



REVISED

Regular Meeting_Draft Agenda
Tuesday, September 17 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 | 1. Call To Order & Pledge of Allegiance-<i>President Kuseske</i> 6:00 PM meeting called to order by President Larry Kuseske, on September 17, 2013 at the SRWD Office, Sauk Centre, MN. | | | | | | |
| 6:05 | 4. Additions/or corrections to the agenda items- <i>President Kuseske</i> Additional items or corrections to be added to the agenda for action or information. | | BA | | | | |
| 6:05 | 5. Consent Agenda (<i>approved by one motion</i>)-<i>President Kuseske</i> | | BA | | | | |
| | a. <u>August 1-31, 2013 Financial Report/Meeting Minutes</u> | | | | | | |
| | 1. Check Register for General Fund 101 | 1-2 | BA | | | | |
| | 2. Revenue Guideline | 3-9 | BA | | | | |
| | 3. Grant & Cost Share Logs | 10-11 | BA | | | | |
| | 4. Expenditure Report | 12-44 | BA | | | | |
| | 5. June Meeting Minutes | 45-57 | BA | | | | |
| | 6. August Meeting Minutes | 58-65 | BA | | | | |
| | 7. <i>To approve the resignation of Jim Rothstein from the Citizen Advisory Committee effective 9-17-13</i> | | | | | | |
| | 8. <i>To approve the resignation of Dick Nelson from the Citizen Advisory Committee effective 9-17-13</i> | | | | | | |
| | 9. <i>To approve Gary Barber appointment to the Citizen Advisory Committee effective 9-17-13</i> | | | | | | |
| | b. <u>Contracts for Approval-NONE</u> <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%;"></td> </tr> </table> | | | | | | |
| | | | | | | | |
| | c. <u>Permits recommended for approval-NONE</u> <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 30%;"></td> <td style="width: 70%;"></td> </tr> </table> | | | | | | |
| | | | | | | | |
| | d. <u>Grant Applications for Approval-NONE</u> <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 30%;"></td> <td style="width: 70%;"></td> </tr> </table> | | | | | | |
| | | | | | | | |
| | e. <u>Resolutions for Approval-None</u> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; text-align: center;">21-13</td> <td style="width: 65%;">MPCA CWP SRWD Watershed Wide Groundwater Protection Project time</td> <td style="width: 15%;"></td> <td style="width: 5%;"></td> </tr> </table> | 21-13 | MPCA CWP SRWD Watershed Wide Groundwater Protection Project time | | | 66 | BA |
| 21-13 | MPCA CWP SRWD Watershed Wide Groundwater Protection Project time | | | | | | |



| | | |
|-------|---|-------|
| | extension | 67 |
| 22-13 | MPCA CWP SRWD Osakis Lake Enhancement Continuation Project time extension | 68 |
| 23-13 | MPCA CWP Lower Sauk River Water Quality Project time extension | 69 |
| 24-13 | MPCA CWP Sauk River Water Quality Protection Phase III Project time extension | 70-71 |
| 25-13 | Approve 2013 Training Plan and Budget | |

f. Board Action Items for Approval-None

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| | |
|--|--|

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> |
|-------------------|---------------------------|----------------------|-------------------|----------------|------------------------|
| | | | | | |

• Loan Project Approvals-

| <u>Landowner:</u> | <u>Project Installed:</u> | <u>Amount to Encumber</u> | <u>Fund Code:</u> | <u>Partnered with:</u> |
|--------------------------|---------------------------|---------------------------|-------------------|------------------------|
| Robert and Mryna Gammons | Shoreline Repair Project | \$3,500 | 221 | |

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> |
|-------------------|---------------------------|----------------------|-------------------|----------------|------------------------|
| | | | | | |

BA

• Appropriations

| | <u>Payee</u> | <u>Description of Payment</u> | <u>Amount</u> | <u>Payment Code</u> |
|----|--------------|-------------------------------|---------------|---------------------|
| 1. | Rinke Noonan | General and retainer | \$902.40 | 101 |
| 2. | Rinke Noonan | Weed Harvester | \$226.80 | 572 |
| 3. | Rinke Noonan | CD15 & 26 | \$1,410.50 | 560 |



| | | | | |
|-----|--|----------------------------------|------------|---------|
| 4. | Rinke Noonan | CD51 | 1,285.20 | 555 |
| 5. | Rinke Noonan | CD51 Zimmerman | \$107.00 | 555 |
| 6. | Rinke Noonan | CD51 Berndt | \$239.30 | 555 |
| 7. | League of Minnesota Cities Insurance Trust | Annual Dues | \$1,611 | 101 |
| 8. | MN Spray Foam | Down payment for roofing project | \$6,500 | 101 |
| 9. | Wenck | General Engineering | \$2,294 | 101 |
| 10. | Wenck | Comprehensive Plan | \$444.50 | 172 |
| 11. | Wenck | CD 19 | \$967.50 | CD19 |
| 12. | Wenck | CD15-26 | \$4,582.50 | CD15-26 |

- 6:15 6. **Open Discussion from the Public**
Opportunity for the public to address the SRWD Board of Managers.
- 6:30 7. **Old Business**
- a) **Manager Resignation** BA/I
 - b) **Discussion Regarding August 20, 2013 Board Meeting** BA/I
 - c) **County Ditch 15 & 26**
 - There is several discussion topics on County Ditch 15 and 26 related to the pending repair of these two drainage systems.*
 - 1. *County Ditch 15 and 26 Next Steps for the Upcoming Bid Process* BA/I
 - 2. *Getchell Lake updates on proceeding with DNR-Attorney Kolb (see attached letter sent to Commissioner Landwehr)* 72-73 I
 - 3. *CSAH 11/ Army Corps of Engineering Meeting scheduled September 27, 2013* I
 - d) **Monitoring Program Updates-***To provide the board with an update on the continued work relating to the current years monitoring efforts.* I
 - e) **Steffenson/Shriver Haust Project Meeting Update-***Tara Ostendorf Staff met with Stearns SWCD and NRCS with property owners to discuss potential projects. Staff will provide an update to the board after that meeting* I
 - f) **County Ditch 51**
 - 1. *Zimmerman Improvement proceeding*
 - 2. *Berndt Improvement Dismissal proceeding* 74-76 I/BA
 - g) **Crooked Lake Restoration Project** I



A report will be provided following a meeting that staff participated in with Douglas SWCD and NRCS regarding the proposed project, next steps, and current challenges.

- h) **Roofing Contractor Selection** BA
The recommendation made at the last meeting did not reflect in the amount quoted the warranty. Staff will clarify the adjustment to the board and will ask for approval so this work can be initiated.

- i) **SRWD Aquatic Habitat DNR Grant 2013-2014** BA
The SRWD received \$25,000 in grant funds from the DNR and an order establishing a project and setting a public hearing on the funds is necessary to start work. The board will need to approve the order and direct setting a hearing for the October 2013 board meeting.

- j) **Database adjustments**
To approve \$1,425 in additional cost work to finish up the incentive database.

- k) **Response from MPCA Commissioner**
The SRWD has received a response from the MPCA Commissioner and this will be shared with the board.

8:15 8. New Business

- a) **Clean Water Fund Grant Applications** I
To provide an update to the board on the direction of the new grant applications that is being contemplated for submission.

- b) **Jesse Hagemeyer Request**
To approve the certification and adjustment of Mr. Hagemeyer's current loan from 10-15 years. His contract currently states 15 years but the current assessment says 10.

8:30 9. Reports

- a. **Administrator's Report-Administrator Kovarik**
 - 1. **Thelen Campaign Proposal**-To discuss budget for marketing and advertising project with Thelen. BA
 - 2. **Computers Discussion**-To discuss computer and server replacements due to operating software changes. BA



- BA**
3. **Job Descriptions/Payscale**
Project/Staffing-*to discuss the status of this project and staffing status.*
- b. **Attorney’s Report**
- c. **Engineer’s Report**
- d. **Permit/Tara Ostendorf Program Report**
- | | |
|---|-----------|
| 1. 13-028 Riverside Inn Addition | BA |
| 2. 12-002 Osakis Creamery Permit Extension | BA |
| 3. 13-027 Jerry Kuhlman Wetland Restoration | BA |
| 4. Kandota Landing | BA |
| 5. 34-13 City of St. Cloud Whitney Board Action Form | Ba |
| 6. 35-13 City of St. Cloud Seberger Park Board Action Form | BA |
| 7. 36-13 City of Cold Spring Board Action Form | BA |
- e. **Calendar Items:** Preliminary Levy Set, Water Fests conducted, Resolutions prepared for MAWD submittal. I
- I
- 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** I
- | Meeting Date | Meeting Description | Meeting Location | Meeting Time |
|--------------|---------------------|------------------|--------------|
| 10-15-13 | SRWD Board Meeting | SRWD office | 6:00 p.m. |
12. **FYI ITEMS**
- **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. We have not received formal comments on the plan yet.*
 - **NRCS Local Work Group Meetings**
Staff has participated in discussions with Pope, Douglas, Stearns, and Todd Counties regarding their open enrollment for the Environmental Quality Incentive Program. This information helps rank priorities in each of the counties for this federal funding and how and what types of projects end up getting funding. The SRWD staff brought forth priorities for the draft



comprehensive watershed management plan.

- **Drainage Inspector Meeting**
Administrator Kovarik attended the Drainage Inspectors meeting on August 9th in Willmar. The highlight of the meeting was a presentation from Houston Engineering on a database for drainage system management. This database takes things a step further than the current work we are doing with Houston. Staff at a later date may make some recommendations on how we could use this information to enhance our existing database work underway with Houston.
- **Thank you**-*A thank you was received from Commissioner Otte's Family.* 88
- **MAWD Awards**-*The SRWD projects and program submitted for the 2014 MAWD Awards program were not selected as finalists and will not be moving on to the next round.* 87
- **County Ditch 9/Sediment Pond Thistle Control**-*Treatment was conducted on a section of County Ditch 9 for thistle and shrub treatment and for thistle control on the Judicial Ditch #2 Sediment Pond. The cost did not exceed the Administrators Approval Authority so the work was completed. The total cost \$1,275.00 CD 9 and \$560 Judicial Ditch Sediment Pond Project to Minnesota Native Landscapes* 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.