



**Regular Meeting\_Draft Agenda**  
**Tuesday, September 18, 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.	<b>Call To Order &amp; Pledge of Allegiance-Vice President Kral            6:00 PM Meeting called to order by President John Harren, on August 21, 2012 at the SRWD Office, Sauk Centre, MN.         </b>		
6:02	2.	<b>Additions/or corrections to the agenda items-Vice President Kral            Additional items or corrections to be added to the agenda for action or information.         </b>		BA
6:10	3.	<b>Consent Agenda (<i>approved by one motion</i>)-</b> Vice President Kral		BA
	a.	<b><u>August 1-31, 2012 Financial Report</u></b>		BA
		1. Cost Share Funds Log Report	1-9	
		2. Loan Funds Log Report	10-16	
		3. Check Register for General Fund 101	17-19	
		4. August Revenue Guideline	20-23	
		5. August Expenditure Report	24-43	
	b.	<b><u>July 24, 2012 Board Meeting Minutes-</u><i>handed out last meeting or sent</i></b>		BA
	c.	<b><u>August 14, 2012 Committee of the Whole Special Meeting on Budget Minutes</u></b>	44-49	BA
	d.	<b><u>August 21, 2012 Board Meeting Minutes</u></b>	50-57	BA
	e.	<b><u>SRWD By-laws update</u></b>	60-66	BA
	f.	<b><u>Contracts for Approval-NONE</u></b>		
		1.		
	g.	<b><u>Permits recommended for approval-NONE</u></b>		
	h.	<b><u>Grant Applications for Approval-NONE</u></b>		
		1. BWSR CWF Storm water Management and Retrofit Project	67-74	BA
		2. BWSR CWF SRWD Advanced BMP Implementation Strategy	75-82	BA
	i.	<b><u>Resolutions for Approval-NONE</u></b>		



j. **Board Action Items for Approval-NONE**

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k. **Loans, Grants, Appropriations**

• **Grants Project Approvals-**

BA

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Amount to Encumber</u>	<u>Fund Code:</u>
David & Ellen Stafaniak	Shoreland restoration	\$5,850	323
City of Rockville	Raingarden and Native Planting	\$22,500	325
Francis and Norine Olmscheid	Feedlot project	Time extension of six months	323

• **Grant Payment Approvals-**

BA

<u>Landowner:</u>	<u>Project Installed:</u>	<u>Amount to Pay</u>	<u>Fund Code:</u>	<u>Pay to:</u>
Osakis Creamery	Treatment swale and Sediment Basin	\$23,969.65	325	Osakis Creamery
Osakis Creamery	Treatment swale and Sediment basin	\$2,500	326	Osakis Creamery
Dave Sutherland	Shoreline Restoration	\$9,003.75	322	Anything Outdoors Co.
Steve Groetsch	Ag Waste Engineering	\$16,000	323	Steve Groetsch
Osakis High School	Stormwater retention	\$540.00	325	MN Native Landscape

• **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-NONE**

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



**• Appropriations**

	<b>Payee</b>	<b>Description of Payment</b>	<b>Amount</b>	<b>Payment Code</b>
1.	Health Partners	Premium Payment	\$1,460.30	General Fund (GF)
2.	KDV	J Rigdon Consulting Services	\$1,785.00	GF
3.	RMB	Aquatic Vegetation Survey	\$6,000	Weed Harvester Fund
4.	Rinke Noonan	Comp Plan/Retainer	\$1,167	101 GF
5.	Rinke Noonan	Ditches minor maintenance discussion	\$75.60	501
6.	Wenck	SRWD Plan	\$8,270.20	101-GF
7.	Wenck	County Ditch 11 Stearns	\$1,012.33	Stearns CD11
8.	Wenck	County Ditch 51	\$1,023.33	CD51
9.	Wenck	General Engineering	\$321.00	101-GF

BA

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 22<sup>nd</sup>** 83-84  
*Information only item. Report included in packet so no further action is necessary unless the board has further questions of staff.* I
  
- c) **Lower Sauk Project Discussion-Tabled till October** I  
*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 been re-scheduled the presentation for the October meeting due to several managers being absent at the September meeting.*
  
- d) **JD2 Sediment Pond Project Update** I  
*A preconstruction meeting has been held at the site with the contractor and the tentative time for the clean out of the primary pond is scheduled for early October.*
  
- e) **Crooked/Hanford MRBI project** I  
*Staff met with Douglas County staff to discuss a potential grant application*



*through the Clean Water Fund. Concern was raised by Douglas County staff about the current Mississippi River Basin Initiative and a few landowners that have not signed the acreage up into that program. They have asked the District for assistance and if we are interested in potentially purchasing property.*

- f) **2013 Budget Discussion** I/BA  
*Discussion on the status of the budget and next steps as well as feedback from the budget committee after their last meeting on September 12<sup>th</sup>.*
- g) **Weed Harvester Project-Tabled till October Meeting** I  
*A presentation on all components of the intercept survey is being planned for the October board meeting.*
- h) **Ditch Assessment Project Update** I/BA  
*To provide an update on the ditch assessment project with Houston and to discuss the scope of services to be provided under the project.*
- i) **210th Street Ravine Discussion** 85-86 BA  
*A discussion about the status of the 210<sup>th</sup> Street Ravine Project in Todd County with the board and potential authorization for survey and engineering to acquire cost estimates for the project.*
- j) **Cold Spring Scope of services** 87 BA  
*Discussion on scope of services for Cold Spring project.*
- k) **Battlepoint Park Maintenance Discussion** BA  
*Discussion on maintenance activities necessary at the park.*
- l) **Position Discussion** BA  
*Discussion about wages for intern position as tabled at August meeting.*

6:45 5. **New Business**

- a) **State of Minnesota Special Assessment Abatement** BA  
*Pending review by the legal council by-laws should be handed out at the board meeting for review and approval at a following meeting*
- b) **Updates on Address sheets** I  
*Pages will be passed around for updating purposes since changes on the board occurred last month*
- c) **Office Maintenance** I  
*There are several action items regarding the office that will need to be discussed. (septic system issues, road work and side walk will be removed by city as part of*



*stormwater project, office signage, cleaning services approve going out for quotes)*

- d) **Board Meeting Conflicts** BA  
*December meeting conflict with school concert.*
- e) **Thelen Advertising Proposal** BA/I
- f) **MPCA TMDL Contract for additional impairments** BA/I

7:00    6.    **Reports**

- a. **Administrator's Report—Administrator Kovarik**
- 1. **Overall Plan/ August 28, 2012 Board and Staff Retreat Meeting Minutes** BA  
*An update will be given on the upcoming steps in the Comprehensive Plan update.*
- 2. **Assessment Project-Working on Scope with Houston** BA  
*A brief update will be given on the status of the project.*
- 3. **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.*
- 4. **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*
- 5. **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.*
- 6. **MAWD Resolutions/Award Nominations** I  
*Discussion with the board about the resolutions process for this year and possible project or program of the year nominations.*
- 7. **Osakis TMDL** I  
*An update from the public informational meeting held.*

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



- 7:45      **c. Ditch/Permit Inspector Report-Administrator Kovarik**
- (1) Permits-
    - a) CentraCare 88-89    BA
  - (2) Ditches
    - Stearns County Ditches 15 & 26 Quote Scopes 90-92    BA  
*To provide an update on the status of the wetland exemption application*
    - CD11/51/9 Quote Scopes 93-  
*To provide an update on the status of these minor ditch repairs* 105    BA

8:00      **d. Calendar Items:** Water festivals, Discuss Resolutions

**e. Board Member Meeting Reports**

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

**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**

I

<u>Meeting Date</u>	<u>Meeting Description</u>	<u>Meeting Location</u>	<u>Meeting Time</u>
October 16, 2012	Regular Board Meeting	SRWD Office	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.