



524 4<sup>th</sup> St South, Sauk Centre, MN 56378  
 Phone: (320) 352-2231 Fax: (320) 352-6455  
 Visit us online at: [www.srwdmn.org](http://www.srwdmn.org)

**DRAFT AGENDA**

**Sauk River Watershed District Regular Meeting  
 Tuesday, December 13, 2011**

**5:00 PM – Regular Meeting – Sauk River Watershed District Office, Sauk Centre, MN**

**FYI ITEM IN PACKET-NO REPORT**

- 5:00 1. **Call To Order & Pledge of Allegiance-*President Todd Foster***
- 5:01 2. **Additions/or corrections to the agenda items-*President Todd Foster***
- 5:05 3. **Consent Agenda (*approved by one motion*)-*President Todd Foster***
- a. **November 1-30, 2011 Financial Report**
    - 1. Cost Share Funds Log Report
    - 2. Loan Funds Log Report
    - 3. Check Register for General Fund 101
  - b. **November 15, 2011 Board Meeting Minutes**
  - c. **Permits recommended for approval-None**
  - d. **Contracts for Approval-**  
(1) None
  - e. **Resolutions for Approval-**

37-11	Update to the Declared Public and Office Holidays Policy
38-11	Update to the Sick, Vacation, and Personal Leave Policies
39-11	Adoption of the Committing of Revenues Related to GASB 54 Policy
41-11	Adoption of the Investment Policy
42-11	Adoption of the Capitalization Policy
43-11	Updates to the Incentive Program Policies and Procedures Handbook
44-11	Approval of the 2012 Calendar of Events
45-11	2012 Goals and Objectives

f. **Board Action Items for Approval-**

21-11	Fees for Document Recording with Respective Counties
22-11	Project Earth Bussing Fees
23-11	Lab Services for 2012

g. **Loans, Grants, Appropriations**

• **Loans-**

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Action Required</u>	<u>Amount Encumbered/ Paid:</u>	<u>Fund Code:</u>	<u>Pay to:</u>
Ronald and Sherry Rolfes	Septic System	Payment	\$7,350.00	224	Hagemeier Excavating
Tim and Rebecca	Septic System	Payment	\$6,875.00	224	Kraemer Trucking

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Krueger					
Tim and Rebecca Krueger	Septic System	Payment	\$1,510.15	224	Larson Plumbing

• **Grants-**

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Action Required:</u>	<u>Amount Encumbered/Paid:</u>	<u>Fund Code:</u>	<u>Pay To:</u>
Stearns County	Permeable pavers	Payment	\$17,293.45	322	Stearns County Auditor
Teals Supermarket	Raingardens and Stormwater Retention	Payment	\$4,000.00	325	Anything Outdoors
Geri Winter	Shoreland/Riparian Restoration	Payment	\$3,000.00	322	Anything Outdoors
Geri Winter	Shoreland/Riparian Restoration	Payment	\$1,500.00	326	Anything Outdoors

• **Appropriations**

1.	Health Partners	Premium Payment	\$1,542.50	General Fund (GF)
2.	Banyon	Payment Request Module Annual Support	\$1,561.20	GF
3.	Wenck	CD15/26	\$7276.81	CD15/26
4.	Wenck	General Engineering	\$490.50	GF
5.	Wenck	Overall Plan	\$1,583.00	Overall Plan
6.	Wenck	Backyard BMP	\$3,309.67	Backyard BMP Project
7.	Wenck	Cold Spring Project	\$1,174.50	Cold Spring Project
8.	Wenck	Lower Sauk Project	\$8,058.80	Lower Sauk Project
9.	Rinke Noonan	Retainer/General	\$1,099.50	GF
10.	Rinke Noonan	CD15/26	\$782.00	CD15/26
11.	Rinke Noonan	Weed Harvester Project	\$2,257.00	Weed Harvester Project

5:10 4. **Old Business**

(a) MAWD Annual Convention

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- (b) Conservation Marketplace of Minnesota future participation
- (c) Policy Updates-*Manager Lunsford/Administrator Kovarik*
- (d) Official Orders establishing projects for Sauk River Major Watershed Project and Sauk River Watershed District Aquatic Habitat Grant Program \*\*\*Provided later\*\*\*

5:20 **5. New Business**

- (a) 2011 Monitoring Program Report-Presentation by *Heather Lehmkuhl*
- (b) Resolution 40-11 Receipt and Deposit of Funds Policy\*\*\**Policy has one paragraph that is being worked on\*\*\**
- (c)

5:35 **6. (a) Reports**

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

1. Overall Plan
2. Battlepoint Park
3. **Judicial Ditch #2 Sediment Ponds Proposed Property Tax for 2012**
4. Training Plan/Budget
5. Grants Updates
6. Conflict of Interest Disclosure Forms
7. Seasonal Staffing

5:45 **b. Attorney's Report—John Kolb**

1. County Assessment Fees

5:55 **c. Ditch/Permit Inspector Report-Mike Hayman**

- (1) Permits
- (2) Ditches
  - County Ditch #9 Additional Work
- (3) Assessments progress

**d. Calendar Items:** Approve current bills, Approve minutes. Review fund balances and budget. Approve agreements. Holly Kovarik-Anniversary date & personnel review. 3 years. Review personnel policy handbook. Approve calendar of events for 2012. Approve Goals & Objectives for 2012. MAWD State Convention held. Discuss Program Outcomes on 2011 Grants received. Discuss seasonal staffing. Staff written reports Other reports. Review Calendar of Events

6:00 **e. Board Member Meeting Reports**

**f. Open Discussion for the Public**

6:15

**7. Items for Next Meeting Agenda**

6:30 **8. Adjourn**

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**NEXT MEETING: Regular Meeting– January 18, 2011 (Tuesday) - Sauk River  
Watershed District Office Sauk Centre MN**

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