



Yellow Medicine River Watershed District

122 North Jefferson Street, P.O. Box 267, Minneota MN 56264

Phone 507-872-6720, Fax 507-872-6958



Regular Meeting Minutes

March 14, 2016

CALL TO ORDER

The regular meeting of the Yellow Medicine River Watershed District Board of Managers was called to order at 9:30 a.m. by Board President Tim Buysse. Other managers present for the duration of the meeting were Tim Dritz and John Boulton. Managers Jeff Hoffman and James Kraus were absent from the meeting. Others in attendance were Administrator Emily Javens.

STANDING ITEMS

Approval of Agenda

Motion by Dritz, second by Boulton, to approve the agenda. Motion passed 3-0.

Approval of Previous Minutes

Motion by Boulton, second by Dritz, to approve the February 2016 regular meeting minutes. Motion passed 3-0.

Approval of Treasurer's Report and Submitted Warrants

Treasurer Dritz presented the February 29, 2016 balance sheet, profit and loss report, warrants to be paid, and the ditch balance report. Motion by Boulton, second by Dritz, to approve the Treasurer's report and pay the following warrants. Motion passed 3-0.

MN Department of Natural Resources	Canoe registration fee (3 years duration)	\$15.50
CenturyTel	Phone / internet / fax	\$117.94
Jim Wambeke	Office rent	\$500.00
Netpoint	Website hosting fee	\$8.95
MN Association of Watershed Districts	Annual dues	\$4,000.00
MN State University, Mankato	2016 Quarter 1 payment - Terrain Analysis Grant	\$8,861.10
MN Viewers Association	Annual dues	\$125.00
Aracely Leos	Office cleaning – March 2016	\$30.00
	TOTAL	\$13,658.49



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OLD BUSINESS

Data Practices Policy

Motion by Boulton, second by Dritz to approve the data practices policy as discussed and recorded by Javens. Motion passed 3-0.

Organization Development Survey

The managers developed survey questions to be asked of our local partners regarding how the Watershed District can be most effective.

NEW BUSINESS

Drainage Permit Applications

Motion by Boulton, second by Dritz, to approve the following permit applications. Motion passed 3-0.

Year-Month-#	Applicant	County	Township	Section	¼	Description
2016-03-01	Daniel Downing	Lincoln	Limestone	6	NE	Replace and install new tile lines
2016-03-02	Cheryl Stensrud	Lyon	Westerheim	10	NW	Install new tile lines
2016-03-03	Corey Hoffman	Yellow Med	Wergeland	14	NW	Clean drainageway

Aquatic Invasive Species Signage at Lake John

Motion by Dritz, second by Boulton, to approve the placement of signs by the Lincoln SWCD to educate visitors about aquatic invasive species at Lake John. Motion passed 3-0.

Survey Requests from the MN Association of Watershed Districts

Javens mentioned there are two surveys from the MN Association of Watershed Districts for managers and staff to be complete. The intent of the surveys is to gain feedback on educational and strategic planning efforts underway. The managers were asked to complete the surveys as soon as possible.

Request for Financial Assistance

A request for funding from Jeffrey Davis was presented by Javens. Motion by Dritz, second by Boulton, to table the request to the next meeting in order to gather additional information. Motion passed 3-0.



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2015 Annual Report

Motion by Dritz, second by Boulton, to approve the 2015 Annual Report. Motion passed 3-0.

Quickbooks Training

Motion by Dritz, second by Boulton, to approve up to 4 hours of one-on-one training on Quickbooks with Clifton Allen in New Ulm for the Administrator and the Treasurer. Motion passed 3-0.

PUBLIC COMMENT AND REPORTS

Public Comment

There was no public comment received.

Manager Reports

Boulton discussed the training he received from the University of Minnesota in Marshall on Drainage Water Management on February 17-18.

Administrator's Report

Javens reported on several items included in the March 14, 2016 Administrator's Report.

ADJOURNMENT

At the conclusion of all business, the meeting was adjourned at noon.

Respectfully Submitted,

John Boulton 4/11/16

Secretary of the Yellow Medicine River Watershed District

Minutes prepared by Javens

The next regular meeting of the Watershed District Board of Managers is scheduled for April 11, 2016 at 9:00 a.m. at the office of the Yellow Medicine River Watershed District.