



Regular Meeting_Draft Agenda
Tuesday, August, 21, 2012
Located at: SRWD Office at 6:00 p.m.
Agenda Codes: BA-Board Action I-Information

		<u>Packet</u>	<u>BA/I</u>		
		<u>Page</u>			
6:00	1. Call To Order & Pledge of Allegiance-<i>President John Harren</i> 6:00 PM Meeting called to order by President John Harren, on August 21, 2012 at the SRWD Office, Sauk Centre, MN.				
6:01	2. Oaths and Bonds for Newly Appointed Managers Oath of Office for Vernon Vangness reappointed by Todd County Commissioners in June 2012.				
6:05	3. Additions/or corrections to the agenda items-<i>President Harren</i> Additional items or corrections to be added to the agenda for action or information.		BA		
6:10	4. Consent Agenda (<i>approved by one motion</i>)-<i>President Harren</i>		BA		
	a. <u>July 1-31, 2012 Financial Report</u>		BA		
	1. Cost Share Funds Log Report	1-10			
	2. Loan Funds Log Report	11-16			
	3. Check Register for General Fund 101	17-18			
	4. July Revenue Guideline	19-20			
	5. July Expenditure Report	21-39			
	b. <u>July 24, 2012 Board Meeting Minutes-(not available to be handed out at meeting)</u>		BA		
	c. <u>Contracts for Approval-NONE</u>				
	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="width: 5%; text-align: center;">1.</td> <td style="width: 75%;">Alchemy Support Renewal \$1,720</td> </tr> </table>	1.	Alchemy Support Renewal \$1,720	40-41	BA
1.	Alchemy Support Renewal \$1,720				
	d. <u>Permits recommended for approval-NONE</u>				
	<table border="1" style="border-collapse: collapse; width: 100%; height: 20px;"> <tr> <td style="width: 5%;"></td> <td></td> </tr> </table>				
	e. <u>Grant Applications for Approval-NONE</u>				
	<table border="1" style="border-collapse: collapse; width: 100%; height: 20px;"> <tr> <td style="width: 5%;"></td> <td></td> </tr> </table>				
	f. <u>Resolutions for Approval-NONE</u>				
	<table border="1" style="border-collapse: collapse; width: 100%; height: 20px;"> <tr> <td style="width: 5%;"></td> <td></td> </tr> </table>				

BA



g. **Board Action Items for Approval** 42-43

14-12	Wader Library
15-12	Monitoring Equipment

44-47

h. **Loans, Grants, Appropriations**

BA

• Grants Project Approvals-

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Amount to Encumber</u>	<u>Fund Code:</u>
Dave Stafaniak	Shoreline	\$2,047.00	315
Dave Stafaniak	Shoreline	\$8,000.00	323
Vince and LaVonne Andres	Shoreline	TIME EXTENSION ONLY till June 1, 2013	

BA

• Grant Payment Approvals-

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Amount to Pay</u>	<u>Fund Code:</u>	<u>Pay to:</u>
Leon and Diane Imdike	Shoreland Restoration	\$458.00	326	Tree Top Nursery & Landscaping
Pat Bjornebo	Shoreline	\$136.00	326	Glacial Ridge Growers
Stoney Creek Study UofM	Technical assistance for Stoney Creek Project	\$2,211.82	327	Regeants of the U of M

• Loan Project Approvals-NONE

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

• Loan Payment Approvals-

BA

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Amount to Pay</u>	<u>Fund Code:</u>	<u>Pay to:</u>
John Niewind	Septic	\$950.00	224	John Niewind
Darrell & Mercedes	Septic	\$5,000	224	Tom Alexander



Fuecker			Excavating
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• Appropriations

BA

	Payee	Description of Payment	Amount	Payment Code
1.	Health Partners	Premium Payment	\$1,460.30	General Fund (GF)
2.	Marco	Copier rental and usage	\$1,685.27	GF
3.	Wenck	Comp Plan	\$3,850.20	GF
4.	Wenck	Permits/project review	\$666.64	GF
5.	Rinke Noonan	SRF/Retainer/Employee Matters/Contract review	\$1,337.10	GF
6.	LMCIT	Statement of Premium Audit Adjustment	\$1,106.00	GF
7.	Wenck	CD15/26 Wetland Approval Process	\$953.86	CD15/26
8.	Houston Engineering	SRWD Incentives Database Wireframing	\$1,729.00	GF
9.	Houston Engineering	SRWD BWSR Drainage Records Updates	\$687.50	All Ditches
10.	Houston Engineering	SRWD Website Redesign	\$4,309.75	GF
11.	Hydromethods	St. Cloud Residential Raingarden project	\$5,635.00	331

6:15

4. Old Business

a) **Performance Review and Assistance Program**

I

To provide an update on the information gathering being conducted by BWSR

b) **Staff Team Building Activities at Prairie Woods August 22nd**

I

Information only item to let board know the activity has been scheduled for this day.

c) **Lower Sauk Project Discussion**



There is a petitioned project that the municipalities in the Lower Sauk Area brought forth back in 2005. The staff asks the board to set a meeting time to go over the status and determine the next steps for the petition. This is for information only and the staff has scheduled a presentation for the September meeting.

I

d) **Satisfaction of Agreement**

1. Dan & Nancy Walters
2. Thomas & Judith Dehmer

BA

Projects from last meeting that were in violation and had submitted a formal letter contesting violation status at June 24th board meeting and have since opted out of the program and paid back funds

e) **CMM CIG Final Reporting**

Staff is working on the final reporting elements for the SRWD on the CMM project over the past month. Staff will provide an update on the status of this.

I

f) **2013 Budget Discussion**

Discussion from special meeting held on August 14th to give direction to budget committee and Administrator where potential adjustments could be made to the 2013 draft budget. Discussion about preliminary levy which needs to be set and communicated by September 15th to the Counties.

BA

g) **Weed Harvester Project**

A presentation on all components of the intercept survey is being planned for the September board meeting.

h) **Tours Discussion**

Discussion on the tours and feedback from board

I

i) **Board Packets Discussion/Structure changes**

A discussion about changes being done in this packet and if managers feel it is better.

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I

6:45 5. **New Business**

a) **By-laws updates**

Pending review by the legal council by-laws should be handed out at the board meeting for review and approval at a following meeting

I

b) **Alchemy scanning update and position discussion**

Discussion about the continuation and status of the scanning project and work

BA



load needs to finish the work

- c) **Updates on Address sheets** I
Pages will be passed around for updating purposes since changes on the board occurred last month

- d) **Bank Signature Cards/Resolution** BA
To update the bank signature card and resolution with our bank to reflect the board reorganization in June.
- e) laskjd

7:00 6. **Reports**

- a. **Administrator's Report-Administrator Kovarik**
 - 1. **Overall Plan** BA
An update will be given on the upcoming steps in the Comprehensive Plan update.

 - 2. **Survey to Prioritize Projects for Comprehensive Plan** BA
A survey will be provided to the board to be filled out at the meeting to aid in prioritization of priorities brought forth in past Comprehensive Plan meetings.

 - 3. **Assessment Project-Working on Scope with Houston** I
A brief update will be given on the status of the project.

 - 4. **Clean Water Fund Project Application Status** I
To provide some details to the board of the current direction of the Clean Water Fund Applications being prepared by staff.

 - 5. **Watershed Wide Project Update** I
Staff has been working with MPCA on this coordinated project and will likely have a contract amendment to discuss and the status of the project to discuss

 - 6. **Watershed Modeling effort by RESPEC** I
An update will be given on the modeling effort. The work is done but has not been released by MPCA.

 - 7. **Osakis TMDL** I
An update on the status of the TMDL and the upcoming meeting schedule to gain public input on the draft report



- 7:30 **b. Attorney’s Report—*John Kolb***

- 7:45 **c. Ditch/Permit Inspector Report-*Administrator Kovarik***
 - (1) Permits-None as of the time the packet was distributed

 - (2) Ditches
 - Stearns County Ditches 15 & 26
 - To provide an update on the status of the wetland exemption application*

- 8:00 **e. Board Member Meeting Reports**

- 8:15 **f. Open Discussion for the Public**

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7. Items for Next Meeting Agenda
Managers and staff can suggest items for discussion for the next board meeting.

8. 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>
Tuesday, August 28	Comprehensive Plan/Board Staff Retreat	Sauk Centre City Hall	1:00-4:00 p.m.
Tuesday, August 28	Osakis TMDL Public Informational Meeting	Osakis HS Auditorium	7:00 p.m.
Wednesday, September 12	Comprehensive Plan meeting with partners	Melrose City Center	10:00 till 2:00 p.m.
Tuesday, September 18	Regular Meeting	SRWD Office Sauk Centre	6:00 p.m.

8:30 **9. 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.