



REVISED Regular Meeting Draft Agenda
Tuesday, February 19, 2013
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 February 19, 2013 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>January 1-31, 2013 Financial Report</u>		
	1. Check Register for General Fund 101	1-2	BA
	2. January Revenue Guideline	3-6	BA
	3. January Expenditure Report	7-30	BA
	4. January Cost Share & Loan Logs	31-45	BA
	5. January 15, 2013 Board Meeting Minutes	46-52	BA
	b. <u>Contracts for Approval-NONE</u>		
	1. 		
	c. <u>Permits recommended for approval-NONE</u>		
	13-01 JD2/Osakis Outlet Clean Out	53	BA
	13-02 <i>St. Joseph Army Reserve Center</i>	<i>1-4</i>	
	d. <u>Grant Applications for Approval-NONE</u>		
			
	e. <u>Resolutions for Approval-NONE</u>		
			
	f. <u>Board Action Items for Approval-NONE</u>	54-55	BA
	01-13 Approval for Training in SCUBA Adam Hjelm to monitoring macro invertebrates and invasives	56-57	BA
	02-13 MAWD Dues for 2013 \$3,500	58-59	BA
	03-13 Minnesota Viewers Association Dues \$125		
	g. <u>Loans, Grants, Appropriations-</u>		



• Grants Project Approvals-NONE

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

• Grant Payment Approvals-

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Amount to Pay</u>	<u>Fund Code:</u>	<u>Pay to:</u>	<u>Partnered with:</u>

• Loan Project Approvals-NONE

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

• Loan Payment Approvals

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Amount to Pay</u>	<u>Fund Code:</u>	<u>Pay to:</u>	<u>Partnered with:</u>

• Appropriations-

BA

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code</u>
1.	Houston Engineering	Permit DB	\$8,840.00	101
2.	Houston Engineering	Incentive DB	\$4,993.25	101
3.	Houston Engineering	SRWD Ditch Mapping	\$4,710.50	CD9, CD17, and CD11
4.	Rinke Noonan	General Legal	\$1,196.50	101
5.	Rinke Noonan	JD2 Sediment Ponds	\$132.30	JD2 Ponds
6.	Rinke Noonan	CD51	\$56.70	CD51
7.	Rinke Noonan	Stearns CD11	\$207.90	Stearns CD11
8.	Wenck	General Engineering	\$3,544.70	101
9.	Wenck	CD15-26	\$2,878.70	Redet.
10.	Wenck	CD11	\$8,755.50	Stearns CD11
11.	Wenck	CD51	\$3,549.50	CD51



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|------|----|--|----------|
| 6:15 | 6. | Open Discussion from the Public
<i>Opportunity for the public to address the SRWD Board of Managers.</i> | |
| 6:30 | 7. | Old Business
a) <u>Crooked Lake MRBI WREP Project Update</u> -Jerry Haggemiller-
<i>Douglas Soil and Water Conservation District</i>
<i>JA presentation will be given providing a summary of the work and</i> | BA/
I |
| 7:00 | | b) <u>Sauk Lake Vegetation/Weed Harvester Discussion</u>

<i>A discussion on feedback from the Big Sauk Lake Association regarding the continuation of the Weed Harvester project and vegetation management on Big Sauk Lake.</i> | I |
| | | c) <u>Engineering</u> -Administrator Kovarik
<i>Discussion about preliminary general duties. A list is being generated for discussion at the meeting.</i> | BA |
| | | d) <u>Minnesota Pollution Control Agency WRAP grant project scope</u> 60-64
<i>To discuss and approve as applicable a scope of services for a grant.</i> | BA |
| 7:15 | 8. | New Business
a) <u>Colonial Life Presentation</u>
<i>A representative will be here to discuss Colonial Life and benefits offerings. This is something that the staff has discussed and would like to discuss this with the board.</i> | BA/
I |
| 7:30 | | b) <u>2012 Monitoring program presentation</u>
<i>To provide annual report on monitoring program activities.</i> | I |
| | | c) <u>League of Minnesota Cities Insurance Trust Renewal</u>
<i>We have received a renewal notice for our workers compensation insurance coverage. That information will be presented to you at the next board meeting.</i> | BA |
| | | d) <u>BWSR Clean Water Fund Grants</u> 65-68
<i>There is a grant contract in the board packet for approval for the three grant project areas that the District staff applied for and received. The contract needs approval as well as we need to set a public hearing on the grants, advertise, and then draft official orders starting the projects to be addressed at the March board meeting.</i> | BA |



8:00 **9. Reports**

- a. **Administrator’s Report—*Administrator Kovarik***
 - 1. Professional in Human Resources Certification Reimbursement **5-6**
 - 2. Clean Water Partnership Crooked Lake Basin Restoration project Grant application Resolution #04-13 **7** **BA**
 - 3. Conflict of Interest Disclosure Approval **8-9**

- b. **Attorney’s Report—*NONE*** **I**

- c. **Engineer’s Report—*NONE***
- d. **Calendar Items:** Expenditure reports due to MPCA. Monitoring Summit held.
Approval of attendance to interested board & staff to Legislative Breakfast., 2012 Incentive/BMP Program Report, 2012 Monitoring Report, Discuss & select the R.I.V.E.R. AWARD. Conduct Frozen Fest

- e. **Board Member Meeting Reports:**

8:30

10. Items for Next Meeting Agenda

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

11. Upcoming Meetings to Be Announced

I

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
March 13-14	Legislative Reception & Day @ the Capitol	St. Paul	TBD
3-19-13	SRWD Regular Meeting	SRWD Office	6:00 p.m.

12. INFORMATIONAL ITEMS ONLY:

(THESE ITEMS WILL NOT BE DISCUSSED UNLESS SPECIFICALLY ASKED. THEY ARE CONSIDERED INFORMATIONAL ONLY AND NO ACTION IS REQUIRED BY THE BOARD.)

- **Minnesota Association of Watershed Districts Legislative Day at the Capitol:** The event will be held March 13-14th, 2013. Those registered are Holly Kovarik, Bob Mostad, and Larry Kuseske. Administrator Kovarik is working on the schedule and will send that information to those who will be attending. **69-74**
- **Annual Ditch Buffer Strip Report Submitted** In 2012 there was one full system repair and 11 drainage inspections conducted by the drainage authority. This report was submitted to BWSR as part of our year end reporting requirements. The official



**SAUK RIVER WATERSHED DISTRICT
BOARD OF MANAGERS**
524 4th St South, Sauk Centre, MN 56378
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report is available upon request.

- **Food shelf-**
There was a donation made of 41 pounds of food to the local food shelf in December as a result of the food each of you brought in individually. A thank you was received from them.
- **Irrigator's Association Meeting-** The SRWD will have a booth at the Irrigators meeting in Sauk Centre on February 21st. There is no cost to the organization other than staff time.
- **Prairie Lakes Coop Annual Meeting-** The SRWD will have a booth at the annual meeting on February 19th. There is no cost to the organization other than staff time.
- **Office Related Stuff-** The sewer work in the building should be all completed by the board meeting on the 19th. The lift station was placed in a closet adjacent to the bathroom in the basement. The sewer and water lines are now functional now out the front of the building. The city will cap off the old lines in the back of the building in the spring. We needed to have an electrician in to put in a new outlet for the lift station and the floor needed to be replaced. We selected a piece of remnant linoleum and with it installed the cost was under \$300 for the small area. We also painted the small bathroom after the sewer lines were replaced.
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8:45 13. 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.