



Regular Meeting MINUTES

Tuesday, October 21, 2014

Located at: Sauk River Watershed District Office at 6:00 p.m.

Managers Present:	Larry Kuseske, Lee Bautch, Duane Willenbring, Tyler Carlson, Tim Hagemeyer
Staff Present:	Scott Henderson, Administrator; John Kolb, District Attorney; Rebecca Kluckhohn, District Engineer; Zach Gutknecht, Ditch and Permit Coordinator
Guests Present:	Will Huston, Bob Bjork, Kevin Cox, Cory Ehlert, Steve Notch, Tim Schmitt, Jason Weinerman, Randy Neumann
Manager's Absent:	Jason Scherping, Bruce Ferris

1. The meeting was called to order by President Willenbring at 6:00 p.m. and the Pledge of Allegiance was recited.
2. **Additions/corrections to the agenda items** – President Willenbring asked for corrections or additions to the agenda. After there being none, **Manager Kuseske made a motion to approve the agenda as presented. The motion was seconded by Manager Bautch. The motion passed with all in favor.**
3. **Consent Agenda**
 - a. **Financial Reports/Meeting Minutes**
 1. Check Register for General Fund 101
 2. Deposit Receipts
 3. Revenue Guideline
 4. Grant, Loan & Cost Share Logs
 5. Expenditure Report
 6. September 16, 2014 Regular Meeting Minutes

b. Appropriations

<i>Payee</i>	<i>Description of Payment</i>	<i>\$ Amount</i>	<i>Fund</i>
Wenck	CD 15 Construction Support	\$1,026.50	530
Wenck	CD 26 Construction Support	\$1,320.90	550
Wenck	2014 Permit Review – Wind Farm, Cold Spring Dental	\$5,702.00	101
Rinke Noonan	Retainer	\$600.00	101
Rinke Noonan	CD 11 – Herickhoff	\$75.60	510



Rinke Noonan	CD 15 & 26	\$56.70	530/550
Rinke Noonan	CD 51	737.10	555

c. Resolutions for Approval

<i>Resolution #</i>	<i>Title</i>	<i>\$ Amount</i>
#11-14	Minnesota Clean Water Partnership Loan Agreement	\$150,000
#12-14	Resolution for MAWD Resolution Committee	

Manager Kuseske pulled Resolution #12-14 for additional discussion. **Manager Hagemeyer made a motion to approve the consent agenda minus Resolution #12-14. The motion was seconded by Manager Bautch. The motion passed with all in favor.** Manager Kuseske recommended to add “water quality projects” into Resolution #12-14. **Manager Kuseske made a motion to approve Resolution #12-14 with the amendments to expand to include water quality projects for local government units. The motion was seconded by Manager Carlson. The motion passed with all in favor.**

4. **Open Discussion from the Public** – Will Huston attended the meeting with Cory Ehlert and Kevin Cox to discuss the River’s Bend Development in St. Joseph. Huston gave a history of the project and discussed the stormwater ponds and permits received from the District. President Willenbring stated that they should be in contact with Administrator Henderson and potentially, a special meeting could be held to further discuss this project. Bob Bjork had a question about tiling and water quality.
5. **Old Business**
 - a) **Code of Conduct** – Administrator Henderson presented the code of conduct with suggested changes to be made. **Manager Hagemeyer made a motion to approve the Code of Conduct. The motion was seconded by Manager Carlson. The motion passed with all in favor.**
6. **New Business**
 - a) **Citizen Advisory Committee (CAC)** – Administrator Henderson presented a job description for the Citizen Advisory Committee that Adam Hjelm had devised. There was discussion of how the Committee has been used in the past and how they could be utilized in the future.
7. **Reports**
 - a) **Administrator’s Report** – *Scott Henderson*
 1. **Tara’s Transition** – Administrator Henderson updated the board on the transition since Tara’s departure on October 10th. Henderson stated that he will be meeting with staff to divide up the projects Tara was working



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- on before she left. He also stressed the need to replace the position in the future.
- 2. MAWD Annual Meeting** – Administrator Henderson asked which of the board members would be interested in attending the MAWD Annual Meeting. Managers Carlson and Kuseske, and President Willenbring stated that they will attend the Annual Meeting.
- b) **Attorney’s Report** – John Kolb stated that if the board was interested in any ditch education, he would be available to attend a workshop as part of the District’s retainer fee.
- c) **Engineer’s Report** –
1. **Update on CD 26 Phase II** - Rebecca Kluckhohn stated that work should start on CD 26 Phase II this winter however, she is still waiting for the DNR to give their approval. At a meeting held in September, the DNR stated they were waiting to resolve the Borgerding violation on branch 1 of CD 26 before allowing the District to move forward. Kluckhohn reported that the approval letter for CD 51 is being moved up the chain and CD 15 is also on someone desk. Contact was made with New Look and they are going to be remobilizing in order to begin work again soon.
- d) **Permits Program Report** – None
- e) **Ditch Program Report** – *Zach Gutknecht*
1. **Pope CD 11** – Zach Gutknecht reported on a complaint on CD 11 regarding blockage. The complaint resulted in an inspection and other violations being found. The violations have since been corrected and the repairs of the blockage can begin. Gutknecht presented photos of locations on the ditch in disrepair. **Manager Kuseske made a motion to do a preliminary survey on CD 6 and CD 11. The motion was seconded by Manager Bautch. The motion passed with all in favor.**
 2. **Stearns CD 9 Repair Update** – Zach Gutknecht gave a brief history of the tile collapses on CD 9 and the work that has been done thus far. Both collapses have been opened and while the ditch is flowing, it’s not flowing at normal capacity. Johnson Jetline will be scoping the ditch at the end of November to estimate the condition of the rest of the tile.
- f) **Calendar Items** – Administrator Henderson told the board that the Office/ Finance Manager, Melissa Roelike, just had her 17th Anniversary of work with the District.
- g) **Board Member Meeting Reports** – Administrator Henderson reported that Manager Ferris would like more information on landowners adding Gypsum to their farm fields.
8. **Items for Next Meeting Agenda** – Administrator Henderson informed the board that selecting MAWD voting delegates and ditch assessments will be on the next agenda.



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President Willenbring asked that the Citizen Advisory Committee be on the agenda as well. Manager Kuseske asked that the PRAP Grant be added to the next agenda.

9. **Upcoming Meetings to be Announced**

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
Tuesday, November 18, 2014	Workshop	District Office	4:00 p.m.
Tuesday, November 18, 2014	Regular Meeting	District Office	6:00 p.m.

10. **Adjournment – Manager Bautch made a motion to adjourn the meeting at 8:15 p.m. The motion was seconded by Manager Hagemeyer. The motion passed with all in favor.**