MINUTES OF MEETING OF MANAGERS
OF BUFFALO CREEK WATERSHED DISTRICT

The Managers of Buffalo Creek Watershed District met on the 23rd day of
February, 2016, at 1:00 P.M. at its regular meeting place in Suite 103, Glencoe City
Center, 1107 11th Street E., Glencoe, MN, for its regular monthly business meeting.

The following members were present:  Donald Belter
Corey Henke
Larry Phillips
Matt Melberg

Also attending the meeting were:  Pete Kasal, Attorney

President Belter called the meeting to order and announced the first order of
business was the consideration of the minutes of the regular meeting of the Board of
Managers held on January 26, 2016. Upon motion of Manager Henke, which motion was
seconded by Manager Melberg, by unanimous vote the Board of Managers approved the
minutes of the meeting held on January 26, 2016.

President Belter called upon Chris Otterness of Houston Engineering to present a
report on the permit application submitted by the Glencoe School District. Upon motion
of Manager Phillips, which motion was seconded by Manager Henke, by unanimous vote the
Board of Managers accepted the application for a permit for consideration and
designated it Application for Permit No. 2016-4. Engineer Otterness explained to the
Board that the School District’s application requested an outlet improvement for its
property on the north side of Glencoe. He indicated the application only seeks to improve
an outlet which is already existing in the area. After a short discussion, upon motion of
Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the
Board of Managers approved Permit No. 2016-45.

Engineer Otterness next addressed the proposed City of Glencoe application to
improve drainage on the north and east side of Glencoe. This application proposes
construction of a 30-inch line on the north side of Glencoe easterly to a private ditch,
which ultimately connects to Buffalo Creek, and also seeks to install a 30-inch culvert
under the existing railroad tracks adjacent to the existing culvert. Engineer Otterness
stated that he has reviewed the engineering proposal submitted by the City, has met with
the City Engineer, and he has received further information regarding the project. He also
noted that he expects more information to be provided by the City in the future. It was
noted by the Board that numerous interested persons were in attendance to hear the
discussion concerning this application for a permit, which included several representatives
from the City of Glencoe, City Council members, and landowners adjacent to the private
ditch which was anticipated as an outlet for the project. A sign-up sheet was circulated
and names of those in attendance were listed. Engineer Otterness provided a hand-out to
the Board outlining the engineering concerns he has considered in evaluating the City’s
application. He provided a graphic to illustrate the current system and how it operates at
low and high flows. A second graphic was provided which illustrated the proposed
systems and how it would affect the existing drainage of the area. Engineer Otterness
noted that the proposal would entail a 30-inch pipe from stormwater ponds on the north
side of Glencoe east to a private ditch and then southerly through the existing railroad tracks, which in the plans indicated an additional 30-inch culvert underneath the railroad tracks. He noted that the plan as submitted would anticipate that high flow events, such as experienced in the last several years in Glencoe, would channel run-off through the new pipe to the east side of Glencoe through the private ditch. He noted that he does not anticipate any additional flood damage on affected properties as a result of the new system.

The Board then considered comments from a number of parties in attendance, including County Commissioner Doug Krueger, Glencoe resident Gary Ballard, City Engineer Justin Black, and City Administrator Mark Larson, together with other affected parties. Commissioner Krueger voiced his opposition to the project as proposed. Engineer Black reported that he has met with railroad authorities and received no objection from the railroad regarding a new culvert. After a considerable period of discussion with parties in attendance, no action was taken by the Board because further information is anticipated from the City of Glencoe with regard to the project.

President Belter next called upon Manager Phillips for the Treasurer’s report. Manager Phillips presented a written report which outlined income and expenses as follows:

**SAVINGS:**

<table>
<thead>
<tr>
<th>C.B. #4206225</th>
<th>$136,044.37</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recâi: Interest</td>
<td>5.39</td>
</tr>
<tr>
<td>McLeod County</td>
<td>890.42</td>
</tr>
<tr>
<td>Renville County</td>
<td>5,031.42</td>
</tr>
<tr>
<td>Carver County</td>
<td>1.17</td>
</tr>
<tr>
<td>Sibley County</td>
<td>28.15</td>
</tr>
<tr>
<td>Kandiyohi County</td>
<td>18.73</td>
</tr>
<tr>
<td>Excess checking transferred to savings</td>
<td>5,966.69</td>
</tr>
<tr>
<td>March Creek assessment ï Glencoe Twp.</td>
<td>195.13</td>
</tr>
</tbody>
</table>

**LESS:**

| Transfer to checking | (5,024.04) |
| Rinke Noonan ï JD 15 Branch ðMô | (689.00) |
| Matt Melberg | (14,683.48) |
| Houston Engineering | (13,196.37) |

**FEBRUARY BALANCE**

$148,181.47

**CHECKING:**

| January balance | $6,966.68 |
| Moved from savings to cover checks issued | 27,626.21 |

$34,592.89

| Transfer from savings | (5,024.04) |
| Transfer from savings ï JD Branch ðMô | (15,372.48) |
| Transfer from savings ï Houston Engineering | (13,196.37) |

**FEBRUARY BALANCE**

$1,000.00
PROJECT 79-2:
CD#87812 starting balance $6,507.56
Interest to 12/28/2015 52.24
Redeemed certificate moved to savings (6,559.80)
McLeod Co. Auditor/79-2 Fund 22,310.57

TOTAL 79-2 Funds $22,310.57

Upon motion of Manager Henke, which motion was seconded by Manager Phillips, by unanimous vote the Board of Managers approved the Treasurer’s report.

President Belter next called for the bills that had been presented to the Board since the last meeting. Manager Phillips reported bills that had been presented to the Board as follows:

- Kasal Law Office attorneys fees $721.99
- Minnesota Viewers Assn. 125.00
- Rinke Noonan consulting fees 1,115.00
- Post Office box rental 88.00
- City of Glencoe office lease 1,500.00
- Bolton & Menk Ditch No. 33 1,033.00
- Minnesota Assn. of Watersheds 2,744.80
- Eberhard Consulting engineering fees 1,368.87
- Mary Henke secretarial 450.00
- Linda Phillips secretarial/accounting 118.60
- Corey Henke per diem & mileage 244.44
- Donald Belter per diem & mileage 82.50
- Larry Phillips per diem & mileage 141.20
- Matt Melberg per diem & mileage 318.96

$10,052.36

Upon motion of Manager Phillips, which motion was seconded by Manager Melberg, by unanimous vote the Board of Managers approved the above bills for payment.

President Belter next called for any new permits. No new permit applications were reported.

President Belter called for items of old business. Manager Melberg reported regarding Application for Permit No. 2016-3. He noted that he and Engineer Eberhard had reviewed the site and both felt that the permit was appropriate. Upon motion of Manager Melberg, which motion was seconded by Manager Henke, by unanimous vote the Board of Managers approved Permit No. 2016-3 with changes outlined by Engineer Eberhard.

President Belter next called for agenda item Marsh Water Project. Engineer Otterness reported that easement preparation is ongoing on the project.
Manager Melberg reported regarding the County Ditch No. 15 project. He noted that Renville County has decided to redetermine benefits for the entire Ditch No. 15 system rather than just the portion that was subject to the project application previously submitted to the Board.

Manager Phillips next reported to the Board that he has noted a potential violation of drainage of an unassessed property into Ditch No. 79-2. Manager Henke and Manager Phillips stated they will look into the issue and report back to the Board.

There being no further business to come before the Board, upon motion duly made, seconded and unanimously carried, the Board of Managers adjourned the meeting until the next regular meeting of the Board of Managers on Tuesday, March 22, 2016 at 1:00 P.M. at its regular meeting place in Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN.

____________________________________
Matt Melberg, Secretary