



Regular Meeting_Draft Agenda
Tuesday, November 20, 2012
Located at: SRWD Office at 6:00 p.m.
Agenda Codes: BA-Board Action I-Information

		<u>Packet Page</u>	<u>BA/I</u>
6:00	1. Call To Order & Pledge of Allegiance-<i>President Harren</i> 6:00 PM Meeting called to order by President John Harren, on November 20, 2012 at the SRWD Office, Sauk Centre, MN.		
6:02	2. Additions/or corrections to the agenda items- <i>President Harren</i> Additional items or corrections to be added to the agenda for action or information.		BA
6:10	3. Consent Agenda (<i>approved by one motion</i>)-<i>President Harren</i>		BA
	a. <u>October 1-31, 2012 Financial Report</u>		BA
	1. Check Register for General Fund 101	1-2	
	2. October Revenue Guideline	24-27	
	3. October Expenditure Report	3-23	
	b. <u>October 16, 2012 Board Meeting Minutes</u>	28-27	BA
	c. <u>Restoring Water Resources of the Sauk River Chain of Lakes Cont. Phase III Project Final Report 2008-2012</u>	38-44	BA
	d. <u>Osakis Lake Shoreland Enhancement Project 2008-2012</u>	45-50	BA
	e. <u>Contracts for Approval-NONE</u>		
	1. 		
	f. <u>Permits recommended for approval</u>	51	BA
	12-24 TH28 to HWY 71		
	g. <u>Grant Applications for Approval-NONE</u>		
	 		
	h. <u>Resolutions for Approval-NONE</u>		
	 		
	i. <u>Board Action Items for Approval-NONE</u>		
	 		



j. **Loans, Grants, Appropriations-**

• **Grants Project Approvals-NONE**

<i>Landowner:</i>	<i>Project Installed:</i>	<i>Amount to Encumber</i>	<i>Fund Code:</i>

• **Grant Payment Approvals-**

BA

<i>Landowner:</i>	<i>Project Installed:</i>	<i>Amount to Pay</i>	<i>Fund Code:</i>	<i>Pay to:</i>
St. Cloud Raingardens	Rain Gardens	\$9,600	325	Gertken Bros. Excav.
St. Cloud Raingardens	Rain Gardens	\$8,470.61	331	Gertken Bros Excav.
Karl Meyer	Feedlot Ag Waste	\$14,000	323	Gerads Const.
Francis Olmscheid	Feedlot Ag Waste	\$15,000	323	Thull Excav.
Douglas SWCD	Crooked Lake Basin	\$4,833.95	327	Douglas SWCD
Cold Spring Raingarden	Rain Gardens	\$5,529.50	325	Anything Outdoors
Cold Spring Raingardens	Rain Gardens	\$523.00	322	Anything Outdoors
City of Rockville	Raingarden Stormwater	\$924.00	322	Knife River Corp.
Dave Stefaniak	Shoreline	\$5,357.35	323	Alex Irrigation and landscaping
Tom Brouns	Manure Pit Closure	\$1,500	315	Dwayne Waldorf Exc.
Tom Brouns	Manure Pit Closure	\$640	323	Dwayne Waldorf Exc.
Stearns County SWCD	MRBI Technical Assist.	\$28,283.00	327	Stearns SWCD
Rose Park	Engineering	\$1,518.75	325	MN Engineering and Const.

• **Loan Project Approvals-NONE**

BA



Landowner:	Project Installed:	Amount to Encumber	Fund Code:	Pay to:

• Loan Payment Approvals

Landowner:	Project Installed:	Amount to Pay	Fund Code:	Pay to:
Doug Ruten	Manure Pit Closure	\$960.00	221	Dwayne Waldorf Exc.

• Appropriations

BA

	Payee	Description of Payment	Amount	Payment Code
1.	Rinke Noonan	Gen. Matters/Retainer	\$1,034.70	101
2.	Rinke Noonan	Watershed Plan	\$1,606.50	172
3.	Rinke Noonan	Drainage Assessment Proj.	\$661.50	501
4.	Rinke Noonan	CD 15-26	\$1,125.30	560
5.	Rinke Noonan	CD9	\$75.60	520
6.	Rinke Noonan	CD 51	\$541.20	555
7.	Rinke Noonan	CD 11	\$541.20	525

6:15

4. Old Business

- a) **Performance Review and Assistance Program Update** I
To provide an update on the information gathering being conducted by BWSR. Final presentation to be conducted at December board meeting.
- b) **Drainage Assessments Presentation** BA
Presentation and updates on the Drainage Assessment project and certification of assessments for drainage systems in Stearns County and Judicial Ditch #2 Sediment Pond Project.
- c) **Osakis, Faille, Smith Lake TMDL Public Comment** I
The TMDL is out on public comment now through December 5, 2012.
- d) **JD2 Sediment Pond Project Update** 52 I
The cleanout is scheduled to be conducted the week of November 12th. It is possible that the project will be completed by this meeting and an update on the



maintenance will be shared with the board.

- e) **Discussion on Public Informational Meetings/Education** I
To discuss the District's approach for education for benefitted landowners on drainage systems and for contractors on an annualized basis. There is additional need for informational meetings on CD15/26 prior to the Redetermination of Benefits and Repair assessment being placed on the tax roll.

- f) **December Meeting/Holiday gathering** I
Discussion about Holiday party. Suggestion from staff to bring a food shelf item that we can donate. Bring an appetizer to share.

6:45 5. **New Business**

- a) **Engineering Discussion** BA
Preliminary discussion on engineers rates and fee schedules as suggested at the October 16, 2012 Board Meeting.

- b) **Trainee/Intern Job Description Revisions/Policy Handbook Revision** I
Discussion about questions raised at October 16, 2012 meeting on compliance with benefits and making sure Trainee job description meets all state and federal laws.

- c) **Office updates** I
This will be an update on the office sewer and waterline replacement underway.

- d) **Ergonomics Report** BA
The League of Minnesota Cities recently did a visit to our organization to address ergonomics. This information will be shared with the board.

- h) **Manager Appointment Status** I
Discussion about the appointment status of Stearns County vacancy. Commissioners have accepted resignation and the position is open. Applicants may apply with the county.

7:00 6. **Reports**

- a. **Administrator's Report-Administrator Kovarik**



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|------|---|
| | <p>1. <u>Overall Plan-Diane Spector, Rebecca Kluckhohn, and Kovarik</u> I
 <i>An update will be given on the upcoming steps in the Comprehensive Plan update. Wenck will be here to present the information to the board.</i></p> |
| | <p>2. <u>MPCA Loan Repayments</u> BA
 <i>A resolution and information on loan repayments needs to be approved by the board. This will be handed out at the meeting.</i></p> |
| | <p>3. <u>MAWD Annual Conference</u> 53-62
 <i>Discussion on MAWD Conference. Managers Scherping, Mostad, Kuseske, Vangness, and Kral will be attending the entire conference. Manager Harren will be attending the pre-conference. Three staff will attend the pre-conference seminar and all is within the budget. Booth topic this year will be on our interactive mapping tool, website, and database work. Selection of delegates needs to be done. Resolutions should be discussed. These are included in your packet.</i></p> |
| | <p>4. <u>Boundary Issues</u> I
 <i>The SRWD is working on several boundary issues. A report will be shared with the board.</i></p> |
| 8:00 | <p>5. <u>Cost Share & Loan Logs</u> BA/I
 <i>Cost Share & Loan Logs to be handed out at meeting for approval</i></p> |
| 8:10 | <p>b. Attorney's Report—John Kolb, Rinke Noonan</p> |
| | <p>c. Engineer's Report—Rebecca Kluckhohn, Wenck/Tara Ostendorf, Staff</p> |
| | <p>(1) Ditches</p> |
| | <p>-Stearns County Ditches 15 & 26
 <i>To provide an update on the status of the wetland exemption application and next steps in the proceedings</i></p> |
| | <p>-CD11/51/9
 <i>To provide an update on the status of these ditch repairs</i></p> |
| 8:25 | <p>-210th Street Ravine Update</p> |
| | <p>-Shriver/Haust Update</p> |
| | <p>-Rose Park Update</p> |
| | <p>d. Ditch/Permit Inspector Report- Tara Ostendorf</p> |
| | <p>(2) Permits-</p> |
| | <p>a) Biolife Plasma Services</p> |
| | <p>d. Calendar Items: STORET Due to MPCA, Calendar of Events, Field Equipment prepared for winter, MAWD Resolutions & Delegates selected, Tara Ostendorf 3 years with District,</p> |



SAUK RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
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8:30 Performance reviews of all staff, Performance Review of Administrator

8:35 e. **Board Member Meeting Reports**

8:50 f. **Open Discussion for the Public**

g. **Closed Session for Annual Review of Administrator**

7. Items for Next Meeting Agenda

Managers and staff can suggest items for discussion for the next board meeting.

8. Upcoming Meetings to Be Announced

I

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
12-18-12	Citizen Advisory Meeting	SRWD Office	Noon
12-18-12	SRWD Board Meeting	SRWD Office	1:00 p.m.

9:15 **9. Adjourn**

All Sauk River Watershed District meetings are handicap accessible.
 An attempt will be made in advance to accommodate any other individual need for special services. Call the above number if any special arrangements need to be made.