



**Regular Meeting\_Draft Agenda**  
**Tuesday, August 20, 2013**  
**Located at: SRWD Office at 6:00 p.m.**  
**Agenda Codes: BA-Board Action I-Information**

		<u>Packet Page</u>	<u>BA/I</u>																
6:00	<b>1. Call To Order &amp; Pledge of Allegiance-<i>President Kuseske</i></b> 6:00 PM meeting called to order by President John Harren, on August 20, 2013 at the SRWD Office, Sauk Centre, MN.																		
6:02	<b>2. Oath/Bond for Newly Appointed Stearns County Manager-Duane Willenbring from St. Cloud.</b>		BA																
6:05	<b>4. Additions/or corrections to the agenda items- <i>President Kuseske</i></b> Additional items or corrections to be added to the agenda for action or information.		BA																
6:05	<b>5. Consent Agenda (<i>approved by one motion</i>)-<i>President Kuseske</i></b>		BA																
	<b>a. <u>July 1-31, 2013 Financial Report/Meeting Minutes</u></b>																		
	1. Check Register for General Fund 101	1-2	BA																
	2. Revenue Guideline	3-9	BA																
	3. Expenditure Report	10-42	BA																
	4. Grant & Cost Share Logs	43-44	BA																
	5. July Meeting Minutes	45-52	BA																
	<b>b. <u>Contracts for Approval-NONE</u></b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%; height: 20px;"></td> <td style="width: 50%; height: 20px;"></td> </tr> </table>																		
	<b>c. <u>Permits recommended for approval-</u></b>																		
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	<b>e. <u>Resolutions for Approval-None</u></b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%; height: 20px;"></td> <td style="width: 50%; height: 20px;"></td> </tr> </table>																		
	<b>f. <u>Board Action Items for Approval-None</u></b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%; height: 20px;"></td> <td style="width: 50%; height: 20px;"></td> </tr> </table>																		



g. **Loans, Grants, Appropriations-**

• **Grants Project Approvals-None**

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Amount to Encumber</u>	<u>Fund Code:</u>

• **Grant Payment Approvals-**

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Amount to Pay</u>	<u>Fund Code:</u>	<u>Pay to:</u>	<u>Partnered with:</u>
Stearns Co. Fair Board	Rain Garden	\$600.00	332	Zeugcraft Cabinets	Fair Board

BA

• **Loan Project Approvals-**

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Amount to Encumber</u>	<u>Fund Code:</u>	<u>Partnered with:</u>
Jason Felling	Feedlot Abatement	\$90,000	223	Stearns SWCD

BA

• **Loan Payment Approvals-None**

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Amount to Pay</u>	<u>Fund Code:</u>	<u>Pay to:</u>	<u>Partnered with:</u>

• **Appropriations**

BA

	<u>Payee</u>	<u>Description of Payment</u>	<u>Amount</u>	<u>Payment Code</u>
1.	Houston Eng.	Incentives DB	\$4,575.00	333
2.	Houston Eng.	Permit DB	\$5,510.00	333
3.	Rinke Noonan	General	\$1,091.40	101
4.	Rinke Noonan	Watershed Plan	\$623.70	172
5.	Rinke Noonan	Weed Harvester	\$970.00	WH
6.	Rinke Noonan	CD 15-26	\$623.70	CD15-26
7.	Rinke Noonan	Review grant contract RESPEC	\$189.00	333
8.	Rinke Noonan	CD51 Repair	\$969.70	CD51
9.	Rinke Noonan	CD51 Zimmerman	\$214.00	CD51 Zimmerman
10.	Rinke Noonan	CD51 Berndt	\$214.00	CD51 Berndt

6:15 6. **Open Discussion from the Public**  
*Opportunity for the public to address the SRWD Board of Managers.*



- |      |    |                     |  |  |
|------|----|---------------------|--|--|
| 6:30 | 7. | <b>Old Business</b> |  |  |
|      |    |                     | <b>a) <u>County Ditch 15 &amp; 26</u></b><br><i>There is several discussion topics on County Ditch 15 and 26 related to the pending repair of these two drainage systems.</i>  | <b>BA/I</b>                                  |
|      |    |                     | <ol style="list-style-type: none"> <li>1. Road Authority Responses Townships</li> <li>2. Road Authority Response from County</li> <li>3. County Ditch 15 Bid Responses and Selection</li> <li>4. County Ditch 26 Bid Responses and Selection</li> <li>5. Getchell Lake updates on proceeding with DNR</li> </ol> | <b>63-64</b><br><br><br><br><br><b>65-66</b> |
| 7:00 |    |                     | <b>b) <u>County Ditch 19 Inspection Report-Tara Ostendorf</u></b><br><i>A report will be given on the inspection conducted on County Ditch 19.</i>   | <b>I</b>                                     |
|      |    |                     | <b>c) <u>Steffenson/Shriver Haust Project Update and Inspection Presentation-Tara Ostendorf</u></b><br><i>We will provide an update on this project from the last meeting.</i>   | <b>I</b>                                     |
| 7:15 |    |                     | <b>d) <u>County Ditch 51</u></b> <ol style="list-style-type: none"> <li>1. Zimmerman Improvement proceeding</li> <li>2. Berndt Improvement proceeding</li> <li>3. Discussion regarding the County Road Authority Response</li> <li>4. Repair Proceeding-Bidding</li> </ol>                                       | <b>I/BA</b>                                  |
| 7:30 |    |                     | <b>e) <u>Crooked Lake Restoration Project</u></b> <ol style="list-style-type: none"> <li>1. Star Tribune Article Law Change removes incentive to place land in easement</li> <li>2. Status of the project will be discussed.</li> </ol>  | <b>I/BA</b>                                  |
|      |    |                     | <b>f) <u>SRWD General Engineering Services RFP</u></b><br><i>The SRWD general engineering services were put out for a RFP. This closed on August 9<sup>th</sup> the proposals were scored and ranked. A recommendation will be made at the meeting for approval.</i>   | <b>67-69 BA/I</b>                            |
|      |    |                     | <b>g) <u>Roofing Contractor Selection</u></b><br><i>Staff has done some research on the estimates received to fix the roof. A recommendation will be provided.</i>   | <b>BA</b>                                    |
|      |    |                     | <b>h) <u>MPCA SRF Contract Extensions</u></b><br><i>To approve contracts once received to extend loan projects.</i>  | <b>BA</b>                                    |



8:15    **8.    New Business**

- a) **Clean Water Fund Grant Applications** **BA**  
*To approve applications for the Board of Water and Soil Resources Clean Water Fund Grant applications.*
  
- b) **City of Cold Spring Release Agreement** **I/BA**  
*To approve an agreement to do a partial release of property from a cost share project contract.*

8:30    **9.    Reports**

- a. **Administrator's Report-Administrator Kovarik**
  - 1.    **Hunting Approval JD2 Sediment Pond Property**-To discuss allowing hunting on property. **BA**
  - 2.    **Minnesota Association of Watershed Districts (MAWD) Project & Program of the Year Submittals**-To approve project and program of the year submittals. **71-79    BA**
  - 3.    **MAWD Resolutions**-To discuss resolutions and approve as applicable. **80-86    BA**
  - 4.    **Thelen Campaign Proposal**-To discuss budget for marketing and advertising project with Thelen. **BA**
  - 5.    **June Board Meeting Minutes**-To approve the June Board Meeting Minutes to be distributed after the packet has been sent out. **BA**
  - 6.    **Computers Discussion**-To discuss computer and server replacements due to operating software changes. **BA**
  
- b. **Attorney's Report** **I**
  
- c. **Engineer's Report** **I**
  
- d. **Permit Program Report** **I/BA**
  - 1. 13-025 Kandota Landing Development Permit
  - 2. 13-025 Kandota Landing Maintenance Agreement
  - 3. 13-025 Kandota Landing Escrow Agreement
  - 4. 13-026 Stearns County Highway Bridge Replacement County Road 182
  - 5. 13-020 Neil Bordgerding culvert and tiling project



e. **Calendar Items:** County Fairs, Summer Picnic Discussion, Approve Preliminary levy and certify to Counties, Preliminary discussion about special assessments including drainage assessments

f. **Board Member Meeting Reports:**

10. **Items for Next Meeting Agenda**

Managers and staff can suggest items for discussion for the next board meeting.

11. **Upcoming Meetings to Be Announced**

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<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
9-17-13	SRWD Board Meeting	SRWD office	6:00 p.m.

12. **FYI ITEMS**

- **Job Descriptions and Pay Scale/Range Review**

*Staff has been working on revisions to job descriptions and the pay scale range review with consultant Kathleen Murphy. This project is being worked on by staff and a recommendation will be made in the fall.*

- **DNR Ditch Assessments**

*Rinke Noonan has sent us a letter stating that the DNR should be paying their ditch assessments. I letter was received from Commissioner Landwehr directing to pay all outstanding ditch assessments. The letter will be available for further discussion if necessary.*

- **CD15/26 Bid package**

*The bid package has been posted. In order for firms to be notified of changes to the schedule they need to have requested a bid package. Pre-Bid meeting to answer questions on the bid package are on August 9<sup>th</sup>. Proposals are due by August 16<sup>th</sup> with the board awarding a contractor at the August 20<sup>th</sup> meeting.*

- **Comprehensive Plan Update:** *The plan was submitted to the required agencies and is out for review. We will be waiting now for the comments to come in and to compile them.*

- **City of Osakis WWTP**

*A response was received and is included in the packet for the board on the recent bypass conducted by the City of Osakis regarding the WWTP and updates since our last discussion at the July meeting.*

88

- **Osakis Creamery Letter regarding complaint**

*A letter was received from the City of Osakis regarding a complaint received*

87



**SAUK RIVER WATERSHED DISTRICT  
BOARD OF MANAGERS**  
524 4<sup>th</sup> St South, Sauk Centre, MN 56378  
Phone: (320) 352-2231 Fax: (320) 352-6455

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*this past spring.*

- **MPCA Letter regarding WWTP Bypass Events**-*A letter was sent to MPCA and is included in your packet for information and review.* **89**

9:00 **13. Adjourn**

**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.