



**Regular Meeting MINUTES**

Tuesday, November 18, 2014

Located at: Sauk Centre City Hall Council Chambers at 6:00 p.m.

<b>Managers Present:</b>	Larry Kuseske, Lee Bautch, Duane Willenbring, Tyler Carlson, Tim Hagemeyer, Jason Scherping, Dennis Ritter
<b>Staff Present:</b>	Scott Henderson, Administrator; Rebecca Kluckhohn, District Engineer; Zach Gutknecht, Ditch and Permit Coordinator
<b>Guests Present:</b>	Steve Notch, Duane Pung, Bob Middendorf, Randy Neumann, Dick Nelson, Gary Barber, Marie Duncan, Neil & Kay Cook, Dennis Primus, John Harren, Joe & Dee Peters
<b>Manager's Absent:</b>	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. **Oath of Office/Bond for Newly Appointed Stearns County Manager -** Dennis Ritter read and signed his oath of office and bond. The Managers introduced themselves to Manager Ritter and President Willenbring welcomed him to the board.
3. **Additions/corrections to the agenda items** – President Willenbring asked for corrections or additions to the agenda. **Manager Bautch made a motion to approve the agenda. The motion was seconded by Manager Carlson. The**
4. **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. **October 7, 2014 Special Meeting Minutes**
    7. **October 21, 2014 Special Meeting Minutes**
    8. **November 3, 2014 Regular Meeting Minutes**
  - b. **Appropriations**

<i>Payee</i>	<i>Description of Payment</i>	<i>\$ Amount</i>	<i>Fund</i>
Respec	Ditch Assessment Project	\$2,452.50	336
Rinke Noonan	Retainer	\$600.00	101
Rinke Noonan	General Advice	\$537.50	101



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Rinke Noonan	Permits	\$1,247.40	101
Rinke Noonan	CD 26	\$94.50	550
Rinke Noonan	CWP Projects	\$264.60	338
Rinke Noonan	Hagemeier Bankruptcy	\$60.80	101
Rinke Noonan	MS4 Certification	\$448.90	332
Rinke Noonan	MS4 Certification	\$600.10	101
MPCA	Loan Payment	\$9,495.64	215
MPCA	Loan Payment	\$28,545.95	218
MPCA	Loan Payment	\$20,008.57	217
MPCA	Loan Payment	\$28,285.27	208
MPCA	Loan Payment	\$23,616.99	203
MPCA	Loan Payment	\$12,234.05	202
MPCA	Loan Payment	\$7,229.75	214
MPCA	Loan Payment	\$28,118.13	204
MPCA	Loan Payment	\$1,261.62	207
MPCA	Loan Payment	\$11,480.59	210
MPCA	Loan Payment	\$19,610.69	205
MPCA	Loan Payment	\$8,387.16	209
Wenck	2014 Permit Review	\$2,400.00	101
Wenck	2014 General Engineering	\$1,494.60	101
Wenck	Little Birch Lake	\$264.00	101
Wenck	CD 26 Construction Support	\$4,296.00	550
Wenck	CD 15	930.72	530

**c. Resolutions for Approval**

<i>Resolution #</i>	<i>Title</i>	<i>\$ Amount</i>
#13-14	Becker Lake Aerator	



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Manager Kuseske made a motion to approve the consent agenda. The motion was seconded by Manager Carlson. The motion passed with all in favor.

5. **Open Discussion from the Public** – Landowners on CD 11 spoke about concerns on assessments and progress. President Willenbring urged them to contact staff. Marie Duncan thanked the board for involving the Citizen Advisory Committee. John Harren spoke about CD 26, but was asked to speak during the informational hearing.
6. **Old Business**
  - a) **MAWD Resolutions and District Representatives** – Manager Kuseske explained the proposed resolutions that will be brought to the MAWD Annual Meeting. Resolution #1, from Prior Lake-Spring Lake Watershed District asks for financial support to assist in paying for flood damage not paid for by FEMA. **Manager Bautch made a motion to support MAWD Resolution #1. The motion was seconded by Scherping. The motion passed with all in favor.** Manager Kuseske explained Resolution #2, also from the Prior Lake-Spring Lake Watershed District, in regards to Carp removal. The resolution would require the Department of Natural Resources (DNR) to allow Class B permits to be issued in conjunction with educational special permits to watershed districts and the entities they hire as commercial fisherman or electrofishing. **Manager Ritter made a motion to support MAWD Resolution #2. The motion was seconded by Manager Hagemeyer. The motion passed with all in favor.** Manager Kuseske explained Resolution #3, proposed by Capitol Region Watershed District. The resolution is not a traditional resolution, however defines the process to develop, adopt, and communicate the annual MAWD Legislative Agenda. **Manager Bautch made a motion to support MAWD Resolution #3. The motion was seconded by Manager Kuseske. The motion passed with all in favor.** Manager Kuseske discussed Resolution #4, which was submitted by the SRWD in regards to reduced property tax valuations on conservation Restrictions and easements for water quality. Kuseske informed the board that in a memo dated February 7, 2014, it states that this is currently being allowed. **Manager Kuseske made a motion to authorize the delegates to make the decision to pull the resolution off the floor if advised by legal counsel. The motion was seconded by Manager Carlson. The motion passed with all in favor.** President Willenbring asked for managers willing to be voting delegates for the MAWD meeting. **Manager Ritter made a motion to volunteer the President and Vice-President to be delegates. The motion was seconded by Manager Bautch. The motion passed with all in favor.** **Manager Hagemeyer made a motion to volunteer Manager Carlson to be an alternate. The motion was seconded by Manager Bautch. The motion passed with all in favor.**



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7. **New Business**

- a) **Informational Hearing on Assessments of County Ditch Systems and Resolution #14-14** – Administrator Henderson summarized the Resolution to assess the individual ditches for maintenance costs. There was considerable discussion on maintenance assessments and assessments for the funds currently being carried by the District’s General Fund. **Manager Carlson made a motion to focus on ditch funds for County Ditches 9, 11, and 24 that are carrying negative balances and table discussion of the other ditches. The motion was rescinded due to further discussions on CD 11.**
- b) **Public Hearing on Middle Sauk River Targeted Reduction and Outreach Clean Water Partnership Project, Resolution #15-14** - President Willenbring recessed the regular meeting and opened the public hearing on the Middle Sauk River Targeted Reduction and Outreach Clean Water Partnership Project. Lynn Nelson, Environmental Quality Coordinator, gave a brief description of the CWP Project. Darlene Peters spoke on behalf of the public. After there being no more public comments, **Manager Bautch made a motion to close the public comment portion of the public hearing. The motion was seconded by Manager Kuseske. The motion passed with all in favor.** Administrator Henderson informed the board that any project funds borrowed from the State Revolving Fund would be repaid by participants for 10 years at 3.5% interest. **Manager Hagemeyer made a motion to approve Resolution #15-14. The motion was seconded by Manager Bautch. The motion passed with all in favor.**

8. **Reports**

- a) **Administrator’s Report – Scott Henderson**
  1. **MS4 Designation concerning public ditches**– Administrator Henderson received a letter from the Minnesota Pollution Control Agency (MPCA) to notify the District that the MPCA has identified the Watershed District as an MS4 subject to regulation under the national pollutant discharge elimination system requirements and storm water permits are possibly required. Henderson spoke with Rinke Noonan to confirm what was stated in the letter and asks for board authorization to send a memo to the MPCA agreeing this with the determination. **Manager Scherping made a motion to authorize Administrator Henderson to send a memo to the MPCA confirming that the District is an MS4. The motion was seconded by Manager Carlson. The motion passed with all in favor.**
  2. **PRAP Presentation** – Administrator Henderson asked that the PRAP presentation be tabled for another meeting.
  3. **Meeting with Stearns ESD and BWSR** – Administrator Henderson informed the board that he attended a meeting with the Stearns County Environmental Services (ESD) and BWSR regarding duplication of



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efforts amongst agencies and that the District needs to look at its rules for overlap. Henderson stated he will be working on this project.

**b) Attorney's Report – None**

**c) Engineer's Report –**

**1. CD 26 Phase I – Scherping Bridge** - Rebecca Kluckhohn, Engineer, gave a brief history of the Phase I construction as it relates to the Scherping bridge. The board at the time decided to hard armor the bridge with riprap. In discussing this with the contractor, it would be advised to avoid hard armoring the bridge because of the necessary excavating around the bridge. Because of the uncertainty of the footings of the bridge, Kluckhohn recommended installing a stream restoration technique to stabilize the area called a rock vein. Kluckhohn presented a physical model of the technique. **Manager Bautch motioned to give engineer the authority to move forward with the rock vein if the landowner was okay with the technique. Motion was seconded by Manager Ritter. The motion passed with all in favor, Manager Scherping abstained.**

**2. CD 51 Update** – Kluckhohn informed the board that she is still waiting for a letter from the DNR approving the proposed work and that a preconstruction meeting will be scheduled soon.

**3. CD 15/26 Update** – Kluckhohn stated that a preconstruction meeting will be scheduled soon for work being done on CD 15. Kluckhohn stated that on Phase II on CD 26, she was able to work closely with the DNR representative and has seen a draft of a letter that should be to the District soon. The change being requested by the DNR is the removal of spoil from any of the basins. Kluckhohn will be meeting with the contractor and hopes to have a cost estimate for the spoil removal available at the next meeting.

**d) Permits Program Report –**

**1. Black Oak Wind Farm Right of Entry Agreement** - Zach Gutknecht, permit coordinator, informed the board of the right of entry agreement with Black Oak Wind Farm. **Manager Scherping motioned to agree with the right of entry. Motion was seconded by Manager Hagemeyer. No discussion and the motion passed with all in favor.**

**e) Board Member Meeting Reports –**

**1. Manager Kuseske met with Drainage Work Group – sub group and met with DNR over permits, staffing and training.**

**9. Items for Next Meeting Agenda**

**10. Upcoming Meetings to be Announced**



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11. Adjournment – Manager Kuseske made a motion to adjourn the meeting at 9:00 p.m. The motion was seconded by Manager Bautch. The motion passed with all in favor.