



Regular Meeting MINUTES
Tuesday, February 16, 2016
Located at: SRWD Office at 6:00 p.m.

Managers Present:	Larry Kuseske, Lee Bautch, Duane Willenbring, Tyler Carlson, Gary Barber, Gene Rasmusen, Jason Scherping, Dennis Ritter
Staff Present:	Scott Henderson, Administrator; John Kolb, Attorney
Guests Present:	Jason Weinerman
Manager's Absent:	Tim Hagemeyer

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 to the agenda.
3. **Consent Agenda**
 - a. **Financial Reports/Meeting Minutes**
 1. **Checks for January for General Fund 101**
 2. **Receipt Book**
 3. **Revenue Guideline**
 4. **Expenditure Report**
 5. **Cash Balances**
 6. **Grant and Loan Balances**
 7. **January 19, 2016, Regular Board Meeting Minutes**

b. Appropriations

<i>Payee</i>	<i>Description of Payment</i>	<i>\$ Amount</i>	<i>Fund</i>
Rinke Noonan	Retainer - December & January	\$1,200.00	101
Rinke Noonan	General Advice	\$737.10	101
Rinke Noonan	Stearns CD 51 Repair - December & January	\$415.80	555
Rinke Noonan	Crooked Lake MRBI Project	\$510.30	101
Rinke Noonan	Stearns CD 51 Appeal	\$4,147.10	555
Rinke Noonan	Pope/Stearns Judicial Ditch 1 Repair	\$321.30	505



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Rinke Noonan	Pope County Ditch 6 Repair	\$321.30	505
Wenck	Stearns CD 51 Repair	\$19,154.25	555
Wenck	Stearns CD 26 Phase I	\$594.00	208
Wenck	Stearns CD 26 Phase II	\$5,700.27	550
Wenck	Stearns CD 11 Repair	\$5,424.75	525
Wenck	Stearns CD 15 Repair	\$90.00	530

Manager Willenbring made a motion to approve the consent agenda. The motion was seconded by Manager Bautch. The motion passed with all in favor.

4. **Open Discussion from the Public** – None

5. **Reports**

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

1. Approval of Grants – Administrator Henderson informed the board that the District has been awarded 4 new grants. Henderson briefly explained the new grants. **Manager Carlson made a motion to authorize the President to sign the contract for the Chain of Lakes Nutrient Reduction grant and to also sign the CD 26 Drainage Management grant contract when it becomes available. The motion was seconded by Manager Ritter. The motion passed with all in favor.**

2. Pay Periods – Administrator Henderson explained the current pay period running from Thursday to Wednesday with payday being the following Thursday or Friday. This schedule can cause complications with holiday schedules, compensatory time, and the tight turn around. Staff recommends shifting the pay period to a Sunday to Saturday schedule with payday being the proceeding Friday. **Manager Ritter made a motion to approve shifting the pay periods to a Sunday to Saturday schedule. The motion was seconded by Manager Willenbring. The motion passed with all in favor.**

3. Crooked Lake Project-Targeted Practice Mapping Quote – Administrator Henderson discussed the Crooked Lake Project and other possibilities in that area.

4. MAWD Day at the Capitol – Administrator Henderson received information on the MAWD Day at the Capitol. He will be calling the legislators to schedule individual meetings with them while board and staff are there. Henderson will have a brochure put together to present at the legislator meetings.



6. **Items for Next Meeting Agenda** – Public Hearings for the new grants, Crooked Lake
7. **Upcoming Meetings to be Announced**
 - a. **Regular Board Meetings**
 1. Tuesday, March 15th, 2016 at 6:00 p.m.– Regular Meeting
 2. Tuesday, April 19th, 2016 at 6:00 p.m.– Regular Meeting
 - b. **Other Meetings**
 1. Governor’s Water Summit, Saturday, February 27th, St. Paul, 8:30 a.m.
 2. MAWD Day at the Capitol, March 30-31, Embassy Suites, St. Paul
8. **Adjourn Regular Board Meeting** – **Manager Ritter made a motion to adjourn the regular meeting at 7 p.m. The motion was seconded by Manager Willenbring. The motion passed with all in favor.**

Drainage Meeting MINUTES

1. **The Drainage Authority meeting was called to order by President Kuseske at 7 p.m.**
2. **Additions/corrections to the agenda item**– President Kuseske asked to add Drainage Policies to the agenda of the March meeting. **Manager Willenbring made a motion to approve the agenda with one addition. The motion was seconded by Manager Carlson.**
3. **Open Discussion from the Public** –
4. **Reports**
 - a. **Stearns CD 26** –
 1. **Phase 2-Spoils Sloping Change Order** – Administrator Henderson presented a change order from Blackstone Contractors to shape the back slope to 10:1 at a cost of \$9,478.40. There was discussion on the maximum height of the slopes as to not to exceed 18 inches and it was requested that the change order be more specific. **Manager Willenbring made a motion to authorize the President to sign the change order once amended to include the provision regarding the elevation of the crown above natural ground. The motion was seconded by Manager Carlson. The motion passed with all in favor.**
 2. **Pay Requests-Phase 1 and Phase 2**– Henderson presented the Pay Requests for Phase 1 and Phase 2 of the CD 26 Repairs. There were two pay requests for Phase 1 of the project from New Look Contracting consisting of Pay Request 6 and the final payment to release the retainage. Rebecca Kluckhohn, Engineer, recommends payment of the



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last two requests. **Manager Ritter made a motion to pay Request #6 and the final payment to New Look Contracting. The motion was seconded by Manager Carlson. The motion passed with all in favor.** Administrator Henderson presented the first pay request from Blackstone Contractors for Phase II of the CD 26 repair in the amount of \$47,576.27. It is recommended to approve payment of this request. **Manager Carlson made a motion to approve Payment Request 1 to Blackstone Contractors for \$47,576.27. The motion was seconded by Manager Willenbring. The motion passed with majority in favor, Manager Scherping abstaining.** Henderson gave a brief update on the project's progress.

b. Stearns CD 51

1. **Pay Request** – Administrator Henderson presented a pay request from Giese Excavating for \$81,051.86 for the work done on CD 51. It is recommended to approve payment of this request. **Manager Ritter made a motion to approve payment to Giese Excavating for \$81,051.86 for work done on CD 51. The motion was seconded by Manager Bautch. The motion passed with all in favor.**
2. **Construction Update** – Henderson informed the board that Giese Excavating was finished with excavation however was having difficulties armoring around tile inlets due to the weather. Work will continue once the weather gets warmer.
3. **Zimmerman Improvement** – Henderson presented an order to rescind a petition from Ken and Julie Zimmerman to improve a portion of CD 51 and that the costs incurred on this project be paid by the Zimmerman's. If the Zimmerman's do not sign the order, the project will go on as petitioned, with the landowner responsible for the costs associated. **Manager Carlson made a motion to authorize Attorney Kolb to present the order to Zimmerman's attorney with a deadline of March 1, 2016 for a response. If there is no response, the work will be done as petitioned. The motion was seconded by Manager Bautch. The motion passed with all in favor.** Attorney Kolb updated the board on the CD 51 appeal. He stated that he had just received the opinion from the Court of Appeals. It agreed with the District and the trial court that the appeal was filed in the wrong place but they stated that they don't believe that the District had jurisdiction to acquire the grass strips. It has now been remanded to the trial court which Kolb believes will result in an overall dismissal of the proceedings. Attorney Kolb stated that he will look over the order more thoroughly and provide the board with a summary.



c. Stearns CD 15

1. **Pay Request** – Administrator Henderson presented the second pay request from Giese Excavating for work done on CD 15 for \$59,757.93. The retainage on this pay request is larger due to landowner concerns. **Manager Ritter made a motion approve Pay Request 2 from Giese Excavating for \$59,757.93 for work done on CD 15. The motion was seconded by Manager Carlson. The motion passed with majority in favor, Manager Scherping abstaining.**

d. Stearns CD 9

1. **Engineering Update** – Administrator Henderson stated that he and Zach Gutknecht, Ditch and Permit Coordinator, met with Houston Engineering and determined a soft deadline of July 1st to have an engineering report completed.
2. **Vegetation Removal Quote-MBC Drainage** – Henderson provided an estimate from MBC Drainage for vegetation removal on CD 9 for \$8,805. **Manager Barber made a motion to approve the estimate from MBC Drainage for vegetation removal on CD 9 and to move forward. The motion was seconded by Manager Willenbring. The motion passed with all in favor.**

e. Pope CD 6

1. **Engineering Request for Proposals** – Administrator Henderson presented the Engineering Request for Proposals. **Manager Carlson made a motion to approve sending out the Engineering Requests for Proposals for CD 6 and CD 11. The motion was seconded by Manager Scherping. The motion passed with all in favor.**
2. **Vegetation Removal Quote-MBC Drainage** – Henderson stated that MBC Drainage provided estimates for vegetation removal on Pope CD 6 and 11. **Manager Ritter made a motion to approve the estimates for vegetation removal on Pope CD 6 and 11 from MBC Drainage and to move forward. The motion was seconded by Manager Bautch. The motion passed with all in favor.**

f. Pope CD 11

1. **Engineering Request for Proposals** – Discussion and motion made with Pope CD 6.
2. **Vegetation Removal Quote-MBC Drainage** – Discussion and motion made with Pope CD 6.

5. **Items for Next Meeting Agenda** – President Kuseske asked for more discussion of the drainage rules. Kuseske also suggested the District fly drones over the ditches when they are repaired so there's a visual record.

6. Upcoming Meetings



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- a. Agriculture Drainage + Future of Water Quality Workshop, March 9, 2016, Willmar MN, all day

 7. Adjournment of Drainage Authority Meeting – Manager Ritter made a motion to adjourn the meeting at 8:20 p.m. The motion was seconded by Manager Bautch. The motion passed with all in favor.