SAUK RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
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Special Meeting MINUTES
Thursday, March 6th, 2014
Located at: SRWD Office at 6:00 p.m.

Managers Present:	Jim Kral, Larry Kuseske, Bob Mostad, Jason Scherping, Duane Willenbring, Virgil Rettig, John Harren, Lee Bautch
Staff Present:	Melissa Roelike, Interim Administrator; Tara Ostendorf, Environmental Project Technician; Rebecca Kluckhohn, District Engineer; Adam Hjelm, Public Outreach Coordinator; Lynn Nelson, Environmental Project Coordinator.
Guests Present:	
Manager's Absent:	Vern Vangsness

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

2. **Old Business**
   a. Comprehensive Watershed Management Plan – Rebecca Kluckhohn, Engineer, gave a presentation of the history behind the new Comprehensive Watershed Management Plan. Kluckhohn explained the extensive outreach and meetings held to get plenty of input from the public and other organizations. There was discussion from the board on the functions of the District's departments and how those would move forward with the new plan. Also discussed was the timeline of projects for the next 10 years. Tara Ostendorf, Environmental Project Technician, read the comments from the Board of Water and Soil Resources that will be incorporated into the draft plan. Ostendorf stated that the Board needed to decide on how the proceed with the Management Units as far as establishing them in perpetuity or with a set calendar end date. **Manager Willenbring made a motion that the District will establish the Water Management Districts in perpetuity. The motion was seconded by Manager Mostad. The motion passed with all in favor. A motion was made by Manager Mostad to approve the responses to the Board of Water and Soil Resources (BWSR) and to authorize staff to finalize the plan and provide the final copy to BWSR. The motion was seconded by President Kuseske. The motion passed with all in favor.**
   b. Set special meeting for Ditch & Permit Coordinator Interviews – Interim Assistant Roelike updated the board on the process to hire a new Ditch & Permit Coordinator. Roelike asked if March 13th would be an option for the full board to conduct interviews. It was decided by general consent that interviews will be conducted on March 13th with the board meeting at 4:30 and the first interview set for 5:00. There was discussion of whether or not staff should be available at the interviews. It was decided that staff are invited to sit in on the interviews.

      c. Administrator Position Update – Melissa Roelike gave an update of the Administrator hiring process. Sharon Klumpp contacted the Interim Administrator and stated that 10 applications were received. She will be conducting follow up with the qualified applicants and be attending the meeting on March 18th to go over the confidential information with the board.

3. **New Business**
   a. Performance Reference Letter for Rinke Noonan and John Kolb – Melissa Roelike informed the board that Rinke Noonan asked if the District would write a letter of recommendation for Rinke Noonan and John Kolb to be used in a proposal for services with the Clearwater River Watershed District. **Manager Kral made a motion to write a letter of recommendation for Rinke Noonan and John Kolb. The motion was seconded by Manager Rettig. The motion passed with the majority in favor, Manager Willenbring abstaining.**

4. **Items for next agenda** – Manager Willenbring asked that Attorney Kolb give an update on the Jesse Hagemeier bankruptcy issue. Manager Scherping wanted discussion about County Ditch 26 on the next agenda. Manager Kral wants to discuss tiling.

5. **Adjournment – The meeting was adjourned by general consent at 8:40 p.m.**

All Sauk River Watershed District meetings are handicap accessible.
An attempt will be made in advance to accommodate any other individual need for special services. Call the above number if any special arrangements need to be made.