Managers present: Dan DeBoer, Al Bakken, Joe Pacovsky, Mike Hanson, Brad Kramer and Mick Delger

Managers absent: Gary Pestorious

Chairman DeBoer called the Regular Meeting to order February 13, 2018 at 8:30 a.m. at the Albert Lea City Council Chambers, 221 East Clark Street, Albert Lea, MN 56007.

Manager Pacovsky offered the following motion:
  Move to approve the agenda with addition: Motion to approve out of state travel.
Manager Kramer seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager Pacovsky offered the following motion:
  Move to accept the December 29, 2017 Advisory Committee meeting minutes.
Manager Hanson seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager Hanson offered the following motion:
  Move to approve the January 4, 2018 special board meeting minutes.
Manager Delger seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager Bakken offered the following motion:
  Move to approve the January 9, 2018 regular monthly board meeting minutes.
Manager Hanson seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager Pacovsky offered the following motion:
  Move to approve the January 2018 Treasurer’s Report, subject to audit.
Manager Bakken seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager Delger offered the following motion:
  Move to approve the January 2018 Project Fund Treasurer’s Report, subject to audit.
Manager Kramer seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Brian Hensley, Lakes Foundation Committee, gave an update:
- A letter of support was sent to the District regarding the Lakes Foundation Annual Clean Up on May 5, 2018. The board will vote on this item later in the meeting.
- The Lakes Foundation will be hosting a retreat on February 17, 2018 from 8 a.m. to 11 a.m. at Intellicents in downtown Albert Lea.
- The next Lakes Foundation meeting will be held on February 21, 2018 at 4 p.m. at the Convention and Visitors Bureau (CVB).

Andy Henschel, Shell Rock River Watershed District, gave an update on the Fountain Lake Restoration project. On February 1, 2018, fourteen potential dredging contractors attended the mandatory pre-bid meeting site walk. Details of the project were discussed and attendees had the opportunity to ask questions about the bid package. Afterwards, they toured key areas of the project, including staging areas, pipeline routes and the dredge.

Manager Hanson offered the following motion:
   Move to approve former administrator Brett Behnke’s pay through January 3, 2018 and payment of accrued vacation time per Shell Rock River Watershed District’s personnel policy. This represents final payment from the District to former administrator Brett Behnke.
Manager Kramer seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager Kramer offered the following motion:
   Move to allow the Personnel Committee and District staff to initiate the hiring of the new District administrator.
Manager Pacovsky seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager Hanson offered the following motion:
   Move to remove Brett Behnke and add Steve Jahnke to the Best Value Bidding Committee.
Manager Pacovsky seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager Delger offered the following motion:
   Move to advertise and hire summer intern not to exceed $10,000.
Manager Hanson seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.
Manager Delger offered the following motion:

Move to approve Lakes Foundation’s request for annual Lake Clean Up event including use of District equipment and the District to supply garbage bags, buckets, gloves and dumpsters. Manager Pacovsky seconded the motion.

After discussion, a vote was taken and the motion was unanimously approved.

Manager Delger offered the following motion:

Move to approve drainage diversion for the Fountain Lake Restoration, Confined Disposal Facility (CDF), Cells 2&3, and allow staff to put project out for bid. Manager Kramer seconded the motion.

After discussion, a vote was taken and the motion was unanimously approved.

Manager Pacovsky offered the following resolution:

Move to approve Resolution 2018-07 as follows:

Resolution 2018-07
Shell Rock River Watershed District
Conflict of Interest - DeBoer
Transporting District Dredge

WHEREAS, The Shell Rock River Watershed District (“SRRWD”) owns a dredge, three pumps, and pipe,

WHEREAS, the dredge and pumps are presently located at 77783 209th Street, Albert Lea, Minnesota 56007;

WHEREAS, the dredge and pumps needed to be transported to Ellicott Dredge Technologies, 1750 Madison Avenue, New Richmond, Wisconsin 54017;

WHEREAS, Dan DeBoer is the owner and president of Pro Trucking;

WHEREAS, Dan DeBoer is also a Board Manager for the Shell Rock River Watershed District Board and the current Board Chair;

WHEREAS, the District in need of transporting capabilities and equipment to move the dredge and pumps from the present leased premises to Ellicott Dredge Technologies;

WHEREAS, the transportation costs for moving the dredge and pumps, at a cost of less than $10,000, does not require competitive bidding and may be made in the discretion of the governing body on either a quote or the open market;

WHEREAS, the District received a quotation from T.J. Potter Trucking Inc. for $6,840.00 to move the dredge and pumps;
WHEREAS, the District received a quotation from Pro Trucking for $4,240.00 to move the dredge and pumps;

WHEREAS, the offered price by Pro Trucking is as low as or lower than the price at which the commodity or service could be obtained elsewhere;

WHEREAS, Manager DeBoer has filed an affidavit stating:

   a. His name and the office held;
   b. An itemization of the commodity or services provided;
   c. The quoted price for the work;
   d. The reasonable value;
   e. His interest in the contract; and
   f. That to the best of his knowledge and belief the contract price is as low as, or lower than, the price at which the commodity or services could be obtained from other sources.

WHEREAS, having Pro Trucking transport the dredge and pumps from the present leased premises to Ellicott Dredge Technologies is in the District’s best interests.

NOW THEREFORE, in furtherance of the Shell Rock River Watershed District Watershed Management Plan and disclosure of potential conflicts of interest, be it hereby Resolved by unanimous vote, Manager DeBoer abstained from voting and recused himself from discussion of this issue, as follows:

Section 1: The District hereby authorizes payment of the claim for the service of Pro Trucking to the benefit of the District in transporting the dredge and pumps from the current leased premises to Ellicott Dredge Technologies in the amount of $4,240.00.

Manager Kramer seconded the resolution.
After discussion, a roll call vote was taken:
Manager Delger – Yes
Manager Kramer – Yes
Manager Pacovsky – Yes
Manager Bakken – Yes
Manager Hanson – Yes
Manager DeBoer abstained from voting and recused himself from discussion.
The resolution passed.

Manager Pacovsky offered the following motion:
Move to approve out of state travel for Courtney Christensen and Scott Christenson for the Cedar River Stakeholder Meeting in Osage, Iowa.
Manager Kramer seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.
Courtney Christensen, Resource Technician, informed the board of managers about a Winter Roads Maintenance Workshop with the Minnesota Pollution Control Agency (MPCA). This workshop is funded through a grant from the Environmental Protection Agency (EPA). The SRRWD was asked to be a host site for the training.

Manager Delger offered the following motion:

Move to approve Winter Roads Maintenance Workshop with MPCA.

Manager Pacovsky seconded the motion.

After discussion, a vote was taken and the motion was unanimously approved.

Courtney continued with a discussion of the Wedge Creek Reach 6 Wetland Restoration. This project includes the purchase of land and a wetland restoration.

Manager Pacovsky offered the following resolution:

Move to approve Resolution 2018-06 as follows:

Resolution 2018-06

Wedge Creek Reach 6 Wetland Restoration
INITIATE PROJECT
2018-01

WHEREAS, The Shell Rock River Watershed District Board of Managers (“Board of Managers”) pursues the mission of implementing reasonable and necessary improvements to the water-related and other natural resources within its boundaries;

WHEREAS, The Shell Rock River Watershed District (the “District”) is charged with implementing the Shell Rock River Watershed District Watershed Management Plan (the “Plan”);

WHEREAS, project goals and objectives set forth in the Plan include:

• Improve water quality and clarity in Fountain Lake
• Improve and enhance waterfowl habitat
• Maintain efficient system and reduce transport of sediment, nutrients and pesticides into surface waters through the drainage systems
• Minimize flood damage to property and preserve the function of the floodplain
• Restore and retain water upstream throughout the watershed
• Preserve existing rural and urban wetlands and encourage restoration and enhancement

WHEREAS, the District has pursued a comprehensive watershed approach to reduce sedimentation and improve water quality including filter strips, rock inlets, nutrient management systems, water and sediment basin installations, rough fish management practices, installation of fish barriers, septic system inspections, stream bank and ditch restoration projects and the installation of rain gardens.
THEREFORE be it hereby resolved that the Shell Rock River Watershed District:

   Sec. 1: Initiates “Project No. 2018-01 Wedge Creek Reach 6 Wetland Restoration”
   Sec. 2: Authorizes District Staff to negotiate appropriate professional services agreements
           to promote and complete Wedge Creek Reach 6 Wetland Restoration efforts.
   Sec. 3: Authorizes District Staff and the District’s attorney to negotiate with area
           landowners for any necessary easement or fee title acquisition, subject to approval
           by the Board.
   Sec. 4: Authorizes District Staff to conduct work as needed to present this project to the
           Board for review and public hearing as required by law.

Manager Kramer seconded the resolution.
After discussion, a roll call vote was taken:
Manager Delger – Yes
Manager Kramer – Yes
Manager Pacovsky – Yes
Manager Bakken – Yes
Manager Hanson – Yes
Manager DeBoer – Yes
The resolution passed.

Courtney concluded with a Lessard Sams Outdoor Heritage Council (LSOHC) land acquisition
update. Two properties, north of Mud Lake, will be included in Phase 4 of the Habitat
Restoration Program.

Scott Christenson, Conservation Technician, explained the Annual Water Monitoring Report via
resolution.

Manager Delger offered the following resolution:

   Move to approve Resolution 2018-05 as follows:

   Resolution 2018-05
   Annual Water Monitoring Report
   Bid Approval

WHEREAS, The Shell Rock River Watershed District Board of Managers (“Board of Managers”) pursues the mission of improving water quality within its boundaries;

WHEREAS, The Shell Rock River Watershed District (the “District”) is charged with implementing the Shell Rock River Watershed District Watershed Management Plan (the “Plan”);

WHEREAS, the District, has an Annual Water Monitoring Report prepared for the District Annual Meeting;
WHEREAS, On January 10, 2018, a Request for Proposals was sent to solicit engineering proposals for Preparation of the 2017 Annual Water Monitoring Report;

WHEREAS, two proposals were submitted to the District ranging in cost from $21,000 to $21,481, which proposals were reviewed by the Board of Managers;

NOW THEREFORE, be it hereby Resolved that the Shell Rock River Watershed District hereby:

Sec. 1: Authorizes District Staff to accept Barr Engineering’s Proposal, with costs not to exceed $21,000; and

Sec. 2: The staff, the District Administrator is authorized to sign all contracts and documents necessary to complete the Project.

Manager Hanson seconded the resolution.
After discussion, a roll call vote was taken:
Manager Delger – Yes
Manager Kramer – Yes
Manager Pacovsky – Yes
Manager Bakken – Yes
Manager Hanson – Yes
Manager DeBoer – Yes
The resolution passed.

Manager Bakken offered the following motion:
Move to approve the February 6, 2018 Administration Claims as follows:

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<thead>
<tr>
<th>Name</th>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>Andy Henschel</td>
<td>Mileage</td>
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<td>Scott Christenson</td>
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<tr>
<th>Description</th>
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<tr>
<td>Cell Phone Service</td>
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<td><strong>Wells Fargo</strong></td>
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<td>Utilities</td>
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Manager Pacovsky seconded the motion.

After discussion, a vote was taken and the motion was unanimously approved.

Manager Kramer offered the following motion:

Move to approve February 6, 2018 Project Fund as follows.

**Project Fund- Shell Rock River Watershed District**

**Unpaid Bill Detail**

**January 2, 2018**

**Freeborn-Mower Cooperative Services**

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**Verizon Wireless**

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**Thompson Sanitation, Inc.**

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**Albert Lea Diesel and Chrome, LLC**

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**WSB & Associates**

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**Conservation Strategies**

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**Bomgaars**
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**Ellicott Dredge Technologies**
- Maintenance: 504 Dredging: $6,800.00
- **Total**: $6,800.00

**Freeborn County Recorder**
- Invoice # 201800000007: 254 BWSR Targeted Watershed Project: $46.00
- **Total**: $46.00

**KATE-AM Alphamedia**
- Invoice # CC-1180133040: 406 Subwatershed Project: $399.00
- Invoice # CC-1171232900: 406 Subwatershed Project: $399.00
- **Total**: $798.00

**Kibble Equipment**
- Equipment Service: 407 Subwatershed Project: $384.10
- **Total**: $384.10

**Jones, Haugh, Smith**
- Invoice # 38230: 402 Subwatershed: $1,265.35
- Invoice # 38151: 252 BWSR Targeted Watershed Project: $2,040.70
- **Total**: $3,306.05

**Northstar Powersports & Marine**
- Ticket #23635: 405 Subwatershed Project: $197.26
- Invoice # 8152: 407 Subwatershed Project: $265.34
- **Total**: $462.60

**Albert Lea Area Schools**
- Invoice # 5952: 404 Subwatershed Project: $3,000.00
- **Total**: $3,000.00

**Total Glass-lock, Inc.**
- Invoice # 123716: 407 Subwatershed Project: $116.32
- **Total**: $116.32

**Albert Lea Bus Company**
- Invoice # 16694: 504 Dredging: $260.00
- **Total**: $260.00

**Albert Lea Tribune**
- Ad # 397538: 504 Dredging: $1,026.00
- Ad # 422906: 504 Dredging: $234.60
- **Total**: $1,260.60

**Rain Barrel Cost Share**
- Laura Lerum: 104 Erosion and Water Control: $10.00
- **Total**: $10.00

**Briggs and Morgan**
- Invoice # 611220: 502 Dredging: $330.00
- Invoice # 611224: 502 Dredging: $3,512.79
- **Total**: $3,842.79

**Total**
- **$ 31,430.79**

Manager Delger seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Chairman DeBoer reminded the board of managers to attend the March monthly board meeting on March 15, 2018 at 6:00 p.m. with the Annual Meeting to follow. This meeting will be held at the Freeborn County Board Room.

Manager Bakken offered the following motion:
   Move to adjourn the meeting.
Manager Kramer seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.