

Minutes
Elk River Watershed Association Board of Directors
Regular Meeting
April 20, 2009
Palmer Town Hall, Clear Lake, MN

Attendance: Gerry Maciej, Leander Schlosser, Tiffany Determan, Doug Manthei, Brian Kaschmitter, Mark Basiletti, Joe Jordan, John Riebel, Leonard Popp, Jim Stahlmann, Phil Votruba, Jason Weinerman

Meeting called to order at 9:02 am by Joe Jordan, Chair.

1. Review & Approval of Agenda

Mark Basiletti recommended the addition of the following items: 9.1.) Big and Mitchell Lakes MCC project, request to encumber \$500 and 9.2.) Big and Mitchell Lakes signage, request to encumber \$875. Lee Schlosser requested that there be text on future meeting agendas identifying that a signature is required (in line item 1. Review and Approval of Agenda). Lee Schlosser made a motion to approve the agenda with the above modifications. Leonard Popp seconded the motion. All were in favor. The motion passed.

2. Review & Approval of the January 26, 2009 meeting minutes

Lee Schlosser made a motion to approve the minutes of the January 26, 2009 ERWS meeting. Leonard Popp seconded the motion. All were in favor. The motion passed.

3. 319 Grant budget update.

Mark passed around the 319 grant budget report and reviewed it. He explained the changes that himself and Gerry made during their yearly 319 grant overview meeting and stated that the overall change percentage rate is 9.6%. John Riebel made a motion to approve the changes to the 319 budget. Leonard Popp seconded the motion. All were in favor. The motion passed.

4. Fund Balance Report

Mark distributed the fund balance report and reviewed it. Lee Schlosser made a motion to approve the fund balance report as distributed. John Riebel seconded the motion. All were in favor. The motion passed.

5. 319 Grant cost share contracts:

5.1 3192-S09, City of Becker, request for partial payment, \$5,560.00.

Mark reminded the board on the details of this raingarden with infiltration trench cost share project. He stated that the project was partially completed in October 2008 and will be finished in June of 2009. He indicated that the City of Becker is requesting partial payment for the completed work. Leander Schlosser made a motion to approve the partial payment request for contract #3192-S09 in the amount of \$5,560.00. Joe Jordan seconded the motion. All were in favor. The motion was passed.

6. 319 Grant: monitoring plan for 2009, request to encumber \$850.

Mark explained that staff plans to complete the monitoring portion of the 3192 grant by continuing monitoring for E.Coli bacteria at two stream sites on a weekly basis over the applicable time period for 2009 (April 1st-October 31st); he stated that to do so \$850 must be encumbered. He indicated that the data will be used to evaluate water quality on the Elk River above Big Elk Lake and above Lake Orono. Brian Kaschmitter made a motion to approve encumbering \$850 for the continuation of bacteria monitoring along the Elk River. Leonard Popp seconded the motion. All were in favor. The motion was passed.

7. 319 Grant: request to disburse 2008 funds owed to the SWCDs for staff time and expenses:

Sherburne SWCD: \$11,326.04

Benton SWCD: \$11,116.84

Mark went over the 2008 expenses submitted by both SWCDs. Lee Schlosser made a motion to approve the disbursement of \$11,326.04 to Sherburne SWCD and \$11,116.84 for Benton SWCD for staff and time. Brian Kaschmitter seconded the motion. All were in favor. The motion passed.

8. 319 Grant: Approve 1st quarter, 2009 SWCD expenses.

Sherburne SWCD: \$382.50

Benton SWCD: \$828.75

Mark explained the expenses encumbered during the 1st quarter. Lee Schlosser made a motion to approve the 1st quarter expenses totaling \$382.50 for Sherburne SWCD and \$828.75 for Benton SWCD. John Riebel seconded the motion. All were in favor. The motion was passed.

9. 319 Grant: Education expense, AgBMP Test Plot meeting.

Gerry explained the education expenses incurred during the Benton SWCD Winter Meeting regarding Nutrient Management Test Plots. During the winter meeting Mike McMillan reviewed the test plot results over the last four years. 19 farmers were in attendance. Gerry indicated that the MMM RC & D granted the Benton SWCD \$350 of the total Winter meeting bill. Gerry requested \$76.60 of the winter meeting bill total be reimbursed from the donation account. He went on to explain that the funds were for five dozen brownies and three gallons of coffee served at the meeting. John Riebel made a motion to encumber \$76.60 from the donation fund for the AgBMP Test Plot meeting. Lee Schlosser seconded the motion. All were in favor. The motion was passed.

Following the motion to encumber the above funds John Riebel made a motion to approve the payment of \$76.60 from the donation fund for the AgBMP Test Plot meeting. Lee Schlosser seconded the motion. All were in favor. The motion was passed.

9.1 Big and Mitchell Lakes MCC project, request to encumber \$500.

Mark explained that the MCC is putting in wave breaks in Big and Mitchell Lakes for all 3192 shoreland revegetation projects planned for 2009. He indicated that Sherburne SWCD would like to buy hardwood stakes and jute rope for the wave breaks and be reimbursed. Mark indicated that the district plans to buy the materials because the wave breaks are being mass produced which would make it difficult for landowners to each buy their own stakes and jute rope. Brian Kaschmitter made a motion to encumber \$500 for the purchase of materials needed to construct wave breaks. Leonard Popp seconded the motion. All were in favor. The motion was passed.

9.2 Big and Mitchell Lakes signage, request to encumber \$875.

Mark explained that educational signs will be posted at each 3192 shoreland buffer site around Big and Mitchell Lakes. He stated that requested funds are needed to pay for the signs and posts. Lee Schlosser made a motion to encumber \$875 for educational signs and posts. Doug Manthei seconded the motion. All were in favor. The motion was passed.

10. Contribution and Donation fund: rollover the volunteer mileage balance, \$444.09.

Mark explained that the mileage funds encumbered in 2008 to pay volunteers over the 2008 monitoring season have not been spent due to the fact that two of the volunteers never submitted mileage claims. He requested that the funds be un-encumbered. Leonard Popp made a motion to un-encumber \$444.09 from the donation fund for un-submitted volunteer mileage. Lee Schlosser seconded the motion. All were in favor. The motion was passed.

11. TMDL contract: request from MPCA that ERWA pay the consultant directly, \$86,864 to be added to the ERWA contract.

Mark explained that Wenck's expenses were previously billed directly to the MPCA. Due to funding situations, the MPCA has asked that the ERWSA enter into a subcontract with Wenck directly which would involve Wenck invoicing Sherburne SWCD for expenses and then the Sherburne SWCD invoicing the MPCA for those expenses. Mark went on to explain that under the new contracting method all funds from the initial work plan which were assigned to Wenck would be amended to the ERWSA contract. Leonard Popp stated that he would like to have the TMDL fund report included in the ERWSA fund report in the future so that the board can better understand fund usage. Gerry Maciej stated that the ERWSA may want to consider developing a sub-contract with Wenck to ensure the work gets done as planned. The board agreed. Gerry stated that he would send Tiffany the LRL contract so she could begin work on the draft contract. John Riebel made a motion to revise the TMDL contract to so the ERWSA pays the consultant directly thereby adding \$86,864 to the current contract. Additionally, Sherburne SWCD will sign the contract as the fiscal agent. Brian Kaschmitter seconded the motion. All were in favor. The motion was passed.

Leonard Popp made a second motion to move forward with the drafting up of a new subcontract using a LRL TMDL subcontract as a template. Lee Schlosser seconded the motion. All were in favor. The motion was passed.

12. TMDL progress report.

Tiffany went over the progress of the TMDL since the ERWSA board last met. She covered the March 19th Stakeholder meeting as well as the TMDL Phase I report which is on both SWCD's websites. No motions were needed.

13. Elk River Watershed Currents draft.

Tiffany passed around the final draft version of the Spring 2009 ERWSA Currents newsletter for comments. No motions were needed.

14. 2008 Benton SWCD Annual Report

Gerry passed around the 2008 Benton SWCD Annual Report and explained each section. No motions were needed.

Lee Schlosser made a motion to adjourn. John Riebel seconded the motion. All were in favor. The motion was passed. The meeting adjourned at 10:50 PM

Respectfully submitted by Tiffany Determan, Sherburne SWCD

Signature: _____

Date: _____