



Regular Meeting MINUTES
Tuesday, June 21, 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:	Cody Rogahn, Ken Zimmermann, Randy Neumann, Bev Bales, Steve Notch, Gary Berndt, Will Huston, Cory Gerads
Manager's Absent:	

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

2. **Additions/corrections to the agenda items – Vice-President Willenbring asked for corrections or additions to the agenda. Administrator Henderson added Battle Point Park to the agenda and moved the permits to his report. **Manager Ritter made a motion to approve the consent agenda as modified. 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 May for General Fund 101**
 2. **Receipt Book**
 3. **Revenue Guideline**
 4. **Expenditure Report**
 5. **Cash Balances**
 6. **Grant and Loan Balances**
 7. **May 17, 2016, Regular Board Meeting Minutes**

b. Appropriations

<i>Payee</i>	<i>Description of Payment</i>	<i>\$ Amount</i>	<i>Fund</i>
Rinke Noonan	Retainer - 0049	\$600.00	101
Rinke Noonan	Administrative Rules - 0055	\$189.00	101
Rinke Noonan	Permits - 0086	\$56.70	101
Rinke Noonan	Crooked Lake MRBI Project - 0109	\$170.10	101



Rinke Noonan	Pope/Stearns Judicial Ditch 1 Repair - 0119	\$56.70	505
Rinke Noonan	Pope County Ditch 6 Repair - 0120	\$56.70	515
Rinke Noonan	Melrose Community LLC, BMP Contract - 0121	\$1,299.50	101
Rinke Noonan	Pope County Ditch 11 Repair - 0124	\$170.10	510
Wenck	Stearns CD 11	\$2,221.86	525
Wenck	Stearns CD 51	\$1,080.50	555
Wenck	Stearns CD 26	\$8,962.10	550
Wenck	Stearns CD 15	\$216.00	530
Wenck	Permitting	\$5,190.30	101
Houston	Stearns CD 9 Repair Report	\$3,615.75	520

Manager Carlson 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** – None

5. **Reports**

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

1. **Draft Annual Report** – Administrator Henderson presented the draft Annual Report and asked for comments or changes. A few issues were noted. **Manager Carlson made a motion to approve the draft Annual Report with changes. The motion was seconded by Manager Bautch. The motion passed with all in favor.** President Kuseske asked that the District print hard copies of the Annual Report for distribution rather than just having the document available online.
2. **Environmental Initiative Award** – Administrator Henderson updated the board on the Environmental Initiative Award Banquet that he and Manager Barber attended on behalf of the District. The District was nominated for an award but was not the final recipient.
3. **Dwelly/Dooley Landowner Project**– Administrator Henderson informed the board that he has not heard anything new in the Dwelly/Dooley project on Maple Lake in Todd County. He shared an



**SAUK RIVER WATERSHED DISTRICT
BOARD OF MANAGERS**

524 4th St South, Sauk Centre, MN 56378
Phone: (320) 352-2231 Fax: (320) 352-6455

email message that was sent to an Attorney working with the landowners offering cost share at the discretion of the board.

4. Black Oaks Staging Area – Administrator Henderson informed the board that the District has been in contact but is still waiting for information on stormwater. Rebecca Carlson, engineer, will be meeting onsite with them on June 22nd.

5. Grundman/Boogaard Violation – Administrator Henderson informed the board there is no information from the DNR yet on this violation.

6. Battle Point Park – Administrator Henderson informed the board that he and a couple managers were handed a request to add a fishing dock and removing 10 feet of buffer at Battle Point Park. Henderson stated that his concern is the \$65,000 project that the District provided funds for to repair Battle Point Park and install the buffer has not been properly maintained as per inspection reports from the previous 3 years. The contract with Todd County signed in 2009, stated that the buffer should be maintained for 15 years. Commissioner Randy Neumann asked for a copy of the contract between the Sauk River Watershed District and the State of Minnesota.

7. District Permits

1. **County Manor Permit – St. Joseph** – Administrator Henderson stated that the complete permit application for Country Manor was not completed in time for the board packet. Henderson stated that the District's engineer is working with the County Manor engineer. **Manager Ritter made a motion to authorize Administrator Henderson to approve the permit if it meets the District's standards. The motion was seconded by Manager Scherping. The motion passed with all in favor.**

2. **Black Oak Rail Yard Permit** – Discussed in Item 4.

b. Manager Reports –

1. **Code of Conduct** – Administrator Henderson informed the board that he added the Sauk River Watershed District Code of Conduct to the board packet. Vice-President Willenbring suggested having a workshop to go over it when the Meeker County position is filled and the District has a full board.

6. Items for Next Meeting Agenda

a. Preliminary 2017 Budget

7. Upcoming Meetings to be Announced

a. Regular Board Meetings

1. Tuesday, July 19, 2016 at 6:00 p.m. – Regular Meeting

2. Tuesday, August 16, 2016 at 6:00 p.m. – Regular Meeting

b. Other Meetings

1. MAWD Summer Tour, June 22-24, Winona MN



2.SRWD Summer Tour, July 26th, St. Cloud @ Whitney Park, 5 p.m.

8. **Adjourn Regular Board Meeting – Manager Ritter made a motion to adjourn the regular meeting at 7:00 p.m. The motion was seconded by Manager Carlson. The motion passed with all in favor.**

Drainage Meeting MINUTES

1. **The Drainage Authority meeting was called to order by Vice-President Willenbring at 7 p.m.**
2. **Additions/corrections to the agenda item – Administrator Henderson added one item to the agenda and corrected the page numbers on the line items in the reports. Manager Ritter made a motion to approve the agenda with changes. The motion was seconded by Manager Carlson. Motion passed with all in favor.**
3. **Open Discussion from the Public – None**
4. **Reports**
 - a. **Stearns CD 51 –**
 1. **Zimmermann Improvement Rescission – Administrator Henderson presented the Request to Rescind the Final Order for the Ken & Julie Zimmerman petition dated July 12, 2013. Manager Bautch made a motion to approve the Request to Rescind the Final Order for the Ken & Julie petition. The motion was seconded by Manager Carlson. The motion passed with the majority in favor, Manager Hagemeyer absent, and Manager Rasmusen against.**
 2. **Construction Update– None**
 - b. **Stearns CD 26**
 1. **Pay Request #5 – Administrator Henderson presented Pay Request #5 from Blackstone Contractors, LLC for \$5,548 for work done on CD 26. The work was reviewed and approved by the District’s Engineer. Manager Ritter made a motion to approve Pay Request #5 to Blackstone Contractors, LLC for \$5,548. The motion was seconded by President Kuseske. The motion passed with majority in favor, Manager Scherping abstaining.**
 2. **County Road 172 Collapse – Henderson informed the board that a large culvert collapsed south of I-94 on CD 26. Stearns County patched it as a temporary fix until a new culvert is ready for repair. The DNR is requesting the County to install the culver one foot lower than the as-constructed grade line.**



c. Stearns CD 15

1. **Pay Requests** – Administrator Henderson presented Pay Requests 3 and 4 to Geise’s Tiling & Excavating, Inc. for \$24,448.49 for work done on CD 15. **Manager Ritter made a motion to approve Pay Request 3 and 4 to Geise’s Tiling & Excavating for \$24,448.49. The motion was seconded by Manager Bautch. The motion passed with the majority in favor, Manager Scherping abstaining.**
2. **Buffer Updates** – Manager Henderson informed the board that the buffer has been seeded and the signs that were purchased to mark the buffer have been installed.

d. Redetermination of Benefits

1. **Stearns CD 19** – Attorney Kolb explained the draft contract with HDOver Viewers LLC that was included in the board packet for the possible redetermination of benefits and buffer acquisition on CD 19, Zion Munson, and CD 11. Administrator Henderson stated that a public meeting needed to be held with landowners in those areas to gather input and stated that a quorum of the board should be in attendance so that a decision and motion can be made. Administrator Henderson will look into possible dates for the meetings.
2. **Zion Munson** – Discussed in 1.
3. **Stearns CD 11** – Discussed in 1.

e. JD 1

1. **Cost Estimate for Repair Report** – Administrator Henderson pointed out the cost proposal and schedule from ISG to provide engineering services on JD 1. Henderson stated that the prices were in line with other projects.
5. **Items for Next Meeting Agenda** – Posting Ditch/Permit Coordinator Position employment opportunity.
6. **Upcoming Meetings to be Announced**
 - a. **Thursday, July 14, Minnesota Viewers Association Meeting, Jackpot Junction, 6 p.m.**
7. **Adjournment of Drainage Authority Meeting** – **Manager Ritter made a motion to adjourn the meeting at 7:40 p.m. The motion was seconded by Manager Barber. The motion passed with all in favor.**