditch No. 58	4	\$2,000
Clay County Ditch No. 59	3	\$1,500
Clay County Ditch No. 65	1.5	\$1,500
Clay County Ditch No. 67	0.5	\$250
Clay County Ditch No. 68	0.5	\$250

Drainage System	Estimated Miles of Spraying	Estimated Cost
Judicial Ditch No. 1	3	\$2,000
Wilkin County Ditch No. 1A	2	\$1,000
Wilkin County Ditch No. 1B	1.5	\$2,000
Wilkin County Ditch No. 1C	2	\$1,000
Wilkin County Ditch No. 2	2	\$1,000
Wilkin County Ditch No. 3	7	\$3,500
Wilkin County Ditch No. 4	2.5	\$1,500
Wilkin County Ditch No. 5A	0.5	\$500
Wilkin County Ditch No. 6A	7	\$3,500
Wilkin County Ditch No. 7	1	\$500
Wilkin County Ditch No. 12	2.5	\$1,500
Wilkin County Ditch No. 13	5	\$2,500
Wilkin County Ditch No. 15	1	\$500
Wilkin County Ditch No. 22	2.5	\$1,500
Wilkin County Ditch No. 23	0.5	\$500
Wilkin County Ditch No. 27	2	\$1,000
Wilkin County Ditch No. 28	5	\$2,500
Wilkin County Ditch No. 31	5	\$2,500
Wilkin County Ditch No. 34	3.5	\$1,750
Wilkin County Ditch No. 40	1	\$500
Wilkin County Ditch No. 41	2	\$1,000
Wilkin County Ditch No. 42	1	\$500
Wilkin County Ditch No. 43	2	\$1,500
Wilkin County Ditch No. 44	1	\$500
Judicial Ditch No. 2	3.5	\$1,750

Motion to approve ditch spraying as presented, by Hanson, **Seconded** by Larson. **Motion Carried.**

Clay County Ditch No. 50. Bridge Repair Update. BRRWD has been working with Clay County Highway Department to obtain bridge state-aid funding for culverts along Clay County Ditch No. 50. Two culverts qualified for funding, one will be paid for by Clay County Ditch No. 50 financial account. Clay County opened bids for repair and apparent low bid was \$669,003.00 submitted by Lyle Wilkens, Inc. Clay County Ditch No. 50 account will be responsible for approximately \$225,000.00.

Other:

Schedule Budget Hearing. Motion to schedule 2025 Budget Hearing for Monday August 12, 2024 at 7:00 PM at BRRWD office by Affield, **Seconded** by Davis. **Motion Carried.**

Employee Handbook. Update. State of Minnesota added requirements for employers regarding Minnesota Sick and Safe Leave. HighRoad Partners, BRRWD human resources partner, provided draft of proposed updates to Employee Handbook to comply with Minnesota laws. **Motion** to accept proposed updates as presented, by Stubstad, **Seconded** by Affield. **Motion Carried.**

Bills. Motion to approve bills totaling \$631,869.47 by Larson, **Seconded** by Hanson. **Motion Carried.**

Minnesota Watersheds Summer Tour. Fjestad, Affield, Hanson, and Uhler attended the Summer Tour in St. Paul in June 2024. They provided an overview of some of the projects they toured.

Retirement of Hanson. Fjestad noted Hanson will not be seeking reappointment at the end of his term in August 2024. Board of Managers thanked Hanson for his over 20 years serving on the Board.

Jon Braton. Braton inquired if BRRWD could provide tiling records to counties to help with assessments. Uhler noted BRRWD has records for those that have obtained permits when BRRWD had permitting requirements. Larson noted there is likely a significant amount of tile that was installed before BRRWD existed and had permitting requirements.

Next Regular Meeting. Monday August 12, 2024, at 7:00 PM in the Barnesville office.

President Fjestad adjourned meeting at 8:24 PM.

/s/ William Davis _____
William Davis
Secretary