



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

Managers Present:	Lee Bautch, Duane Willenbring, Tyler Carlson, Gary Barber, Gene Rasmusen, Dennis Ritter, Jason Scherping
Staff Present:	Scott Henderson, Administrator; John Kolb, Attorney
Guests Present:	Bev Bales, Larry Ladwig, Randy Neumann, Doug Schmidt, Dick Nelson, Keith Blake, Cody Rogahn, Ken Zimmerman, Jerry Rapp, Glen Christen, John Funk, Ralph Inderrieden
Manager's Absent:	Larry Kuseske

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. Administrator Henderson added 3 permits to the agenda for approval. **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 July**
 2. **Receipt Book**
 3. **Revenue Guideline**
 4. **Cash Balances**
 5. **Expenditure Report**
 6. **July 19, 2016, Regular Board Meeting Minutes**

b. Appropriations

<i>Payee</i>	<i>Description of Payment</i>	<i>\$ Amount</i>	<i>Fund</i>
Wenck	Permit Review - 0127	\$7,954.45	101
Wenck	Crooked Lake - 0128	\$92.50	337
Rinke Noonan	Stearns CD 19 - 0122	\$170.10	540
Rinke Noonan	Stearns Zion Munson - 0123	\$170.10	565

c. District Permits –

1. **Grove Lake Avenue Reconstruction – Permit #16-026**



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

2. FedEx Freight Building and Parking Lot Addition – Permit #15-036

3. City of Waite Park Public Works Facility – Permit #16-028

4. City of St. Joseph Field Street – Permit #16-029

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

4. **Open Discussion from the Public** – Bev Bales, Douglas County Commissioner, introduced Jerry Rapp, who is running for her position. Bales also thanked the board members for their service. Dick Nelson, past President of the Osakis Lake Association, thanked the board for working on the Crooked Lake Project and wanted the board to know that the Osakis Lake Association supports the District. Doug Schmidt, Vice-President of the Osakis Lake Association, also voiced appreciation to the District.

5. **Reports**

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

1. 2017 General Levy Approval Public Hearing @ 6:30 – Administrator Henderson reviewed the budget and asked for public comments. **Manager Willenbring made a motion to close the public hearing. The motion was seconded by Manager Bautch. The motion passed with all in favor. Manager Willenbring made a motion to approve the 2017 budget as proposed. The motion was seconded by Manager Barber. The motion passed with all in favor.**

2. Clean Water Fund Applications – Administrator Henderson informed the board that 3 applications were sent in for Cleanwater Funds. Applications were submitted for Pope County Ditch 6, 11, and JD 1 Drainage Management, Sauk River Precision Conservation Project, and a SRWD Prioritize, Target, and Plan Project. Henderson gave a brief description of each proposed project.

3. Country Manor Permit– Administrator Henderson informed the board that after working with the project engineer for the Country Manor Senior Living, the permit was completed and signed as authorized by the board.

4. Sauk Lake Aquatic Weed Project – 2017 Budget – Administrator Henderson presented the Annual Work Plan and Budget for 2017 from the Big Sauk Lake Association and the City of Sauk Centre.

5. Grundman Violation – Administrator Henderson informed the board that DNR had come up with the same conclusion as the District that rather than removing the pipe, a riser would need to be at Burrough’s Lake on the Pope/Douglas border so that only high flows would bypass the Lake.

6. Battle Point Park – Administrator Henderson informed the board that Adam Hjelm had done an inspection at Battle Point Park and noted some trees were cute and some spraying was done.



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7. **Posting of Ditch/Permit Coordinator** – Administrator Henderson updated the board on the hiring process for the Ditch/Permit Coordinator position and asked that the Ditch Committee assist him in reviewing applications and interviewing candidates for the position.
 - b. **Manager's Report**
 1. **Zebra Mussels in Osakis Lake** – Manager Barber informed the board that he was notified by Adam Hjelm, Public Outreach Coordinator, that the District found zebra mussel veligers in Osakis Lake. Hjelm notified the DNR and during the DNR inspection, 2 adult zebra mussels were found. Signs have been put up at the public accesses notifying the public. The Lake association is planning on hosting an informational meeting.
 6. **Items for Next Meeting Agenda**
 - a. **Possible Resolutions for MAWD** – Administrator Henderson reminded the board about the MAWD Annual Meeting in December. He asked the board to start thinking about possible resolutions to bring. Also, he informed the board that MAWD is also seeking nominations for program of the year.
 7. **Upcoming Meetings to be Announced**
 - a. **Regular Board Meetings**
 1. Tuesday, September 20, 2016 at 6:00 p.m. – Regular Meeting
 2. Tuesday, October 18, 2016 at 6:00 p.m. – Regular Meeting.
Administrator Henderson informed the board that he would be gone on October 18th and asked to change the date of the meeting to October 25th instead. **Manager Carlson made a motion to change the date of the October regular board meeting to October 25th. The motion was seconded by Manager Barber. The motion passed with all in favor.**
 - b. **Other Meetings**
 1. SRWD 30th Anniversary Banquet, September 27th, Sartell at Resource Training Center.
 8. **Adjourn Regular Board Meeting** – Manager Barber made a motion to adjourn the regular meeting at 6:55 p.m. The motion was seconded by Manager Bautch. 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 no additions to the agenda. **Manager**



Willenbring 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. Stearns CD 26 –

1. **Maintenance along Main Branch** – Administrator Henderson updated the board on the section of CD 126 between CR 176 and Getchell Lake that's in need of maintenance. Henderson spoke with Butch Thull about Thull Construction doing the maintenance work for the District.

b. Stearns CD 15

1. **Spoil Pile Leveling and Weed Spraying** – Administrator Henderson informed the board that he met with a landowner who had concerns with the spoil pile leveling on his property and would like it at a 10:1 slope like CD 26. **Manager Carlson made a motion to level the spoil piles on CD 15 to a 10:1 slope. The motion was seconded by Manager Willenbring. The motion passed with majority in favor, Manager Scherping abstaining.**

c. Stearns CD 9

1. **Preliminary Engineer's Report** – Administrator Henderson reviewed a technical memo from Houston Engineering of 3 repair alternatives for CD 9. The engineers will be at the September meeting to discuss the alternatives. Henderson suggested the District send out a postcard so landowners know that the engineers will be in attendance at the September meeting.

d. Stearns CD 19 – Continuation of Public Hearing

1. **Redetermination of Benefits** – President Ritter recessed the regular Drainage Authority meeting and reopened the Public Hearing for Stearns CD 19. Administrator Henderson presented a Secretary's Order to order the attendance of appointed viewers Larry Murphy, Deborah Rynda, and Bryan Murphy to appear and administer the Viewer's Oath. Henderson also presented an Order Initiating Redetermination of Benefits and Appointing Viewers. President Ritter asked for public comment and there was none. **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 the Order Initiating Redetermination of Benefits for Stearns CD 19 as presented. The motion was seconded by Manager Willenbring. The motion passed with majority in favor, Manager Bautch**



abstaining. Attorney Kolb explained the process of doing a redetermination of benefits.

e. Stearns CD Zion Munson – Continuation of Public Hearing

1. Redetermination of Benefits – President Ritter asked for public comment but there were none. **Manager Bautch 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.** Administrator Henderson presented a Secretary's Order to order the attendance of appointed viewers Larry Murphy, Deborah Rynda, and Bryan Murphy to appear and administer the Viewer's Oath. Henderson also presented an Order Initiating Redetermination of Benefits and Appointing Viewers. **Manager Carlson made a motion to adopt the Order Initiating Redetermination of Benefits for Stearns CD 19 as presented. The motion was seconded by Manager Willenbring. The motion passed with all in favor.**

f. Stearns CD 51 – Public Hearing

1. Removal of Property from the Drainage System – President Ritter opened the public hearing for the removal of property from the CD 51 drainage system. Administrator Henderson gave a brief presentation showing the parcels in question and how the removal of land would affect the rest of the benefitted property owners. President Ritter asked for any public comment and after not receiving any, **Manager Bautch made a motion to close the public hearing. The motion was seconded by Manger Carlson.** After a short discussion to ensure that the removal of land met MN Statute 103E, **Manager Willenbring made a motion to remove the petitioned land from the drainage system. Manager Bautch seconded the motion. The motion passed with all in favor.**

g. Drainage Policy

1. Initial Review of Drainage Policy – Administrator Henderson asked that the board review the Draft Drainage Policy with hopes for approval before year end.

5. Items for Next Meeting Agenda –

- a. Redetermination of Benefits – Viewer's Oath and Viewers First Meeting
- b. Stearns CD 9 Houston Preliminary Engineering Presentation
- c. Stearns CD 11 Final Engineering Report
- d. Findings and Order for the Removal of Property on CD 51

6. Upcoming Meetings to be Announced



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a. Other Meetings

1. Minnesota Viewers Meeting, August 25th Bigwood Event Center, Fergus Falls

7. Adjournment of Drainage Authority Meeting – Manage Barber made a motion to adjourn the meeting at 8:15 p.m. The motion was seconded by Manager Carlson. The motion passed with all in favor.