

Middle Fork Crow River Watershed District Meeting Minutes
April 10th, 2024 at 6:30 pm at the MFCRWD Office

Board of Managers Present: Ruth Schaefer, Jay Hedtke, Jeff Gertgen, Shane Braegelman, Amanda Toutges (departed at 7:32 pm).

Staff & Guests Present: Dan Coughlin, District Administrator; Andy Johnson, Project Manager (arrived at 6:54pm); Jon Morales, Program Manager (arrived at 6:54pm); Leah Melges, Office & Finance Manager; Chris Meehan, District Engineer (arrived at 6:54pm); and John Kolb, District Attorney.

1. President Schaefer called the meeting to order at 6:30 p.m.
2. President Schaefer recited the District’s mission statement: “We exist for the protection and preservation of water quality in the Middle Fork Crow River Watershed District.”

Oaths of Office were taken by Manager Jay Hedtke and Manager Jeff Gertgen due to their reappointment to new 3-year terms serving Meeker and Kandiyohi County, respectively.

3. Approval of Agenda: A motion to approve the updated distributed agenda made by Manager Braegelman, seconded by Manager Toutges. Motion passed unanimously.

4. Consent Agenda

- a. Financial Report / Expenditure Report / Approval of Payables
- b. Regular Board Meeting Minutes – March 13th, 2024
Motion by Manager Hedtke, seconded by Manager Toutges to approve the Consent Agenda. The motion passed unanimously.

5. Discussion / Business Items

a. Project Updates

i. Calhoun Dam & Bridge Replacement Projects:

Internal approval received from the DNR to pursue external engineering for the project. A draft contract will hopefully be ready for presentation at the May board meeting. Funding will be comprised of \$250,000 from the DNR, Get Out More Funding and NRAP bonding.

ii. CD-47: Resolution 2024-05 – Approval of CD-47 Project Change Order #1:

Board approval of change order for project commencement date change and authorization for the purchase of materials to acquire at current pricing. Motion made by Manager Braegelman, second by Manager Hedtke to approve change order. Motion passed unanimously.

- iii. New London Nanobubble / H2S Mitigation:

District Administrator Dan Coughlin attended the day at the Capitol with New London Mayor John Dahl to speak at the bonding committee meeting, along with State Representative Dave Baker, to seek state funding for the project.
 - iv. Belgrade Stormwater Study:

District staff met with Belgrade and are working with Belgrade's engineer on a plan for their stormwater study.
 - v. Atwater Stormwater Study:

District staff have a meeting with Atwater officials this month to discuss a plan for their stormwater study.
 - vi. 319 Grant:

Project Manager Andy Johnson has been working on getting a draft proposal ready. \$200,000 has been allocated but needs final approval yet.
 - vii. Diamond Sub-Watershed Protection Plan:

Project Manager Andy Johnson sent letters to landowners and is looking at where all the drainage is due to maps not exactly lining up. Next steps will be formalizing a plan, complete modeling and determining main goals.
- b. MPCA Resiliency Grant Application for New London Stormwater Projects:

The grant application is almost finished, and Program Manager Jon Morales is working with Chuck DeWolf from Bolton & Menk (New London's city engineer). The grant total is \$472,972.09. The project consists of underground filtration by Little Theater, reconstructing around the little Mill Pond, and all inlets will be outfitted with storm scepters. The application will be submitted yet this April with the potential to seek back-up funding from BWSR Programs and Practices.
 - c. Watershed Pollutant Load Monitoring Network (WPLMN) Contract Discussion:

The current WPLMN contract expires June 30th, 2024. It currently has \$3000 left to use up in it. This is a contract through the Minnesota Pollution Control Agency (MPCA) for event-based monitoring. MFCRWD has administered this grant in the past and we have the opportunity to take it over again with current staff shortages in the North Fork Crow River Watershed. Once the existing contract is completed, a formal contract will be drafted and presented to the board. Verbal support of this was given by the Board.
 - d. Overview of 2024 Monitoring Sites:

Program Manager Jon Morales reviewed the District's current monitoring sites, with the addition of 6 new lake sites and 4 new Monongalia sites for the hydrogen sulfide study this monitoring year. A monitoring buoy will be deployed in May on Monongalia (at site ML3), supplied by St. Anthony Falls Laboratory.

Additional monitoring sites include CD-37, MFC1 and JD-17 for river sites resulting in 25 total monitoring sites for the year.

- e. Discussion Regarding Potential Nanobubble Demo Project – Tadd Lake, Atwater:
Due to rising concern over the state of Tadd Lake in Atwater, District Administrator Coughlin reached out to Chris Stephan at Moleaer to discuss the potential for the use of a portable nanobubble unit to do a pilot study on the small, isolated lake to demonstrate the effects of the nanobubble technology and how it can potentially benefit the Mill Pond Project. The trailer mounted nanobubble system rental would cost around \$40,000 for 3-4 months. The District Administrator and staff will meet with the City of Atwater and their engineer April 11th, 2024 to discuss potential of a stormwater plan. The Board expressed a desire for the city to be involved with such a plan; and raised concerns about city infrastructure that drains stormwater directly into Tadd Lake. State revolving loan fund at 1.5% could be a potential funding source.
- f. Liberty Mutual / Ohio Casualty Commercial Crime Policy – Leah Melges:
An invoice was received from Liberty Mutual for a Commercial Crime Policy / Loss Sustained – Honesty – Blanket. This policy has been in effect with Ohio Casualty Group since May 3rd, 2005. Coverage on this policy is \$25,000. Through the District's current insurance policies with the League of Minnesota Cities Insurance Trust, we have a \$50,000 bond that covers employee dishonesty. This appears to be a duplication of coverage. Board consensus was given to cancel this policy.
- g. Review of Minnesota Watersheds Reimbursement Policy – Manager Jeff Gertgen:
Manager Gertgen provided the updated MN Watershed Reimbursement Policy for MN Watershed Board Members which highlighted the change of per diems and reimbursements that are to be paid by the respective Watershed District vs what is paid by the MN Watersheds Board.
- h. Agenda Additions / Other Matters: None.

6. Reports & Updates

- a. Administration – Dan Coughlin:
The LCCMR Committee reached out and everything is in order with our grant submission, so it was advanced in the review process, which will occur at the end of May. At that point, any submissions that continue to advance will be invited to do in-person presentations at the end of June.
- b. Program Manager – Jon Morales:
Morales reviewed the BMP Inspections for this season: 2015 (5), 2019 (7) and 2022 (0) projects. Ag projects will be tracked in a similar process moving forward.
- c. Project Manager – Andy Johnson:
Johnson updated on a potential project with landowner who has a private ditch with slumping issues and is looking for ditch repair. Andy encouraged a BMP

Infiltration system of 530 acres before it enters the Middle Fork Crow River. Johnson also highlighted the upcoming events: Stormwater Practice Tour – May 22nd, Kandiyohi County/SWCD Lake Presentation – May 22nd, Earth Day at PWELC – April 20th, and Paddle the Crow – June 1st, 2024.

d. Finance Manager – Leah Melges:

The first in-house payroll was processed on April 5th. Home State Bank was not ready with the ACH direct deposit for payroll so physical checks were printed this payroll. Melges has been working with the bank to get the direct deposit set up for the April 19th payroll cycle.

The Chase Ink credit card account has been closed; currently waiting for a confirmation letter that should come by the end of this month. Audit prep continues and clean-up in Banyon will be complete with the posting of final journal entries. On-site audit will be April 29th, 2024.

e. District Engineer – Chris Meehan:

Diversified Foundations have been extremely cooperative to work with and we are still working with the Army Corp to get permitting for CD-47 through. Meehan also assisted District Administrator with the LCCMR Grant Application.

f. District Attorney – John Kolb:

There are Watersheds/BWSR Housekeeping Amendment changes coming soon and he will update the District once they are finalized.

g. Other Reports from Managers / Staff: No additional comments offered.

7. Public Access Forum: No public input was received.

8. Info / Items of Interest

a. Earth Day Celebration – April 20th, 2024 from 12:00-4:00pm at PWELC

9. Adjournment: Motion made by Manager Hedtke, seconded by Manager Braegelman to adjourn the meeting was made. Motion passed unanimously.

The meeting declared adjourned by President Schaefer at 7:59 p.m.

Submitted by,

Leah Melges
Recording Secretary
Office & Finance Manager