

Minutes  
Elk River Watershed Association Board of Directors  
Regular Meeting  
December 15th, 2008  
Palmer Town Hall, Clear Lake, MN

**Attendance:** Gerry Maciej, Leander Schlosser, Tiffany Determan, Doug Manthei, Terry Polsfuss, Brian Kaschmitter, Mike McMillin, Mark Basiletti, Joe Jordan, John Riebel

Meeting called to order at 9:06 am by Terry Polsfuss, Chair.

**1. Review & Approval of Agenda**

Tiffany Determan recommended the addition of item 14. Boat rental TMDL fund transfer. Gerry Maciej requested the following changes and additions: change of item 4.10 to Partial payment request for Fitzpatrick Wetland project contract 3192-B27; addition of item 4.11 Contract termination, Jeff Rahm, contract 3192-B15; and addition of item 4.12 contract payment request, Jeff Schustak, contract 3192-B14. John Riebel requested the addition of item 15, discussion item. Lee Schlosser made a motion to approve the agenda with the above modifications. Joe Jordan seconded the motion. All were in favor. The motion passed.

**2. Review & Approval of the October 2<sup>nd</sup>, 2008 meeting minutes**

Joe Jordan made a motion to approve the minutes of the October 2<sup>nd</sup>, 2008 ERWS meeting. John Riebel seconded the motion. All were in favor. The motion passed.

**3. Fund Balance Report**

Mark distributed the fund balance report and reviewed it. Joe Jordan made a motion to approve the fund balance report as distributed. Brian Kaschmitter seconded the motion. All were in favor. The motion passed.

**4. 319 Grant**

4.1 New Contract, Robert Eddy, 3192-S07, \$2,050.00.

Mark passed around a copy of the plans for the Robert Eddy shoreline revegetation project. He stated that the project is located on Mitchell Lake and is a rather large project totaling 2050 sq. ft. To that point, the cost share request is more than usual. The total cost is \$3,882.00 and the total cost share request amount is 53% of the total. Joe Jordan made a motion to approve contract 3192-S07 for cost share in the amount of \$2,050.00. Doug Manthei seconded the motion. All were in favor. The motion was passed.

4.2 New contract, James Welsh, 3192-S10, \$1,500.00.

Mark passed around a copy of the plans for the James Welsh shoreline revegetation project. He stated that this project is also located on Mitchell Lake and the total square feet of the project is 1,170 with a planting width of 50 feet. He indicated that the plant choices are similar to that of Robert Eddy's project. The total cost of the project is \$2,377.00. Lee Schlosser made a motion to approve contract 3192-S10 for cost share in the amount of \$1,500.00. Joe Jordan seconded the motion. All were in favor. The motion was passed.

4.2.1 319 Cost Share. BLCLA Inc. 3192-S12, \$885.00.

Mark passed around a copy of the plans for this project which is located on Big Lake at the point near the channel between Big and Mitchell Lakes. This is a shoreland revegetation project located on both Bernice Knaeble's and DNR land. Mark pointed out that both Jim Ridgeway and the Knaeble family have signed the contract. The Knaeble portion of the project is 350 feet, the remaining 335 feet of the point is owned by the DNR. Mark indicated that the ERWSA would cost share the Knaeble's portion of the land and the DNR will pay for their portion of the revegetation. John Riebel made a motion to approve contract 3192-

S12 for cost share in the amount of \$885.00. Joe Jordan seconded the motion. All were in favor. The motion was passed.

4.3 New contract. Louann Otten, 3192-S11, \$691.83.

Mark passed around a copy of the plans for this project and indicated that it is located one block away from the James Welsh project. Mark stated that it is a small project totaling 480 square feet. Lee Schlosser pointed out that from the photograph of the site it looks like there is a stormwater pipe along the shoreline. The board collectively decided that staff should make sure it is no longer flowing; if it is, there should be rip-rap installed at the outlet to prevent erosion. John Riebel made a motion to approve contract 3192-S11 for cost share in the amount of \$691.83 with a stipulation that staff should investigate the alleged pipe structure. Lee Schlosser seconded the motion. All were in favor. The motion was passed.

4.4 New Contract. Wade Bastian, 3192-B28, Wetland Restoration, \$3,386.25.

Gerry passed around a copy of the plans for this project and stated that it is located 2 ½ miles east of Popple Creek. He indicated that the project is smaller than typical. He land owner received four bids on the project and the lowest bid totaled \$4,515.00. He stated that the cost share request is 75% of the total. Lee Schlosser made a motion to approve contract 3192-B28 for cast share in the amount of \$3,386.25. Joe Jordan seconded the motion. All were in favor. The motion was passed.

4.5 Cost share payment request, Mark Kaschmitter, 3192-B13, test plot.

Gerry passed around a copy of the results for the Kaschmitter test plot. Gerry indicated that this is the 3<sup>rd</sup> year Mark has participated in the test plot program. He stated that this is an incentive payment for one test plot totaling \$150.00. Lee Schlosser made a motion to approve contract 3192-B13 for an incentive payment of \$150.00. Doug Manthei seconded the motion. All were in favor. The motion was passed. Brian Kaschmitter abstained from voting.

4.6. Cost share payment request, Brian Kaschmitter, 3192-B24, test plot.

Gerry passed around a copy of the results for the Kaschmitter test plot. Gerry indicated that this incentive payment is for one test plot totaling \$150.00. Joe Jordan made a motion to approve contract 3192-B24 for an incentive payment of \$150.00. Doug Manthei seconded the motion. All were in favor. The motion was passed. Brian Kaschmitter abstained from voting.

4.7 Cost share payment request, Allan Walcheski, 3192-B17, test plot.

Gerry passed around a copy of the results for the test plots completed by Allan Walcheski. Gerry indicated that this incentive payment is for two test plots totaling \$300.00. Lee Schlosser made a motion to approve contract 3192-B17 for an incentive payment of \$300.00. Brian Kaschmitter seconded the motion. All were in favor. The motion was passed.

4.8 Cost share payment request, Butch Thell, 3192-B21, test plot.

Gerry passed around a copy of the results for the test plots completed by Butch Thell. Butch completed three test plots located on the north side of Mayhew Lake. Mike McMillin informed the board of the process used to monitor test plot results. Joe Jordan made a motion to approve contract 3192-B21 for an incentive payment of \$450.00. Lee Schlosser seconded the motion. All were in favor. The motion was passed.

4.9 Cost share payment request, Greg Novak, 3192-B23, test plot.

Gerry passed around a copy of the results for the two test plots completed by Greg Novak in Sherburne County. Mike indicated that these plots were done on sweet corn and the results analysis was slightly different than it is with feed corn. The results were compared by looking at how the corn filled out on the cob. Joe Jordan made a motion to approve contract 3192-B23 for an incentive payment of \$300.00. Brian Kaschmitter seconded the motion. All were in favor. The motion was passed.

4.10 Cost share partial payment request, Mike Fitzpatrick, 3192-B27, wetland restoration.

Gerry went over the progress made on the Fitzpatrick wetland project. He stated that wet weather and unforeseen circumstances have delayed the project. He indicated that while the project is on hold for now the contractor has incurred costs associated with time spent working and the purchasing of materials. Gerry went through the invoices that have been submitted. He indicated that Mike wants only to pay the contractor for half of the current invoices. Gerry stated that Mike has spoken with the contractor and they agreed that with the issues facing the project the contractor would not issue the 10% discount originally agreed upon. The contractor invoices total \$10,431.00. The board indicated that the contractor should be paid the full amount of the invoices. The board agreed that Gerry should speak with Mike regarding the amount of the payment and it could be discussed at the next board meeting. Joe Jordan made a motion to approve contract 3192-B27 for a partial payment in the amount of \$4,856.00. John Riebel seconded the motion. All were in favor. The motion was passed.

4.11 Contract termination, Jeff Rahm, 3192-B15, test plot.

Gerry indicated that this contract was to complete test plots and did not begin prior to the contract start date; thus, this contract is now terminated.

4.12 Cost share payment request, Jeff Schustak, contract 3192-B14, test plot.

Gerry passed around the results for the two test plots completed by Jeff Schustak. Gerry indicated that one of the test plots failed. Lee Schlosser made a motion to approve contract 3192-B23 for an incentive payment of \$300.00. Brian Kaschmitter seconded the motion. All were in favor. The motion was passed.

**5. 319 Grant, approve 3<sup>rd</sup> quarter invoices for SWCD staff time and expenses.**

**Sherburne SWCD: \$3,619.30**

**Benton SWCD: \$3,028.92**

Mark went over the invoices submitted by both SWCD's. Lee Schlosser made a motion to approve the invoice of \$3,619.30 to Sherburne SWCD and \$3,028.92 for Benton SWCD for staff and administration time. Joe Jordan seconded the motion. All were in favor. The motion passed.

**6. 319 Grant, education fund. Request for reimbursement for Rubbish Review Insert; Invoice from Continental Press, \$2,674.22 and Benton County mailing, \$1,219.67. Encumber \$150.00 more toward mailer.**

Mark explained the two invoices for the ERWSA Currents insert newsletter. He stated that the board must encumber \$150.89 more than originally approved due to taxes and a higher than expected tabbing fee from Continental Press. John Riebel made a motion to make a payment in the amount of \$2,674.22 for Continental Press and \$1,219.67 for Benton County. Joe Jordan seconded the motion. All were in favor. The motion was passed.

**7. Benton Rubbish Review insert.**

Tiffany passed around the ERWSA Currents newsletter which was inserted into the Benton County Rubbish Review in November of 2008. Board members read over and commented on the finished insert.

**8. Elk River Cleanup results.**

Tiffany went over the 1<sup>st</sup> Annual ERWS Cleanup results with the board members. Tiffany stated that there were a total of 35 participants and approximately 300 pounds of debris was removed from the river. The board agreed that this was a great project and that it should be completed again in the future.

**9. 319 budget adjustment. Request to move funds from monitoring lab to monitoring mileage.**

Mark explained that the budget incurred in the mileage line item of the 319 grant is over by \$112.39. He stated that there is an excess of funds in the lab analysis line and that some of those funds could be moved to cover mileage. Lee Schlosser made a motion to move \$112.39 from

the lab analysis line item into the mileage line item to cover mileage expenses. Joe Jordan seconded the motion. All were in favor. The motion was passed.

**10. Request for reimbursement, Tiffany Determan for 319 monitoring supplies, \$66.04 and Elk River Cleanup, donation fund, \$181.93. Total: \$247.97**

Mark explained that Tiffany purchased some 319 monitoring equipment, mostly equipment for installing stream staff gauges, with her own funds. Additionally, Tiffany paid out-of-pocket for expenses associated with the ERWS Cleanup. Lee Schlosser made a motion to reimburse Tiffany \$66.04 for 319 monitoring equipment and \$181.93 from the donation fund for expenses associated with the ERWS Cleanup; totaling \$247.97. Joe Jordan seconded the motion. All were in favor. The motion was passed.

**11. Donation fund. Request for reimbursement, volunteer mileage, Charles Oscarson \$116.91.**

Mark explained that only one volunteer stream monitor has turned in their mileage thus far. The board questioned whether or not the other two volunteers were going to submit their mileage for 2008. John Riebel mentioned that that was what the discussion item (#15.) was regarding. Tiffany stated that Rod Bemboom said that he was not going to turn in his mileage and the board decided that if the remaining volunteer submits mileage it would be paid but that he likely was not going to. John Riebel made a motion to reimburse Charles Oscarson \$116.91 for mileage incurred during the 2008 monitoring season. Lee Schlosser seconded the motion. All were in favor. The motion was passed.

**12. Future TMDLs- 2010. Letter of interest for contracting, which waters next?**

Tiffany passed around a list of the remaining waters on the impaired waters list. Tiffany explained that the ERWSA board should determine which waters should be addressed during the 2010 funding round. She explained that if a letter of interest was written by the board it could help move the selected waters higher up on the MPCA TMDL queue. The board discussed several scenarios regarding which waters should be selected. Gerry indicated that the MPCA will likely be complete the TMDLs for water bodies listed for impaired biota. The board determined that the Briggs Chain (Julia, Briggs, and Rush Lakes) should be included in the next round of TMDLs because it would assist with the implantation of the Big Elk Lake TMDL. Tiffany suggested the inclusion of Rice Creek as it was on the 2008 work plan and was dropped due to insufficient funding. The board agreed that Tiffany would write the letter of interest and Terry Polsfuss would sign it at the January meeting. Joe Jordan made a motion for Tiffany to write a letter of interest to the MPCA for the Briggs chain of lakes and Rice Creek and Terry Polsfuss would sign it. John Riebel seconded the motion. All were in favor. The motion was passed.

**13. MN Waters grant application denied.**

Tiffany stated that she received a letter of denial regarding the MN Waters grant application.

**14. Boat rental, TMDL fund transfer.**

Tiffany indicated to the board that the Sherburne SWCD is considering purchasing a motor boat and they would like to rent it to the TMDL project for lake monitoring. Tiffany indicated that with current TMDL lake monitoring and the future TMDLs, she would likely have trouble coordinating with multiple volunteers for boat use. She inquired whether the board would consider renting the boat for \$55.00 per day for 18 days, totaling \$990.00. Brian Kaschmitter mentioned that the SWCD should consider soliciting donations for a boat. The board agreed that should the Sherburne SWCD purchase a boat, they should rent it by transferring funds from the Lab line item into the equipment line item. Brian Kaschmitter made a motion to transfer \$1,000.00 from the lab line item into the equipment line item for boat rental. Joe Jordan seconded the motion. All were in favor. The motion was passed.

**15. Discussion**

John Riebel mentioned that this item was already discussed in item 11. No further discussion was warranted.

Brian Kaschmitter made a motion to adjourn. Joe Jordan seconded the motion. All were in favor. The meeting adjourned at 12:10 P.M.

Respectfully submitted by Tiffany Determan, Sherburne SWCD

Signature: \_\_\_\_\_ Date: \_\_\_\_\_