

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

MEETING MINUTES – 2/16/2010

Regular Meeting
7:00 p.m. Sauk River Watershed District Office
February 16, 2010

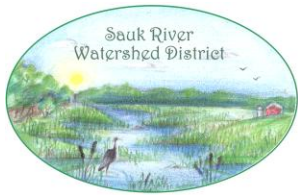
Managers Present: Dan Coughlin, Jim Kral, Larry Kuseske, Robert Mostad, Virgil Rettig, Jim Rothstein, Jason Scherping and Vernon Vangsness.

Staff Present: Holly Kovarik, Administrator
Starla Arceneau, Assistant Administrator, Mike Hayman, Ditch Inspector

Guests Present: Chris Meehan, Dan Olson, Sarah Morton, Dave Blommel, John Harren and Duane Pung

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 Coughlin 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 January 20, 2010 regular meeting
 - b. Approval of minutes of the January 26, 2010 rules hearing meeting
 - c. Approval of minutes of the February 4, 2010 special workshop meeting
 - d. Financial Report January 1-31, 2010
 - e. Resolutions –
 - 12-10 Annual Report Publication
 - 13-10 Implement a Facebook page for the SRWD
 - 14-10 Monthly Radio Program
 - 15-10 Legislative Breakfast
 - 16-10 Viewers Association Dues
 - 17-10 Irrigators Association Meeting February 18th
 - 18-10 YSI Repair
 - 19-10 Osakis Demo Site Burn & Workshop Approval
 - 20-10 Spring Educational Events
 - 21-10 2010 Scholarship Announcement
 - 23-10 Raingarden Workshop
 - 24-10 Alexandria Eco Fair
 - 25-10 Adopt-A-Highway Program
 - f. Permits
 - (1) Stearns County CSAH 13 Reconstruction
 - g. Loans, Grants, Appropriations
 - **Loans**
 - (1) Carol Klehr Ag Waste Abatement Project \$78,000
 - **Grants**
 - (1) Carol Klehr Ag Waste Abatement Project \$35,000
 - **Appropriations**
 1. MBC Drainage (James Gruber Feedlot Project) \$5,893.00



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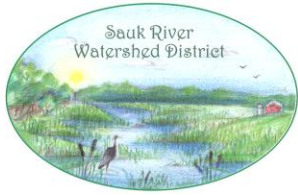
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2. Richard Buermann Feedlot Project) Dale Schlangen \$87,240 loan, Tony Schlangen \$9,537 loan, and Geise's Tiling \$30,111 loan and \$72,500 grant
 3. Houston Engineering Drainage Records Modernization \$1,644.00
 4. Tony Schlangen – Richard Beurmann – Loan - \$9,537.00
 5. Geise's Tiling – Richard Beurmann – Loan - \$30,111.00
 6. Geise's Tiling – Richard Beurmann - Grant - \$72, 500.00
 7. Roger Beiswenger – CD 26 & 15- \$1,001.42
 8. City of Eden Valley - Erosion Control Project - \$10,000.00
- h. After reviewing the items on the consent agenda, one item (Minutes of the February 4, 2010 special workshop meeting) was pulled for further discussion. After reviewing the items on the consent agenda, a **motion was made by Manager Rettig and seconded by Manager Coughlin and carried unanimously to approve the following items on said consent agenda:** Minutes of the January 20, 2010 regular meeting, Approval of minutes of the January 20, 2010 regular meeting; Approval of minutes of the January 26, 2010 rules hearing meeting; Financial Report January 1-31, 2010; Resolutions –12-10 - Annual Report Publication; 13-10 Implement a Facebook page for the SRWD; 14-10 Monthly Radio Program; 15-10 Legislative Breakfast; 16-10 Viewers Association Dues; 17-10 Irrigators Association Meeting February 18th; 18-10 YSI Repair; 19-10 Osakis Demo Site Burn & Workshop Approval; 20-10 Spring Educational Events; 21-10 2010 Scholarship Announcement; 23-10 Raingarden Workshop; 24-10 Alexandria Eco Fair; 25-10 Adopt-A-Highway Program; Permits Stearns County CSAH 13 Reconstruction Loans, Grants, Appropriations **Loans** Carol Klehr Ag Waste Abatement Project \$78,000 **Grants** Carol Klehr Ag Waste Abatement Project \$35,000 **Appropriations** MBC Drainage (James Gruber Feedlot Project) \$5,893.00; Richard Buermann Feedlot Project) Dale Schlangen \$87,240 loan, Tony Schlangen \$9,537 loan, and Geise's Tiling \$30,111 loan and \$72,500 grant Houston Engineering Drainage Records Modernization \$1,644.00 Tony Schlangen – Richard Beurmann – Loan - \$9,537.00 Geise's Tiling – Richard Beurmann – Loan - \$30,111.00 Geise's Tiling – Richard Beurmann - Grant - \$72, 500.00 Roger Beiswenger – CD 26 & 15- \$1,001.42 City of Eden Valley - Erosion Control Project - \$10,000.00

Manager Mostad pulled the minutes of the February 4, 2010 special workshop meeting to correct duplication that Manager Mostad was absent and present. The minutes should reflect that Manager Mostad was present at the meeting on February 4, 2010. **Manager Rothstein moved to approve the minutes of the February 4, 2010 special workshop meeting. Manager Rettig seconded the motion. The motion passed with all in favor.**

4. OLD BUSINESS

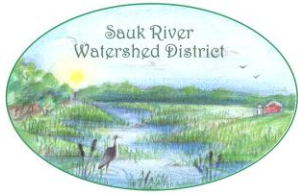
- (a) Administrator Kovarik mentioned that the MECA Conference is scheduled for the same time as the Legislative Breakfast. Administrator Kovarik the change be noted in the minutes that would reflect that Lynn Nelson will be attending the conference in her place. The board of managers agreed by general consensus to allow the change.



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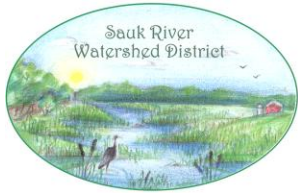
- (b) Administrator Kovarik reviewed the results of the R.I.V.E.R. award. There were three projects that were determined too close to call. Manager Coughlin suggested that this would be considered a preliminary round and directed Administrator Kovarik to reissue the top three projects for the Managers to re-vote. The results will be shared at a later meeting.
- (c) Administrator Kovarik reviewed the 2010 Annual Plan of Operations and 2009 Annual Report. Kovarik suggested the board pre-approve the documents as a draft since the audit report will not be finalized until March 12. The March 15th deadline to the State would cut this too close to have the approval in time. **Manager Coughlin moved to authorize the administrator to submit the documents and if anything needs to be changed before the next meeting to allow the President or another manager that has been named as the person that makes a decision on behalf of the board if the document needs to be altered. Manager Rothstein seconded the motion. The motion passed with all in favor.** The Audit Report is scheduled to be given at the March 16th regular meeting.
- (d) Administrator Kovarik read a letter from Megan Wenker from Lake City in regards to the Sauk River Watershed District Rules.
- (e) **Manager Rettig made a motion to recess the regular meeting for the Continuation of the Rules Hearing. Manager Coughlin seconded the motion. The motion passed with all in favor.** Attorney Kolb reviewed additional modification to the language in the draft rules. Kolb has available a draft resolution proposing to adopt findings and an Order. President Kral then asked for any additional public comment. Sarah Morton from the City of Sauk Centre thanked the staff for meeting with them and explaining the rules process. **Manager Rothstein moved to end the public input. Manager Mostad seconded the motion. The motion passed with all in favor. Manager Coughlin moved to adopt the resolution with an addition that the District shall undertake to review implementation of the rules six months after adoption and annually thereafter. Manager Rothstein seconded the motion. The motion passed with Manager Scherping opposing.** The regular meeting was reconvened.
5. **NEW BUSINESS:**
- (a) Chris Meehan from Wenck Engineering gave an update presentation on the GUS TMDL.
6. **REPORTS:**
- (a) Administrator's Report-*Administrator Kovarik*
- (1) **DNR Aquatic Plant Management Permit Application:** Administrator Kovarik mentioned the staff will be submitting the 2010 permit application.
- (2) **Little Birch CD Renewal:** Administrator Kovarik recommends the reimbursement of the sand bags and a possible fund for any expenses that may accrue. Manager Coughlin suggested the staff look into a 4-M account with the League of Minnesota Cities. Manager Rothstein suggested Manager Coughlin and Administrator Kovarik investigate and bring a report back to the next regular meeting.



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- (3) 2009 OSHA Report: This was passed around for the Board to review. Administrator Kovarik shared that this report has been posted in the multi-purpose room as required.
- (4) Boundary Issue Update: Administrator Kovarik explained that she is waiting for a legal boundary from the Clear Water River Watershed District that can be confirmed with the Districts Boundary map.
- (5) **Seasonal Staffing/Intern Job Descriptions:** Administrator Kovarik recommends that the District not hire interns this monitoring season due to budget constraints in the grants.
- (6) 22-10 CWP Loan Resolution for Middle Sauk River Watershed Quality Restoration Project: **Manager Coughlin moved to approve Resolution 22-10. Manager Mostad seconded the motion. The motion passed with all in favor.**
- (7) **River Network Membership:** Administrator Kovarik reviewed the membership that would allow the District to apply for future grant opportunities. **Manager Rettig moved to approve the \$100 membership. Manager Coughlin seconded the motion. The motion passed with all in favor.**
- (8) **Richard Raeker:** Administrator Kovarik read Manager Raeker's resignation letter. The Managers with regret approved Administrator Kovarik to forward the letter to the Stearns County Auditor for processing.
- (9) **Petty Cash: Manager Coughlin moved to approve the resolution abolishing the Petty Cash Fund. Manager Rothstein seconded the motion. The motion passed with all in favor.**
- (10) **Fuser Kit:** Administrator Kovarik informed the Managers that the fuser kit for the printer needs to be replaced and the cost is around \$700.
- (11) **Water Quality Trading Joint Powers Agreement:** Administrator Kovarik will have a draft by the next regular meeting.
- (12) **Tara Borgerding's 90 day review:** Administrator Kovarik will be meeting with Tara to evaluate the last 90 days. A report will be available at the next regular meeting.
- (13) Payments: Administrator Kovarik reviewed several payments that will need to be approved: **John Nowick Well Sealing (Cost Share \$62.50), John Arnzen Feedlot Project (Loan \$28,700) John Fuchs Feedlot (Loan 15,000).** **Manager Kuseske moved to approve the payments. Manager Vangness seconded the motion. The motion passed with all in favor.**
- (14) **Unemployment:** Administrator Kovarik informed the board that she received a letter stating that a former employee is filing for unemployment. Kovarik will keep the board informed as more information becomes available.



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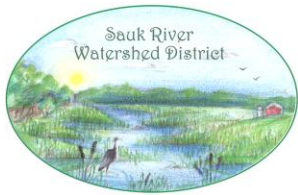
(b) **Ditch/Permit Inspector Report**-*Michael Hayman*

- (1) **County Ditch 9 hearing:** is scheduled for March 4th at the Melrose City Hall at 7:00 pm.
- (2) **County Ditch 15 & 26 Revised Wenck scope of work:** Hayman reviewed the proposed cost to determine the Right of Way would be \$2,057. **Manager Coughlin moved to approve the revised scope of work for CD 15 & 26. Manager Rothstein seconded the motion. The motion passed with Manager Scherping opposing.**
- (3) **County Ditch 24 Inspection Scope of Work:** Hayman reviewed the proposed cost to complete the Inspection not to exceed \$6,562. **Manager Coughlin moved to approve the CD 24 Inspection Scope of Work. Manager Rothstein seconded the motion. The motion passed with all in favor.**
- (4) **Sediment Pond Survey Update:** The Survey was completed on February 11th 2010. Hayman will keep the board informed when the results comes in.
- (5) **I-94 Resurface & Brewery Hill Reconstruction Project –** Both projects under the District's Rules wouldn't require a permit.
- (6) **County Ditch 17:** Hayman mentioned that 8 beaver have been removed from the ditch and now the dams will need to be removed. **Manager Rettig moved to approve the removal of the beaver dams on County Ditch 17. Manager Kuseske seconded the motion. The motion passed with all in favor.**

(c) **Attorney's Report**-No Report

- **Calendar Items** –Already addressed above.
7. (d) **Board Member Meeting Reports**- Manager Coughlin relayed a concern about open water on the river just east of Cold Spring. The staff will review and bring to the next regular meeting.
 8. **OPEN DISCUSSION FROM THE PUBLIC:** None
 9. **ITEMS FOR NEXT MEETING AGENDA:** None
 10. MAWD Legislative Breakfast is scheduled for March 11th, 2010. Attending will be Managers Mostad, Kuseske, Kral, Rothstein and Administrator Kovarik. Managers Scherping and Coughlin will let the staff know if they plan on attending.
 11. **ADJOURNMENT:** President Kral adjourned the meeting at 8:40 p.m.

Secretary, Virgil Rettig
Recording Secretary, Starla Arceneau



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Date

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Larry Kuseske

Date

Richard Raeker

Date

Jason Scherping

Date

Vernon Vangsness

Date