

**Minutes of the Cedar River Watershed District**  
**1408 21<sup>st</sup> Ave NW, Austin, MN 55912**  
**Wednesday, August 20, 2014**

Managers Present: Steve Kraushaar                      Jim Gebhardt  
Mike Merten    Kevin Kiser  
Sue Olson    Jason Weis

Others Present: Bev Nordby, Administrator  
James Fett, Mower SWCD  
John Schulte V, Jones, Haugh and Smith  
Tim Ruzek, Public Outreach Coordinator  
Dave Livingston, Dodge SWCD Supervisor  
Adam King, Dodge SWCD

Public Present:                      None

**Public Hearing for Levy**

Olson opened up the public hearing for the 2015 Levy. The board discussed the 2015 Proposed Budget. Discussion was held on keeping the \$250,000 Administrative Levy.

Olson closed the hearing.

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Chairman, Sue Olson called the board meeting to order.

**Agenda**

Kraushaar made a motion to approve the August agenda. Gebhardt seconded the motion.  
Affirmative: Kraushaar, Gebhardt, Merten, Kiser, Olson, Weis  
Opposed:                      None

**Public Input**

None

**Action Items**

**Secretary's Report**

Gebhardt presented the minutes from the July 16, 2014 board meeting. Merten made a motion to approve the minutes of the July 16 board meeting. Weis seconded the motion.  
Affirmative: Kraushaar, Gebhardt, Merten, Kiser, Olson, Weis  
Opposed:                      None

**Treasurer's Report**

Nordby reviewed the Treasurer's reports with the board. Kraushaar made a motion to approve the treasurer's reports. Weis seconded the motion.  
Affirmative: Kraushaar, Gebhardt, Merten, Kiser, Olson, Weis  
Opposed:                      None

Nordby reviewed the payables with the board. Olson made a motion to approve the payables for August. Kraushaar seconded the motion.  
Affirmative: Kraushaar, Gebhardt, Merten, Kiser, Olson, Weis  
Opposed:                      None

### **Set Proposed Levy**

Kraushaar made a motion to keep the 2015 Administrative Levy the same as 2014 at \$250,000. Merten seconded the motion.

Affirmative: Kraushaar, Gebhardt, Merten, Kiser, Olson, Weis

Opposed: None

### **CRP Incentives**

The board agreed to continue with the CRP Incentive program.

### **Clean Water Fund 2011 Final Financial Report with Return**

Due to the fact that 2 of the 3 projects on the 2011 Clean Water Fund grant, Trom & Red Rock Township, had final costs that were less than the estimated costs, there is \$21,524.93 remaining. This needed to be sent back to the state by July 30<sup>th</sup>, since June 30, 2013 was the last day of the grant. Merten made a motion to approve the final financial report and the return of \$21,524.93 to the State from the 2011 Clean Water Fund Grant. Kraushaar seconded the motion.

Affirmative: Kraushaar, Gebhardt, Merten, Kiser, Olson, Weis

Opposed: None

### **Designation for Grant Signatures**

Olson made a motion to approve that Nordby sign CRWD grant applications. Merten seconded the motion.

Affirmative: Kraushaar, Gebhardt, Merten, Kiser, Olson, Weis

Opposed: None

### **Rock Inlet/Control Structure Cost Share**

Bruce Wolf is requesting payment on his Drainage Control Structures. The total cost of his Drainage Control Structures was \$5003.28, the total CRWD cost at 25% would be \$1250.82. The initial 75% was paid for through the Mower SWCD with CWF dollars. Weis made a motion to approve the CRWD payment to Bruce Wolf for \$1250.82. Gebhardt seconded the motion.

Affirmative: Kraushaar, Gebhardt, Merten, Kiser, Olson, Weis

Opposed: None

### **2013 Audit**

The board received the 2013 Audit that was completed by CliftonLarsonAllen. The board held discussion. The total cost of the Audit was \$2550.00. Kiser made a motion to approve the 2013 Audit. Merten seconded the motion.

Affirmative: Kraushaar, Gebhardt, Merten, Kiser, Olson, Weis

Opposed: None

### **Building Space**

Nordby informed the board of the possibility for the SWCD to move into bigger office space in the building. This would increase the space that will be utilized by the CRWD. There will be an increase in rent for the SWCD. Olson made a motion for the CRWD to pay \$5000 toward the rent if a move is made to the larger space. This will be an administrative expense. Kraushaar seconded the motion.

Affirmative: Kraushaar, Merten, Kiser, Olson, Weis

Opposed: None

Abstained: Gebhardt

## **Discussion and Updates**

### **Permit Update**

Fett updated the board on permits.

The board talked about the ditch survey requirement with permits. Fett and Schulte informed the board of an option that would be more cost effective for the landowner.

### **Rules Committee Update**

Fett talked about the Proposed Modification to the Rules for Ditch Maintenance on an interim basis. Olson made a motion to approve the following modification to the Rules for Ditch Maintenance. Kiser seconded the motion.

Modification: To get a permit, the landowner must provide us with

- A drawing showing the ditch bottom (or culvert bottom) elevations at the beginning and end of the proposed maintenance project, shot in with a laser.
- A cross-section drawing that is representative of the ditch in one location and/or at any critical points that occur (side ditches, large culverts, etc). Must show the ditch bottom width, sideslope lengths/slope, and top width. Doesn't need to be done with a laser. Measuring tape measurements will suffice.
- An as-built showing the changes to everything above, following the same standards as above, after the project is completed.

Affirmative: Kraushaar, Gebhardt, Merten, Kiser, Olson, Weis

Opposed: None

### **Home & Vacation Show**

The Austin Home and Vacation Show will be held March 20-22, 2015. The board agreed to register to have a booth. There is an \$800 charge for an 8x20 booth. A deposit of \$250 will be made to reserve the booth.

### **Newsletter**

Staff would like to send out a newsletter to landowners. It will cost approximately \$1600. The board instructed staff to go ahead with the newsletter.

### **319 Federal Grant for Dobbins**

Nordby informed the board of the \$300,000 -319 Federal Grant for Dobbins that the CRWD will be receiving.

### **Staff Time Discussion**

Nordby talked with the board on the January-June 2014 staff time spreadsheet.

### **Tim Ruzek, Update on Outreach**

Ruzek update the board on public outreach to include the tire cleanup and the Austin Living magazine article.

### **Grant Verification**

Nordby explained the letter that was received from BWSR regarding the grant verification that was done for the 2011 and 2012 CWF grants.

## **Manager's Reports**

### **Manager's Report**

Olson talked about the grant verification letter.

Weis made a motion to adjourn the board meeting. Gebhardt seconded the motion.

Affirmative: Kraushaar, Gebhardt, Merten, Kiser, Olson, Weis

Opposed: None

Next meeting will be Wednesday, September 17, 2014.

Submitted by,

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*Jim Gebhardt, Secretary, jkc*