

524 4th St South
Sauk Centre, MN 56378
Phone: (320) 352-2231
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Visit us online at: www.srwdmn.org

MEETING MINUTES - 11-17-09

Regular Meeting
7:00 p.m. Sauk River Watershed District Office
November 17, 2009

Managers Present: Dan Coughlin, Jim Kral, Larry Kuseske, Robert Mostad, Virgil Rettig, Jim Rothstein, Jason Scherping and Vernon Vangsness.

Staff Present: Holly Kovarik, Administrator
Starla Arceneau, Assistant Administrator, and Mike Hayman, Ditch Inspector, Heather Lehmkuhl, Monitoring Coordinator and Chris Lundeen, Intern.

Guests Present: Don Otte, John Harren, Duane Pung and Martha Meyer

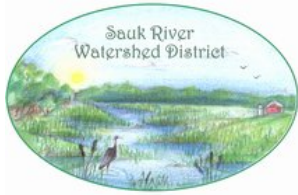
Manager's Absent: Richard Raeker

1. The meeting was called to order by President Jim Kral at 7:00 p.m. and the Pledge of Allegiance was recited.
2. President Kral asked for additions to the agenda. There were several items added to the agenda. The proposed agenda was reviewed. **Manager Rothstein moved to approve the agenda with the additions and Manager Rettig seconded the motion.** The motion passed with all in favor.
3. The consent agenda was reviewed by President Kral. The following items were included on this consent agenda.
 - a. Approval of minutes of the October 15, 2009 meeting
 - b. Financial Report October 1-31, 2009
 - c. Resolution of approval of Annual SRF Loan Payments of December 2009
 - d. Loans & Cost Share Contracts
 - (1) Riverside Resort of Jim DeRose Septic System \$28,000
 - (2) Hunters Meadow re-vegetation for stormwater management and erosion control \$11,000
 - **Appropriations**
 - (1) JB Associates Limited \$4,410.00 Viewing Expenses
 - (2) MAWD Dues - \$2,000
 - e. After reviewing the items on the consent agenda, one item (October 15 minutes) was pulled for further discussion. **A motion was made by Manager Kuseske and seconded by Manager Rothstein and carried unanimously to approve the following items on said consent agenda:** Financial Report October 1-31, 2009; Loans & Cost Share Contracts: Riverside Resort of Jim DeRose Septic System \$28,000, Hunters Meadow re-vegetation for stormwater management and erosion control \$11,000, JB Associates Limited \$4,410.00 Viewing Expenses and MAWD Dues \$2,000

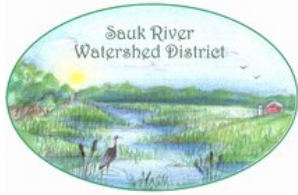
Manager Coughlin pulled the October 15 minutes to add to the GIS software motion that all further licenses and upgrades be approved with the annual budget. **Manager Rettig made a motion to approve the October 15th minutes with the corrections. Manager Coughlin seconded the motion. The motion passed with all in favor.**

4. **OLD BUSINESS**

- (a) Administrator Kovarik reminded the Managers to turn in their Benchmarking Surveys. The results of the survey will be presented at the Holiday Party on December 15th.
- (b) The Holiday Party is scheduled for December 15th at 7:00pm at Gerards in Sauk Centre. The next regular meeting will start at 5:30 pm at the District office.
- (c) Managers Kuseske and Mostad along with Administrator Kovarik reviewed the MAWD Resolutions. Resolution 1&2 were approved with 5 in favor and 1 opposed.



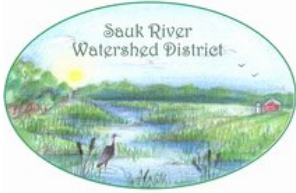
- (d) The regular meeting was closed at 7:15 pm for the Final Budget Hearing. President Kral asked for any public comments regarding the budget, after no public comments, **Manager Coughlin moved to close the Final Budget Hearing. Manager Mostad seconded the motion. The motion passed with all in favor. Manager Rothstein then moved to approve the 2010 budget as presented. Manager Coughlin seconded the motion. The motion passed with all in favor.**
- (e) The Managers continued to review the remaining resolutions. Resolution # 3 was approved with 5 in favor and 2 opposing, Resolution # 4 failed with 7 opposing, Resolution # 5 failed with 7 opposing, Resolution # 6-10 passed with 6 in favor and 1 opposed, Resolution # 11 was approved with 7 in favor and Resolution ? was approved with 6 in favor and 1 opposed.
- (f) The draft rules were sent to the Managers prior to the meeting for any written comments to be sent to Attorney Kolb. **Manager Rothstein made a motion to have Administrator Kovarik send the rules to BWSR for their 45 day review and to setup a public hearing in January 2010. Manager Kuseske seconded the motion. The motion passed with all in favor.**
5. **NEW BUSINESS:**
- (a) Administrator Kovarik and Attorney Kolb reviewed that the current owner of the property that the aerator system on Becker Lake on the Sauk River Chain of Lakes does not want to have the aerator on his property anymore. **Manager Vangness moved to have Administrator Kovarik write a letter to the SRCL Lake Association requesting the aerator be removed from the property. Manager Coughlin seconded the motion. The motion passed with all in favor.**
- (b) Administrator Kovarik reviewed Mike Hayman's six months review. Kovarik gave Hayman an excellent review but since the board gave Hayman an extra step increase at his 90 day review recommends no increase at this time but will be eligible for an increase at his yearly performance review. **Manager Coughlin commended Hayman for his service and moved to accept Kovarik's recommendation for no pay increase at this time. Manager Mostad seconded the motion. The motion passed with all in favor.**
- (c) Administrator Kovarik reviewed the 2010 calendar of events and asked the Managers to review and comment before the next regular meeting.
- (d) The Managers were asked for two delegates and one alternate for the MAWD Conference. **Manager Coughlin moved to appoint Coughlin and Scherping as Delegates and Rothstein as an Alternate. Manager Rothstein seconded the motion. The motion passed with all in favor.**
6. **REPORTS:**
- (a) Chris Lundeen gave a presentation on his internship with the District. The board thanked Lundeen for his presentation.
- (b) Administrator's Report-*Administrator Kovarik*
- (1) **Advertising:** Administrator Kovarik met with Managers Coughlin and Vangness to review all the Districts advertising needs. Kovarik gave a brief update on the District's programs.
- (2) **MAWD Conference:** Administrator Kovarik asked the Managers if the District could pay for the banquet tickets for the staff that will be minding the booth at the MAWD Conference. **Manager Rothstein moved to approve purchasing the MAWD banquet tickets for the staff. Manager Coughlin seconded the motion. The motion passed with all in favor.**



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- (3) **FEMA Contracts:** Manager Rettig moved to sign the FEMA contracts. Manager Kuseske seconded the motion. The motion passed with all in favor.
- (4) **Adam continuing Education Request (Master Gardner)** Administrator Kovarik recommends that this training. Manager Rettig made a motion to approve Adam's educational request to become a Master Gardner. Manager Coughlin seconded the motion. The motion passed with all in favor.
- (5) **MECA Conference:** Administrator Kovarik recommends the District partner with a maximum of \$1,000 cash and 40 hours in-kind be allocated. Manager Mostad made a motion to allocate a maximum of \$1,000 cash and 40 in-kind hours. Manager Kuseske seconded the motion. The motion passed with all in favor.
- (6) **Loan Contract:** A Septic System for C Kohlman for \$11,000 was reviewed. Manager Rettig made a motion to approve C Kohlman SRF funds for \$11,000. Manager Kuseske seconded the motion. The motion passed with all in favor.
- (7) **Grant Contract:** For Jim and Karen Gruber to abandon their manure pit ó \$6,000. Manager Kuseske made a motion to approve \$6,000 in grant to Jim and Karen Gruber. Manager Vangness seconded the motion. The motion passed with all in favor.
- (8) **Pay Equity:** Administrator Kovarik informed the Managers that the District is in compliance.
- (9) **Rescind Sick Leave Donation Policy (Resolution # 98-09):** Administrator Kovarik recommends rescinding the policy and look at each case on a case by case basis. Manager Rettig made a motion to rescind Sick Leave Donation Policy. Manager Mostad seconded the motion. The motion passed with all in favor.
- (10) **Educational Water Testing Kits:** Manager Kuseske made a motion to purchase the water testing kits not to exceed \$700. Manager Rothstein seconded the motion. The motion passed with all in favor.
- (11) **Advisory Committee:** Administrator Kovarik reviewed the statute requiring representation from Cities, Counties and SWCDs. Manager Coughlin made a motion to have Administrator Kovarik to recommend equal representation to be considered at a future regular meeting. Manager Rothstein seconded the motion. The motion passed with all in favor.
- (12) **Open House:** Administrator Kovarik handed out flyers for the Managers to distribute for the Districts open house scheduled for December 9th and 10th.



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(b) **Ditch/Permit Inspector Report**-*Michael Hayman*

(1) Reviewed Permit -09-12 for Northern Line Railway to replace a culvert. **Manager Rettig moved to approve Permit 09-12. Manager Rothstein seconded the motion. The motion passed with all in favor.**

(2) County Ditch 9: Removed 4 beaver and showed pictures of the removal of beaver dam. Hayman also reviewed necessary repairs on Branch 1. **Manager Rettig moved to approve the removal of a berm thirty feet from the tile outlet on Branch 1. Manager Coughlin seconded the motion. The motion passed with all in favor.**

(3) Survey work for County Ditch 26 and 15 is nearly completed. The Viewers drafts and benefiting area maps are also nearly completed. Chris Meehan will be working with the viewers to finalize the reports.

(4): Landowners have been in contact with the District that the dams still have not been removed from Judicial Ditch 1. Hayman is meeting with the trapper on Wednesday, November 18 and soon after the beaver removal the dams will be removed.

(5) Hayman will be developing new ditch policies to give a better outline for necessary ditch repairs.

(6) Landowners on County Ditch 17 have beaver issues. Hayman has Tom Basil with Miller Properties trapping the beaver.

(7) County Ditch 24 appears to have major issues. Hayman will be scheduling a meeting and will require a survey.

(c) **Attorney's Report**-*John Kolb had no report at this time.*

(d) **Calendar Items**

- Storet sent into MPCA
- Review Calendar of Events
- Prepare field equipment for winter.

(e) Board Member Meeting Reports-

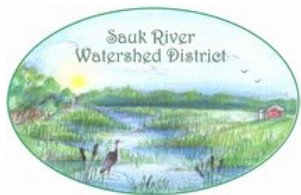
(1) Manager Mostad and Administrator Kovarik attended the Viewers Meeting.

7. **OPEN DISCUSSION FROM THE PUBLIC:** John Harren and Duane Pung asked for a proposed deadline for completion of the Re-determination of benefits. Hayman and Kolb are hopeful for a completion date in February 2010.

Martha Meyer asked if the work was going to be completed on her property on branch 1 of County Ditch 9. Hayman said yes, the board approved the repairs to be completed.

8. **ITEMS FOR NEXT MEETING AGENDA:**

- Updating our plan



9. The meeting was closed for Administrator Kovarik's year review.

10. ADJOURNMENT: President Kral adjourned the meeting at

Secretary, Virgil Rettig
Recording Secretary, Starla Arceneau

Jim Kral

Date

James Rothstein

Date

Dan Coughlin

Date

Virgil Rettig

Date

Bob Mostad

Date

Larry Kuseske

Date

Richard Raeker

Date

Jason Scherping

Date

Vernon Vangness

Date