



Regular Meeting MINUTES
Tuesday, October 20, 2015
Located at: SRWD Office at 6:00 p.m.

Managers Present:	Larry Kuseske, Lee Bautch, Duane Willenbring, Tyler Carlson, Dennis Ritter, Gary Barber, Gene Rasmusen, Tim Hagemeyer
Staff Present:	Scott Henderson, Administrator; Zach Gutknecht, Ditch and Permit Coordinator; John Kolb, Attorney
Guests Present:	John Dockstader, Tom Dimond, Brad Wilkening, Don Lieser, Maurice Mayers, Steve Notch
Manager's Absent:	Jason Scherping

1. **The meeting was called to order by President Kuseske at 6:00 p.m. and the Pledge of Allegiance was recited.**

2. **Additions/corrections to the agenda items** – President Kuseske asked for corrections or additions to the agenda. There were no additions or corrections. **Manager Ritter made a motion to approve the agenda as presented. The motion was seconded by Manager Willenbring. The motion passed with all in favor.**

3. **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. **Fund Balances**
 7. **September 15, 2015, Regular Board Meeting Minutes**

b. Appropriations

<i>Payee</i>	<i>Description of Payment</i>	<i>\$ Amount</i>	<i>Fund</i>
BerganKDV	Debt Service Fund Analysis & Site Visit	\$5,100	101
Rinke Noonan	Retainer	\$600.00	101
Rinke Noonan	General Services - Manager Compensation	\$207.90	101
Rinke Noonan	Stearns CD 9 Repair	\$510.30	520



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Rinke Noonan	Stearns CD 11 Repair	\$245.70	525
Rinke Noonan	Stearns CD 51 Court Proceedings	\$5109.43	555
Wenck	Stearns CD 26 Phase I/Phase II	\$478.80	550
Wenck	Stearns CD 15	\$755.40	530
Wenck	Stearns CD 11 Repair	\$165.00	525
Wenck	Permits	\$2079.40	101

Administrator Henderson told the board that he made a grammatical change to the minutes. **Manager Willenbring made a motion to approve the consent agenda. The motion was seconded by Manager Barber. The motion passed with all in favor.**

4. **Open Discussion from the Public** – Tom Dimond spoke about the proposed RV Park on the northeast side of Sauk Lake. President Kuseske and the board requested that this issue be an added agenda item. John Dockstader, owner of Birchwood Resort, the area which Mr. Dimond has concerns, spoke about the permitting process he has been a part of. President Kuseske asked that it be discussed at the appropriate time on the agenda. And extra agenda item was added under the Permits Report.

5. **Reports**

a. **Administrator’s Report** – *Administrator Scott Henderson*

1. Introduction of Kevin Brown, Environmental Technician –

Administrator Henderson introduced the new Environmental Technician, Kevin Brown. Brown told the board about himself.

2. MAWD 2015 Annual Meeting & Trade Show – Henderson asked if any board members were interested in attending the MAWD Annual Meeting and Tradeshow. President Kuseske and Manager Willenbring asked to attend. There was some discussion on the MAWD Resolutions being proposed.

3. Outstanding Partnership Award, Resource Training & Solutions – Administrator Henderson informed the board that the District received the Outstanding Partnership Award from Resource Training & Solutions. Adam Hjelm, the Public Outreach Coordinator, and Manager Willenbring attended the ceremony and accepted the award. **President Kuseske made a motion to formally congratulate Adam Hjelm on the continuous work he has done in developing the District’s education program. The motion was seconded by Manager Barber. The motion passed with all in favor.**

4. Manager Compensation – Administrator Henderson asked the board if they would like to act on the memo prepared by Attorney Kolb that



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clarifies the board compensation policy. **President Kuseske made a motion to approve the memo as presented and to update the by-laws accordingly. The motion was seconded by Manager Carlson. The motion passed with all in favor.**

5. Advisory Committee Meeting – Administrator Henderson asked for the board input on the Citizen Advisory Board. Henderson asked who they would like to see on the committee and how best to utilize them. It was suggested to place an ad in the local papers to engage interest in becoming involved with the District as a part of the Advisory Committee.

b. Permits – *Zach Gutknecht*

1. Birchwood Resort – Zach Gutknecht, Ditch and Permit Coordinator, responded item by item to a letter of concern from landowner Tom Dimond in regards to the Birchwood Resort campground addition. It was determined that there was no action required at this time.

2. Wenner Retail Commons – Zach Gutknecht informed the board that a permit application had been submitted for Wenner Retail Commons in Cold Spring. The project will consist of constructing four retail buildings and a parking lot within a 1 mile radius of impaired water. Gutknecht reviewed the permit conditions and asked that the board give conditional approval and then authorize staff to approve the permit once conditions 1 and 3 are met. If any changes are to occur, the application will be brought back to the board. **Manager Ritter made a motion to give conditional approval of the permit application with conditions for Wenner Retail Commons and once conditional items 1 and 3 are met, authorize staff to sign the permit. The motion was seconded by Manager Willenbring. The motion passed with all in favor.**

3. Luther Honda of St. Cloud – Gutknecht informed the board that a permit application had been submitted for Luther Honda of St. Cloud to construct a new car dealership in Waite Park. Gutknecht reviewed the permit conditions and asked that the board give conditional approval and then authorize staff to approve the permit once conditions 1, 3, and 4 are met. **Manager Willenbring made a motion to give conditional approval of the permit application with conditions for Luther Honda of St. Cloud and once conditional items 1, 3, and 4 are met, authorize staff to sign the permit. The motion was seconded by Manager Hagemeyer. The motion passed with all in favor.**

4. VA Housing – Gutknecht informed the board that a permit application had been submitted for the CBVA St. Cloud to construction a new residential building and associated utilities. Gutknecht reviewed the permit conditions and asked that the board give conditional approval and then authorize staff to approve the permit once conditions 1, 2, 4, and 5 are met. **Manager Barber made a motion to give conditional approval of the permit application with conditions for CBVA St.**



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Cloud and once conditional items 1, 2, 4, and 5 are met, authorize staff to sign the permit. The motion was seconded by Manger Carlson. The motion passed with all in favor.

5. Todd CSAH 10 – Gutknecht informed the board that Todd County Public Works is installing 6 new culverts within the Sauk River Watershed District along County Road 10. There are no changes in drainage proposed. Gutknecht reviewed the conditions of the permit. **Manager Ritter made a motion to approve the permit with conditions for the Todd County Public Works to install 6 new culverts on County Road 10. The motion was seconded by Manager Bautch. The motion passed with all in favor.**

6. Glazier Community Solar Garden – Gutknecht informed the board that a permit was submitted for a solar park in Cold Spring. The total site disturbance is approximately .46 acres so only erosion control requirements apply. Gutknecht reviewed the conditions of the permit and asked for conditional approval and that once condition 2 was met, staff could sign the permit. **Manager Willenbring made a motion to approve the permit with conditions for the Glazier Solar Park in Cold Spring and once conditional item 2 is met, authorize the staff to sign the permit. The motion was seconded by Manager Carlson.**

7. Permit Fees – President Kuseske asked that a committee be formed to discuss permit fees. Managers Hagemeyer, Carlson, and Willenbring volunteered to be on the committee, along with President Kuseske.

6. Items for Next Meeting Agenda –

a. MAWD Delegates and Review of Resolutions

7. Upcoming Meetings to be Announced

a. Regular Board Meetings

1. Tuesday, November 17th, 2015 – Administrator Henderson asked the board if they wanted to change the meeting date due to a prior commitment he has and therefore won't be able to attend the meeting as scheduled on November 17th. **Manager Bautch made a motion to move the regular meeting to November 24th, at 6 p.m. The motion was seconded by Manager Ritter. The motion passed with all in favor.**

2. Tuesday, December 15th, 2015 – Administrator Henderson proposed that the regular meeting on December 15th be moved to 3:30 p.m. to allow time for a Holiday meal after the meeting. **Manager Willenbring made a motion to change the start time for the December 15th Regular Meeting to 3:30 p.m. The motion was seconded by Manager Hagemeyer. The motion passed with all in favor.**

b. Other Meetings

1. MAWD Annual Meeting and Trade Show – Alexandria, MN, Dec 3 & 4



8. **Adjourn Regular Board Meeting – Manager Ritter made a motion to adjourn the regular meeting at 7:15 p.m. The motion was seconded by Manager Rasmussen. The motion passed with all in favor.**

Drainage Meeting MINUTES

1. **The Drainage Authority meeting was called to order by President Kuseske at p.m.**
2. **Additions/corrections to the agenda item–** President Kuseske asked for additions or corrections to the agenda. There were no additions to the agenda. **Manager Ritter made a motion to approve the agenda. The motion was seconded by Manager Barber. The motion passed with all in favor.**
3. **Open Discussion from the Public –** A landowner on CD 26 voiced his concerns about the cost of the repair, how the costs were divided amongst the landowners, and the quality of work done. Administrator Henderson stated that he would like to meet and discuss this more.
4. **Reports**
 - a. **Ditch Assessments –**
 1. Resolution for Stearns CDs 15, 26, 51 – Attorney Kolb explained Resolution #6-15 regarding drainage system assessments, installment schedules and interest rates. **Manager Carlson made a motion to approve Resolution #6-15. The motion was seconded by Manager Willenbring. The motion passed with all in favor.**
 - b. **Pope CD 6**
 1. Full Inspection Report – Zach Gutknecht stated that he finished the inspection of Pope CD 6 the day prior to the meeting, but was not able to prepare a presentation at this meeting. He stated that the vegetation removal that was done, was done well. He expects to do a full report at the November meeting.
 - c. **Stearns CD 9**
 1. Update on process – Zach Gutknecht reported that the DNR wanted their staff to survey Stearns CD 9 with him. A date was set to survey the elevation of the wetlands so that vegetation removal can take place. Administrator Henderson informed the board that he sent out requests for proposals for the engineering work to be done on Branch 1 and the Western half of the ditch. He asked for a committee to help Zach and himself look at the proposals so that a recommendation can be made at the November meeting. Managers Ritter, Carlson, Willenbring and President Kuseske volunteered to be on the Committee. There was



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discussion with a landowner regarding public waters and public wetlands and how they were designated. Manager Hagemeyer wanted it known that Administrator Henderson is willing to meet separately with landowners that have questions regarding drainage.

5. **Items for Next Meeting Agenda –**
 - a. **Stearns CD 9 Repair Orders**
 - b. **Ben Burns – Navix Drones, October 29th in Freeport, MN**
 - c. **MN Viewers Association, November 5th at the Kandi Entertainment Center, Willmar MN**

6. **Adjournment of Drainage Authority Meeting – Manager Ritter made a motion to adjourn the meeting at 8 p.m. The motion was seconded by President Kuseske. The motion passed with all in favor.**