**STATE OF MINNESOTA**

***Before the*  
<DRAINAGE AUTHORITY NAME>  
SITTING AS THE DRAINAGE AUTHORITY FOR   
<NAME OF DRAINAGE SYSTEM>**

|  |  |
| --- | --- |
| **In the Matter of:**  **the Incremental Implementation of Vegetated Ditch Buffer Strips and Side Inlet Controls on <Name of Drainage System>** | **ORDER FOR PUBLIC HEARING** |

At a public meeting conducted by the <name of the drainage authority>, sitting as the <joint> drainage authority for <name of drainage system>, on <date>, <Commissioner/Manager> \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ moved, seconded by <Commissioner/Manager> \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_for adoption of the following Findings and Order:

**Findings:**

1. The <name of drainage authority> previously determined that the implementation of <permanent buffer strips of perennial vegetation and/or side inlet controls> adjacent to <name of drainage system> are necessary to control erosion and sedimentation, improve water quality, or maintain the efficiency of the drainage system.
2. Engineer <name of engineer> was appointed to examine <name of drainage system> and prepare an engineer’s report for the repair of <name of drainage system>, including <the incremental implementation of vegetated ditch buffer strips and/or the installation of side inlet controls.>
3. Viewers were appointed by the drainage authority to recommend damages pursuant to Minn. Stat. § 103E.315, subd. 8.
4. The viewers prepared a damages statement, including an explanation of how the damages were determined for each property affected by the project, and filed the damages statement with the <Auditor/Secretary> on <date>.
5. The <Auditor/Secretary> prepared a property owners’ report pursuant to Minn. Stat. § 103E.323, subd. 1, clauses (1), (2), (6), (7), and (8) and mailed a copy of the property owners’ report and damages statement to each owner of property affected by the proposed project.

**Order:**

Based on the foregoing Findings and the entire record of proceedings before the Board, the Board, acting as the drainage authority for <name of drainage system>, hereby orders as follows:

1. A hearing on the engineer’s report and the viewers’ damages statement shall be held on <date> at \_\_\_:\_\_\_ a.m./p.m. at <location>.
2. At least ten days before the hearing, the <auditor/secretary> shall give notice by mail of the time and location of the hearing to the owners of property and political subdivision likely to be affected by the project.

After discussion, the Board Chair called the question. The question was on the adoption of the foregoing findings and order, and there were \_\_\_\_\_ yeas, \_\_\_\_\_ nays, \_\_\_\_\_ absent, and \_\_\_\_\_ abstentions as follows:

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| --- | --- | --- | --- | --- |
|  | Yea | Nay | Absent | Abstain |
| <LAST NAME> | 🞏 | 🞏 | 🞏 | 🞏 |
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Upon vote, the Chair declared the motion passed and the Findings and Order adopted.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

<Full Name>, Chairperson

\* \* \* \* \* \* \* \* \* \* \*

I, <Full Name>, <Name of County or Watershed District> <Auditor/Secretary>, do hereby certify that I have compared the above motion; findings and order with the original thereof as the same appears of record and on file with the <name of drainage authority> and find the same to be a true and correct transcript thereof. The above order was filed with me, <name of county of watershed district> <Auditor/Secretary>, on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IN TESTIMONY WHEREOF, I hereunto set my hand this   
\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

<Full Name>