



## Annual Meeting Minutes

Monday January 10, 2022

**Managers Present:** Peter Fjestad, Catherine Affield, John Hanson, Troy Larson, Gerald Van Amburg, Paul Krabbenhoft, Mark Hanson.

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

**Consultants Present:** Erik Jones, Engineer, Houston Engineering, Inc. (HEI).

President Fjestad called meeting to order at 6:59 PM.

**Agenda:** Additions to agenda Silver Lake Outlet Modification Great Plains Fish Habitat Partnership (GPFHP) Grant; Minnesota Association of Watershed Districts (MAWD) Meeting Update; J.D. 2 Wetland Bank Update.

**Motion** to approve agenda with additions by Larson, **Seconded** by Affield. **Approved.**

**Introduction of New Staff:** Lee Olson and Matthew Schlauderaff were hired to fill the Watershed Specialist positions. Olson and Schlauderaff commenced employment on January 10, 2022.

**Secretary's Report:** **Motion** to approve December 13, 2021 Board Meeting Minutes with addition of spot spraying versus broadcast spraying cattails under Clay/Wilkin J.D. 1 Repair Recommendation by Affield, **Seconded** by M. Hanson. **Approved.**

**Treasurer's Report:** Account balance was \$3,427,047.03. Income received since December 13, 2021 Board Meeting, totals \$569,681.59, and for the year, totals \$6,838,493.83. \$490,776.35 were collected in account receivables this month. Board reviewed annual financial reports including 2021 interest, administrative fee, and M.S.A 103D.905 subd. 3 allocations. Negative accounts were charged 0.75 percent interest, determined by the average interest rate in ICS account. Positive accounts earned 1.2 percent interests, determined by interest accrued by ICS account and negative accounts. Projects and ditches with expenses in 2021 were charged an administrative fee of 4.26 percent, as approved during the December 13, 2021 Board Meeting to assess projects and ditches with expenses in 2021 a fee to cover administrative expenses over \$250,000 administrative levy. \$283,078.44 was allocated from M.S.A 103D.905 subd. 3 account to projects and programs outlined during the 2021 Budget Hearing. **Motion** to approve Treasurer's Report by Van Amburg, **Seconded** by J. Hanson. **Approved.**

**Motion** to designate Barnesville Midwest Bank as the official 2022 depository by J. Hanson, **Seconded** by Krabbenhoft. **Approved.**

**Election of Officers:** Motion to elect Fjestad, President; Affield, Vice President; J. Hanson, Secretary; Krabbenhoft, Treasurer with duties of Secretary and Treasurer delegated to staff by Affield, **Seconded** by M. Hanson. **Approved.**

**Set Dates for 2022 Board Meeting:** Motion to hold one Board Meeting per month, the second Monday of the month, effective immediately by Larson, **Seconded** by M. Hanson. **Approved.**

### **Designations and Appointments:**

**Official Newspaper.** **Motion** to designate Barnesville Record Review as official newspaper for 2022 by Krabbenhoft, **Seconded** by Affield. **Approved**

**Audit Services. Motion** to contract with Brady, Martz & Associates, P.C. to complete audits at the proposed rates for 2021 (\$7,800), 2022 (\$8,050), and 2023 (\$8,300) by Larson, **Seconded** by J. Hanson.

**Engineering Services. Motion** to contract with Houston Engineering Inc. for engineering services from January 2022 through December 2023 by Krabbenhoft, **Seconded** by Affield. **Approved.**

**Legal Services. Motion** to contract with Vogel Law Firm for legal services from January 2022 through December 2023 by J. Hanson, **Seconded** by Van Amburg. **Approved.**

**Ditches:**

**Wilkin County Ditch No. 44/South Branch Buffalo River.** Jones presented Findings of Fact for petition to impound, reroute, divert, and partial abandonment of Wilkin County Ditch No. 44 for the South Branch Buffalo River Restoration. **Motion** to approve Findings of Fact and set hearing date by Order for Wednesday February 2, 2022 at 7:00 PM, Barnesville by J. Hanson, **Seconded** by Affield. **Approved.**

**Projects:**

**Project 46 – Turtle Lake Outlet. Motion** to hold informational meeting on Wednesday January 26, 2022 at 7:00 PM, Barnesville to discuss feasibility report presented to Board of Managers November 11, 2021 by M. Hanson, **Seconded** by J. Hanson. **Approved.**

**Project 81 – Whiskey Creek Enhancement.** Two Clean Water Fund grant contracts with Wilkin Soil and Water Conservation District (SWCD) were presented to Board of Managers. One grant for \$275,000 will be used for side inlets and grade stabilization, the other grant for \$267,194.66 will be used for work on the channel. **Motion** to authorize Fjestad to sign contracts by J. Hanson, **Seconded** by Affield. **Approved.**

Jones provided an update on additional 319 Grant funds that may be available for Whiskey Creek Enhancement Project. If funds become available Jones will provide update at February 14, 2022 Board Meeting.

**Lower Otter Tail River Restoration.** Altrichter provided update on Section 1135 funding through U.S. Army Corps of Engineers (USACE). USACE allocated additional \$50,000 to complete the public review. BRRWD will be responsible for additional \$50,000 of work-in-kind funds. BRRWD has already expended \$50,000 work-in-kind match, so no additional payments will be required.

Board of Managers agreed to hold public meeting on Thursday February 10, 2022 at 7:00 PM, Barnesville to discuss Lower Otter Tail River Restoration.

**Silver Lake Outlet Modification.** Jones presented GPFHP grant opportunity through the U.S. Fish and Wildlife Service (USFWS). GPFHP funds can be used as match to the Conservation Partners Legacy grant where BRRWD received \$230,000 with a 10 percent match. **Motion** to submit application for GPFHP grant by M. Hanson, **Seconded** Affield. **Approved.**

**J.D. 2 Wetland Bank Update.** Otter Tail County is interested in partnering with BRRWD to complete J.D. 2 Wetland Bank. Fjestad will follow-up with Dan Bradow and Larson will follow-up with Mike Yaggie to determine landowner interest.

**Other:**

**Minnesota Pollution Control Agency (MPCA) Watershed Section 319 Grant Program Application.** Bryan Malone, Becker SWCD, contacted Jones regarding partnering with BRRWD in submitting an application for Section 319 funds for Upper Buffalo River watershed. Funds could be used to implement best management practices (BMPs) along Upper Buffalo Restoration. **Motion** to authorize Jones to submit letter of interest for Section 319 grant program by Van Amburg, **Seconded** by Larson. **Approved.**

**Wilkin SWCD Project Long-term Maintenance Partnership.** Don Bajumpaa, Wilkin SWCD, contacted Altrichter regarding partnering with BRRWD to complete long-term maintenance of projects and ditches. **Motion** to authorize staff to work with Wilkin SWCD to formalize agreement to complete long-term maintenance of projects and ditches by Larson, **Seconded** by Affield. **Approved.**

**MN Legislative Session Discuss Lobbying Efforts.** Board of Managers discussed working with Lobbyist Joel Carlson to outline BRRWD legislative priorities. Board of Managers discussed focusing on MAWD statewide priorities and BRRWD priorities. Krabbenhoft and Van Amburg will coordinate setting up meetings with legislators.

**MAWD Meeting Update.** Fjestad presented update from MAWD meeting. MAWD will focus on raising administrative levy during 2022 legislative session. MAWD is hoping funding for infrastructure can be used to develop watershed district capital improvement projects.

**Advisory Committee.** Board of Managers discussed finalizing list of Advisory Committee members at or before February 14, 2022 Board Meeting. Advisory Committee meeting will be held March 9, 2022 at 2:00 PM, Barnesville.

**Bills. Motion** to approve bills totaling \$458,755.61 by Affield, **Seconded** by J. Hanson. **Approved.**

**Next Regular Meeting.** Monday February 14, 2022, at 7:00 PM in the Barnesville office. Agenda will be posted on BRRWD's website prior to meeting.

President Fjestad adjourned meeting at 8:30 PM.

/s/ John Hanson  
Secretary