



Regular Meeting MINUTES
Tuesday, November 15, 2016
Located at: Melrose City Center 6:00 p.m.

Managers Present:	Lee Bautch, Tyler Carlson, Gary Barber, Gene Rasmusen, Dennis Ritter, John Magedanz, Duane Willenbring
Staff Present:	Scott Henderson, Administrator; John Kolb, Attorney; Jon Roeschlein, Ditch & Permit Coordinator
Guests Present:	Cody Rogahn, Steve Notch, Chris Otterness, Garret Monson Karl Meyer, Eric Dehmer, Herb Inderrieden, Peter VanBeck, Martha Meyer, Doug Meyer, John Funk, Ralph Inderrieden, Wayne Klaphake, Mike Wehlage, Tim Meyer, Jeff Ahrens, Jim Wehlage, Duane Leukam, Joel Middendorf, Don Lieser, Dean Meyer, Jim Braun, Allan Gregory, Mark Origer
Manager's Absent:	Jason Scherping

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

2. **Additions/corrections to the agenda items** – President Ritter asked for corrections or additions to the agenda. Manager Willenbring noted that the location listed on the agenda should reflect that the meeting is being held at the Melrose City Center. **Manager Willenbring made a motion to approve the consent agenda as presented. The motion was seconded by Manager Bautch. The motion passed with all in favor.**

3. **Consent Agenda**
 - a. **Financial Reports/Meeting Minutes**
 1. Checks for October
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Grants/Loan
 6. Expenditure Report
 7. October 25, 2016, Regular Board Meeting Minutes

b. Appropriations

<i>Payee</i>	<i>Description of Payment</i>	<i>\$ Amount</i>	<i>Fund</i>
Rinke Noonan	Retainer	\$600.00	101
Rinke Noonan	Permits	\$192.70	101



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Rinke Noonan	County Ditch 9 Repair	\$189.00	520
Rinke Noonan	Pope/Stearns Judicial Ditch 1 Repair	\$453.60	505
Rinke Noonan	Pope County Ditch 6 Repair	\$396.90	515
Rinke Noonan	Pope CD 11 Repair	\$396.90	510
Wenck	2015/2016 Permit Review	\$2,879.32	101
Wenck	CD 11 Phase Extended Scope	\$540.00	525
Wenck	CD 26 Construction Support	\$300.00	550
Wenck	Crooked Lake 2016	\$9,212.32	337
MPCA	Restoring Water Resources - SRCL	\$28,285.27	208
MPCA	Middle Sauk River Continuation	\$23,616.99	203
MPCA	Osakis Lake Watershed Management Cont.	\$12,234.05	206
MPCA	Big Sauk Lake Continuation	\$12,391.24	202
MPCA	Middle Sauk River Water Quality Restoration	\$28,118.44	204
MPCA	Osakis Lake Shoreland Enhancement Project	\$1,261.62	207
MPCA	Restoring Water Resources of the SRCL Cont.	\$11,480.59	210
MPCA	Middle Sauk Water Quality Restoration Cont. Proj.	\$19,610.69	205
MPCA	Restoring Water Resources of the SRCL Cont.	\$8,387.16	209
MPCA	Lower Sauk Water Quality Protection Project	\$1,175.41	222



MPCA	Osakis Lake Shoreland Enhancement Cont. Proj.	\$2,375.66	221
MPCA	SRWD Water Quality Protection Project Phase III	\$9,838.15	223
MPCA	SRWD Watershed Wide GW Protection Proj.	\$9,722.86	224

c. District Permits – None

Manager Willenbring made a motion to approve the consent agenda with a minor wording change on the October Minutes. The motion was seconded by Manager Carlson. The motion passed with all in favor.

4. **Open Discussion from the Public** – Cody Rogahn informed the board that Pope County had not yet posted the vacant board position but that it will be on the December agenda.

5. Reports

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

1. MAWD Annual Meeting and Tradeshow – Administrator Henderson asked for delegates and an alternate for the MAWD Annual Meeting. **Manager Carlson made a motion to appoint Managers Willenbring and Bautch as delegates and Manager Barber as the alternate for the 2016 MAWD Annual Meeting. The motion was seconded by Manager Magedanz. The motion passed with all in favor.**

Henderson went through all of the proposed resolutions for discussion. Resolution #3 from Two Rivers WD regarding an increase in Manager’s per diem generated discussion. **Manager Willenbring made a motion to support the resolution by sending a letter of support to the Resolutions Committee for an increase in Manager’s per diem. The motion was seconded by Manager Bautch. The motion passed with all in favor.** Administrator Henderson mentioned Resolution #5 in regards to the tax treatment of conservation easements whereas the tax value of property could be reduced because of a recorded conservation easement. There was discussion on Resolutions #6 and #9 in regards to increasing the general levy cap. Although it would not affect the SRWD, the District is still in support of those resolutions. After discussing the resolutions, Henderson told the board that he nominated the Sauk River Water Fest and River Rallies for Program of the year and was notified that the District will be receiving that award at the MAWD Banquet.



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- 2. JD 2 Sedimentation Ponds – Funding Options** – Administrator Henderson tabled this until the December meeting.
- b. Ditch & Permit Coordinator’s Report**– *Jon Roeschlein*
- 1. Training** – Jon Roeschlein informed the board that he, Scott and Erin Nordquist, Environmental Project Technician, were in the field and received training on the Trimble survey equipment with Wes Boll from Wenck. They did actual surveying of some of the BMP projects completed on CD 26.
- 2. Permits** – Roeschlein stated that he’s begun processing permits and is intrigued by the permit database that the District has available.
- 6. Items for Next Meeting Agenda**
- a. MAWD Annual Meeting Discussion**
- b. JD 2 Sedimentation Ponds – Funding Options**
- 7. Upcoming Meetings to be Announced**
- a. Regular Board Meetings**
- 1.** Tuesday, December 20, 2016 at 3:00 p.m. – Regular Meeting with Holiday meal at 5:30 at the Greenwald Pub.
- 2.** Tuesday, January 17, 2016 at 6:00 pm. – Annual Meeting
- 8. Adjourn Regular Board Meeting – Manager Willenbring made a motion to adjourn the regular meeting at 6:45 p.m. The motion was seconded by Manager Barber. The motion passed with all in favor.**

Drainage Meeting MINUTES

- 1. The Drainage Authority meeting was called to order by President Ritter at 6:45 p.m.**
- 2. Additions/corrections to the agenda item** – President Ritter asked if there were changes or additions to the agenda. There were no additions. **Manager Barber made a motion to approve the agenda as presented. The motion was seconded by Manager Bautch. Motion passed with all in favor.**
- 3. Open Discussion from the Public** – None
- 4. Reports**
- a. Ditch Coordinator Report** –
- 1. Ditch Work** – Jon Roeschlein, Ditch & Permit Coordinator, distributed reference books to each board member which includes maps of all ditches that the District has jurisdiction of.



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2. **Ditch Assessments**– Roeschlein went over a draft policy he created for ditch fund management. There was discussion on borrowing between ditches, amount needed in a maintenance fund, and what triggers an annual assessment. He explained a spreadsheet that he created to help with the assessment process.
- b. **Pope CD 6 –**
 1. **Preliminary Engineering Report** – Mark Origier from ISG went through the Engineering Report and recommended repairs for CD 6.
 - c. **Pope CD 11**
 1. **Preliminary Engineering Report** – Mark Origer went through the Engineering Report and recommended repairs for CD 11.
 - d. **Stearns/Pope JD 1**
 1. **Preliminary Engineering Report** – Mark Origer went through the Engineering Report and recommended repairs for JD 1. He recommended consolidating CD 6, 11 and JD 1 into one system, which would require a redetermination of benefits. Attorney Kolb asked for more time to review these reports and hold landowner meetings.
 - e. **Stearns CD 9 Public Hearing @ 7:30 p.m.**
 1. **Preliminary Engineering Report** – President Ritter opened the public hearing at 7:30 p.m. Garrett Monson and Chris Otterness from Houston Engineering presented their Preliminary Engineer’s Report and explained the options for repair. President Ritter opened the hearing for public comment. There were many questions about doing a redetermination of benefits. **Manager Willenbring made a motion to close the public comment portion of the public hearing. The motion was seconded by Manager Carlson. The motion passed with all in favor. Manager Carlson made a motion to adopt an order to stay the repair and move forward with the Redetermination of Benefits. The motion was seconded by Manager Bautch. The motion passed with all in favor.** President Ritter re-opened the regular meeting of the Drainage Authority.
5. **Items for Next Meeting Agenda –**
 6. **Adjournment of Drainage Authority Meeting – Manager Carlson made a motion to adjourn the meeting at 9:05 p.m. The motion was seconded by Manager Willenbring. The motion passed with all in favor.**