

**MINUTES OF THE REGULAR MEETING
OF THE
COMFORT LAKE – FOREST LAKE
WATERSHED DISTRICT
Thursday, April 27, 2017**

1. Call to Order

President Anderson called the April 27, 2017 regular board meeting to order at 6:30 p.m. in the Council Chambers of the Forest Lake City Center, 1408 Lake Street South, Forest Lake.

Present: President Jackie Anderson, Vice President Jon Spence, Treasurer Steve Schmaltz, Assistant Treasurer Jackie McNamara

Absent: Secretary Wayne Moe

Others: Mike Kinney, Jessica Lindemyer, Mike Sorensen, Sam Duncanson (CLFLWD staff); Greg Graske, Meghan Funke, Cecilio Olivier (Emmons & Olivier Resources); Chuck Holtman (Smith Partners); Ron Klinker (Knife River), Rob Olson (Westwood Professional Services), Sam Husnik (City of Forest Lake)

2. Setting of Meeting Agenda

Administrator Kinney distributed a revised agenda that has been shortened, per the request of President Anderson. President Anderson explained that there were a few items on the original agenda that could be put off until a future meeting in order to make tonight's meeting more manageable. Those items include 6e-2016 Progress Report and 6h-Deep Lake Sediment Core Preliminary Results. President Anderson indicated that three items were added to the agenda: 6-j DuCharme Flooding Complaint, 6-k distribution of the 2016 audit report which will be discussed at the next board meeting, and 7-d 3rd Lake Pond Project Update.

Program Assistant Mike Sorensen introduced the District's summer intern, Sam Duncanson. Mr. Duncanson was also involved with the deep lake sediment core project and will give a presentation on the preliminary results at a future meeting.

Manager Schmaltz moved to approve the agenda as amended. Seconded by Manager Spence. Upon a vote, the motion carried 4-0.

3. Consent Agenda

a) Regular Board Meeting Minutes – March 23, 2017

Manager Spence moved to approve the consent agenda as presented. Seconded by Manager McNamara. Upon a vote, the motion carried 4-0.

4. Public Open Forum

There were no comments.

5. Citizen Advisory Committee Update

Mr. Sorensen noted that the April CAC meeting was cancelled due to several members being out of town and the CAC Chair recovering from surgery. The next meeting is scheduled for next Tuesday, May 2nd.

6. New Business

a) AIS Update

Mr. Sorensen explained that he will try to keep this and future AIS Update presentations under five minutes, focusing on the main points from the monthly update information packet. Blue Water Science delineated 3.89 acres of curly-leaf pondweed for treatment on Bone Lake this year. Herbicide treatment will occur within the next two weeks. An initial delineation of Eurasian watermilfoil on Bone Lake was performed. A second delineation of final treatment areas will be performed in June.

Blue Water Science delineated 169 acres of curly-leaf pondweed for treatment on Forest Lake this year. Treatment is likely to occur early during the week of May 8th. Delineations of curly-leaf pondweed and Eurasian watermilfoil occurred on Comfort Lake as well. As in previous years, the curly-leaf pondweed coverage was low and Blue Water Science recommended no treatment. A second delineation of Eurasian watermilfoil will occur in May, which is the same timeframe as last year.

Manager McNamara asked why the curly-leaf pondweed coverage on Forest Lake was so much higher than last year. Mr. Sorensen responded that the mild winter and early spring temperatures have allowed for curly-leaf to grow more this year.

b) Permit 17-005 Wyoming Street Improvements

Engineer Graske explained that this is the City of Wyoming's 2017 street improvement project and is located along Goodview Avenue North from 250th Street to Wyoming Trail and 250th Street from Forest Boulevard North to Goodview Avenue North. Stormwater treatment and infiltration will be achieved by roadside ditches, existing basins, and some new bio-infiltration features. The city engineer has expressed that this might be a good opportunity for collaboration between the District and the city on information signage. Mr. Graske noted that, as part of the project, the

outlet to an existing nearby wetland will be modified in order to reduce flooding impacts on an adjacent residence. Overall, this project is meeting the District's stormwater rate, volume, and water quality requirements.

President Anderson explained that the board is used to seeing plan drawings of permit projects, and requested that that practice continue. Engineer Graske explained that he ran out of time to put together a rough site sketch for this permit, but will include such drawings in future board packets.

Manager McNamara moved to approve permit 17-005 contingent upon the conditions stated in the engineer's memo. Seconded by Manager Spence. Upon a vote, the motion carried 4-0.

c) Permit 17-006 Knife River

Mr. Graske explained that this project is located at the Knife River Ready-Mix site at 1621 11th Avenue SE, Forest Lake. He noted that most of this site drains to Mud Lake, which is in Rice Creek Watershed District. However, the site is wholly located within the jurisdictional boundary of the CLFLWD. Therefore CLFLWD Rules apply to all of the proposed work and the site is not subject to a permit from Rice Creek WD. He added that this parcel is within the area that will be transferred to the Rice Creek WD under the boundary change proceeding that is presently before the Board of Water and Soil Resources (BWSR).

Mr. Graske provided details on how the District's stormwater management rule applies to this site. The site is characterized by tight clay soils, and therefore is not suited for volume control by infiltration. The applicants have demonstrated an inability to provide adequate volume control while maintaining current operations, and are therefore proposing to contribute to the District's stormwater impact fund instead, in the amount of \$85,786 as stipulated by the CLFLWD's adopted fee schedule. The proposed project, which includes paving present gravel surfaces and will incorporate frequent surface sweeping, will reduce phosphorus loading from the site by 50%, therefore meeting District requirements. The proposed project does not meet the District's rate control requirements, and the applicant therefore is requesting a variance to this requirement. Mr. Graske noted that page three of the engineer's memo contains several criteria that the board should evaluate when considering a variance request.

President Anderson noted that the project depends heavily on actions taken by the owner, such as street sweeping, in order to meet the District's water quality requirements. She asked how the District will ensure that these actions are being completed. Mr. Graske responded that the District will modify its existing maintenance agreement template to incorporate the more rigorous maintenance activity requirements. There was discussion regarding street sweeping frequency, annual maintenance reports, and site inspections performed by District staff.

Administrator Kinney explained that in the past few years, District staff has begun actively requesting and following up on annual maintenance reports for permitted sites. He expressed agreement with the board that there is a need to schedule regular site inspections to better ensure that maintenance requirements are being met. He noted that more frequent inspections would involve staff resources. President Anderson asked that Mr. Kinney bring a recommendation to the board on how to incorporate this element into the program.

President Anderson asked if the impact of large rain events on downstream properties is being considered for this site. Mr. Graska responded that there will be a slight reduction in stormwater rates compared to existing conditions, just not enough to meet the District's standards. President Anderson then asked about the potential for incorporating a shallow underground retention system to meet the rate control requirement. The permit applicant for Knife River, Ron Klinker, explained that it would be difficult to incorporate the shallow underground retention system on this site. He added that the site operates under a National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS) Permit, which has language about required street sweeping. The NPDES/SDS permit also requires stormwater sampling, and Mr. Klinker indicated that these data could be provided to the District. In response to a question from President Anderson, Mr. Klinker explained that Knife River will be able to continue operations into the future on this site, but won't be able to expand at all. President Anderson explained that permit variances are a last resort that are to be granted only when there is no other option for meeting the standards.

There was discussion regarding the site layout and operational requirements. In response to a question from Manager Schmaltz, Mr. Klinker indicated that since the site is all gravel and mud, there is currently no street sweeping occurring. However, they use a skid steer to scoop material such as rocks and mud back into place on the site. Mr. Klinker added that the materials being stored onsite have been washed beforehand, therefore stormwater runoff from those piles tends to be very clean.

Legal Counsel Holtman noted that an underground retention system wouldn't take away from the available surface area for operations, but that the engineer has noted limitations with respect to outlet elevations. He asked if the limited available depth for a subsurface system meant that such a system would be infeasible due to structural forces from truck operation on the surface, and whether the feasibility of the underground retention system is limited mainly by either structural or cost concerns. Mr. Graska explained that the issue with this structure is that there is no deep storm sewer. The retention system would need to be very shallow and spread out across the entire footprint of the site. Though it may be feasible, Mr. Graska concluded that he doesn't think it would be practical. There was discussion about the stormwater impact fee, potential for treatment elsewhere in the watershed, and street sweeping maintenance requirements.

Manager McNamara asked about opportunities for regional stormwater treatment on other sites within the community. Mr. Klinker responded that he is not aware of any such opportunities, and estimates that there are none due to the elevations and slopes of surrounding properties. President Anderson reviewed each of the variance evaluation criteria under the District variance rule and the board members concurred that each criterion is met.

Manager Spence moved to approve the variance for permit 17-006. Seconded by Manager Schmaltz. Upon a vote, the motion carried 4-0.

Manager Spence moved to approve permit 17-006 contingent upon the conditions stated in the engineer's memo. Seconded by Manager McNamara.

Discussion: President Anderson asked that the managers receive a copy of the maintenance declaration before the permittee implements it.

Upon a vote, the motion carried 4-0.

d) 2016 Annual Report

Administrator Kinney explained that BWSR Rules require that the District submit an annual report. He noted that the report must be submitted tomorrow in order to meet the deadline. President Anderson indicated that she provided some feedback and suggested revisions to the report earlier in the week. Manager Schmaltz indicated that he thought some of the water quality figures may be incorrect and asked that staff double check those numbers.

Manager Spence moved to accept the annual report with the corrections provided by President Anderson and Manager Schmaltz and submit it to BWSR. Seconded by Manager McNamara. Upon a vote, the motion carried 4-0.

e) 2016 Progress Report [postponed]

f) AIS Control Contracts

Administrator Kinney noted that these activities and costs are included in the 2017 work plan and budget. However, it is anticipated that the Forest Lake curly-leaf pondweed contract amount may exceed \$20,000 which is the cost limit for the Administrator's contracting authority. Therefore, that contract must be approved by the board. President Anderson stated that the contracts have been reviewed and approved by the District's legal counsel.

Manager McNamara moved to authorize the Administrator to sign the 2017 service contract with Lake Management Inc. for treatment of curly-leaf pondweed on Bone Lake, Forest Lake, and Comfort Lake. Seconded by Manager Spence. Upon a vote, the motion carried 4-0.

Manager McNamara moved to authorize the Administrator to sign the 2017 service contract with Clarke Aquatic Services Inc. for treatment of Eurasian watermilfoil on Bone Lake, Forest Lake, and Comfort Lake. Seconded by Manager Spence.

Discussion: Manager Schmaltz asked how Lake Management Inc. calculated the treatment credit for curly-leaf pondweed on Forest Lake. He would like to be sure that the CLFLWD is getting the best rates available for the scope of the treatment. There was consensus that staff would follow up with Manager Schmaltz after the meeting.

Upon a vote, the motion carried 4-0.

g) University of St. Thomas Research Presentations

Administrator Kinney explained that a group of students from University of St. Thomas has been working on capstone projects related to water resource topics within the CLFLWD. He explained that he and Mike Sorensen met with the students back in January to discuss these projects. The students will be giving presentations on their results at the St. Thomas campus on Friday, May 12th. Mr. Kinney indicated that District staff is planning to attend and ask questions. If managers are interested in attending, the event could be made into a special meeting. There was discussion regarding manager availability to attend. It was concluded that fewer than 3 managers are likely to attend, therefore it does not need to be posted as a special meeting.

h) Deep Lake Sediment Core Preliminary Results [postponed]

i) MAWD Summer Tour

Administrator Kinney explained that the MN Association of Watershed Districts (MAWD) summer tour is scheduled to overlap with the District's regular board meeting on Thursday, June 22nd. He also highlighted the fact that, unlike most summer tours, a MAWD board meeting will be held. The meeting is scheduled for Wednesday, June 21st, and board members are encouraged to attend.

President Anderson moved to reschedule the June 22nd regular board meeting to Thursday, June 29th. Seconded by Manager McNamara. Upon a vote, the motion carried 4-0.

There was discussion regarding delegating managers to represent the District at the MAWD meeting. Administrator Kinney indicated that a form will be brought to a future meeting to allow the board to select delegates.

j) DuCharme Property [added]

President Anderson explained that she was recently contacted by Chisago County Commissioner Montzka, who met with local property owner Archie DuCharme to discuss Mr. DuCharme's complaints of flooding on his property. Afterward, President Anderson asked Administrator Kinney to look into the issue further. Mr. Kinney explained that both Washington and Chisago Counties hold a flowage easement on the DuCharme property, granted in 1999, which allows the property to be flowed to the 893 elevation, and for which Mr. Ducharme apparently was compensated in the amount of \$35,000. Staff reviewed the easement and site conditions and determined that the current conditions appear to be in conformance with those described in the easement. Mr. Kinney noted that roughly 95% of the property is delineated wetland. He explained that in the past there was a period of below-average precipitation, while the past four years have seen above-average precipitation. The District has been receiving a variety of complaints from local landowners regarding flooded areas of their property. It is suspected that the streak of above-average precipitation is prompting this. Mr. Kinney noted that staff put together a packet of summary information for President Anderson to give to the County Commissioner. There was discussion regarding flowage and development in the area.

Legal Counsel Holtman noted that the channel in question used to be a county joint ditch. When it was still considered a ditch, the ditch authority had a responsibility to maintain it for the benefit of drainage for the land alongside it. The ditch was abandoned pursuant to an act of the legislature, so its status since 1999 has been as a DNR public water. Mr. Holtman explained that approximately five years ago Mr. DuCharme had inquired about the possibility of clearing out the channel. Because of its classification as a public water, there was no right to clear it out. Furthermore, it was and remains unlikely that the DNR would allow a permit for such activity within the waterway.

President Anderson explained that back when the ditch was abandoned, there were issues with figuring out a way to maintain drainage and properly assess for the work. This was how the watershed district started.

k) 2016 Audit Report Distribution [added]

Administrator Kinney explained that the 2016 audit report has been finalized and will be on the agenda for the May 11th regular board meeting for board approval. President Anderson noted that there was a question about the District's reserve balance, which will be an important topic of discussion on May 11th.

7. Old Business

a) 2016 Draft Monitoring Report

Administrator Kinney explained that the draft 2016 monitoring report was distributed to the board at the last board meeting, and that managers are welcome to provide feedback and use this agenda item as an opportunity to discuss that feedback. The Washington Conservation District (WCD) will give a presentation on the report at the May 25th regular board meeting. The deadline for the managers to provide comments is May 5th.

b) Washington JD6 and Boundary Change Update

Administrator Kinney explained that BWSR is scheduled to take action on the District boundary change with Rice Creek Watershed District at its monthly board meeting on May 24th. Mr. Kinney noted that he plans to attend the meeting.

President Anderson asked for an update on the current relevant legislation pertaining to this matter. Legal Counsel Holtman explained that this legislation is in the Senate lands bill that has been passed. The House has produced its own lands bill which contains the same pertinent language. He noted that at this point there is not an expectation that there will be any issues with the passing of the bill.

c) One Watershed One Plan Update

Administrator Kinney explained that the WCD submitted a grant application on behalf of the Lower St. Croix River Basin for funding to create a One Watershed One Plan (1W1P) transition plan. He provided additional details with regard to ongoing coordination among organizations within the basin and noted that some outstanding questions that managers raised during the November 2016 regular board meeting still remain. Some considerations for the board to think about may be who to assign to represent the District in the coordination process, as well as what the District's desired outcomes from the 1W1P process might be.

Manager Schmaltz noted that the 1W1P process will create a shift in how BWSR supplies grant funds and the criteria by which it will make grant decisions, and therefore may affect funds available to the District. As such, prioritization for projects will shift as well. He explained that if 1W1P creates a focus shift toward projects with a bigger impact on (i.e. closer to) the St. Croix River, fewer grants may be available to the District as it is relatively higher up in the watershed. He expressed concern that a shift away from competitive granting statewide will mean less-effective projects being funded. He stressed that the District should raise these questions in discussions with other organizations. There was further discussion regarding Clean Water Council

recommended funding allocations. President Anderson noted that, overall, the grant dollars are still available; the District will just have to access them in a different way moving forward. The District needs to be in front of the discussion on this, not behind it. She explained that she has had some concerns about the program, but overall believes it is a necessary step. There was further discussion regarding project and prioritization and funding allocations under the 1W1P program. President Anderson expressed how this program is necessary for a state like Minnesota that has so many precious resources that are currently being threatened. She averred that protection of a resource should not depend on whether the resource is located where there are watershed organizations with the most-developed capacity, and added that 1W1P encourages organizations with capacity to help develop capacity in their partner organizations. Manager Schmaltz questioned whether within the metropolitan area, 1W1P would add a layer to planning and implementation that presently is effective on a watershed basis. President Anderson offered that within the metropolitan area, 1W1P would not replace watershed district plans but would add coordination among watershed organizations. Manager Schmaltz pointed out that the WCD 1W1P grant application adds the cost of consultants (\$60,000), possibly new 1W1P staff, and the use of existing watershed district staff to develop and implement the plan. This level of resource expansion will add another layer of cost/planning/implementation, unless existing watershed districts' staff/cost is reduced or eliminated. President Anderson noted that she believes the 1W1P program will actually end up benefitting the District. The District currently has an opportunity to provide input on how the program is set up, and it should take that opportunity.

Administrator Kinney explained that there seems to be some agreement among the managers with respect to this program. He explained that there are several reasons for why the District would want to be very engaged in the planning and input process. There was discussion regarding the WCD's grant proposal for the 1W1P transition plan.

President Anderson made note of Mr. Kinney's point from a previous meeting about there being no consistent means of measuring goals and outcomes statewide. She expressed that this is something that the District should fight for and communicate with BWSR on. President Anderson recommended that managers read the legislative auditor's report on the Clean Water Fund outcomes from March of 2017 as part of their background research for 1W1P. She noted that the report talks about the statistical lack of quantified data. There was discussion regarding hydrologic planning, layers of government, and project implementation and funding. There was general agreement that it is important for the District to provide input and be involved in the planning process.

President Anderson asked the board if it is interested in scheduling a workshop dedicated to discussing the details of 1W1P. She explained that the goal of the workshop would be for the managers to gain a better understanding of the 1W1P program, so that they are prepared once transition begins. There was discussion regarding the timeline for transition planning. There was general consensus that the

board would bring this topic up again in a June or July meeting with the goal of setting a workshop in August.

d) 3rd Lake Pond Project Update [added]

Administrator Kinney provided an update on recent occurrences since the last board meeting. A property owner a few doors north of the project area complained publicly that the project was pumping “sludge” into Forest Lake. Staff responded early the next morning and communicated with the resident. Staff and EOR then visited the site and compared the flow coming out of the project site to the material observed on the concerned resident’s shoreline. The materials observed at the two sites were clearly not the same.

Mr. Kinney noted on that same day the project contractor was scheduled to visit the site and removed an estimated 12 yards of material from the outlet area. After the cleanout, Mr. Kinney observed multiple shorelines adjacent to the project outlet and noted them to be very clear and clean at that time.

Mr. Kinney explained that he communicated with the Washington Conservation District about the reported “sludge” along the shoreline a few doors down from the project site. It was determined that this material was created through a normal ecological lake process known as spring turnover. WCD staff happened to be out on the lake shortly before the complaint occurred. They took lake temperature profile measurements and confirmed that the lake was mixing and subsequently bringing up sediment from the lake bottom. Mr. Kinney communicated with another lakeshore homeowner in a different section of the lake and confirmed that this is an annual occurrence on Forest Lake. All of this information was communicated to the homeowner who lodged the initial complaint. The homeowner seemed to understand the situation and agreed that the material was not being discharged by the project.

Mr. Kinney then explained the second project-related complaint that the District recently received. Another nearby homeowner requested an onsite meeting in the previous location of the old pond outlet culvert, which is located on property owned by the City of Forest Lake. The homeowner was concerned about loose ground in the area and its impacts on a nearby private shed located on the City property, as well as safety risk for pets. Mr. Kinney reminded the board that this wetland was once much larger, but has been encroached upon by the surrounding residential development. He explained the previous layout and drainage pattern for the pond, and compared it with the current conditions. There was discussion regarding the history of the pond, previous excavation activities, and options for the concerned homeowners such as fencing. It was agreed that the area should not be filled, as it is jurisdictional wetland and BWSR as grant agency would likely not approve that.

Manager Spence asked if the homeowners are concerned that the District’s project amplified this issue. President Anderson explained that, based on her communications

with the homeowners, it seems that the removal of the old culvert left a hole with unconsolidated material in its place. Mr. Kinney provided additional detail on the area as it was always an open channel and expressed that it seems to be in better condition now than how it used to be. He added that the area will be wetland buffer and once the seeded vegetation has time to grow in this area, it should be more stable, though not firm ground. There was further discussion regarding vegetation establishment and potential for fencing. President Anderson requested that Mr. Kinney ensure that the City is aware of the matter.

President Anderson asked Mr. Kinney to put together an informational memo on this matter for the homeowners. She also asked that the managers be made aware of Mr. Kinney's communication to the homeowners, in case they receive questions.

There was discussion regarding the contractor's shoreline cleaning efforts around the project area. Mr. Kinney confirmed that the District would not be billed for the cleanup effort.

8. Report of Staff

a) Administrator

Administrator Kinney noted that the Moody Lake Story Map web application created by EOR has been added to the District website. He then commended the District Engineer and the City of Wyoming for their efforts to work with the applicant for the proposed future development, the Woods on Comfort Lake. Engineer Graske added he met with both the city and the property owner earlier today to discuss the project and permitting requirements. He noted that the landowner will be clearing some dead trees on the property, which does not require a permit from the CLFLWD.

President Anderson noted that she had several comments and questions on this month's administrator's report. She asked for an update on the ongoing revisions to the District Rules. Mr. Kinney and Mr. Graske noted that they are planning to bring the draft rule revisions to the May 11th board meeting.

President Anderson asked to see a copy of the DNR model shoreland ordinance that is mentioned in section 3002 of the administrator's report. She then asked for an update on the city ordinance review project. Mr. Kinney explained that EOR has completed all of the tasks under this activity that have been approved to-date, and that he would send a summary of the project timeline and deliverables to the board.

President Anderson had several additional comments on items including project effectiveness monitoring coordination, ciBioBase technology, Master Gardener-EMWREP spring landscaping workshop, and Master Watershed Steward turf management presentations. She expressed concern about spreading the message that it is acceptable to have turf grass right up to the shoreline on a lake. The District's

position is that it is preferable to have deep-rooted native vegetation along the shoreline as opposed to turf grass. Administrator Kinney explained that staff met with the steward and discussed the District's position on native shorelines. Staff provided the steward with some native shoreline information handouts and have been attending the most recent presentations in order to convey the District's message of promoting native shorelines versus turf grass all the way to the shoreline. It was agreed that the District should send out information memorandums to the lake associations that attended some of the previous presentations clarifying the District's stance on native shorelines vs turf grass shorelines.

President Anderson then noted the recently-enforced setback from the Sunrise River on the LaPointe Utilities property. She observed that the vehicles have already been moved back away from the stream bank. There was discussion regarding partnering with the landowner to more actively manage the shoreline to further improve water quality.

b) Emmons & Olivier

Engineer Graske noted that EOR has begun field surveying activities for the Shields Lake Stormwater Harvest and Irrigation Reuse System project. He indicated that Dr. Meghan Funke gave a presentation on the Forest Lake Diagnostic Study at a Technical Advisory Committee meeting the day prior. The final report for the diagnostic study will be finished and presented to the board within the next couple of months.

c) Smith Partners

President Anderson thanked Legal Counsel Holtman for his work on the WJD6 special legislation.

9. Report of Treasurer

a) Approval of Bills and Treasurer's Report

Manager Schmaltz explained that the District received income from several grants this month.

Manager Spence moved to accept the Treasurer's Report and pay the bills in the amount of \$81,201.97. Seconded by Manager McNamara. Upon vote, the motion carried 4-0.

10. Report of Officers and Managers

Manager Schmaltz noted that the Forest Lake Lake Association had a record high attendance rate (220 people) at its annual meeting this year. He noted that Mike Sorensen gave a presentation at the meeting and that Mike Kinney was in attendance as well.

President Anderson reported that she recently observed bow fishermen for the first time this year on Comfort Lake. She explained that the county sheriff requires that the fishermen stay at least 150 feet away from dwellings. She expressed concern for the fishermen spreading invasive species by boating in the shallow water where plants tend to grow.

11. Administrator Annual Review

Manager Spence moved to convene in closed session for the District Administrator's yearly performance review at 8:56 p.m. Seconded by Manager McNamara. Upon vote, the motion carried 4-0.

The Board reconvened in open session. President Anderson summarized the Board's conclusions regarding the performance review as follows: She said that overall, the Board was very pleased with the performance over the past year and that the Board gave Administrator Kinney an above average rating of 4.41 out of 5.0 and decided on a corresponding salary increase in accordance with the Noah & Associates Salary Survey recommendations effective on his anniversary date of March 3rd. Each Board member provided individual input which was reviewed with Administrator Kinney. Additionally, the Board agreed to increases in PTO and administrator benefit allocation, which had not been adjusted in 10 years. These are to be secured by the Administrator per his contract.

12. Adjourn

a) Next regular board meeting – May 6, 2017

Manager Spence moved to adjourn the meeting at 9:29p.m. Seconded by Manager McNamara. Upon vote, the motion carried 4-0.

Wayne S. Moe, Secretary _____