



Regular Meeting MINUTES
Tuesday, July 19, 2016
Located at: SRWD Office at 6:00 p.m.

Managers Present:	Larry Kuseske , Lee Bautch, Duane Willenbring, Tyler Carlson, Gary Barber, Gene Rasmusen, Dennis Ritter
Staff Present:	Scott Henderson, Administrator
Guests Present:	Cody Rogahn, Randy Neumann, Gary Berndt, Ron Hoppe, Donald Gaebel, Jeff Hoppe, Joe Klaphake, Butch Thull, Jack Gibbons
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. **Oath of Offices/Bond for Appointed Managers –**
 - a. **Larry Kuseske – Pope County Manager –** Larry Kuseske read and signed the Oath of Office for his re-appointment to the Board of Managers.
 - b. **Duane Willenbring – Stearns County Manager –** Duane Willenbring read and signed the Oath of Office for his re-appointment to the Board of Managers.

3. **Annual Election of Officers –** President Kuseske opened the floor for the election of officers and requested that he not be nominated for office at this time. He requested nominations for President. Manager Bautch nominated Manager Ritter for President, seconded by Manager Carlson. President Kuseske asked again for nominations for President, after none, **Manager Barber made a motion that nominations cease for President and nominated Manager Ritter for President. The motion was seconded by Manager Bautch. The motion passed with all in favor.** President Ritter requested nominations for Vice-President. Manager Bautch nominated Manager Willenbring for Vice President, seconded by Manager Carlson. President Ritter asked two more times for nominations for Vice-President. After none, **Manager Barber made a motion that nominations cease for Vice-President and nominated Manager Willenbring for Vice-President. The motion was seconded by Manager Bautch. The motion passed with all in favor.** President Ritter requested nominations for Secretary. Manager Willenbring nominated Manager Barber for Secretary, seconded by Manager Kuseske. President Ritter asked for other nominations for Secretary. After none, **Manager Bautch made a motion that nominations cease for Secretary and nominated Manager Barber for Secretary. The motion was seconded by Manager Willenbring. The motion passed with all in favor.** President Ritter requested nominations for Treasurer. Manager Willenbring nominated Manager Bautch for Treasurer, seconded by Manager Carlson. President Ritter asked again for nominations for Treasurer. After none, **Manager Kuseske made a motion that nominations cease for Treasurer and nominated Manager Bautch for**



Treasurer. The motion was seconded by Manager Carlson. The motion passed with all in favor.

4. **Additions/corrections to the agenda items** – President Ritter asked for corrections or additions to the agenda. Administrator Henderson stated he had no additions. **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.**

5. **Consent Agenda**

a. **Financial Reports/Meeting Minutes**

1. Checks for June
2. Receipt Book
3. Revenue Guideline
4. Cash Balances
5. Expenditure Report
6. Grant and Loan Balances
7. June 21, 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	Environmental (general) - 0005	\$37.80	101
Rinke Noonan	East River Heights Dev., Sauk Centre - 0054	\$94.50	101
Rinke Noonan	Administrative Rules - 0054	\$75.60	101
Rinke Noonan	General Advice - 0084	\$56.70	101
Rinke Noonan	CWP Projects: BattlePoint Park - 0100	\$56.70	515
Rinke Noonan	Stearns CD 51 Appeal - 0117	\$439.50	555
Rinke Noonan	Stearns CD 51 Court of Appeals - 0118	\$2,439.54	555
Wenck	Stearns CD 11 - 105	\$1,028.00	525
Wenck	Stearns CD 26 - 122	\$8,342.20	550



Wenck	Stearns CD 15 – 122	\$540.00	530
Wenck	Permit Review – 127	\$7,798.90	101
Wenck	Crooked Lake – 128	\$4,783.26	337

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

c. District Permits - None

6. Open Discussion from the Public – None

7. Public Hearing – Permit Fee and Performance Surety Schedule – Administrator Henderson presented Resolution #05-16 to establish a permit fee and performance surety schedule that will take effect October 1, 2016. There were no comments from the public. **Manager Willenbring made a motion to close the public comment portion of the hearing. The motion was seconded by Manager Bautch. The motion passed with all in favor. Manager Carlson made a motion to approve Resolution #05-16. The motion was seconded by Manager Barber. The motion passed with all in favor.**

8. Reports

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

- 1. Preliminary 2017 Budget** – Administrator Henderson informed the board that the Budget Committee met and discussed the preliminary 2017 budget with an increase of 2.26% from \$630,908 in 2016 to \$645,175 in 2017. **Manager Kuseske made a motion to approve the preliminary 2017 budget as presented. The motion was seconded by Manager Willenbring. The motion passed with all in favor.**
- 2. Battle Point Park** – Administrator Henderson gave the board a timeline of events for the Battle Point Park project. Todd County Commissioner Randy Neumann commented that invasive species control will be taking place soon.
- 3. Grundman Violation**– Administrator Henderson went over a memo from Zach Gutknecht, Ditch and Permit Coordinator, giving Mr. Grundman options to meet the requirements of the District’s rules, however, Administrator Henderson suggested the District wait to act until after the DNR since they have more enforcement. **Manager Willenbring made a motion to table any more discussion or action on the Grundman Violation until the District hears back from the DNR. The motion was seconded by Manager Carlson. The motion passed with all in favor.**



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- 4. Posting of Ditch/Permit Coordinator** – Administrator Henderson informed the board that Zach Gutknecht submitted his resignation at the beginning of July, with the 14th being his last day. **Manager Kuseske made a motion to post the job opening and conduct interviews for a Ditch and Permit Coordinator. The motion was seconded by Manager Willenbring.** Manager Willenbring asked Henderson to give accolades to Gutknecht.
9. **Items for Next Meeting Agenda**
- a. **2017 Budget Public Hearing**
 - b. **Battle Point Park**
 - c. **Grundman Violation**
10. **Upcoming Meetings to be Announced**
- a. **Regular Board Meetings**
 - 1. Tuesday, August 16, 2016 at 6:00 p.m. – Regular Meeting
 - 2. Tuesday, September 20, 2016 at 6:00 p.m. – Regular Meeting
 - b. **Other Meetings**
 - 1. SRWD Summer Tour, July 26th, St. Cloud @ Whitney Park, 5 p.m.
11. **Adjourn Regular Board Meeting** – **Manager Willenbring made a motion to adjourn the regular meeting at 6:55 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 7 p.m.**
2. **Additions/corrections to the agenda item** – President Ritter asked if there were changes or additions to the agenda. There were none. **Manager Willenbring made a motion to approve the agenda as presented. The motion was seconded by Manager Kuseske. Motion passed with all in favor.**
3. **Open Discussion from the Public** – Jack Gibbons, landowner on JD 2, asked for an update on the Crooked Lake Project. Administrator Henderson informed him that it has evolved into being smaller projects instead of one large lake. **Manager Carlson made a motion to close the open discussion portion of the meeting. The motion was seconded by Manager Kuseske. The motion passed with all in favor.**
4. **Reports**
 - a. **Stearns CD 51** –
 1. **Ladwig Petition for Removal from Benefitted Area** – Administrator Henderson informed the board of a petition from Orlin, Carol, and Larry



**SAUK RIVER WATERSHED DISTRICT
BOARD OF MANAGERS**

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Ladwig to have land removed from Stearns CD 51. A public hearing will be held during the August 2016 Drainage Authority Meeting to act on the petition.

b. Stearns CD 26

1. Landowner Complaint and Inspection – Administrator Henderson informed the board that staff received a complaint from the Hoppe's on CD 26. A survey was conducted and it was determined that there were 5 areas above grade. There was extensive discussion on flooding in the area and what should be done to fix the problems. **Manager Carlson made a motion to clean out the 5 areas determined by the survey and any other obvious issue. The motion was seconded by Manager Bautch. The motion passed with all in favor.** President Ritter asked if there was anything the District could do to help Hoppe's access their land that's inaccessible due to flooding. There was discussion on options. Manager Kuseske asked that a policy be created to allow the Administrator and a manager together to make decisions for emergency repairs without prior permission from the full board when time is of the essence.

5. Items for Next Meeting Agenda –

a. Stearns CD 9 – Preliminary Engineering Report

6. Upcoming Meetings to be Announced

a. Redetermination of Benefits – Stearns CD 19 and Zion Munson Ditch, Richmond MN

7. Adjournment of Drainage Authority Meeting – Manager Kuseske made a motion to adjourn the meeting at 8:00 p.m. The motion was seconded by Manager Carlson. The motion passed with all in favor.